

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BISHOPS CLEEVE

England & Wales · Charity number 1135929

Details

Other names ST MICHAEL'S BISHOPS CLEEVE PCC

Status Registered

Legal form Previously excepted

Registered 2010-05-13

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

Contact

Address Bishop's Cleeve Church Office
St Michael's Centre
School Road
Bishops Cleeve
Cheltenham
Gloucester

Phone 07354 874617

Email admin@stmichaelsbishopsclleeve.co.uk

Website <https://www.stmichaelsbishopsclleeve.co.uk>

Activities

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

Activities: The Parochial Church Council is responsible for the work of the Anglican Church in the parish of Bishops Cleeve, which includes Woodmancote and Southam. It is also responsible for the provision of church services and the maintenance of the church of St Michaels and All Angels Bishops Cleeve and of the Church of the Ascension Southam.

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£293,269	£267,894	-	-
2023-12-31	£263,277	£232,472	-	-
2022-12-31	£201,287	£224,727	-	-
2021-12-31	£263,842	£249,556	-	-
2020-12-31	£232,039	£279,389	-	-

Trustees

Name	Role	Appointed
Andrew Kenneth Young		2018-05-01
Ann Jessop		2017-05-01
Glenda Kathleen Green		2022-05-29
James Hall		2018-05-01
Jennifer Ruth Waller		2022-05-29
John Stapledon Doody		2023-05-16
John Vincent Donovan		2018-05-01
Kathryn Lea		2016-04-26
Kevin Andrew Sadler		2026-04-20
Lesley Sadler		2024-10-01
Lucy Ann Barbour		2023-07-01
Lucy Elizabeth Betts		2025-05-12
Malcolm Shaw		2020-10-17
Marion Patricia Young		2024-05-21
Maureen Ann Hazell		2023-05-16
Rev Benjamin Gwyn Williams		2024-05-09
Rev Natalie Garrett		2023-05-16
Rev Timothy Michael Garrett		2023-01-30
Timothy James Powell		2023-04-21
Yvonne Mary Penn		2023-05-16
Zoe Homes		2020-10-17

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BISHOPS CLEEVE

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Accounts

THE CHURCHES OF

St Michael All Angels

Southam, Woolstone, Gotherington & Oxenton

Parish of Bishop's Cleeve with Southam

- **St Michael & All Angels Church, Bishop's Cleeve**
- **The Ascension, Southam**

Annual Vision Meeting

Incorporating:

**Annual Meeting of the Parish
and Annual Parochial Church Meeting**

Monday 12 May 2025 at 6.30pm, in St Michael's Church

A Note from our Chair

Dear friends,

As we review 2024 together, I am so grateful to the army of many many volunteers who serve together, faithfully to make St Michael's happen – and happen joyfully!

However, I do need to give special thanks for the creation of this Annual Report to Zoe Homes, our PCC secretary, to Tim Powell and Pete Muir for compiling and examining, our accounts, respectively – and to all those who have shared their experiences of ministering in our church for us all to read.

2024 was a significant year for St Michael's as we were joined by Lucy Betts, Andy, Lauren and Arran in January – and then, in May, Ben, Emily Jude and Jesse joined us as well. We are very grateful for all they are and do!

October 2024 proved to be a very significant month for us as we launched Vision 2030 on 13 October, followed by our very successful Gift Day on 20 October. I am hugely grateful to everyone who has given not just of their money but of their time and their energy and their love so generously in 2024.

While 2024 proved to be a challenging and tough year for me personally, Christmas 2024 and the Easter that we have just had have given me great encouragement that we are on the right track as we constantly seek to “keep in step with the Spirit”.

Much love to you all,

Tim

Rev Tim Garrett
Team Rector

Annual Vision Meeting

Tuesday 12 May 2024 at 6.30pm, in St Michael's Church

AGENDA

A register will be taken as you enter the church, and apologies will be noted.

Annual Vision Meeting

Welcome and Worship

Vision 2030: Our Church Mission for the Future

Annual Meeting of the Parish (Vestry Meeting)

Elections

Election of our Churchwardens for 2025/26: Ann Jessop and Andrew Young, and John Donovan as our Deputy Churchwarden for Southam.

Annual Parochial Church Meeting

Minutes

Approval of 2024 Minutes.

Elections

- **Re-Elections to the PCC**
- **New Elections to the PCC**

Reports

All statutory reports are included in this Annual Vision Meeting booklet and are published on the website. It would be helpful if you could send any questions for clarity or discussion prior to the meeting to PCC Secretary Zoe Homes zhomes@stmichaelsbishopsleeve.co.uk.

The following statutory reports are to be approved:

- PCC Secretary's Report
- Churchwardens' Report on the Fabric, Goods and Ornaments of the Parish
- Safeguarding Report
- Deanery Synod Report

A handful of additional reports have been included with the APCM papers to give members an update on life in our Churches.

Approval of Annual Report and Accounts

Our Annual Accounts for 2024 have been published in advance. In addition, our Treasurer, Tim Powell, has provided some commentary in his report, along with an anticipated budget for 2024, which are both included in this booklet of papers. You are encouraged to read and digest these prior to the meeting.

It would be helpful if you could send any questions for clarity or discussion prior to the meeting to the Treasurer treasurer@stmichaelsbishopsleeve.co.uk. Opportunity will also be given at the meeting.

Receive the Electoral Roll

This year was Our Electoral Roll total stands at 236. The names of those on the roll have been published in church.

Closing Prayers

This meeting will be followed by a brief meeting of the new PCC.

Parish of Bishop's Cleeve with Southam

Annual Vision Meeting

Monday 20 May 2024, St Michael's Church, Bishops Cleeve

DRAFT Minutes

Attendees

Our stewards took a register of those present, and apologies were noted (please see Appendix A).

Welcome and Worship

Rev Tim Garrett (TG) opened the meeting by looking back over the year.

In the 12 months since the last meeting of this sort, we have returned to having two services at St Michaels every Sunday, average Sunday attendance has gone up by c.40 per week, we've started four new life groups including two in Gotherington, and attendance at our children's activities has increased. We have also employed Lucy Betts for children's work and Rev Ben Williams (BW) as our Team Vicar. Lucy Barbour has also been ordained and is soon to be priested.

BW noted that we are a very prayerful and welcoming church; so welcoming that his supporters who came to his Licencing service felt like they made friends! This is something to be proud of, as it is not only confined to our church building – Church on the Hill is an example of how we are prayerfully active in a different way. He is excited by us being spiritually hungry and wanting more.

TG added how it was great to see the church full at Christmas again, and is grateful for a very successful Gift Day with around £30k donated in one event. There have been difficult times and questions to be answered, of course, but the Lord has been at work in us and amongst us.

Regarding the Annual Vision Meeting, TG said this is not just a meeting of a random group of people – we are brothers and sisters following the same Christ, who are here to both take stock of what has been happening, but also to look ahead at what we are excited for in the coming year.

The music group led two Worship Songs, after which TG prayed for our church and our time together.

Vision 2030: Our Church Mission for the Future

AY gave a short presentation about our Vision 2030 project. This is a concerted and prayerful consideration of what we believe God is calling us to be and do over the coming years. The project has been 8-9 months in the making so far, and there is more work to do before we are ready to start with the practical elements.

A sheet listing all the Vision ideas submitted so far has been produced, and those present were encouraged to take this away and to pray about the project and ideas – and to add to it with more ideas and suggestions. Everyone is invited to attend our Vision 2030 discussion evening the following month, when these ideas will be considered further.

Personal Giving: Gift Day 2024

TG thanked those who give regularly through the Parish Giving Scheme (PGS), and to those who gave to our Gift Day. Giving is part of our discipleship, allowing us to do His work in our community – both keeping existing things going, and enabling us to start the new things that might come out of our Vision 2030 project. There will be another Gift Day in the coming year, likely in the autumn.

ANNUAL MEETING OF THE PARISH (Vestry Meeting)

TG explained this is when we elect our two Churchwardens for the parish, and a deputy Churchwarden for Southam. Those eligible to vote include those on our electoral roll, and those on the local parish electoral roll.

TG confirmed that the only nominations received for Churchwarden are from our existing team – Ann Jessop, Andrew Young, and John Donovan.

Motion: Those present re-elect Ann Jessop and Andrew Young, with John Donovan for Southam, to act as our Churchwardens for the coming year.

The motion was passed with a very clear majority.

Note for all elections: Proposers and seconders for each individual elected are noted (and signed) on the nomination forms.

ANNUAL PAROCHIAL CHURCH MEETING

Minutes

The minutes of the 2023 meeting were published as part of the Annual Vision Meeting booklet.

TG asked those who were present at the 2023 meeting if we can adopt the minutes as a true and accurate record.

Motion: The minutes of the 2023 meeting were accepted as a full and accurate record of what took place.

Proposer: Ann Jessop | Seconded: Andrew Young

The motion was passed with a clear majority.

Elections

TG offered a vote of thanks to Ro Hunt on behalf of all members, who is stepping down after many years on PCC and as Lay Chair. He said we owe Ro a great deal of thanks for her faithful service when there was so much change in leadership in our parish.

TG explained there were just two people to be elected onto PCC at this meeting – one new member, and one re-elected member:

- New Member: Marion Young
- Re-Elections: James Hall

Motion: This APCM elects Marion Young and James Hall onto PCC for the next three years.

The motion was passed with a very clear majority.

This means we have 21 members on our PCC for the coming year:

- 3 x Churchwardens, two for St Michael's, one deputy for Southam (Andrew, Ann, John)
- 10 x Elected members of PCC (Zoe, Sue, Julie, Yvonne, Maureen, James, John, Jenny, Glenda, Marion)
- 3 x Elected Deanery Synod representatives (Mal, Tim, Doreen)
- 1 x Reader (Kathryn)
- 4 x Clergy (Tim, Nat, Lucy, Ben)

PCC members met to elect their officers for the coming year immediately after the APCM.

Statutory Reports

All our statutory reports were published as part of our Annual Vision Meeting booklet. It was noted that these were all checked and adopted by PCC at a recent meeting.

- PCC Secretary's Report
- Churchwardens' Report on the Fabric, Goods and Ornaments of the Parish
- Safeguarding Report
- Deanery Synod Report

Motion: This APCM notes and approves all four statutory reports.

Proposer: Zoe Homes | Seconded: Ann Jessop

The motion was passed with a very clear majority.

A handful of additional reports have been included with the APCM papers to give members an update on life in our Churches.

Approval of Annual Report and Accounts

Our Financial Statements for 2023 were published in advance, along with some commentary from our treasurer, Tim Powell (TP).

TP addressed the meeting, saying he has tried to explain where our money comes from and how it is spent. The numbers show a snapshot of what we have been doing, are doing, and would like to be doing.

TP also provided a brief picture for the first quarter of 2024, and encouraged anyone who has questions about our finances to speak to him at any time.

We were reminded that TP has taken on the role of treasurer for 18-months or so as interim, to help us gain clarity. Thanks was offered to those who help TP to keep our money in order, including Barbara, Michael, David and others.

TG opened the meeting to questions:

A shortfall has been projected for this year. What kind of percentage increase in general giving would help us fix this?

The prediction of a 27k shortfall is equivalent to around 10% of our income. This is on the pessimistic side, and we hope it will be less than this in reality. We do have some reserves, but it is not wise to dip into those if possible.

TG thanked TP for giving us some real clarity on our finances, which helps us with our planning.

Motion: This APCM approves the annual report and accounts for 2023.

Proposer: Tim Powell | Seconded: Zoe Homes

The motion was passed with a very clear majority. There were no abstentions and none against.

It was noted that our independent examiner is yet to formally approve these accounts, and that an approved statement will be published as soon as possible.

Electoral Roll

Our Electoral Roll currently stands at 261, which is five higher than last year's 256. The names of those on the roll have been published on the noticeboard at the back of church.

TG thanked Julia Dowle for compiling the electoral roll this year.

Motion: This APCM approves the presented electoral roll.

Proposer: Andrew Young | Seconded: Zoe Homes

The motion was passed with a very clear majority.

It was noted that next year will involve a complete re-do of our electoral roll, as per the standard six-year cycle. More details of how that will work will be published early in 2025.

Questions and Participation

TG opened the meeting for any further questions and comments:

Ann Jessop (AJ) wished to thank everyone who contributes to the general running of our church – people who dust, wash, polish, steward, garden, our church watchers, and our children's workers. This is all part of our economy that goes alongside the finances. TG added his thanks to Ann specifically for her passion on this topic.

Closing Prayer

BW closed the Annual Vision Meeting in prayer at 9pm.

PCC Meeting

A short meeting of the PCC took place immediately after the Annual Vision Meeting in order to elect our officers for the coming year.

In attendance (19): Tim Garrett (TG), Zoe Homes (ZH), Tim Powell (TP), Ann Jessop (AJ), Andrew Young (AY), Marion Young (MY), Kathryn Lea (KL), Lucy Barbour (LB), John Doody (JOD), John Donovan (JD), Jenny Waller (JW), Julie Jolly (JJ), Glenda Green (GG), Maureen Hazel (MAH), James Hall (JH), Mal Shaw (MS), Yvonne Penn (YP), Ben Williams (BW), Natalie Garrett (NG).

Apologies: Sue Blakey (SB).

Motion: This PCC appoints the following officers for 2024/25:

- **Kathryn Lea – Lay Chair**
- **Tim Powell – Treasurer**
- **Zoe Homes – Secretary**

Proposer: Ann Jessop | Seconded: Mal Shaw

This motion was unanimously approved by those present.

Appendix A: Attendance Record

Attendees

1. Sandy Heade
2. Ann Jessop
3. Andrew Young
4. Marion Young
5. Lucy Betts
6. Ro Hunt
7. Tim Garrett
8. Brian Pritchard
9. Zoe Homes
10. Allister Homes
11. Sally Lavis
12. Mary Hughes
13. Kelly Dunn
14. Jo Scriven
15. Julia Dowle
16. Lucy Barbour
17. John Doody
18. Terry Richer
19. Kathleen Richer
20. Jane Powell
21. Tim Powell
22. Ray Hart
23. Helen Hart
24. James Ingram
25. Wendy Treble
26. David Treble
27. Chris Layfield
28. Mark Stevens
29. Rachel Stevens
30. Linda Hall
31. Tony Dixon
32. Joy Dixon
33. Nick Watson
34. Julie Watson
35. Jenny Waller
36. Kathryn Lea
37. Judith Jenkins
38. Marjorie Chart
39. Michael Jenkins
40. Barbara Jordan
41. John Donovan
42. Carol Andrews
43. Louise Titley
44. Phoebe Titley
45. Steve Dowle
46. Sue Bye
47. Julie Jolly
48. Glenda Green
49. Margaret Templeton
50. Jim Templeton
51. Alan Hazel
52. Maureen Hazel
53. Ben Williams
54. Valerie Cule
55. Philip Cule
56. Ian Drake
57. Linda Drake
58. Pam Boorman
59. Alan Boorman
60. Lesley Sadler
61. Kevin Sadler
62. James Hall
63. Natalie Garrett
64. Mal Shaw
65. Yvonne Penn

Apologies

1. Sue Blakey
2. John Sharpe
3. Maggie Sharpe
4. Annabelle Young
5. Julie Rice
6. Viv Stanley
7. Jeff Green

PCC Secretary's Report

This report covers the period from May 2024 to March 2025. Prepared by Zoe Homes.

Our PCC met to conduct its business six times in this period, in June, July, October, November, February and March. All our meetings have taken place in person, and each meeting was preceded by a Standing Committee meeting.

In addition, we met for a short meeting immediately following the Annual Vision Meeting in May, and for a morning of fellowship and discussion relating to our Vision in November.

Membership

Our membership totalled 21 this year.

One of our Deanery Synod representatives stood down in October due to ill health, and we co-opted an additional member of PCC that same month in order to have our new Safeguarding Officer on our committee.

At the time of reporting, the membership consists of:

- Elected PCC members: 11 (out of 15 allowed)
- Elected Deanery Synod representatives: 2 (out of 4 allowed)
- Churchwardens and Deputy Churchwardens: 3
- Readers and Lay Ministers: 1
- Clergy: 4

Our serving officers, and therefore our Standing Committee membership, has been:

- PCC Chair: Rev Tim Garrett, Team Rector
- Lay Vice-Chair: Kathryn Lea
- Secretary: Zoe Homes
- Treasurer: Tim Powell
- Churchwardens: Ann Jessop and Andrew Young, with John Donovan acting as deputy Churchwarden for Southam.

After many years of service to PCC, our Lay Vice-Chair Ro Hunt stepped down at our last APCM. We are hugely grateful for all that Ro gave to our committee.

Our Finances

Our finances have continued to be our key challenge and therefore our key topic of discussion over the last year. However, it must be said that we are in a much better place this year, and have a full understanding of the figures.

The faith and effort of our PCC and wider congregation have once again been rewarded. We ran another successful Gift Day in October 2024, which raised £32,000 to help support general church funds as well as our new Vision fund (which includes our CFM work).

In February PCC voted to pay the full 8.7% increase in Parish Share in 2025.

We are well aware there is work still to be done, and we continue to pray about and discuss our financial situation, and welcome ideas from church members on this topic.

Please see the Finance Report for further details on our financial situation.

Vision 2030

The other significant topic of conversation at our PCC meetings this year has been our Vision 2030 project. This was also the topic for our Away Morning in November 2024.

Since our last Annual Vision Meeting, a lot of work has been done to turn all the research and idea generation into a set of actionable plans – and it has been wonderful to watch motivated people start new things and refresh existing activities in the name of spreading the Good News in our parish and benefice.

Vision 2030 is a long-term project that will continue to be our focus over the next year and beyond.

Other Highlights

In addition to the above, as a PCC, we have:

- Adopted a set of meeting guidelines to help us become a more efficient and wiser committee.
- Set up a team to oversee our Mission Partners and other charity fundraising activity. The team meet regularly, and report into PCC. Our relationship with our three Mission Partners, and our ability to raise money for other organisations we are linked with, is already improved. We are very much looking forward to our first Mission Partners Weekend in a long time in June 2025.
- Appointed a new Safeguarding Officer, approved an updated Safeguarding policy for our parish, and supported our new appointee in refreshing Safeguarding training requirements.
- Worked with our Churchwardens to ensure proper stewardship and use of our facilities. This has included discussions on security arrangements following the break-in last Easter, and approval to restore the oak chest.
- Worked with and supported our sister church at Southam on their campaign to raise money to help pay for the floor restoration works, and in their desire to increase their membership.
- Had an excellent update from Lucy Betts on her exciting and fruitful CFM work, and continued to do our part to support the work of the CFM team.
- Supported Gloucestershire Historical Churches Ride and Stride event in September, and a number of other local and village events, with weekend activities in church and street stands run by church members.

In everything we have done and through every topic we have discussed over the last 12-months, we have collectively done our best to always look to Heaven for guidance, use our gifts to serve God as both individuals and as a group, been graceful in our discussions, and prayerful in our decision making.

We expect the year ahead to continue to present its challenges, but we hope and pray we will look back and see continued and new developments in our mission to bring Jesus to those around us.

My formal thanks to all PCC Members, including those who also sit on Standing Committee, for all their support, work, and prayerful doing of church business.

PCC Calendar 2025/26

Standing Committee Tuesday 20 May, 7.45pm

PCC Meeting Tuesday 3 June, 7.45pm

Standing Committee Tuesday 22 July, 7.45pm

There will be no summer PCC meeting to allow members to have a break. Should any votes be needed, we will converse by email.

Standing Committee Tuesday 16 September, 7.45pm

PCC Meeting Tuesday 7 October, 7.45pm

Standing Committee Tuesday 4 November, 7.45pm

PCC Meeting Tuesday 18 November, 7.45pm

Standing Committee Tuesday 13 January, 7.45pm

PCC Meeting Tuesday 3 February, 7.45pm

Agenda Items

Should you have items of business you wish to be discussed at our PCC meetings, please email these to PCC Secretary, Zoe Homes, via zhomes@stmichaelsbishopsleeve.co.uk. Agendas are prepared at least one week before each Standing Committee meeting date listed above.

Minutes

Minutes of PCC meetings are posted on this notice board once approved. An archive of minutes can be found in the folder kept next to the kitchen.

Questions

If you have any questions about PCC, please speak to any PCC member, or email PCC Secretary, Zoe Homes, via zhomes@stmichaelsbishopsleeve.co.uk

Churchwardens' Report

Report from Churchwardens Andrew Young and Ann Jessop for St Michael's and John Donovan Deputy Churchwarden for Southam. This report covers the year 2024, with some reference to the first part of 2025.

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The Churchwardens

The churchwardens for St Michael's in Bishop's Cleeve are Andrew Young and Ann Jessop. John Donovan is Deputy Churchwarden for the Church of the Ascension at Southam. All three will stand again at the 2025 APCM. All three are willing to speak to you about any matters that concern you.

Churchwarden Andrew Young reports as follows:

2024 into 2025 has continued to be a time of change as we as a church have continued to develop and seek God's direction. We have welcomed Ben, Emily and their boys to our numbers and I have focused on supporting the new full complement of clergy as they settled together.

I have also worked to help shape and move the Vision 2030 process. Having received over 230 ideas to date and spoken to around 25 different people specifically about this we gathered in all sorts of concepts, ideas and inputs. Through a number of sessions and meetings we have started to shape the areas of focus and it is encouraging to see so many new things or changed things being tried:

- Holiday club relaunch
- Youth Alpha/ Group
- Church Away Day
- Central Prayer
- School outreach increasing
- Praise & Play Gotherington
- Online Sermons
- New Life Groups

A new initiative I have been trying over the past 4 months has been recording the sermons and posting them online at our YouTube channel (<https://www.youtube.com/channel/UCW-3aTl2JS3Xit8k2CBKoYA>) with a note and link from our Facebook page. As of 5 February, there are 38 Sermons posted online with 1,841 views noted. This is currently dependent upon me being at the services and being able to edit the files as well as adding headers and tail end to the files.

Rev Tim and I have been working to replace the contactless device in use to allow for greater flexibility of donations given, the new machine is now in use and at the back of church, the old machine will continue to be used for Praise & Play in Bishops Cleeve and Gotherington but will not be out in St. Michaels during services.

During the past four months I have been discussing our Safeguarding role with Lesley Sadler and supporting her moving into the role formally as approved by the PCC during Q4 2024.

Churchwarden Ann Jessop reports as follows:

The Churchwarden Team Ethos

A team of about six (this varies) is dedicated to assisting the clergy and churchwardens as needed in all their duties. As a Team with special responsibilities, we describe our ethos as follows. We maintain our faith, hope and love in all that we do for this church. God is in all that we do. To labour is to pray.

Our Losses

In 2024 two previous members of our churchwarden team died. We are sad for the loss of Michael Bayliss and Harry Dunsford. Both were highly valued and much loved. Our church is diminished without their quiet faith, good humour, and hard work. Rest in Peace.

Our Church Surveyor, Richard Basnett, retired at the end of March 2024. His partnership with us and his meticulous care of our buildings was outstanding and he will be hard to replace.

Our Gains

The Revd Ben Williams became our Team Vicar in 2024 and we have been delighted to be working with him to bring the benefice to grow in faith.

Luke Blackburn has taken over the role of Eco leader and is bringing new initiatives to our Eco work.

Lesley Sadler has taken on the role of Safeguarding Officer and is improving our practices.

Kevin Sadler and Mark Stevens have come forward bringing their skills and experience to the churchwardens' team.

Our Needs

Our teams that clean the church give their time once a month to make this place hygienic and pleasant. We need more workers in this ministry.

Our churchwatchers come once a week to greet and look after our Monday to Friday visitors. Anyone could walk in the door, with surprisingly different experiences and expectations. If we had more churchwatchers, we could open the church for more hours.

Our stewards serve once a month to make our Sunday worship flow smoothly. We set up the building and the altar ready, we manage the microphones, we look after the needs of the clergy and the congregation, we tidy up and close down afterwards. We work best if there are two of us, giving us time to get to know everyone and introduce new people, but we do not have enough stewards and for some of the time there is a sole worker trying to do everything.

If you would like to be involved in any of the three above ministries, we would love to hear from you.

In addition, there are teams involved in children's work, pastoral care, prayer, laundering, polishing, flower arranging, gardening, Audio Visual, First Aiding, catering, bellringing, music making and many others, all happy to receive new members. The churchwardens are grateful to all our volunteers. We are a busy and caring church, pulling together in His work.

The Law

The Representation Rules require that the churchwardens bring to the APCM *a report upon the fabric, goods and ornaments of the church or churches of the parish, under section 51 of the Care of Churches and Ecclesiastical Jurisdiction Measure 1991*. Therefore, some of this report is about the buildings and contents. The inventory is available to view at this meeting. The 2024 quinquennial report is also on view. The building and contents are an inheritance which we have a duty to care for and to hand down to future generations. The 1991 Measure says *Any person or body carrying out functions of care and conservation under this Measure or under any other enactment or rule of law relating to churches shall have due regard to the role of a church as a local centre of worship and mission*.

Fabric in 2024-2025, St Michael's, compiled by Ann Jessop

- Our quinquennial inspection took place in March 2024. A full copy is available to view at the APCM, along with our progress report.

- We mitigate the expenses of maintaining the building by reclaiming the VAT, by applying for grants from outside sources for special projects, by regular and determined work by our volunteers wherever possible.
- The roofs are generally in good order but we do need to replace loose tiles from time to time. A significant operation to remove the moss was carried out in 2024.
- In 2024 St Michael's was part of a major dendrochronology investigation in Bishop's Cleeve and the full report by Dr Andy Moir is available to view in church.
- Thanks to a grant from the Gloucestershire Historic Churches Trust and the generosity of our church members we were able to repair and restore the 15th century oak chest. A full report of the restoration is available to view at the APCM.
- Routine checks, tests, small repairs and servicing on gutters, drains, electrics, boiler, mower, lightning conduction, fire provision, clock, bells, heating, organ etc are all up to date.
- The smoke alarms were updated in 2024 and should be good for 8-10 years.
- We are due for a quinquennial electrical inspection in 2025.
- Our contractor cleaner Andy Fallon is employed for six hours per week, and our volunteer teams do a dusting stint on Fridays. It is more important than ever to be clean, and so we strive to maintain high standards.
- The AV Team mostly work independently of our team and they have had to cope with some setbacks. They need more persons to operate the equipment.
- A new device for collecting donations electronically has been purchased.
- A new diocesan flag and a new union flag were purchased by two members of our team.
- Following a burglary in St Michael's in the early hours of Easter Sunday 2024, we have improved the security of the priest's door and we are at the time of writing looking in to providing more outside lighting and possibly some CCTV coverage on the south side.

Fabric in 2024-2025, Southam Church, as reported by John Donovan and Ann Jessop

- In 2024, a successful quinquennial inspection of our electrical supply and installations was carried out.
- The churchyard wall, where it runs alongside the public footpath, was in danger of falling and needed urgent repair, which was skilfully carried out by Ben Zakottie in 2024.
- Following the buildings quinquennial report of 2023, our surveyor recommended removing the carpet, which we did, exposing extensive damp damage. A programme of works is planned to clean and restore the floor, the altar, the pulpit, the font. It will be necessary to professionally remove asbestos from the redundant heating ducts, after which new stone covers will be fitted to replace the old plywood. After a long wait, the faculty for this work was granted in January 2025. The total cost is expected to be between £30,000 and £35,000. The fabric fund will cover a part of this. Significant amounts have been promised by donors. The remainder could be raised by making grant applications. We hope to complete this project in 2025.

Other St Michael's Matters

Hygiene

We are past the days of Covid and lockdown but we continue to maintain high standards of cleanliness, to prevent the spread of infection. At the time of writing, we still offer Communion wafers dipped in the wine, as an alternative to sharing the common cup. Hand sanitiser is provided in several locations. Kitchen and catering are managed to a professional standard of hygiene, led by Annie Nixon.

Fuel Costs

Fuel costs have stabilised at around £10,000 a year. In winter, it is important to not leave the doors open for longer than necessary and use the warm air curtain whenever they are open. We are enrolled with the Parish Buying Scheme which obtains for us the best possible fuel deals. All our electricity is from renewable sources. The gas heating is provided by a double boiler system which has an A rating for Eco status. In the long term, (i.e., in the next ten years) all churches will be looking at alternative sources of energy and alternative methods of heating as new technology is developed.

Heritage

Whenever the church is open, you are free to explore the porch room, an ancient and fascinating part of our building, housing our collection of photos and documents and memorabilia.

On our walls in the main church we still have history factoids which we made in 2023 to link the history of our church with the history of the monarchy.

In the baptistery we have various information guides about the church.

Health and Safety

Emergency services ask for our What3words, rather than a postcode. See [What3words.com](https://www.what3words.com) for further details. For our two churches, the words are as follows.

- St M West door: union.achieving.tame
- St M South door: prep.rush.gladiators
- St M Main gate: play.cure.fuels
- Southam door: editor.dame.agents

We have received a grant of £400 from Bishop's Cleeve Parish Council to spend on First Aid Training, which we intend to carry out in 2025.

The defibrillator needs new pads which we intend to buy in 2025.

Churchyard

Ours is a closed churchyard which means there can be no new burials. (The exception is that existing plots can be opened to receive the remains of another family member, if there is room.) The Closed Churchyard became the responsibility of Tewkesbury Council in 1990. Subsequently, the church wished to provide better maintenance than the Borough was delivering, so they took on themselves some routine work in return for an annual grant from the Borough. In September 2019 we entered into a formal contract with the Borough, defining the level of the annual payments to us (£6,000, index linked, now worth about £7,000) and the extent of our duties, which include care of lawns, gates, walls, trees, paths, graves. The Borough still has ultimate responsibility. We can only manage on this small budget because our volunteers put in so much work.

This is a space which is important to the whole community. Three rights of way cross it, and the public frequently meet us here. The grass is cut by Gotherington Garden Services (Vince Larcombe). The benches are cleaned regularly and treated by volunteers each year. The Garden of Remembrance continues to be lovingly cared for by Keith and Annie Hawkes, while Tony Dixon and Ro Hunt tend the garden by the priests' door. We still need volunteers from time to time to take waste to the tip, and to help in working parties. The Community Payback Scheme members are now well established in working for us. The work they are doing includes digging, hedging, clearing, weeding, strimming, composting, whatever is needed. We continually monitor the condition of the headstones and instigate professional repairs when needed.

Since the APCM last year, there have been some new activities:

- John Donovan supervised the Payback team in building a new compost compound. Later, a volunteer team carried out some finishing off work, including treating the wood. This area is now put to good use.
- In 2024, drystone waller Ben Zakotti inspected the boundaries and found no cause for concern.
- The North side continues to need regular work to keep it tidy, following weeding and re-seeding.
- Ro Hunt, with some help, planted the new hedge for the Garden of Remembrance.
- Our Eco provision now includes bird feeders, bug hotels, a log pile, a stone pile.
- Our tree contractor Chris Arnold has identified some trees that need attention and work will commence soon.

Safeguarding Report

Prepared by Lesley Sadler, Safeguarding Officer.

I have been in post as Parish Safeguarding Officer since October 2024.

Since then, the Parish Dashboard has been set up and we are working through the various categories to ensure that as a church we are completing the required areas as set out by the Diocese. I have looked with Tracy in the office at the spreadsheet for completion of safeguarding training and who has completed which areas for the roles they hold within church. Tracy will remind people when training is due for renewal if they are still attending the church or still in role.

I also now have a dedicated phone for safeguarding and an email address. The previous phone was too old for the updates needed to be of use for church.

Our Safeguarding Policy has been updated and voted in by the PCC, and people are asked to sign this when they have read it. A new Safeguarding notice is displayed on the church noticeboards (inside and outside) with Safeguarding contact name, email address and telephone number. The website has also been updated.

Duncan de Gruchy for the Diocese carried out some safeguarding training on 26 June and 7 November. Altogether, 18 people attended and completed the Basic Awareness Course on these two dates. There is another course planned for this Spring (date to be confirmed).

Safeguarding is everyone's responsibility to ensure that we have a safe church for all.

I would like to thank Kate and Tracy in the office for their help over the last few months.

Tewkesbury and Winchcombe Deanery Synod Report

Prepared by Mal Shaw and Tim Powell, Deanery Synod Representatives.

The representatives to Deanery Synod remain Mal Shaw and Tim Powell, with Doreen Dyer standing down due to ill health. Tim has been appointed Deanery treasurer and Mal is on if the lay representatives on the Deanery standing committee.

Meetings were held in July, October and February. The key areas for development are the Deanery Strategic Plan (DSP) and a new model for Parish Share.

The DSP objectives are outward looking worshipping communities fully alive to the work of the spirit, using building as assets, looking outwards and working ecumenically. The Diocese has confirmed they will make funds available to support this strategy, and have facilitators able to provide specialist advice on areas such as Youth, Training, Buildings and Housing.

The three mission areas in the Deanery - Bishops Cleeve, Tewkesbury and Winchcombe - are developing their own strategies which will be used to update the DSP. For our benefice, this will be the Vision 2030 strategy. Meetings later in 2025 will align these benefice strategies and agree funding.

Treasurer's Report for 2024 and Financial Outlook for 2025

Prepared by Tim Powell, Treasurer.

The purpose of this report is to present a snapshot of our current financial situation. This should help us to decide what we need to do, from a financial point of view, so as to maintain and strengthen our presence as one of the main sources for spreading the Christian message in Bishops Cleeve, Woodmancote and Southam. A more detailed description of our income and expenditure in 2024 is given in the full Financial Statements for that year – see the end of this report for a link.

Our current reserves

As Table 1 below shows at the start of this year the PCC had reserves, potentially available to spend of nearly £162,000. Of this total just over £41,000 was allocated for the church in Southam, largely as the result of a legacy left for the work of the church in Southam a considerable number of years ago. This left a balance of £121,000 for work throughout the rest of the parish.

Table 1: Our current reserves and allocation by Fund			
Fund	As at 31 December 2024	As at 1 January 2024	Difference
Total all Funds /Assets	161,924	147,317	14,607
of which			
General Fund	85,279	41,641	43,638
CFM Funds	0	25,576	-25,576
General and CFM Funds combined	85,279	67,217	18,062
Other Funds			0
Fabric Fund	5,922	13,554	-7,632
Churchyard Fund	9,553	7,196	2,357
Organ Funds	16,500	14,500	2,000
Southam Funds	41,476	41,676	-200
Other	3,194	3,174	20

It is the formal policy of the PCC that “the PCC will maintain three month’s costs in general reserves at all times.” In 2024 three months costs amounted to just over £69,000.

The PCC has also decided that some of our reserves should be allocated to designated funds, intended to build up specific reserves for the inevitable need for occasional major expenditure on maintaining the Fabric of St Michael’s and to maintain the organ at St Michael’s. The PCC have agreed that £2500 should be added each year

to the designated Fabric Fund. They have also agreed that £2,000 each year should be added to the Organ Fund which now stands at £16,500.

Change during 2024

It can be seen that during the course of the year our reserves increased by £14,607. This is good news. It means that our income was £14,607 more than our expenditure. This was despite the fact that in total at St Michaels and Southam we spent just over £266,000. Running our parish is not a cheap operation. In 2024 our total income was just under £281,000.

If we look at how the balance in our various funds has changed over the year a few points stand out.

The balance in the General Fund has increased by £43,638. The General Fund includes all our reserves which have not been specifically allocated for a specific purpose. It is thus very good news that its balance has increased by this much

However, it is not all good news the next line in the table shows that the balance on the CFM Fund has fallen from £25,576 to zero. So what has happened. Basically we started the year with a considerable surplus in the CFM Fund. This was for two reasons. In previous years we had received considerable grants towards the work of our CFM team. We also in 2023 received a legacy of £10,000 with the request that it should be used for our CFM work.

Due to staff resignations we were also without any paid CFM staff during much of 2023. Much, but not all of our CFM work was continued with the help of volunteers. The PCC took the view that this could not continue indefinitely and agreed that we should allocate funds for the recruitment of a paid CFM worker. We were fortunately able to appoint Lucy Betts starting work at the beginning of 2024, and many of you will appreciate the effect her appointment has had in maintaining and noticeably expanding our work with children and families. However, whilst a small charge is made for many of our CFM activities they only cover a relatively small proportion of the costs of providing this ministry and all the outstanding balance at the start of the year was more than used up by the end of the year.

Next year most of our CFM work will have to be paid for from our General Fund Account. Nevertheless taking the two funds together it is very good news that our combined balance on the General Fund and the CFM Fund increased by just over £18,000. This means that our income last year was considerably more than needed to cover our regular costs. This was, however, entirely due to the generous donations we received through our Gift Day Appeal. This raised nearly £31,000. Without it the £18,000 surplus would have been a £13,000 deficit.

Unfortunately the balance on our Fabric Fund fell considerably, down from just over £13,500 at the start of the year to a little less than £6,000. This was because of necessary expenditure to remove moss from the church roof. Our expenditure on the fabric inevitably varies from year to year and our expenditure last year may have been a little more than normal. However, with a large, old, listed building we will occasionally find that there is something quite expensive that we have to do to maintain the fabric of our church. It may well be that we should consider adding rather more than the £2,500 that we currently allocate each year to the Fabric Fund so as to build up a bigger reserve.

There was a welcome increase in the balance on the Churchyard fund. The income for this fund comes from Tewkesbury Borough Council and we can only spend the money in the fund for the maintenance of the Churchyard. It cannot be used for any other purpose.

Review of Income and Expenditure in 2024

Table 2 on the next page summarises the main components of our income and expenditure in 2024. This may seem like an awful lot of detail. But I think it is important that those who provide the vast majority of the

£281,000 of our income each year have the opportunity to see how that income is spent. They should also have the opportunity to suggest how it might be spent differently.

Most of the headings in the table should be self-explanatory. I would just point out that by far our single largest source of income is the Parish Giving Scheme. This is a scheme started by Gloucester diocese but now run centrally for the Church of England. It is a very efficient scheme which enables people to commit to regular monthly giving. The Scheme then automatically claims any potentially Gift Aid from the Government, which we get much more quickly and with much less work than if we had to claim it ourselves. If anyone wants to know more about the scheme there are leaflets at the back of the church explaining the scheme, but also feel free to contact me.

The largest single source of our expenditure is our Parish Share payment. This is our contribution towards the total costs of the Diocese. The Diocese is responsible for overseeing all the work of the Church of England in the area of the diocese. It pays the salaries and costs of housing of all the parochial clergy including Tim and Ben.

Each year the diocese asks all the Parishes in the diocese to make a contribution towards their costs and suggests what would be an appropriate contribution. Our PCC have agreed that we should strive to meet this request. Even with all the suggested contributions from the parishes the diocese is not fully covering its costs. Instead it is having to rely on the sale of some of its inherited assets. This cannot go on forever.

Table 2: Income and Expenditure by activity				
St Michaels General and CFM Funds				
Income	2024		2023	
Parish Giving Scheme	187,049		179450	
Collections and Donations (including Gift Aid Reclaimed)	35,449		36,938	
CFM Attendance Charges and Donations	2,693		2901	
Contributiion from Southam towards Parish Share	7,000		10000	
Fees for Weddings and Funerals	8,202		8528	
Bank interest	1,913		1111	
Collections for Charities	608		1060	
Grant from diocese for energy	4,912			
Other income	3,119		267	
Total	250,945		240,255	0
Expenditure				
Parish Share	103,104		94,596	
Clergy Expenses	956		696	

Table 2: Income and Expenditure by activity				
Administration (salaries, office rental and costs)	56,474	of which	47,897	
Wages including NI and pensions		41,951		37,135
Office Rental		3,840		2,670
Digital Services		1,279		1,680
Purchase and use of Phones		1,780		1,560
Printing		1,566		3,206
Purchase of New Printer		2,694		
Sundry Expenses		3,364		1,646
Accountancy	480		2,435	
Children and Families Ministry	35,288	of which	17,529	of which
Wages including NI and pensions		26,534		8,869
Hall Rental		5,458		5,914
Materials and Refreshments		3,296		2,746
Regular Costs of Insurance and necessary Safety Checks	8,812	of which	8,151	
Insurance		5,948		5,655
Gutter Cleaning		900		1,584
Fire Security Gas and Lightning Checks		1,964		912
Cost of keeping church open	16,254	of which	17,354	
Gas and Electricity		11,964		12,674
Cleaning		4,290		4,680

Table 2: Income and Expenditure by activity				
Other Costs of Services and Outreach	6,988	of which	7,681	of which
Music including copyright license		1,822		1,169
Sanctuary (wafers and communion wine and candles)		272		944
Donations to Charities		612		1,835
Other various costs		4,282		3,733
Total expenditure	228,356	123,816	196,339	
Surplus of Income over Expenditure	22,589		43,916	
FABRIC				
Income				
Donation	2,000		500	
Insurance Payment	1,749		1,774	
Other Income			5,315	
Total Income	3,749		7,589	
Expenditure				
Quinquennial Review	1,561			
Scaffolding	6,720			
Moss Removal	5,600			
Other			4,465	
Total expenditure	13,881		4,465	
Surplus of Income over Expenditure	-10,132		3,124	
CHURCHYARD				
Income				
Tewkesbury Borough	7,507		7,036	
Expenditure				

Table 2: Income and Expenditure by activity				
Mowing and upkeep of Churchyard	4,532		4,095	
Tree Surgery	240		300	
Repair of Memorials	618			
Total expenditure	5,390		4,395	
Surplus of Income over Expenditure	2,117		2,641	
OAK CHEST				
Donations	1,376			
Grant	500			
Total Income	1,876			
Total expenditure	1,904			
GOTHERINGTON VICARAGE				
Donations	2,503			
Expenditure	2,503			
SOUTHAM				
Income	14,313		10,498	
Expenditure				
Contribution to Parish Share paid to St Michaels	7,000		10,000	
Other general exoenss	2,591		2,599	
Fabric including surveys	4,635		2,950	
Total	14,226		15,549	
Surplus of Income over Expenditure	87		-5,051	0

Outlook for 2025 and The Way Forward

Whilst we can congratulate ourselves that in total the parish more than covered its costs for 2024 we cannot afford to be complacent. Our costs of doing what we did last year of £266,000 are likely to increase by about 5% an increase of about £13,000. But in the last eighteen months we have spent a considerable amount of time thinking about our Vision for the Future and we have realised that we need to do more than we are currently doing, if we are to successfully spread the Gospel message more widely across our community. But doing more initially costs more, even if, eventually, by expanding our impact throughout the community we may gain more support and income.

To cover our current costs and start our progress towards our Vision for 2030 I think we need to plan for an increase of £20,000 in our costs during 2025. If we can achieve this through our own giving without using up any of our reserves that would be great and should be our objective.

It is our intention that throughout the year we will from time-to-time report as to how well we are doing in meeting that objective. To help us to meet the objective we expect to have another Gift Day during the second half of 2025.

If anyone has any questions or suggestions about our finances, please feel free to contact me via tim@stmichaelsbishopsleeve.co.uk.

Financial Statements

The Financial Statements for year ending December 2024 can be found on the church website.

Paper copies of the statements are also available to view on the PCC noticeboard in St Michael's Church.

The accounts have been verified by our independent examiner and were approved by PCC on 23 April 2025.

Look at the bottom of the homepage of our website - <https://www.stmichaelsbishopsleeve.co.uk/>

Electoral Roll

This year, being the sixth year in our reporting cycle, we were asked to compile a new Electoral Roll for our parish. This means that all names were removed from the roll, and anyone who considers our parish to be their 'home church' has been asked to join the roll as for the first time.

Following this process, which we have been running for the last few weeks, our Electoral Roll stands at **236**. This is 25 lower than last year's 261. The names of those on the roll have been published in church.

If you have not filled in an application yet but would like to be on the Electoral Roll as a member of our church family, forms are available online, and from the office. Please speak to Julia Dowle or any member of the PCC if you would like to be included in the roll.

Additional Reports on the Life of the Church

Our Ministry in Southam

Prepared by John Donovan.

Our church services in Southam have continued along the same successful pattern as last year. We have a Morning Prayer service on the first Sunday of the month, Holy Communion on the second, and our successful Breakfast Church on the fourth Sunday. We are pleased to say that Tim Garrett, Nat Garrett, Ben Williams and Lucy Barbour, among others, have been active in leading our services. Our church attendance is growing slowly, we now have two children coming along with mums!

Last year's Quinquennial inspection has uncovered some significant restoration work required to the floor inside the Church of the Ascension in Southam. A fundraising campaign has been successful and the work to repair our church has started.

Children and Families Ministry

Prepared by Lucy Betts.

Praise and Play Monday and Thursday

From January to June we had our initial two weekly Praise and Play sessions which continue to be very busy especially the Monday one with around 30 children and their families at the Monday group and around 25 at the Thursday one.

In June we added another Praise and Play to our list at Gotherington Village Hall which has grown to having at least 12 families each week

We have had such positive feedback from parents and carers of how these groups help them and provide the community and support that they need in this wonderful but challenging time of life.

Sunday Morning Explorers

Our groups run on the second and third Sunday of the month

- Mini Maps: Ages 0-4
- Torches: Reception to Year 2
- Compasses: Year 3-6
- GPS: Years 7+ (Second Sunday Only)

We also have Explorers Extra on the fourth and fifth Sunday of the month where all the school age groups are together in St Michaels Centre, for a fun session which includes, stories, games and a crafts and discussions.

JAFFA (Jesus a Friend For All)

JAFFA has changed from a lunchtime group to an after-school group and continues to thrive with about 10 children attending

This is headed up by Judith Jenkins. The children love coming along, and this continues to build a really positive relationship with the school.

Bible Brick Club

The Bible Brick Club is now a flourishing club with about 15 children attending and often bringing their friends too. The club is open to those in school years 2-6. We have attendees from all three schools from Bishops Cleeve.

During the session the children will hear a story from the Bible, we will have a short discussion then they will be asked to build something from that story. They are then displayed in the church.

Oasis

Oasis continues to meet on a Thursday lunchtime with about 10 regular members, Lucy Barbour runs the group, and as they share together they study series' relevant to parenting and other topics

Experience Easter

This Easter we had 90 children from Year 3 from Bishops Cleeve Primary Academy. They all had a great time learning and experiencing the story of Easter.

Summer Holiday Club

This Summer we had our WANTED Holiday Club with around 20 children aged 5 -11 over three days we had great fun learning about Bible Characters that Jesus met and that we are all Wanted by Jesus.

Alternative to Halloween

On 31 October we held a one-day Holiday Club for those aged 5-11, this was called Treasure Seekers and was great fun with around 25 children attending, it was a lively and joyful atmosphere. The goody bags at the end included a small book about the Good News, which sent everyone home with a smile. It was a great way to celebrate and reinforce the theme of being valued and loved by God.

Also, in the evening, we had the chance to chat with some parents and children as they walked past the church building, offering them refreshments and goody bags.

Experience Christmas

In December we had around 240 year 3 children coming into the church to do Experience Christmas and then we took the session into Gotherington Primary School to the Year 3s.

Christmas

Along with Experience Christmas, we also hosted three of our local schools in the church for their Christmas services. We also had our Christmas Craft and tree decorating session which was wonderful and well attended. We also had great fun at our Christingle and Nativity service.

With this being my first full year at St Michaels I would just like to say a big thank you to all those that have continued to support the Children's and family work in person and in prayer, also lets praise God for all that he has done, and continues to do.

Life Groups

Prepared by Sue Blakey and Louise Titley.

We have had 11 Life Groups and a post-Alpha group running in 2024/25 in addition to an ecumenical group, with members from both the Methodist church and St Michael's.

Our groups vary greatly in size, membership, location and emphasis, but all set out to draw their members closer to God and support each other in living out the Christian life.

Although our groups often study materials of their own choosing, this year most of our groups joined together to study the book of Daniel in the autumn to run alongside the sermon series on the same theme.

In November all the Life Group leaders were invited to join together for an away morning with the PCC, where we reflected on the steps we needed to take towards our Vision 2030. At the moment, during Lent, our groups are focusing on materials based on the book of Ephesians and reflecting the key Vision 2030.

We greatly appreciate all the hard work of the leaders and the pastoral care that goes on within the Life Groups.

Youth Work

Prepared by Lucy Barbour.

We are committed to nurturing the faith of our young people, recognising that the provision for our secondary age children has been less than primary provision for a number of years. To address this, we have begun to develop our current provision, including creating "GPS" for year 7+ on Sunday mornings and running a number of socials for our youth in 2024.

This year, discussions have focused on expanding our youth ministry across the Benefice. We have engaged our youth and their parents to help us shape what activities we chose to run and how. In response to these discussions, we decided to launch a Friday night youth club in Gotherington Chapel in January for young people aged between 11-16.

Recognising the differences in Christian commitment amongst these young people we decided to start by running the Youth Alpha course every two weeks between January and May.

Through the year we have also actively developed links with Cleeve Secondary School. This has included the delivery of a week of classes for Year 7 students on the meaning of Christmas. We are also facilitating "GSUS Live," an interactive RE classroom experience for Year 7-9 students in the lead-up to Easter alongside Gloucestershire Youth for Christ.

Church on the Hill

Prepared by Lucy Barbour.

In June 2024 we celebrated 3 years of running our outdoor worship service called Church on the Hill.

This year brought several significant highlights. In July, we welcomed Church on the Hill into our main Church building for a special joint service, allowing those who are not normally able to experience it to have that opportunity. We also successfully conducted two more Contemplative Photography sessions and have looked to develop the sharing of contemplative photography on our WhatsApp group. Recognising the importance of family worship, we created and distributed resources designed to encourage families to explore outdoor worship during the summer holidays. After the popularity of last year, we gathered again on New Year's Eve to reflect and pray at the turning of the year.

We have sought to expand the reach of Church on the Hill, attempting to alternate its location across the Benefice. In September, a number of participants undertook the Ride and Stride event, walking between all our churches in one day, and raising over £1200 which was split between the Historic Churches Trust and our church funds. We also celebrated Palm Sunday in Gotherington, joining in with the congregation there at the end of their service.

As we approach our fourth anniversary, we remain committed to the core values of Church on the Hill: engaging with outdoor worship, developing our community, and contemplative reflection. We will continue to seek ways to develop this ministry and welcome any ideas from the wider Church.

Mission Partners

Prepared by Lucy Barbour.

This report details the progress made in strengthening our church's commitment to our Mission Partners.

Following the PCC's mandate to review our partnerships, a dedicated mission team has been established. This team will oversee the relationships, promote engagement, and ensure effective support for our mission partners. Additionally, we are actively seeking new members to join the mission team, hoping that they will bring skills and passion to this area of ministry.

This year we have held a number of productive meetings, including one with our mission partners. This enabled us to gain a valuable insight into their ongoing work and the impact of their ministries.

To encourage awareness and support, we are planning a Mission weekend for June 2025, including a Mission Sunday service. We are also improving communication through regular updates in the weekly news, the church website, and are hoping to develop the mission board.

A key concern raised by the mission partners and other members of the congregation, was the significant decrease in financial contributions to our mission partners since Covid. While the planned Mission Weekend is a positive step, we also recognise the need for a more sustainable financial commitment. This will be discussed further at PCC in the coming months.

Men's Group (Blokes, Bibles and Beer)

Prepared by Kevin Sadler.

So, we have now established a regular monthly meeting on the first Saturday of each month. 8.30 in the church for testimonies and discussion. Followed by a manly breakfast at the Royal Oak at 9.30. This we see as the core of the men's work.

We have had some really good visits.

- The jet age museum at Staverton. This involved a personalised tour led by Laurie with his wealth of experience and knowledge. Organised by Tony.
- Toddington railway workshops organised by Bill.
- A visit to the energy from waste facility near the M5 junction 12 organised by Tony.
- A visit to the National Star centre Ullenwood, organised by Tony.
- Two burger/grill nights at The Farmers Arms, Apperley.
- Pub evenings at the Appletree Woodmancote, organised by Jeffrey.
- Fitness, Faith and fellowship organised by Emile. Twice weekly gym sessions with a coach. (The coach is to train us not to get us there). This is an opportunity to remain fit and active under expert supervision for a very nominal cost. I can really recommend it.

Thank you for all of you who have organised events and all those who turn up.

Music at St Michaels

Prepared by Zoe Homes.

We continue to be blessed by both our choir and our contemporary music group.

The choir has had a very enjoyable year and have welcomed two new members. We sing each month on the second and fourth Sundays at the 9.30am service. We have two organists, Margaret and William, and are very grateful for their playing on Sunday mornings and also accompanying choir practice. We continue to rehearse at 7pm on Friday evenings in Church and new members are warmly welcomed.

We are always looking for new members. If you are interested in singing and would like to join, please contact Ro Hunt rhunt@stmichaelsbishopsleeve.co.uk for more details.

As well as our choir, our Music Group provides musical leadership and accompaniment at our contemporary worship services. Led by Kathryn Lea and with a handful of regular members, the group plays at the 11.15am service on the second, third and fourth Sundays of each month.

Bells

Prepared by Ann Jessop.

We have two sets of bells to look after: a heavy eight in Bishop's Cleeve and a light six in Woolstone. We look after routine maintenance ourselves but every two years we have a professional check by Whites of Appleton. The bells are rung manually, using a system of ropes and wheels. It can be quite a challenge to provide safe, capable and well-trained ringers for Sundays and other important occasions. Our members are very dedicated and focused people, committed to duties every week and often more, also committed to learning and practising. Woolstone ringers are Pat, Pauline and Charles. They need St Michael's ringers to make up the numbers. At St Michael's we have Pam, Angela, David, Brian, Mark, Ann, Sarah, Richard. Quite often we are supported by ringers from Cheltenham and Tewkesbury. Sometimes we join in sessions in other towers. In November 2025, the Cheltenham Branch of Ringers will be coming to St Michael's for the AGM, to enjoy ringing together, fellowship, worship, hospitality, and even some business. We belong to a national network of ringers and can find friends wherever we go. We are regular supporters of the annual quiz night at St Michael's Centre and in 2024 our two teams came first and joint second.

The St Michael's clock quarterly chimes which you hear all day long do work off the bells but these sounds are not made by the bellringers. The chiming notes are produced by hammers striking the bells automatically. This clock is skilfully regulated by Simon Waller week by week, while annual maintenance is carried out by Smiths of Derby. Woolstone clock does not chime but is nonetheless loved in the village.

Churches Together

Prepared by Ann Jessop.

We are a group of Free Church, Methodist and Anglican Christians. We used to have some involvement with our Catholic friends, but they are now occupied with Churches Together in Winchcombe and Tewkesbury. We are a committee in which all the local churches are represented. Our aim is to maintain Christian fellowship between us and to reach out to the community with a united voice. We meet for forward planning three times a year.

Our clergy are an essential part. In 2024, we were sorry to say Good Bye to Andrew Hiscock of Woodmancote Church, but pleased to wish him a happy retirement. Our lay members are as follows. Andrew Maxwell is chairman. Kate Bestwick is secretary. Yvonne Penn is our link person for the secular Parish Council and for Christian Aid. Polly Jones and Ruth Whiting are the reps for the Methodists. Graham O' Brien is the rep for Woodmancote Church. Bob Wickens is the rep for WGO. Linda Jones is the rep for Southam. Wendy Treble and Ann Jessop are reps for St Michael's.

In the last year the Bishop's Cleeve group worked together as follows.

- We supported the Anna Chaplaincy which works in care homes, by providing knitted gifts at Christmas and Easter.
- We held a united Songs of Praise service. In 2024 we focused on the composers of our favourite hymns, learning about their background and their inspirations.
- We organised the World Day of Prayer. The recent event was all about the Cook islands. We relate our own Christian lives with those of Christians of other countries and cultures.

- We shared the Covenant Service at the Methodist Church. This is an important New Year event in the Methodist calendar, where we all dedicate our lives anew.
- We share ecumenical Communion each Wednesday in the Methodist Church.
- We fundraise for Christian Aid. £2,000 was raised by the local campaign in 2024. We are reviewing the strategy for 2025.
- We share details of events for Christmas and Lent in our churches. A highlight in 2024 was the Angel display in the Methodist Church.
- We publish and circulate information about all our churches, aimed at new houses and new people.
- We play an active part in secular events such as the Street Fair, the Christmas Lights, Fun days. Where possible, we share a stall. Christmas Lights in 2024 became quite an intensive event for St Michael's as the bad weather resulted in our hosting several extra events, which would have been outdoors. The highlight was the live crib, organised by Judith Jenkins.

If you would like to be part of this group and represent the Anglican churches, please contact Ann Jessop.

What's On and Updates

The above represents just a snapshot of life in our parish.

The best way to keep up to date on what's happening in our parish is to **visit our website**

<https://www.stmichaelsbishopsleeve.co.uk/> - where you can read our weekly newsletter and find out more about weekly and special services and activities.

We also have a Facebook group <https://www.facebook.com/groups/stmichaelsbishopsleeve> where we publish regular updates and invitations.

FINANCIAL STATEMENTS

The Parochial Church Council of the Ecclesiastical
Parish of Bishops Cleeve

For the year ended 31 December 2024

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Section A

Independent Examiner's Report

Report to the trustees

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
BISHOPS CLEEVE**

**On accounts for the year
ended**

December 2024

**Charity no
(if any)**

1135929

Set out on pages

1 to 20

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2024

**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**

As gross income exceeded £250,000, I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants of Scotland

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:

16th April 25.

Name:

Peter J Muir LLB CA MBIM

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

Institute of Chartered Accountants of Scotland

Address:

Barnside

Tredington

GL20 7BP

Statement of Financial Activities

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

	NOTES	UNRESTRICTED D £	RESTRICTED £	2024 TOTAL £	2023 TOTAL £
Incoming resources					
Parish Giving Scheme (including Gift Aid Reclaimed)	1	204,546	6,218	210,764	171,590
Collections and donations		39,283	1,045	40,328	29,026
Gift Aid Reclaimed		6,032		6,032	6,375
Legacies					10,000
Incoming resources from operating activities					
Investment income		3,044		3,044	1,801
Other incoming resources				0	
Fees received by PCC for Weddings and Funerals		8,202		8,202	8,806
Other Receipts from Weddings and Funerals including payments passed on to others		17,450		17,450	20,401

Grants		4,912	500	5,412	3,750
Services provided for others	2	34	7,507	7,541	7,172
Insurance payment and VAT reclaimed		2,708		2,708	3,340
Other (various)		7,058	3,879	10,937	1,016
Total incoming resources		293,269	19,149	312,418	263,277
	NOTES	UNRESTRICTED £	RESTRICTED £	2024 TOTAL £	2024 TOTAL £
Resources expended					
Other expenditure					
Parish Share		103,104		103,104	94,596
Clergy Expenses and Visiting Clergy		956		956	656
CFM Ministry		29,070	6,218	35,288	17,529
Fees paid to Diocese and other payments for services provided at Weddings and Funerals		17,361		17,361	20,134
Administration		56,474		56,474	49,582
Accountancy		480		480	2,434
Insurance and Safety Checks (St Michaels)		8,812		8,812	8,151
Utilities (St Michaels)		11,964		11,964	12,674
Other costs of keeping church open (St Michaels)		4,494		4,494	5,492
Costs of services and outreach		6,144		6,144	5,033
Fabric (St Michaels)		13,881		13,881	4,715
Other expenditure (St Michaels)		7,611	4,416	12,027	1,531

NOTES	UNRESTRICTED D £	RESTRICTED £	2024 TOTAL £	2024 TOTAL £
Churchyard (St Michaels)		5,150	5,150	4,395
Fabric (Southam)	4,591		4,591	2,950
Other expenditure (Southam)	2,952	45	2,997	2,600
Total Other Expenditure	267,894	15,829	283,724	232,472
Net surplus (deficit) for the year	25,375	3,320	28,693	30,805

Note 1: At the recommendation of the Independent Examiner the amount received from the Parish Giving Scheme (PGS) includes the payments made into the PGS in December 2024 which were not received from the PGS until January. It also includes the payment received in January 2024 for the PGS payments made in December 2023 of £14089 which were not included in the Financial Statements for 2023. For this year only the total received from the PGS therefore includes the monthly payments for December for two years

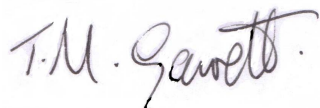
Note 2: The payment for services to others refers mainly to the receipt from Tewkesbury Borough Council for the upkeep of the closed churchyard.

Balance Sheet

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

	As at 31 Dec 2024 £	As at 31 Dec 2023 £
FIXED ASSETS		
Tangible Fixed Assets (see 2 below)	0	0
Total Fixed Assets	0	0
CURRENT ASSETS		
Debtors and prepayments (see 3 below)	16,151	0
Cash at bank and in hand (see 4 below)	152,396	138,634
Total Current Assets	168,547	138,634
LIABILITIES: Amount falling due within one year		
Other creditors and accruals (see 5 below)	6,583	5,406
NET CURRENT ASSETS	161,964	133,228
TOTAL ASSETS	161,964	133,228
FUNDS		
Restricted Funds (see 6 below)	13,616	10,268
Unrestricted Funds (see 7 below)	148,305	122,960
TOTAL FUNDS	161,921	133,228

The accounts were approved by the board of Trustees and signed on its behalf by:



Rev Tim Garrett: Charity No. 1135929

Notes to the Balance Sheet and Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

1. Accounting Policies

Basis of preparing the financial statements

The financial statements are prepared under the historical cost convention adopting the following principle accounting policies all of which are in accordance with Accounting by Charities - Statement of Recommended Practice and applicable Accounting Standards

Incoming resources - Donations and gifts are reflected in the financial accounts when they are received.

Resources expended - Expenditure is included in the financial accounts as incurred

Reserves - The PCC will maintain three month's costs in general reserves at all times.

Investments - Investments are included in the financial accounts at the lower of cost or estimated value

2. Tangible Fixed Assets

All tangible fixed assets were fully depreciated.

3. Debtors

The December income paid in to the Parish Giving Scheme is recorded as a debtor as the income is not transferred from the Parish Giving Scheme until January of the following year.

4. Cash at Bank and in Hand

Cash at Bank and in Hand	As at 31 Dec 2024	As at 31 Dec 2023
Petty Cash	34	34
PCC Current Account	72,755	58,632
Cash awaiting banking		638
PCC Business Reserve Account	38,606	38,054
Southam Current Account	41,001	41,276
Total Cash at Bank and in Hand	152,396	138,634

5. Creditors

Creditors	As at 31 Dec 2024	As at 31 Dec 2023
Accounts payable, accruals and deferred income	6,583	5,406

6. Restricted Funds

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Rope	1	2,573	0	10		2,563
Churchyard	2	7,195	7,507	5,149		9,553
Organ	3	500				500
Childrens and Families	4	0	6,218	6,218		0
Gotherington Rectory	5	0	2,503	2,503		0
Oak Chest	6	0	1,876	1,904	28	0
Southam Floor	7	0	1,045	45		1,000
Totals		10,268	19,149	15,829	28	13,616

1. This fund is used for the maintenance of the St Michael's church bells and ropes
2. This fund is for the maintenance of the St Michael's churchyard and graveyard.
3. This fund is for the organ
4. This fund is for the work of the Children and Families Minister. The income is from donations specifically for the work of the Children and Families Minister
5. This fund was set up for the redecoration of Gotherington Rectory. The work has been completed and the fund has now been closed
6. This fund was set up for the restoration work on the old oak chest in St Michaels. The work has now been completed and the fund has now been closed.
7. This fund has been set out for the replacement of the floor at the Church of the Ascension in Southam

7. Designated and Unrestricted Funds

These funds have been designated by the Trustees from unrestricted general funds for specific purposes

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
Designated		£	£	£	£	£
Southam Church - Fabric	1	41,167	2,312	4,591		38,888
Childrens and Families	2	25,576	2,693	29,070	801	0
Emergency	3	600				600
St Michael's Fabric	4	13,554	3,749	13,881	2,500	5,922
St Michael's Organ	5	14,000			2,000	16,000
Total Designated		94,897	8,754	47,542	5,301	61,410
Unrestricted						
St Michael's General		27,952	273,084	210,400	(5329)	85,307
Southam Church - General	6	109	11,431	9,952		1,588
Total Designated and Unrestricted		122,958	293,269	267,894	(28)	148,305

1. The fund is designated, but not restricted, to be used for the maintenance and improvement of the fabric of the Church of the Ascension Southam
2. The fund is designated, but not restricted, to be used to fund the work of the Children and Families Minister
3. The fund is designated, but not restricted, to be used for emergency support to those in need at the discretion of the Rector and in accordance with the rules laid out in the financial handbook
4. The fund is designated, but not restricted, to be used for the maintenance and improvement of the fabric of St Michael's Bishops Cleeve
5. The fund is designated, but not restricted, to be used for the repair and maintenance of the organ at St Michael's Bishops Cleeve
6. The fund is designated, but not restricted, to be used for the provision of the work of the church in Southam.

St Michael's Church General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

	2024 £		2023 £
General Fund Account	£		£
Opening Balance	27,952		(1,892)
Income			
Parish Giving Scheme including Gift Aid reclaimed (See Note 1 below)	200,071		165,761
Collections and donations	25,769		21,185
Gift Aid Reclaimed from collections and donations	4,129		5,133
Southam contribution to Parish Share	7,000		10,000
PCC Fees for Weddings and Funerals	8,202		8,528
Other receipts for Weddings and Funerals	17,450		20,401
Bank Interest	1,913		1,111
Collections for Charities	608		1,060
Grant for energy	4,912		
Other Income	3,030		1,152
Total Income	273,084		234,331
Expenditure			
Provision of Clergy	104,060	of which	95,292
Parish Share		103104	
Clergy Expenss		956	
Administration	56,474	of which	49,582
Wages (including Pension contributions)		41,951	
Office Rental		3,840	
Digital Services		1,279	
Purchase and use of Phones		1,780	

	2024 £		2023 £
Printing		1,566	
Purchase of New Printer		2,694	
Sundry Expenses		3,364	
Accountancy	480		2,435
Regular Costs of Insurance and Safety Checks	8,812	of which	8,151
Insurance		5,948	
Gutter Cleaning		900	
Fire Security , Gas and Lightning Conductor Checks		1,964	
Costs of Keeping the Church Open	16,457	of which	18,166
Energy (Heating and Lighting)		11,964	
Cleaning		4,290	
Other expenses		204	
Costs of Services and Outreach	6,144	of which	5,033
Music, including Copyright Licence, Organ Tuning, Visiting Organists		1,822	
Sanctuary (Wafers, Candles etc)		272	
Other Expenses		4,050	
Donations to Charities	612		1,835
Payment of Statutory Diocesan Fee and for services provided at Weddings and Funerals	17,361		20,134
Less Unclaimed Creditors written off			-641
Total Expenditure	210,400		199,987
Transfer of Funds			
to Fabric Fund	(2,500)		(2,500)
to Organ Fund	(2,000)		(2,000)
to CFM Designated Fund	(801)		
to Oak Chest Fund	(28)		
Total Transfer Out	(5,329)		(4,500)
Closing Balance	85,307		27,952

Note 1: At the recommendation of the Independent Examiner the amount received from the Parish Giving Scheme (PGS) includes the payments made into the PGS in December 2024 which were not received from the PGS until January. It also includes the payment received in January 2024 for the PGS payments made in December 2023 of £13,689 which were not included in the Financial Statements for 2023. For this year only the total received from the PGS therefore includes the monthly payments for December for two years.

Restricted Children and Families Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Children and Families Fund	2024 £	2023 £
Opening Balance	0	0
Income		
Legacy		10,000
Donations	6,218	620
Total Income	6,218	10,620
Expenditure		
Transfer from Designated Childrens and Families Fund	6,218	10,620
Total expenditure	6,218	10,620
Closing Balance	0	0

Designated Children and Families Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Designated Childrens and Families Fund	2024 £	2023 £
Opening Balance	25,576	29,584
Income		
Collections and Charges for Attendance	2,693	2,901
Total Income	2,693	2,901

Designated Childrens and Families Fund	2024 £	2023 £
Expenditure		
Wages	26,534	8,869
Hall Rental	5,418	5,914
Training Materials and Refrehsments	3,336	2,746
Total	35,288	17,529
less Expenditure Transferred to Restricted Childrens and Families Fund	(6,218)	5280
Total Expenditure	29,070	
Transfer from General Fund	801	2000
Closing Balance	0	25,576

Designated Fabric and Development Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve
For the year ended 31 December 2024

Designated Fabric and Development Fund	2024 £	2023 £
Opening Balance	13,554	7,500
Income		
Donation	2,000	
Insurance Payment	1,749	
Other Income		7,589
Total Income	3,749	7,589
Expenditure		
Quinquennial Review	1561	
Scaffolding	6,720	
Moss Removal	5,600	
Other Expenditure		4,465
Total Expenditure	13,881	4,465

Designated Fabric and Development Fund	2024 £	2023 £
Transfer of Funds		
from General Fund	2,500	2,500
from Rope Close Fund (for Clock)		250
Closing Balance	5,922	13,554

Restricted Rope Close Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Rope Close Fund	2024 £	2023 £
Opening Balance	2,573	2,821
Income		
Donations in lieu of Fees		300
Total Income	0	300
Expenditure		
Glos Bell Ringers	10	10
Bells Maintenance		288
Clock repairs		250
Total Expenditure		548
Closing Balance	2,563	2,573

Restricted Churchyard Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Churchyard Fund	2024 £	2023 £
Opening Balance	7,195	4,554
Income		
Tewkesbury Borough	7,507	7,036
Total income	7,507	7,036
Expenditure		
Tree Surgery	240	300
Mowing and upkeep of churchyard	4,532	3,350
Repair of Memorials	618	
Other Expenditure		745
Total Expenditure	5,150	4,395
Closing Balance	9,553	7,195

Restricted Organ Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Organ Fund	2024 £	2023 £
Opening Balance	500	500
Income		
Expenditure		
Closing Balance	500	500

Designated Organ Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Designated Organ Fund	2024 £	2023 £
Opening Balance	14,000	12,000
Transfers from Other Funds		
Transfer from General Fund	2,000	2000
Closing Balance	16,000	14000

Restricted Oak Chest Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Organ Fund	2024 £
Opening Balance	0
Income	
Donations	1,376
Grant	500
Total Income	1,876
Expenditure	
Restoration of Chest	1,904
Total Expenditure	1,904
Transfers from Other Funds	
Transfer from General Fund	28
Closing Balance	0

Restricted Gotherington Vicarage Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Gotherington Vicarage Fund	2024 £
Opening Balance	0
Income	
Donations	2,503
Total Income	2,503
Expenditure	
Painting	2,253
Carpets	250
Total Expenditure	2,503
Closing Balance	0

Southam Church General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Southam Church General Fund	2024 £	2023 £
	£	£
Opening Balance	109	2,937
Income		
Collections and donations	3,471	2,988
Investment income	70	33
Gift aided income (see note 1)	5,287	5,229
Tax Refunds (see note 2)	1,996	1,242
Other income	607	278
Total Income	11,431	9,771

Southam Church General Fund	2024 £	2023 £
Expenditure		
Contribution to Parish Share	7,000	10,000
Administration expenses	784	788
Repairs and maintenance	682	497
Utilities	592	788
Insurance	893	875
Total Expenditure	9,951	12,599
Closing Balance	1,589	109

Note 1: At the recommendation of the Independent Examiner the amount received from the Parish Giving Scheme (PGS) includes the payments made into the PGS in December 2024 which were not received from the PGS until January. This amounted to £475. It also includes the payment received in January 2024 for the PGS payments made in December 2023 which were not included in the Financial Statements for 2023.

Southam Church Fabric Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Southam Church Fabric Fund	2024 £	2023 £
Opening Balance	41,167	43,390
Income		
Donations	566	70
Investment income	1,061	657
VAT reclaimed	685	
Total Income	2,312	727
Expenditure		
Repairs and maintenance	2,172	1,080
Surveys	2,418	1,870
Total Expenditure	4,590	2,950
Closing Balance	38,889	41,167

Southam Church Floor Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Southam Church Floor Fund	2024 £	
Opening Balance	0	
Income		
Donations	1,045	
Total Income	1,045	
Expenditure		
Refreshments at publicity meeting	45	
Total Expenditure	45	
Closing Balance	1,000	

St Michael's Church General Fund - Emergency Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

	2024 £	2023 £
Opening Balance	600	600
Income		0
Expenditure		0
Closing Balance		600

FINANCIAL STATEMENTS

The Parochial Church Council of the Ecclesiastical
Parish of Bishops Cleeve

For the year ended 31 December 2024

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20	Southam Church - Restricted Floor Fund
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Section A

Independent Examiner's Report

Report to the trustees

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
BISHOPS CLEEVE**

**On accounts for the year
ended**

December 2024

**Charity no
(if any)**

1135929

Set out on pages

1 to 20

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2024

**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**

As gross income exceeded £250,000, I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants of Scotland

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:

Name:

Peter J Muir LLB CA MBIM

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

Institute of Chartered Accountants of Scotland

Address:

Barnside

Tredington

GL20 7BP

Statement of Financial Activities

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

	NOTES	UNRESTRICTED D £	RESTRICTED £	2024 TOTAL £	2023 TOTAL £
Incoming resources					
Parish Giving Scheme (including Gift Aid Reclaimed)	1	204,546	6,218	210,764	171,590
Collections and donations		39,283	1,045	40,328	29,026
Gift Aid Reclaimed		6,032		6,032	6,375
Legacies					10,000
Incoming resources from operating activities					
Investment income		3,044		3,044	1,801
Other incoming resources				0	
Fees received by PCC for Weddings and Funerals		8,202		8,202	8,806
Other Receipts from Weddings and Funerals including payments passed on to others		17,450		17,450	20,401

Grants		4,912	500	5,412	3,750
Services provided for others	2	34	7,507	7,541	7,172
Insurance payment and VAT reclaimed		2,708		2,708	3,340
Other (various)		7,058	3,879	10,937	1,016
Total incoming resources		293,269	19,149	312,418	263,277
	NOTES	UNRESTRICTED £	RESTRICTED £	2024 TOTAL £	2024 TOTAL £
Resources expended					
Other expenditure					
Parish Share		103,104		103,104	94,596
Clergy Expenses and Visiting Clergy		956		956	656
CFM Ministry		29,070	6,218	35,288	17,529
Fees paid to Diocese and other payments for services provided at Weddings and Funerals		17,361		17,361	20,134
Administration		56,474		56,474	49,582
Accountancy		480		480	2,434
Insurance and Safety Checks (St Michaels)		8,812		8,812	8,151
Utilities (St Michaels)		11,964		11,964	12,674
Other costs of keeping church open (St Michaels)		4,494		4,494	5,492
Costs of services and outreach		6,144		6,144	5,033
Fabric (St Michaels)		13,881		13,881	4,715
Other expenditure (St Michaels)		7,611	4,416	12,027	1,531

NOTES	UNRESTRICTED D £	RESTRICTED £	2024 TOTAL £	2024 TOTAL £
Churchyard (St Michaels)		5,150	5,150	4,395
Fabric (Southam)	4,591		4,591	2,950
Other expenditure (Southam)	2,952	45	2,997	2,600
Total Other Expenditure	267,894	15,829	283,724	232,472
Net surplus (deficit) for the year	25,375	3,320	28,693	30,805

Note 1: At the recommendation of the Independent Examiner the amount received from the Parish Giving Scheme (PGS) includes the payments made into the PGS in December 2024 which were not received from the PGS until January. It also includes the payment received in January 2024 for the PGS payments made in December 2023 of £14089 which were not included in the Financial Statements for 2023. For this year only the total received from the PGS therefore includes the monthly payments for December for two years

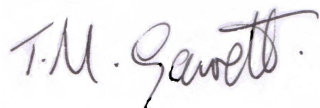
Note 2: The payment for services to others refers mainly to the receipt from Tewkesbury Borough Council for the upkeep of the closed churchyard.

Balance Sheet

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

	As at 31 Dec 2024 £	As at 31 Dec 2023 £
FIXED ASSETS		
Tangible Fixed Assets (see 2 below)	0	0
Total Fixed Assets	0	0
CURRENT ASSETS		
Debtors and prepayments (see 3 below)	16,151	0
Cash at bank and in hand (see 4 below)	152,396	138,634
Total Current Assets	168,547	138,634
LIABILITIES: Amount falling due within one year		
Other creditors and accruals (see 5 below)	6,583	5,406
NET CURRENT ASSETS	161,964	133,228
TOTAL ASSETS	161,964	133,228
FUNDS		
Restricted Funds (see 6 below)	13,616	10,268
Unrestricted Funds (see 7 below)	148,305	122,960
TOTAL FUNDS	161,921	133,228

The accounts were approved by the board of Trustees and signed on its behalf by:



Rev Tim Garrett: Charity No. 1135929

Notes to the Balance Sheet and Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

1. Accounting Policies

Basis of preparing the financial statements

The financial statements are prepared under the historical cost convention adopting the following principle accounting policies all of which are in accordance with Accounting by Charities - Statement of Recommended Practice and applicable Accounting Standards

Incoming resources - Donations and gifts are reflected in the financial accounts when they are received.

Resources expended - Expenditure is included in the financial accounts as incurred

Reserves - The PCC will maintain three month's costs in general reserves at all times.

Investments - Investments are included in the financial accounts at the lower of cost or estimated value

2. Tangible Fixed Assets

All tangible fixed assets were fully depreciated.

3. Debtors

The December income paid in to the Parish Giving Scheme is recorded as a debtor as the income is not transferred from the Parish Giving Scheme until January of the following year.

4. Cash at Bank and in Hand

Cash at Bank and in Hand	As at 31 Dec 2024	As at 31 Dec 2023
Petty Cash	34	34
PCC Current Account	72,755	58,632
Cash awaiting banking		638
PCC Business Reserve Account	38,606	38,054
Southam Current Account	41,001	41,276
Total Cash at Bank and in Hand	152,396	138,634

5. Creditors

Creditors	As at 31 Dec 2024	As at 31 Dec 2023
Accounts payable, accruals and deferred income	6,583	5,406

6. Restricted Funds

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Rope	1	2,573	0	10		2,563
Churchyard	2	7,195	7,507	5,149		9,553
Organ	3	500				500
Childrens and Families	4	0	6,218	6,218		0
Gotherington Rectory	5	0	2,503	2,503		0
Oak Chest	6	0	1,876	1,904	28	0
Southam Floor	7	0	1,045	45		1,000
Totals		10,268	19,149	15,829	28	13,616

1. This fund is used for the maintenance of the St Michael's church bells and ropes
2. This fund is for the maintenance of the St Michael's churchyard and graveyard.
3. This fund is for the organ
4. This fund is for the work of the Children and Families Minister. The income is from donations specifically for the work of the Children and Families Minister
5. This fund was set up for the redecoration of Gotherington Rectory. The work has been completed and the fund has now been closed
6. This fund was set up for the restoration work on the old oak chest in St Michaels. The work has now been completed and the fund has now been closed.
7. This fund has been set out for the replacement of the floor at the Church of the Ascension in Southam

7. Designated and Unrestricted Funds

These funds have been designated by the Trustees from unrestricted general funds for specific purposes

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
Designated		£	£	£	£	£
Southam Church - Fabric	1	41,167	2,312	4,591		38,888
Childrens and Families	2	25,576	2,693	29,070	801	0
Emergency	3	600				600
St Michael's Fabric	4	13,554	3,749	13,881	2,500	5,922
St Michael's Organ	5	14,000			2,000	16,000
Total Designated		94,897	8,754	47,542	5,301	61,410
Unrestricted						
St Michael's General		27,952	273,084	210,400	(5329)	85,307
Southam Church - General	6	109	11,431	9,952		1,588
Total Designated and Unrestricted		122,958	293,269	267,894	(28)	148,305

1. The fund is designated, but not restricted, to be used for the maintenance and improvement of the fabric of the Church of the Ascension Southam
2. The fund is designated, but not restricted, to be used to fund the work of the Children and Families Minister
3. The fund is designated, but not restricted, to be used for emergency support to those in need at the discretion of the Rector and in accordance with the rules laid out in the financial handbook
4. The fund is designated, but not restricted, to be used for the maintenance and improvement of the fabric of St Michael's Bishops Cleeve
5. The fund is designated, but not restricted, to be used for the repair and maintenance of the organ at St Michael's Bishops Cleeve
6. The fund is designated, but not restricted, to be used for the provision of the work of the church in Southam.

St Michael's Church General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

	2024 £		2023 £
General Fund Account	£		£
Opening Balance	27,952		(1,892)
Income			
Parish Giving Scheme including Gift Aid reclaimed (See Note 1 below)	200,071		165,761
Collections and donations	25,769		21,185
Gift Aid Reclaimed from collections and donations	4,129		5,133
Southam contribution to Parish Share	7,000		10,000
PCC Fees for Weddings and Funerals	8,202		8,528
Other receipts for Weddings and Funerals	17,450		20,401
Bank Interest	1,913		1,111
Collections for Charities	608		1,060
Grant for energy	4,912		
Other Income	3,030		1,152
Total Income	273,084		234,331
Expenditure			
Provision of Clergy	104,060	of which	95,292
Parish Share		103104	
Clergy Expenss		956	
Administration	56,474	of which	49,582
Wages (including Pension contributions)		41,951	
Office Rental		3,840	
Digital Services		1,279	
Purchase and use of Phones		1,780	

	2024 £		2023 £
Printing		1,566	
Purchase of New Printer		2,694	
Sundry Expenses		3,364	
Accountancy	480		2,435
Regular Costs of Insurance and Safety Checks	8,812	of which	8,151
Insurance		5,948	
Gutter Cleaning		900	
Fire Security , Gas and Lightning Conductor Checks		1,964	
Costs of Keeping the Church Open	16,457	of which	18,166
Energy (Heating and Lighting)		11,964	
Cleaning		4,290	
Other expenses		204	
Costs of Services and Outreach	6,144	of which	5,033
Music, including Copyright Licence, Organ Tuning, Visiting Organists		1,822	
Sanctuary (Wafers, Candles etc)		272	
Other Expenses		4,050	
Donations to Charities	612		1,835
Payment of Statutory Diocesan Fee and for services provided at Weddings and Funerals	17,361		20,134
Less Unclaimed Creditors written off			-641
Total Expenditure	210,400		199,987
Transfer of Funds			
to Fabric Fund	(2,500)		(2,500)
to Organ Fund	(2,000)		(2,000)
to CFM Designated Fund	(801)		
to Oak Chest Fund	(28)		
Total Transfer Out	(5,329)		(4,500)
Closing Balance	85,307		27,952

Note 1: At the recommendation of the Independent Examiner the amount received from the Parish Giving Scheme (PGS) includes the payments made into the PGS in December 2024 which were not received from the PGS until January. It also includes the payment received in January 2024 for the PGS payments made in December 2023 of £13,689 which were not included in the Financial Statements for 2023. For this year only the total received from the PGS therefore includes the monthly payments for December for two years.

Restricted Children and Families Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Children and Families Fund	2024 £	2023 £
Opening Balance	0	0
Income		
Legacy		10,000
Donations	6,218	620
Total Income	6,218	10,620
Expenditure		
Transfer from Designated Childrens and Families Fund	6,218	10,620
Total expenditure	6,218	10,620
Closing Balance	0	0

Designated Children and Families Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Designated Childrens and Families Fund	2024 £	2023 £
Opening Balance	25,576	29,584
Income		
Collections and Charges for Attendance	2,693	2,901
Total Income	2,693	2,901

Designated Childrens and Families Fund	2024 £	2023 £
Expenditure		
Wages	26,534	8,869
Hall Rental	5,418	5,914
Training Materials and Refrehsments	3,336	2,746
Total	35,288	17,529
less Expenditure Transferred to Restricted Childrens and Families Fund	(6,218)	5280
Total Expenditure	29,070	
Transfer from General Fund	801	2000
Closing Balance	0	25,576

Designated Fabric and Development Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve
For the year ended 31 December 2024

Designated Fabric and Development Fund	2024 £	2023 £
Opening Balance	13,554	7,500
Income		
Donation	2,000	
Insurance Payment	1,749	
Other Income		7,589
Total Income	3,749	7,589
Expenditure		
Quinquennial Review	1561	
Scaffolding	6,720	
Moss Removal	5,600	
Other Expenditure		4,465
Total Expenditure	13,881	4,465

Designated Fabric and Development Fund	2024 £	2023 £
Transfer of Funds		
from General Fund	2,500	2,500
from Rope Close Fund (for Clock)		250
Closing Balance	5,922	13,554

Restricted Rope Close Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Rope Close Fund	2024 £	2023 £
Opening Balance	2,573	2,821
Income		
Donations in lieu of Fees		300
Total Income	0	300
Expenditure		
Glos Bell Ringers	10	10
Bells Maintenance		288
Clock repairs		250
Total Expenditure		548
Closing Balance	2,563	2,573

Restricted Churchyard Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Churchyard Fund	2024 £	2023 £
Opening Balance	7,195	4,554
Income		
Tewkesbury Borough	7,507	7,036
Total income	7,507	7,036
Expenditure		
Tree Surgery	240	300
Mowing and upkeep of churchyard	4,532	3,350
Repair of Memorials	618	
Other Expenditure		745
Total Expenditure	5,150	4,395
Closing Balance	9,553	7,195

Restricted Organ Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Organ Fund	2024 £	2023 £
Opening Balance	500	500
Income		
Expenditure		
Closing Balance	500	500

Designated Organ Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Designated Organ Fund	2024 £	2023 £
Opening Balance	14,000	12,000
Transfers from Other Funds		
Transfer from General Fund	2,000	2000
Closing Balance	16,000	14000

Restricted Oak Chest Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Organ Fund	2024 £
Opening Balance	0
Income	
Donations	1,376
Grant	500
Total Income	1,876
Expenditure	
Restoration of Chest	1,904
Total Expenditure	1,904
Transfers from Other Funds	
Transfer from General Fund	28
Closing Balance	0

Restricted Gotherington Vicarage Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Restricted Gotherington Vicarage Fund	2024 £
Opening Balance	0
Income	
Donations	2,503
Total Income	2,503
Expenditure	
Painting	2,253
Carpets	250
Total Expenditure	2,503
Closing Balance	0

Southam Church General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Southam Church General Fund	2024 £	2023 £
	£	£
Opening Balance	109	2,937
Income		
Collections and donations	3,471	2,988
Investment income	70	33
Gift aided income (see note 1)	5,287	5,229
Tax Refunds (see note 2)	1,996	1,242
Other income	607	278
Total Income	11,431	9,771

Southam Church General Fund	2024 £	2023 £
Expenditure		
Contribution to Parish Share	7,000	10,000
Administration expenses	784	788
Repairs and maintenance	682	497
Utilities	592	788
Insurance	893	875
Total Expenditure	9,951	12,599
Closing Balance	1,589	109

Note 1: At the recommendation of the Independent Examiner the amount received from the Parish Giving Scheme (PGS) includes the payments made into the PGS in December 2024 which were not received from the PGS until January. This amounted to £475. It also includes the payment received in January 2024 for the PGS payments made in December 2023 which were not included in the Financial Statements for 2023.

Southam Church Fabric Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Southam Church Fabric Fund	2024 £	2023 £
Opening Balance	41,167	43,390
Income		
Donations	566	70
Investment income	1,061	657
VAT reclaimed	685	
Total Income	2,312	727
Expenditure		
Repairs and maintenance	2,172	1,080
Surveys	2,418	1,870
Total Expenditure	4,590	2,950
Closing Balance	38,889	41,167

Southam Church Floor Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

Southam Church Floor Fund	2024 £	
Opening Balance	0	
Income		
Donations	1,045	
Total Income	1,045	
Expenditure		
Refreshments at publicity meeting	45	
Total Expenditure	45	
Closing Balance	1,000	

St Michael's Church General Fund - Emergency Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2024

	2024 £	2023 £
Opening Balance	600	600
Income		0
Expenditure		0
Closing Balance		600

Accounts

FINANCIAL STATEMENTS

The Parochial Church Council of the Ecclesiastical Parish of
Bishops Cleeve
For the year ended 31 December 2022

Prepared by ADM Accountancy Services Limited

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Independent Examiners Report

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2022

We report on the accounts of the charity for the year ended 31 December 2022.

Respective responsibilities of trustees and examiner

- The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

- Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of the report. These procedures provide only the assurance expressed in our opinion.

Opinion

- In our opinion:

The accounts, including the revenue account and balance sheet, are in agreement with the accounting records kept by the society under s75 of the Co-operative and Community Benefit Societies Act 2014;

- Having regard only to, and on the basis of, the information contained in those accounting records, the revenue account and balance sheet comply with the requirements of the Co-operative and Community Benefit Societies Act 2014; and
- For the preceding period of account, the financial criteria for the exercise of the power conferred by section 84 were met in relation to the year.

Signature.....

Andrew Moss

ADM Accountancy Services Ltd

10 Homelands Commercial Centre

Bishops Cleeve

Cheltenham

Date: 16th May 2023

Statement of Financial Activities

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2022

	NOTES	UNRESTRICTED	RESTRICTED	2022 TOTAL	2021 TOTAL
Incoming resources					
Incoming resources from donations, legacies and similar					
Gift aided income	1	150,375	-	150,375	177,300
Collections and donations	2	19,293	500	19,793	18,694
Legacies and similar	3	350	-	350	4,000
Incoming resources from operating activities					
Investment income	4	103	-	103	53
Other incoming resources					
Weddings		15,317	-	15,317	12,893
Funerals		15,415	-	15,415	17,080
Income (Baptism)		435	-	435	100
Grants		-	6,986	6,986	33,723
Total Other incoming resources		31,166	6,986	38,152	63,796
Total Incoming resources		201,287	7,486	208,774	263,842
Resources expended					
Other expenditure					
Direct costs		116,027	10	116,037	114,234
Administration		19,968	788	20,757	16,083
Clergy expenditure		6,170	-	6,170	8,138
Salaries		54,816	-	54,816	68,706
Repairs and maintenance		10,913	5,683	16,596	28,468
Utilities		18,832	-	18,832	13,926
Total Other expenditure		226,727	6,481	233,208	249,556
Transfer of Funds		(2,000)	2,000	-	-
Total Resources expended		224,727	8,481	233,208	249,556
Net surplus (deficit) for the year		(23,439)	(995)	(24,434)	14,286
	NOTES	UNRESTRICTED	RESTRICTED	2022 TOTAL	2021 TOTAL

1. Gift Aided Income

Income (PGS)		131,885	-	131,885	134,470
Income (Gift Aid)		10,407	-	10,407	6,349
Income (Gift Aid to be claimed)		1,812	-	1,812	1,377
Income (Standing Orders)		1,332	-	1,332	5,052
Income (Electronic Donations)		4,938	-	4,938	22,415
Income (Fabric)		-	-	-	7,637
Total Gift Aided Income		150,375	-	150,375	177,300

	NOTES	UNRESTRICTED	RESTRICTED	2022 TOTAL	2021 TOTAL
2. Collections and Donations					
Income (Cash and cheque donations)		17,680	-	17,680	17,994
Income (Out of The Ashes)		1,613	-	1,613	-
Income (Rope Fund)		-	500	500	700
Total Collections and Donations		19,293	500	19,793	18,694
	NOTES	UNRESTRICTED	RESTRICTED	2022 TOTAL	2021 TOTAL
3. Legacies and Similar					
Income (Legacies)		350	-	350	4,000
Total Legacies and Similar		350	-	350	4,000
	NOTES	UNRESTRICTED	RESTRICTED	2022 TOTAL	2021 TOTAL
4. Investment Income					
Income (Banking Interest)		103	-	103	53
Total Investment Income		103	-	103	53
	NOTES	UNRESTRICTED	RESTRICTED	2022 TOTAL	2021 TOTAL
5. Other Incoming Resources					
Income from weddings		15,317	-	15,317	12,893
Income from funerals		15,415	-	15,415	17,080
Income (Baptism)		435	-	435	100
Grants		-	6,986	6,986	33,723
Total Other Incoming Resources		31,166	6,986	38,152	63,796
	NOTES	UNRESTRICTED	RESTRICTED	2022 TOTAL	2021 TOTAL
6. Other Expenditure					
Direct costs		116,027	10	116,037	114,234
Administration expenses		19,968	788	20,757	16,083
Repairs and maintenance		10,913	5,683	16,596	28,468
Utilities		18,832	-	18,832	13,926
Administration salaries		54,816	-	54,816	68,706
Clergy expenses		6,170	-	6,170	8,138
Total Other Expenditure		226,727	6,481	233,208	249,556

Balance Sheet

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve As at 31 December 2022

	NOTES	31 DEC 2022	31 DEC 2021
Fixed Assets			
Tangible Fixed Assets	2	1,685	2,973
Total Fixed Assets		1,685	2,973
Current Assets			
Debtors and prepayments	3	4,164	-
Cash at bank and in hand	4	106,704	128,686
Total Current Assets		110,868	128,686
Liabilities: amounts falling due within one year			
Other creditors and accruals	5	10,130	4,802
Rounding		-	-
Net Current Assets		100,738	123,884
Total Assets		102,423	126,857
Funds			
Restricted Funds	6	8,304	9,299
Unrestricted Funds	7	94,119	117,558
Total Funds		102,423	126,857

The accounts were approved by the board of trustees on 16th May 2023 and signed on its behalf by:

Rev. Tim Garrett

Charity No. 1135929

Notes to the Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2022

1. Accounting Policies

Basis of preparing the financial statements

The financial statements are prepared under the historical cost convention adopting the following principle accounting policies all of which

Incoming resources - Donations and gifts are reflected in the financial accounts when they are received.

Resources expended - Expenditure is included in the financial accounts as incurred.

Investments - Investments are included in the financial accounts at the lower of cost or estimated value.

Reserves - The PCC will maintain three month's costs in general reserves at all times.

References to churches - All figures that relate to The Ascension Southam are noted as such. All other figures relate to St Michael's Bishops Cleeve.

Tangible fixed assets

Depreciation is provided, at the following annual rates in order to write off each asset over its estimated useful life.

Account	Method	Rate
Church and Office Equipment	Straight Line	25%

Investments

Fixed asset investments are stated at cost less any provision for diminution in value.

2022 2021

2. Tangible Assets

Office and church equipment

Cost

Opening Balance	5,150	3,154
Church and Office Equipment	-	1,996
Total Cost	5,150	5,150

Depreciation

Opening Balance	(2,177)	(1,014)
Less Accumulated Depreciation on Church and Office Equipment	(1,287)	(1,163)
Total Depreciation	(3,464)	(2,177)

Total Office and church equipment	1,685	2,973
--	--------------	--------------

Total Tangible Assets	1,685	2,973
------------------------------	--------------	--------------

	2022	2021
3. Debtors		
Prepayments and accrued income	4,164	-
Total Debtors	4,164	-
	2022	2021

4. Cash at Bank and in Hand

Petty Cash	82	70
PCC Current Account	22,697	46,800
Business Reserve Account	37,599	37,518
Southam Current Account	46,326	44,299
Total Cash at Bank and in Hand	106,704	128,686
	2022	2021

5. Creditors

Accounts payable	6,882	2,097
Accruals and deferred income	3,248	2,705
Other creditors	-	-
Total Creditors	10,130	4,802

6. Restricted Fund 5

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Children and Families	1	2,000			(2,000)	0
Fabric and Development	2	633	584	(788)		429
Rope	3	2,331	500	(10)		2,821
Churchyard	4	3,835	6,402	(5,683)		4,554
Organ	5	500				500
Totals		9,299	7,486	(6,481)	(2,000)	8,304

1. This Fund is used to fund the work of the Children and Family Minister.
2. Fabric and Development Fund - This fund is used for maintenance and improvement of the fabric of the church.
3. Rope Close Fund - This fund is used for the maintenance of the church bells and ropes.
4. Churchyard Fund - This fund is for the maintenance of the churchyard and graveyard.
5. Organ Fund - This fund is for the service of the organ.

7. Unrestricted Fund

These funds have been designated and reviewed annually by the Trustees from unrestricted general funds for the following specific purposes.

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£		£
Southam Church - General	1	775	10,534	(8,372)		2,937
Southam Church - Fabric	2	43,525	86	(221)		43,390
Total Designated		44,300	10,620	(8,593)		46,327
General	3	73,258	196,668	(224,134)	2,000	47,792
Total Unrestricted		117,558	207,288	(232,727)	2,000	94,119

1. Southam Church General - The fund is used for the upkeep and maintenance of the Church of the Ascension Southam.
2. Southam Church Fabric Fund - The fund is used for the maintenance and improvement of the fabric of the Church of the Ascension.
3. It is PCC policy that the general reserves should at all times hold one month's of expenditure in reserves; and this should be increased. General reserves also include the Designated Funds shown in note 9.

8. Designated Fund

The following Designated Funds are included within the General Fund as PCC reserve the right to use the funds for other purposes if needed.

Designated Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Designated Children and Families Fund	1	25,130	7,734	(5,280)	2,000	29,584
Designated Fabric Fund	2	5,000			2,500	7,500
Designated Organ Fund	3	10,000			2,000	12,000
Designated Emergency Fund	4	600				600

1. Designated Children and Families Fund - The fund is designated, but not restricted, to be used to fund the work of the Children's and Family Minister.
2. Designated Fabric Fund - The fund is designated, but not restricted, to be used for the maintenance and improvement of the fabric of the Church of the Ascension.
3. Designated Organ Fund - The fund is designated, but not restricted, to be used for the servicing of the organ.
4. Designated Emergency Fund - The fund is designated, but not restricted, to be used for emergency support to those in need at the discretion of the Rector and in accordance with the rules laid out in the financial handbook.

Children and Families Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2022

	2022	2021
Childrens and Families Fund Account		
Opening Balances	2,000	14,253
Transfer to designated Children & Families Fund		
Transfer of Funds	(2,000)	(12,253)
Closing Balance	-	2,000

Fabric and Development Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2022

	2022	2021
Fabric Fund Account		
Opening Balance	633	6,293
Income		
Donations and grants	584	9,833
Other	-	500
Total Income	584	10,333
Expenditure		
Admin	788	788
Repairs and maintenance	-	15,205
Total Expenditure	788	15,993
Closing Balance	429	633

Rope Close Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2022

	2022	2021
Rope Close Fund Account		
Opening Balance	2,331	1,681
Income		
Donations	500	700
Total Income	500	700
Expenditure		
Repairs and maintenance	10	50
Total Expenditure	10	50
Closing Balance	2,821	2,331

Churchyard Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2022

	2022	2021
Churchyard Fund Account		
Opening Balances	3,835	2,125
Income		
Grants received	6,402	6,204
Total Income	6,402	6,204
Expenditure		
Repairs and maintenance	-	428
Other expense	5,683	4,066
Total Expenditure	5,683	4,494
Closing Balance	4,554	3,835

Organ Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2022

	NOTES	2022	2021
Organ Fund			
Opening Balances		500	-
Income			
Legacy income		-	500
Total Income		-	500
Total Organ Fund		500	500
Closing funds		500	500

General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2022

	2022	2021
General Fund Account		
Opening Balance	73,258	39,031
Income		
Gift aided income	11,718	29,419
Collections and donations	16,410	14,950
Investment income	12	28
Wedding, funerals and baptism	30,292	29,522
Grants	-	22,788
Legacies	350	3,000
Income (PGS)	131,885	134,470
Income (Southam contribution)	6,000	10,017
Total Income	196,668	244,195
Expenditure		
Expense		
Parish Share	94,596	94,596
Diocesan Board of Finance Payment	5,035	9,764
Parish Fee (Stewarding)	3,175	3,072
Wedding additional costs	2,081	2,905
Parish Fee (Funeral)	886	805
Parish Fee (Baptism)	29	-
Music	1,231	827
Specified donations	3,808	142
Children and families expenses	5,186	2,123
Administration expenses	19,022	14,952
Clergy expenses	6,170	8,138
Salaries	54,816	68,706
Repairs and maintenance	10,342	3,279
Utilities	17,757	12,911
Total Expense	224,134	222,221
Transfer of Funds to Restricted Funds		
Transfer of Funds	(2,000)	(12,253)
Closing Balance	47,792	73,258

The General Fund includes the following designated funds:

Designated Children and Families Fund

Designated Fabric Fund

Designated Organ Fund

Southam Church - General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve
For the year ended 31 December 2022

	2022	2021
Southam Church - General Fund Account		
Opening Balance	775	665
Income		
Collections and donations	2,883	2,539
Income (Other Grants)	-	3,000
Investment income	6	25
Gift aided income	4,959	4,605
Gift Aid SDS	1,812	1,168
Other income	874	551
Total Income	10,534	11,888
Expenditure		
Income (Southam contribution)	6,000	10,017
Administration expenses	946	343
Repairs and maintenance	350	403
Utilities	241	282
Insurance	835	733
Total Expenditure	8,372	11,778
Closing Balance	2,937	775

Southam Church - Fabric Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve
For the year ended 31 December 2022

	2022	2021
Southam Church - Fabric Fund Accounts		
Opening Balance	43,525	48,523
Income		
Investment income	86	-
Collections and donations	-	40
Total Income	86	40
Expenditure		
Other repairs and maintenance	221	5,038
Total Expenditure	221	5,038
Closing Balance	43,390	43,525

Accounts

**St Michael & All Angels, Bishop's Cleeve
with
The Ascension, Southam**



**Annual Parochial Church Meeting
Sunday 29th May 2022**

**3.00pm
in St Michael's Church**

Reports & Financial Statement



St Michael and All Angels at Bishop's Cleeve with the Church of the Ascension at Southam

Annual Meeting of the Parish and Annual Parochial Church Meeting

Sunday 29 May 2022 at 3pm, at St Michael's Church

AGENDA

Opening Prayers and Welcome

A register will be taken of those present, and apologies will be noted.

VESTRY MEETING

Re-election of our Churchwardens for the coming year.

ANNUAL PAROCHIAL CHURCH MEETING

Approval of 2021 Minutes

Matters Arising

Reports

All statutory reports are included in the APCM booklet and are published on the website.

Any questions for clarity or discussion should be sent in advance of the APCM by email to PCC Secretary Zoe Homes zhomes@stmichaelsbishopsleeve.co.uk by midday on Friday 27 May.

Electoral Roll

PCC Secretary's Report

Financial Statements (see churchwebsite. Copies available on PCC Noticeboard in church.)

Churchwardens' Report on the Fabric, Goods and Ornaments of the Parish

Deanery Synod Report

Additional reports -

Children & Families Ministry Report

Life Groups at St Michael's

Elections

Elections to the PCC - Barbara Farmer, Jennifer Waller, Glenda Green

Participation

Pre-submitted Questions

Closing Prayers



Parish of Bishop's Cleeve with Southam
Annual Meeting of the Parish and Annual Parochial Church Meeting
Sunday 27 June 2021 at 3pm, St Michael's Church, Bishops Cleeve
DRAFT MINUTES

Attendees

A register was taken of those present, and apologies were noted (please see Appendix A).

Opening

Malc Allen [MA], Rector and Chair of this APCM meeting, welcomed everyone to the meeting, and opened in prayer.

He reminded those present that whilst we were gathered for formal business, this was also an Act of Worship to God, an opportunity in the life of our Church to look back over the last year and mark a point from which to move forward.

ANNUAL MEETING OF THE PARISH (Vestry Meeting)

MA explained that this the point that we re-elect our Church Wardens for the coming year. Ann and Andrew were elected last year, and they are both willing to stand again, and as there have been no other nominations or any objections, they can be elected without discussion or vote.

Ann Jessop and Andrew Young were duly elected as Church Wardens for the coming year.

MA shared that he is pleased to be working with Ann and Andrew, they have been working brilliantly together as a team, together with John who looks after Southam, and have been an excellent support to the Church and leadership team. Andrew concentrates on Church life, while Ann specialises in the Church building and all that entails. They have both helped immeasurably over this last year of the pandemic, ensuring we are safe to open and operate when we have chosen to do so. And all done with Jesus at the centre, with careful thought and prayer.

ANNUAL PAROCHIAL CHURCH MEETING

Approval of 2020 Minutes

Those present were happy the minutes of the last APCM held on 17 October 2020 are a true and accurate record, and MA signed these for the Church files.

2. Matters Arising

There were no Matters Arising sent in advance, and none were brought to the meeting.

Reports

Church members received the following reports in advance, and no comments or questions were submitted ahead of the meeting.

3. Electoral Roll

There are 233 people on the roll. In the last year we have had people six leave and four people join.

MA thanked Ro Hunt for her work on this and noted that this is a baton Ro would like to pass on to someone else during the course of the coming year. Any Church member interested in looking after the Church Electoral Roll should speak to Ro in the first instance.



4. PCC Secretary's Report

MA thanked Louise Titley for her work as PCC Secretary up until October 2020 and Zoe Homes for taking on the role and providing the report for APCM. The report charts the breadth of discussions in this period, providing an overview of what has been going on at the Church.

MA is keen that PCC is about the Church mission and fellowship as well as finances and the building and thanked all members for being open to wide ranging discussions on these topics.

5. Audited Accounts and Financial Report

A video explaining the Financial Report was provided in advance and played at the meeting (also available on the website).

The 2020 accounts were signed off by PCC earlier in the year. Church members are encouraged to read the Financial Handbook, available on the website. Any future questions about the accounts or handbook should go to the PCC Secretary by email.

MA noted that the reports show better news than we might have been expecting, given the last 18 months. The Church Gift Day will be on Sunday 4 July and will be an opportunity to give over and above what we'd normally give if we are able. Part of this will be to help with the described deficit, but it is also about supporting Church Family Ministry and our Mission Partners. More details about the Gift Day are available on the website and Facebook.

MA asked that his thanks to Dan for looking after the Church accounts, and all that entails, is recorded.

6. Churchwardens' Report on the Fabric, Goods and Ornaments of the Parish

MA thanks Ann and Andrew for their report, there were no questions or comments.

7. Deanery Synod Report

MA thanked Sue Blakey, Bob Simms and Louise Titley for acting as our Deanery Synod representatives, and asked Church members to pray for the Synod as they discuss management and financial matters over the coming months.

8. Safeguarding Report

MA thanked Angie and Ann for their work in ensuring we are fully compliant with the Safeguarding guidance.

The above statutory reports were approved en-bloc by those present.

Proposer: Ann Jessop | Seconder: Tony Dixon

Some additional reports on the life of the Church over the last year have been published on the St Michael's website, and Church members are encouraged to read those and pray for the activities being run in our community.

Elections

9. Elections to the PCC

As there are sufficient places on PCC for those who wish to join, there did not need to be a vote.

John Donovan, James Hall and Dan Snape were all duly re-elected to PCC for another three years.

No new members were nominated for election on this occasion.



Participation

10. Pre-submitted Questions

Attendees had been asked to submit questions in advance, but we had not received any, so MA opened the meeting to questions.

Maggie asked about whether the results of the survey on Worship would be published. MA confirmed the results were very much in line with what we had been doing, but will check about publication. But MA wondered if the results were of continued relevance a year on.

Ann Jessop thanked John Donovan for acting as Church Warden for Southam, which helps her greatly. MA confirmed he is very thankful to John for his hard work.

Thanks and Scripture

MA offered his personal thanks to a number of individuals and groups who have been of particular support to him over the last few months:

- To Richard Reakes, for all he has given over the past years to St Michael's – he will be missed.
- To our Retired Clergy, for all the help and support they have offered over the last year, especially in the local community.
- To Fran and Angie, for all the important admin work, especially during the pandemic.
- To Sallie and Melinda for how they have dealt with the pandemic in relation to our Church Family Ministry – please pray for their work.
- To Kelly Owen, for leading on our website and social media – please do read Kelly's report included in the APCM booklet.
- The Church Leadership Team, for everything they've done over the year.
- Our PCC, for continuing to be open to discussions online.
- To all those who have helped and supported him during his time off, a particularly difficult time for him.

MA asked... Will we return back to normal? What will it be like? What is God calling us back to? Something different? Something adventurous? Something beyond our Church walls? Are we up for it? God is calling us to something new and wonderful, risky and scary, adventurous where we might make mistakes. But we must be encouraged that God's people have been here before, and we will thrive as we move forward.

MA shared some verses from Scripture including these from Hebrews 10:

So now wrap your heart tightly around the hope that lives within us, knowing that God always keeps his promises! Discover creative ways to encourage others and to motivate them toward acts of compassion, doing beautiful works as expressions of love. This is not the time to pull away and neglect meeting together, as some have formed the habit of doing. In fact, we should come together even more frequently, eager to encourage and urge each other onward as we anticipate that day dawning.

We have been here before. It is tempting to pull back, settle back and relax into life. But we must not do that; we must strive for more.

MA prayed.

At the end of the meeting, MA invited Richard Reakes forward to say a few words about his new appointment as Rector of the Countesthorpe Benefice of the Four Saints near Leicester.

MA closed meeting with a blessing at 3.50pm.



Appendix A: Those in Attendance

Names	NOT on Electoral Roll	Names	NOT on Electoral Roll
Rev Malc Allen	*	Barbara Jordan	
Rev Bill Blakey	*	Sally Lavis	
Sue Blakey		Sue Mann	
Tony Dixon		John Munden	
John Donovan		Ann Nixson	*
Kelly Dunn		John Nixson	*
Glenda Green		Fran Rawlinson	
Linda Hall		Simon Roper	
Alan Hazell		Rev Richard Reakes	*
Maureen Hazell		Rev John Sharpe	*
Katie Higham		Rev Maggie Sharpe	*
Zoe Homes		Louise Titley	
Mary Hughes		Wendy Treble	
Ro Hunt		Jenny Waller	
Ann Jessop		Andrew Young	



REPORTS

Electoral Roll

At the APCM last year we had 233 members listed. Two names have been removed and seven new members added. The roll now stands at 238

If you have not filled in an application yet but would like to be on the Electoral Roll as a member of our Church family, forms are available online, and from the office. Please speak to Fran or a member of the PCC if you would like to be included in the roll.

Ro Hunt

PCC Secretary Report for APCM

This report covers the period between the APCM in June 2021 and April 2022.

PCC met six times in this period, in August, September, November, February and twice in April. We returned to in-person meetings in September, and have enjoyed once again being able to undertake church business in this way.

PCC business has very much been aligned with the mission of our church, and PCC members have continued to support the desire to bring health and wellbeing issues and its relationship with faith to the heart of teaching and action. We have spent the majority of our time together discussing the ministry of our parish.

We have also met twice for fellowship, which has been a welcome opportunity to consider our own personal wellbeing, how we can best serve our Church and the Lord, and to bring PCC business to God in prayer.

In addition to our own PCC meetings, we have also had two joint PCC meetings with our counterparts in the WGO parish, to discuss the recruitment of our new Team Vicar. This included the Preliminary Vacancy Meeting with Archdeacon Phil, and one to formally adopt our new Benefice Profile. While that process has now been paused in order that we can work towards recruiting a new Team Rector, it was a welcome opportunity for the two PCCs to get to know each other a little better and work together towards a common goal. While we are sad that Rev Malc will soon be retiring, we look forward to being fully involved with the new Team Rector recruitment process over the coming months.

Over this period, PCC has:

- Continued to support our Church Leadership Team on building a strong wellbeing theme into Church teaching and activities.
- Returned to corporate worship in church, adjusting our response to the pandemic as needed in line with the Government guidance and with love for our congregation.
- Adopted a new trial service pattern to best use our limited clergy resources whilst encouraging as many people as possible to join us for worship. This has included a new monthly café church, continuing with our Church on the Hill programme, and incorporating traditional and contemporary worship styles on alternate Sundays.
- Worked with the Churchwardens to ensure proper stewardship and use of our facilities. This has included approving spending on a number of headstones in need of repair.
- Continued conversations with the Diocese regarding the Glebe Land housing project, and committed to working with them further on the Coming Home Report.
- Set up a special Organ Servicing Fund to ensure we have the monies in place when that work is required.



- Committed to support Christians in the workplace through the provision of information.
- Supported CLT in running the Living in Love and Faith course in church, as part of our desire to be the most welcoming and hospitable people on the planet.
- Employed the services of the local Community Payback Scheme to help us look after our churchyard.
- Celebrated being able to repair the Church chimes at St Michael's, and with Southam over the restoration of the Veronica painting.
- Appointed a new Safeguarding Officer.
- Continued to prayerfully and carefully look after church finances by spending money where it is needed but cutting costs where possible. We had an extraordinary PCC meeting in April 2022 to approve the 2021 financial accounts.

In everything we have done and through every topic we have discussed over the last eleven months, we have collectively done our best to always look to Heaven for guidance, use our gifts to serve God as both individuals and as a group, been graceful in our discussions, and prayerful in our decision making. The year ahead will no doubt continue to present its challenges, especially as we look to recruit both a Team Rector and Team Vicar to our benefice, but we hope and pray we will look back and see continued and new developments in our mission to bring Jesus to those around us.

My formal thanks to all PCC Members, including those who also sit on Standing Committee and are involved in the Core Appointment Team, for all their support, work, and prayerful doing of church business.

I would also like to add my thanks on behalf of the PCC to Rev Malc Allen for his ministry and service, and for joyfully and skilfully leading our PCC discussions over the last few years. This is certainly the end of an era for our benefice. May God bless you in your retirement, and us as we adjust to this new period in the life of our churches.

Prepared by Zoe Homes, PCC Secretary, April 2022

PCC Calendar

PCC Fellowship Morning	Saturday 11 June	10am to 12noon	In Church
Standing Committee	Tuesday 14 June 2022	7.45pm to 8.45pm	In Church
PCC	Tuesday 28 June 2022	7.45pm to 9.15pm	In Church
Standing Committee	Tuesday 30 August 2022	7.45pm to 8.45pm	In Church
PCC	Tuesday 13 September 2022	7.45pm to 9.15pm	In Church
PCC Fellowship Morning	Saturday 29 October 2022	10am to 12noon	In Church
Standing Committee	Tuesday 15 November 2022	7.45pm to 8.45pm	In Church
PCC	Tuesday 29 November 2022	7.45pm to 9.15pm	In Church
Standing Committee	Tuesday 24 January 2023	7.45pm to 8.45pm	In Church
PCC	Tuesday 7 February 2023	7.45pm to 9.15pm	In Church

Minutes

Minutes of PCC meetings and related papers are made available on the noticeboard in church following approval, and on request to the PCC Secretary by email.



Agenda Items

The deadline for any agenda items and related papers is always **12noon on the Thursday prior to each Standing Committee** meeting date.

Requests should be sent in writing to our PCC Secretary via zhomes@stmichaelsbishopsleeve.co.uk in as much detail as possible.

Fellowship Mornings

Note that no formal business is carried out at PCC Fellowship Mornings, these are opportunities to come together for worship and prayer.

APCM Report – Finance

The Financial Statements for year ended December 2021 can be found on the church website along with a video report from our treasurer, Dan Snape. Paper copies of the statements are also available to view on the PCC noticeboard in church.

Look at the bottom of the homepage of our website - <https://www.stmichaelsbishopsleeve.co.uk/>



Report from Churchwardens Andrew Young & Ann Jessop for St Michael's and John Donovan Deputy Churchwarden for Southam for the PCC April 2022 and for the APCM May 2022

This report covers the year 2021, with some reference to the first part of 2022.

The churchwardens

The churchwardens for St Michael's in Bishop's Cleeve are Andrew Young and Ann Jessop. John Donovan is Deputy Churchwarden for the Church of the Ascension at Southam. All three will stand again at the 2022 APCM. All three are willing to speak to you about any matters that concern you.

The Benefice

The Benefice is looking quite different this year as Team Vicar Richard left in August 2021, and Team Rector Malc has announced his intention of retiring at the end of September 2022. Now, more than ever, our two parishes, with four churches, need to work together and help each other.

Andrew says this

Through 2021 and into 2022 we have seen much change in our parish as we moved between and then out of lockdowns, we saw Richard leave us for a new role in Leicestershire, and Malc announced his impending retirement.

During this past year I have been involved in a number of areas of the church via the Church Leadership Team, via our PCC, and via Ann and her great team in her role while she looks more at the fabric than I do, as well as many of the outward facing activities such as church watch and interactions around the main building and graveyard.

With Richard leaving us in August 2021, I was voted in as Parish Representative for St Michael's, working with both John Donovan as rep for Southam and Jean Wickens as rep for Woolstone, Gotherington and Oxenton, to deal with the vacancy created. A working model was proposed to both PCCs in the benefice to help us to effectively produce the required Benefice profile document. After much prayer, discussion, and hard work by many to collate all the required data, we summarised our key areas of strength and areas to focus on, as well as providing details of the vicarage, and the many valuable ministries we have. There was also a considerable focus on the Person Profile section about what we, as God's people, are looking for in our next Team Vicar. This involved my speaking to many of you to get feedback, input, thoughts, and wisdom, as people were praying about this and sharing what they got from that. We had managed to get to the point where our joint PCCs had approved the profile when Malc intimated to us that he was planning on retiring in September this year, thereby leading to us to pause the recruitment for a new Team Vicar, as instead we would focus on appointing a new Team Rector first.

The Churchwardens across the benefice have been engaged with the Archdeacon and Area Dean about timings and process for this recruitment and we are pushing for a level of pace not normally seen in C of E recruitment of clergy, given the circumstances we find ourselves in as we come out of Covid times to find ourselves with potentially no permanent clergy in role from September. There is a tentative timetable agreed with the Archdeacon, which is quicker than would normally be scheduled, and that will hopefully see us with a new Team Rector in role mid-December 2022.

Alongside this, I have led the recruitment process for the new Administration Lead within our busy Church Office and am now working with Fran Rawlinson to ensure the office is set up and running as she sees fit, with Fran stepping into the senior role.

In my role, I have also offered support and input on various topics within the Church Leadership Team and I helped to run the Living in Life and Faith course within the church during March and April.

I am always happy to speak to anyone about our missional activities, the Rector and Vicar recruitment process, or anything else people would like to discuss. Just let me know and we can catch up.



Ann says this

The law

The Representation Rules require that the churchwardens bring to the APCM *a report upon the fabric, goods and ornaments of the church or churches of the parish, under section 51 of the Care of Churches and Ecclesiastical Jurisdiction Measure 1991*. Therefore, much of this report is about the buildings and contents. The inventory is available to view at this meeting. The 2019 quinquennial report is also on view. The building and contents are an inheritance which we have a duty to care for and to hand down to future generations. The 1991 Measure also says *Any person or body carrying out functions of care and conservation under this Measure or under any other enactment or rule of law relating to churches shall have due regard to the role of a church as a local centre of worship and mission*. So, the churchwardens and those assisting them are directly concerned in the main aims of the church and share the vocation to live the Christian life. We are all one body.

Fabric in 2021-2, St Michael's, compiled by Ann Jessop

We are constantly aware of the cost of maintaining such an important building and we mitigate the expenses by reclaiming the VAT, by applying for grants from outside sources for special projects, by regular and determined work by our volunteers wherever possible.

- Forrester's takes care of the maintenance of our roofs and gutters and drains twice a year.
- We are taking measures to deter pigeons on the South side.
- Smart Water has been applied to our lead roofs.
- The roof needs constant vigilance and an inspection will be carried out soon, by MT Roofing, with particular attention to the South Transept roof.
- Routine checks, tests and servicing on electrics, boiler, mower, lightning conduction, fire provision, clock, bells, heating, organ etc are all up to date.
- The clock chiming mechanism first broke down in December 2019. In 2020, the great wheel from the quarter train was restored, thanks to a generous grant from Bishop's Cleeve Parish. So, it was disappointing soon after to find the chiming mechanism failed again and this was found to be caused by the failure of the three motors which drive the auto-winding system. These were 47 years old. We obtained three quotes for this work, which cost about £8,000. We applied for various grants to pay for replacing the obsolete motors, then appealed to the Community who responded with overwhelming enthusiasm and generosity. The motors were replaced by Smiths of Derby, and at the same time they installed a night-time silencer, so that the chimes no longer sound during the night.
- The bells were rung for the 2021 weddings as required, and ringers gradually resumed Sunday ringing and practice night ringing. The bells are in good order but are due for a professional inspection soon.
- Minor projects and repairs have included clearance, cleaning and cataloguing in the vestry and storerooms, repair of the Payter device, some decorating, supply and fit of new toilet seat, repair of parquet floor, replacement of failed electrical units, repair of tap, others.
- Our cleaning/dusting teams are back at work but could use some more workers who can spare an hour once a month. Our contractor cleaner Andy Fallon is restored to six hours per week. It is more important than ever to be clean, and so we strive to maintain high standards as best we can.
- The AV Team mostly work independently of our team and they have had to cope with some setbacks, but finally we have in place an up to date and snag free AV system. Valuable items have been marked with Smart Water.



Fabric in 2021-2, Southam Church, compiled by John Donovan

We are up to date with the required tests and checks, including fire extinguishers and electrical equipment.

Prior to re hanging the very special painting of the Veronica Legend, which Jo Winson so expertly restored, a roofing contractor was engaged to rectify the leaking roof, and the tubular conduit that the bell rope is threaded through. When all this work was completed, a decorator was engaged to paint the East wall, where the Veronica painting hangs. Four coats of Lime wash were applied; the resulting finish was a marked improvement to the wall and acted as a fitting background for the painting to be re hung against.

The humidity levels in the church have been stable, no doubt the now watertight roof has contributed toward this.

No quinquennial work on the church is outstanding; we do expect a quinquennial inspection sometime in the next twelve months.

Other St Michael's matters

Covid 19

Like everyone else working in our two churches, our team has been severely challenged by Covid-19. Now, we are in a more normal situation, and the churches have resumed many of their normal activities, though with a reduced number of services. Infection rates are still high and we still take careful precautions, particularly with our process for Holy Communion.

Heritage

In 2021 we were unable to hold any heritage events, tours, or open days. There is still work to be done in sorting and cataloguing our interesting collection of documents and other items in the porch room.

With the help of Linda Hall, we hope to produce something for the Queen's Jubilee, with an Open Afternoon on 5th June, potentially to include history, music, flowers, bunting, a new tree.

Safety, Training, Hygiene

To avoid unnecessary meeting and mixing during the pandemic, we suspended all live training courses in Safeguarding, First Aid, Food Hygiene, Fire Safety. Some of these can be covered by online training. We hope to build up our training programme and our skills base in the coming years. We are pleased to work with John Nixon, our newly appointed Safeguarding Officer.

A recent visit from the Environmental Health Officer resulted in our achieving a 5* rating for the church kitchen. This endorsement is down to the leadership and vigilance of Jane Powell and Anne Nixon.

Emergency services now ask for our What3words, rather than a postcode. See [What3words.com](https://www.what3words.com) for further details.

For our two churches, the words are as follows.

- St M West door: union.achieving.tame
- St M South door: prep.rush.gladiators
- St M Main gate: play.cure.fuels
- Southam door: editor.dame.agents



Churchyard (Report compiled in consultation with Ro Hunt)

Ours is a closed churchyard which means there can be no new burials. (The exception is that existing plots can be opened to receive the remains of another family member, if there is room.) The Closed Churchyard became the responsibility of Tewkesbury Council in 1990. Subsequently, the church wished to provide better maintenance than the Borough was delivering, so they took on themselves some maintenance work in return for an annual grant from the Borough. In September 2019 we entered into a formal contract with the Borough, defining the level of the annual payments to us (£6,000, index linked) and the extent of our duties, which include care of lawns, gates, walls, trees, paths, graves. The Borough still will have ultimate responsibility. We can only manage on this small budget because our volunteers put in so much work.

This is a space which is so important to the whole community. Three rights of way cross it, and the public frequently meet us here. The grass is cut by Gotherington Garden Services (Vince Larcombe). The benches are cleaned regularly and treated each year. The Garden of Remembrance continues to be lovingly cared for by Keith and Annie Hawkes, while Tony Dixon and Ro Hunt tend the garden by the priests' door. A memorial stone on the West side, near the Memorial Garden, commemorates those who have made a significant contribution to church life. Those persons who are honoured in this way will have their names and stories included in a loose-leaf book to be kept in church.

Since the APCM last year, there have been several new developments.

- We have started using the services of the Community Payback Scheme. (Formerly Community Service Program) The participants of the scheme in our group work on Saturdays in St Michael's churchyard. We have met some excellent people who have done sterling work in the churchyard, including digging, hedging, clearing, weeding, strimming, composting.
- We have repaired the worst of the potholes in the paths.
- We have repaired the drain covers.
- We have repaired damage to the 2 outside stores and improved that area.
- We have created special habitats for insects and natural areas of fauna to encourage wildlife.
- Chris Arnold, tree surgeon, inspected, and made safe all our trees.
- Clevely Memorials are in the process of making safe some headstones which had become loose.
- We have treated the panel fencing on the NW boundary.
- The stone walls have been inspected and a significant repair is pending.
- A new wildflower area has been prepared along the Rectory boundary wall to attract pollinators and brighten the wall.
- A new tree to celebrate the Queen's jubilee will be planted in section C.

The Ethos

The churchwardens are supported by a team whose Ethos Statement is as follows.

1. With our church leaders and all church members we strive to uphold the Diocese Mission Statement, the St Michael's Mission Statement, and the St Michael's PCC Code of Practice.
2. As a Team with special responsibilities, we describe our ethos as follows:
 - We maintain our faith, hope and love in all that we do for this church.
 - God is in all that we do.
 - To labour is to pray.

We assist the churchwardens as needed in all their duties.



The People

Churchwarden Andrew Young works closely with the Rector and Church Leadership Team and his activities are described elsewhere in this report. The rest of the Team work closely with Churchwarden Ann Jessop. Tony Dixon works hard with Ann at training stewards, who serve and welcome at all our services, which was particularly challenging during the pandemic. Tony mostly manages outdoor work and maintenance work. Nick Watson works closely with Tony and is responsible for the flag. We are grateful to have the continued support of John Donovan who finds time to complete skilled building and joinery tasks in St Michael's as well as carrying out his duties at Southam. Sandy Meade and Jenny Waller are our leading stewards and carry out routine safety tasks and liturgical duties. Ro Hunt is now on the team specifically for churchyard responsibilities. John Nixon has joined us recently and takes part in all our activities. All members take part in planning, gardening, working parties, meeting contractors, taking care of our congregations. Two of the team are trustees of St Michael's Centre. Two have previously been churchwardens. Two have previously been PCC Secretaries. One has previously been a PCC Treasurer. One is our Safeguarding Officer. All are experienced and tactful in church work and are committed to the Christian life. Members are also variously involved in children's work, ecumenical work, Transitional Cleeve, Hospital Chaplaincy, First Aid, Street Pastors, and other activities. This is a very experienced and effective team.

There is also a much wider Team of workers who are dusters, polishers, launderers, flower arrangers, church-watchers, caterers, gardeners, stewards, welcomers, First Aiders, bellringers. They have worked as needed in 2021 but, during the pandemic, some of these teams were laid off, so that we were not constantly meeting and risking spreading the virus. Gradually, we have built up the teams again and our church is constantly busy and often open. We are always ready to welcome new helpers on our rotas.

End of churchwardens' report.



Tewkesbury & Winchcombe Deanery Synod Report 2021

Your Deanery Synod reps are Bob Simms, Sue Blakey and Louise Titley

The full Deanery Synod has met twice this year: once by Zoom in June 21 and once in person in Jan 22. A summary of discussions is recorded below.

In June

- Archdeacon Phil talked through with us the Church of England's 'A Vision for the C of E for the 2020s. The Vision has a Core statement of "Jesus Shaped and Christ Centred" surrounded by concentric circles of "Bolder, Humbler, Simpler".
- It was reported that the Deanery Strategic Plan had been worked on and taken further with a temporary facilitator appointed to help create a coherent plan
- We were encouraged to sign up to the Diocesan Safeguarding Dashboard.

In September/October treasurers met to discuss Parish Share

In January

- Stephen Introduced the Life Together Diocesan Vision which is a slightly refocused vision for the next 5 years.
- Barrie Voyce (Diocesan vision for Youth Connectors) presented the Diocesan vision for Youth Connectors.
 - ◇ To support Deaneries and Parish Churches to prioritize Young People's Ministry
 - ◇ To grow young people as disciples and leaders
 - ◇ To enable Young People to explore the Christian Faith
 - ◇ To connect Young People, churches and Schools
 - ◇ To create meaningful "rites of passage"
 - ◇ To utilise social media
 - ◇ To connect ecumenically
- Barrie also introduced the newly appointed Deanery Youth Connector – Amy Todd, who will be working across the Deanery
- Richard Witham from the Sportily Leadership Team presented "Play sports, talk life" an initiative for Children and Young People to explore sport and faith together.
- It was reported that all benefices but one managed to pay the Parish Share they were committed to.
- Deanery Strategic Plan had been unable to convene as planned, however, the aim was to put a draft plan before the bishops in May.
- Bishop Rachel's deanery visitation day for 23 March was announced.
- It was reported that the Deanery is seeking an Eco Ambassador.

The next meeting will take place on 15 June 22.



Safeguarding Report

Why safeguard?

Safety and wellbeing for ourselves and others are key for us all in every aspect of our lives, including within the church family. Sometimes we can find ourselves in situations of responsibility for ensuring that others are protected from harm or that any concerns or allegations are responded to appropriately.

The Church of England, together with many other organisations, has had to look extremely carefully and critically at the way that Safeguarding concerns are dealt with and the steps taken to reduce the possibility that harm may occur. The publication of the Independent Inquiry into Child Sexual Abuse (IICSA) report into the Church of England in 2020 was a key landmark in the church's revision and development of Safeguarding nationally and has led to significant changes and new processes.

The local church has an essential role to play in bringing policies and practices to life on a day-to-day basis. Although some of the requirements may seem challenging, they provide a clear baseline for building positive and progressive approaches to everything that we do as a church within the parish and the benefice, increasing safety of everyone.

It is important to recognise that every one of us might become the victim of harm or abuse and every one of us has the potential to cause harm or abuse to another, often unintentionally. Adopting a committed approach to Safeguarding by weaving it into the way that we live out church life offers the opportunity to reduce risk and ensure that concerns are dealt with well.

Safeguarding fits closely within the areas of church life that we have been looking at recently, especially in the context of the teaching about Living Well Together and Living in Love and Faith.

What is Safeguarding?

Safeguarding describes the way that we organise, deliver, manage, and review all aspects of our church life. This includes taking care about the way that we recruit and support everyone who plays a role with children, young people, and vulnerable adults within and on behalf of the church and making sure that we listen with care to any concern or allegations so that they can be dealt with in a timely and appropriate manner.

Each parish is required to appoint a Parish Safeguarding Officer (PSO) who has responsibility for promoting good Safeguarding practice, for monitoring the way that Safer Recruitment processes (including DBS checks) are followed, for making sure that training requirements are met and for ensuring that any concerns or allegations are dealt with in accordance with CofE and statutory requirements, working closely with the Diocese of Gloucester Safeguarding Team.

Safeguarding at St Michael's and Church of the Ascension

The Parish has adopted a Safeguarding Policy which reflects the requirements set out by the Diocese and keeps this under regular review through the PCC.

Summary information about Safeguarding including contact details for the PSO, the Diocesan Safeguarding Team and statutory agencies can be found on the noticeboard by the café in St Michael's and on the church website.

The Safer Recruitment processes for anyone taking on a role with children, young people or vulnerable adults is processed via the Church Office. This includes completion of applications for DBS Disclosures which are processed by an organisation called Thirty-One Eight (previously the Churches Child Protection Advisory Service) who act as intermediaries with the Disclosure and Barring Service (DBS) on behalf of the Diocese.

DBS Disclosure Certificates for church roles must now be reviewed every three years, this is a tighter requirement than was previously the case. For new applications it is worth considering signing up to



the DBS Update service, free for volunteers, and linking the new certificate to this service. This reduces the need for new applications at the point of review and is supported via the Diocesan Safeguarding Team. If you know that your DBS Certificate needs reviewing or updating, please contact the Church Office.

Safeguarding Dashboard

The Diocese has recently started to promote a new resource for parishes, the Safeguarding Dashboard. This enables the PSO to track and review Safeguarding data and to develop an easy-to-follow Action Plan to address any gaps and deficits. The Action Plan can be shared with the PCC to support and track progress. The Dashboard also collects all the data previously submitted to the Diocese for annual reporting purposes, reducing the demands on parishes.

As the new PSO I am starting to collect the relevant information to complete an Action Plan report to the PCC.

Training

Safeguarding training modules continue to be available online although face-to-face training sessions are now returning following the interruption forced by the Covid restrictions.

A wider range of roles now require completion of at least the Basic Awareness training module to ensure that Safeguarding issues are understood and addressed as comprehensively as possible within church life. The Diocese provides a detailed schedule of training required for each role.

I was able to attend the first PSO Induction course run recently by the Diocesan Safeguarding Team, offering a chance to talk through expectations, to meet PSOs from other parishes and to meet two members of the Diocesan Team. The Team intends to build a pattern of routine follow-up contacts with PSOs to support us in our role.

As well as ensuring that everyone completes the minimum required training modules for their role, I hope that we will be able to deliver some thematic training and information sessions to get to grips with issues that can have an impact on safety and wellbeing, for example looking at safe and savvy use of the internet and social media platforms.

Support from the Diocese

The Diocesan Safeguarding Team have provided clear and supportive advice when required, enabling issues to be progressed effectively.

And finally

Please feel free to chat to me or contact me if there is anything about Safeguarding that you would like to discuss, especially if you have any concerns or questions.

Tel: 07591 221660

Email: safeguarding@stmichaelsbishopsleeve.co.uk

If you are worried about the immediate safety of anyone, please call the Police on 999.

John Nixon
Parish Safeguarding Office
May 2022



Additional Reports on the life of the Church

- Children & Families Ministry Report
- Life Groups at St Michael's

Children and Families Ministry Report 2020-2022

The children and families' ministry team have been running two busy weekly baby & toddler groups, which remained open throughout every possible period during the pandemic, except when legally forced to close. We have met a new class of '20-21 babies, when local baby groups remained closed and we are currently working with over 40 families, at least 20 different families in both Praise and Play 1 on Mondays and Praise and Play 2 on Thursdays. These groups have provided a lifeline to isolated parents and carers during the pandemic and many risk assessments and new ways of delivery had to be overcome during this time. We use a baby signing session, based on Makaton sign language, singing and prayers, Godly Play stories, nursery rhymes, and parachute games, catering for both babies and toddlers. Pastoral support and the welcome are a major strength of our groups.

We have continued to run a small Oasis Parents' group with creche and more focused Christian content in church during the pandemic, now headed up by Lucy Barbour, our Pioneer Minister, with CFM support. We hope to move this group to St Michael's Centre shortly, refreshing its content and mission, with new mums joining the group recently. This group is for all parents or carers of children of any age - use of the creche is not compulsory! A joint P&P/Oasis social is planned for July 2022 to encourage more from P&P groups to join Oasis.

There remains a Godly Playroom in St Michael's Church, and Godly Play is one of our varied expressions of Children's Sunday morning and toddler group ministry. One member of our congregation has recently trained to be a Practitioner of Godly Play. Sunday morning children's groups at St Michael's run on the third Sunday of the month, under the new pattern of services, which includes **Nightlights** - our supervised creche for 0-3's, **Sparklers** – our Godly Play session for 4-8's, and **Blaze**, our youth group for 9-13's. We also have a Nightlights creche on the first Sunday for our intergeneration café-style service.

CFM has been fully involved with leading baptism Alpha preparation courses for parents/Godparents throughout much of the pandemic, (with 3 full Alpha zoom courses and two shorter zoom alpha courses having run since summer 2020). CFM conducted pastoral follow-up with parents post-alpha, supporting parents into life groups and one to one discipleship where possible.

CFM has continued working with vulnerable families, issuing Foodbank vouchers, and accessing other funding sources where appropriate, and positive safeguarding work.

A Benefice-wide community holiday club has run every year for 5 years until lockdown, the numbers of children attending increasing to 72 places in 2019, with priority places given to most vulnerable families. During the pandemic it could not run. We truly thank God that our two Holiday Club Leaders, Marion and Andrew were saved from Covid-19, and we thank all who were praying for them, and others who were gravely ill during the pandemic.

In 2021, the CFM team gathered holiday club and toddler group families for a special family café-style service run as an alternative to Halloween and also for our Christingle service. Birthday cards continue to be sent to holiday club children. This year, despite Tammy and Mal Shaw coming forward to lead a holiday club - time, a reduction in holiday club ministry team available, and lack of available venue has led to this not going ahead.



This year through careful listening to God, who is always doing new things, we are feeling led to grow young people in faith with a small group of children now in secondary school (those too old for holiday club), to take part in a **Youth Alpha** week planned for August 2022.

Nine young people have provisionally booked and we will look to organise a baptism/confirmation service afterwards, as at least one young person wants to be baptised. CFM is meeting with Amy Todd, the new youth development adviser and has also contacted Tim O'Leary, leader of Cleeve School CU to look for opportunities for working together/sharing good practice, as part of the Youth Alpha project, and developing a realistic youth agenda going forward. Lucy and CFM team also plan to meet with Sportily (church).
Sallie Mumford

We are pleased to say **Jaffa** reopened in March 2022. JAFFA is a thriving lunchtime Bible club at BCPA primary school with 23 children on the rota, many coming every week. This is the result of the hard work of Judith Jenkins and her team which Melinda joined recently.

Many of the children were going to this club two years ago and are now coming back, post-covid. The school and the headteacher are very supportive, and the team feel blessed to be able to share the Gospel with the children in a child friendly, non-judgemental way.
Melinda Morris

Lego Bible Club: Melinda and her team have run the first Lego Bible Club session this term, with 2 children attending from BCPA. Numbers are slowly increasing and Melinda has a strong team with her in this new initiative. It is aimed at school years 4-6, but this may be extended to younger year groups to enable more children to attend.
Melinda Morris

Urban Saints continued to meet online throughout lockdown returned to meeting face to face in St Michael's Centre in September. We have games, craft, news time and Bible time. Our young leader Gabby Snape has been a great help. Numbers have grown over the past year and we are continuing to grow, including feed-through from Jaffa. The second hall in SMC has been booked to enable this growth. We do need more members to join this growing outreach ministry. *Tammy and Mal Shaw*

Challenges: We are acutely aware that we do not have a bespoke Youth provision or Youth Minister in this Benefice, although it is our strong desire to have one. Like many other churches, we face the challenge of reducing numbers of available ministry team members across all teams since Covid, which has limited what we are currently able to do, such as holiday club, schools work and Sunday morning children's ministry, plus the restrictions on visitors into schools. We continue to trust that God will guide us with His priorities and His good plans.

Additionally, although not under the remit of CFM team, our lovely 'Open The Book' Teams were serving our primary schools in the Benefice, until Covid called a halt to visitors into schools. Although there are now opportunities for OTB to return to schools, and possible opportunities for bible clubs in other schools, we lack enough ministry team members to make this happen.

CFM team hours have also been reduced due to personal health and economic factors, with Sallie currently aiming to work 20 hours per week, and Melinda 10 hours. Please bear with us, we are doing as much as we can within the hours available.

A huge thank you to everyone who has worked in all our children and families' teams throughout the pandemic and beyond. None of this would happen without your loving commitment, faithfulness, dependability, prayerfulness, support and laughter. Bless you all.

Sallie Mumford
Melinda Morris



Life Groups Report 2021

Another challenging year with constantly changing Covid restrictions, but Life Groups kept meeting and supporting one another. Many groups chose virtual meetings using Zoom as a consideration to those more vulnerable, but others took the opportunity to meet face to face, sometimes indoors but frequently outdoors as the weather and daylight allowed. WhatsApp messages asking for prayer support were used by many groups.

Inevitably such testing times have resulted in some losses. One fairly new group hadn't formed a strong enough bond together and has disbanded, whilst another group of older members found the challenges of Zoom too difficult and no longer meet.

Whilst groups choose their own topics for study for much of the year, there have been 2 courses which all groups were encouraged to follow as a church-wide exercise. Fortunately both were available free of charge online.

At the start of the year *Lifting the Lid* covered areas of mental health and faith. It was a very well resourced and presented course and covered a range of topics not normally discussed such as depression, anxiety, eating disorders and suicide. Some topics were quite challenging but overall it was felt that the discussion and further resources available were incredibly useful.

Pastoral Principles was used in the autumn as preparation for the Church of England's discussion on Living in Love and Faith. This course gave us as a church community the opportunity to examine afresh our life together with topics including fear, prejudice, silence and hypocrisy. The aim of the course being to enable churches to be a living, compassionate, caring and safe environment. Time will tell how much we have taken on board.

For many their Life Group gave the teaching and support that kept them strong in their faith at a time when church gatherings were a very strange environment with masks, no singing and little chance to talk to each other. This was only possible with the commitment and love shown by all the leaders as they shepherded those in their care, together with the mutual support of their members. Thank you to all of them.

Heb 6:10

God is not unjust, He will not forget your work and the love you have shown Him, as you have helped His people and continue to help them.

Sue Blakey



FINANCIAL STATEMENTS V4

The Parochial Church Council of the Ecclesiastical Parish of
Bishops Cleeve
For the year ended 31 December 2021

Prepared by ADM Accountancy Services Limited

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Independent Examiners Report

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

We report on the accounts of the charity for the year ended 31 December 2021.

Respective responsibilities of trustees and examiner

- The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

- Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of the report. These procedures provide only the assurance expressed in our opinion.

Opinion

- In our opinion:

The accounts, including the revenue account and balance sheet, are in agreement with the accounting records kept by the society under s75 of the Co-operative and Community Benefit Societies Act 2014;

- Having regard only to, and on the basis of, the information contained in those accounting records, the revenue account and balance sheet comply with the requirements of the Co-operative and Community Benefit Societies Act 2014; and
- For the preceding period of account, the financial criteria for the exercise of the power conferred by section 84 were met in relation to the year.

Signature.....

Andrew Moss

ADM Accountancy Services Ltd

10 Homelands Commercial Centre

Bishops Cleeve

Cheltenham

Date: TBC

Statement of Financial Activities

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
Incoming resources					
Incoming resources from donations, legacies and similar					
Gift aided income	1	169,663	-	169,663	145,687
Collections and donations	2	17,529	8,802	26,331	19,772
Legacies and similar	3	3,000	1,000	4,000	-
Incoming resources from operating activities					
Investment income	4	53	-	53	489
Other incoming resources					
Weddings		12,893	-	12,893	2,272
Funerals		17,080	-	17,080	14,295
Income (Baptism)		100	-	100	-
Income (RC contribution)		-	-	-	4,800
Grants		25,788	7,935	33,723	44,732
Total Other incoming resources		55,861	7,935	63,796	66,099
Total Incoming resources		246,105	17,737	263,842	232,047
Resources expended					
Other expenditure					
Direct costs		114,234	-	114,234	116,764
Administration		15,295	788	16,083	16,948
Clergy expenditure		8,138	-	8,138	3,900
Salaries		68,706	-	68,706	69,592
Repairs and maintenance		8,720	19,748	28,468	58,835
Utilities		13,926	-	13,926	13,350
Total Other expenditure		229,020	20,537	249,556	279,389
Transfer of Funds		(12,253)	12,253	-	-
Total Resources expended		216,767	32,790	249,556	279,389
Net surplus (deficit) for the year		29,339	(15,053)	14,286	(47,342)

	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
1. Gift Aided Income					
Income (PGS)		134,470	-	134,470	123,840
Income (Gift Aid)		6,349	-	6,349	7,891
Income (Gift Aid to be claimed)		1,377	-	1,377	3,726
Income (Standing Orders)		5,052	-	5,052	7,624
Income (Electronic Donations)		22,415	-	22,415	2,606
Income (Fabric)		-	7,637	7,637	7,979
Total Gift Aided Income		169,663	7,637	177,300	153,666

	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
2. Collections and Donations					
Income (Cash and cheque donations)		17,529	465	17,994	11,792
Total Collections and Donations		17,529	465	17,994	11,792
	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
3. Legacies and Similar					
Income (Legacies)		3,000	1,000	4,000	-
Total Legacies and Similar		3,000	1,000	4,000	-
	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
4. Investment Income					
Income (Banking Interest)		53	-	53	489
Total Investment Income		53	-	53	489
	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
5. Other Incoming Resources					
Income from weddings		9,988	-	9,988	2,112
Income from funerals		17,080	-	17,080	14,295
Income (Baptism)		100	-	100	-
Income (RC contribution)		-	-	-	4,800
Grants		25,788	7,935	33,723	44,732
Total Other Incoming Resources		52,956	7,935	60,891	65,939
	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
6. Other Expenditure					
Direct costs		114,224	-	114,224	116,764
Administration expenses		15,295	788	16,083	16,948
Repairs and maintenance		8,720	19,748	28,468	58,835
Utilities		13,926	-	13,926	13,350
Administration salaries		68,706	-	68,706	69,592
Clergy expenses		8,138	-	8,138	3,900
Total Other Expenditure		229,010	20,537	249,546	279,389

Balance Sheet

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve As at 31 December 2021

	NOTES	31 DEC 2021	31 DEC 2020
Fixed Assets			
Tangible Fixed Assets	2	2,973	2,140
Investments (Savings Bonds)		-	5,000
Total Fixed Assets		2,973	7,140
Current Assets			
Debtors and prepayments	4	-	3,746
Cash at bank and in hand	5	128,686	110,758
Total Current Assets		128,686	114,504
Liabilities: amounts falling due within one year			
Other creditors and accruals	6	4,802	9,072
Rounding		-	-
Net Current Assets		123,884	105,431
Total Assets		126,857	112,571
Funds			
Restricted Funds	7	9,299	24,352
Unrestricted Funds	8	117,558	88,219
Total Funds		126,857	112,571

The accounts were approved by the board of trustees on TBC and signed on its behalf by:

M Allen

Charity No. 1135929

Notes to the Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

1. Accounting Policies

Basis of preparing the financial statements

The financial statements are prepared under the historical cost convention adopting the following principle accounting policies all of which

Incoming resources - Donations and gifts are reflected in the financial accounts when they are received.

Resources expended - Expenditure is included in the financial accounts as incurred.

Investments - Investments are included in the financial accounts at the lower of cost or estimated value.

Reserves - The PCC will maintain three month's costs in general reserves at all times.

References to churches - All figures that relate to The Ascension Southam are noted as such. All other figures relate to St Michael's Bishops Cleeve.

Tangible fixed assets

Depreciation is provided, at the following annual rates in order to write off each asset over its estimated useful life.

Account	Method	Rate
Church and Office Equipment	Straight Line	25%

Investments

Fixed asset investments are stated at cost less any provision for diminution in value.

2021 2020

2. Tangible Assets

Office and church equipment

Cost

Opening Balance	3,154	3,154
Church and Office Equipment	1,996	-
Total Cost	5,150	3,154

Depreciation

Opening Balance	(1,014)	(226)
Less Accumulated Depreciation on Church and Office Equipment	(1,163)	(788)
Total Depreciation	(2,177)	(1,014)

Total Office and church equipment 2,973 2,140

Total Tangible Assets 2,973 2,140

	2021	2020
3. Investments		
£5,000 Savings (income) Bonds	-	5,000
Total Investments	-	5,000

	2021	2020
4. Debtors		
Prepayments and accrued income	-	3,746
Total Debtors	-	3,746

	2021	2020
5. Cash at Bank and in Hand		
Petty Cash	70	70
PCC Current Account	46,800	39,232
Business Reserve Account	37,518	20,176
Closed - The CBF CoE Deposit Fund	-	2,093
Southam Current Account	44,299	49,187
Total Cash at Bank and in Hand	128,686	110,758

	2021	2020
6. Creditors		
Accounts payable	2,546	5,729
Accruals and deferred income	2,256	3,344
Other creditors	-	-
Total Creditors	4,803	9,073

7. Restricted Fund

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Children and Families	1	14,253	0		(12,253)	2,000
Fabric and Development	2	6,293	10,333	(15,993)		633
Rope	3	1,681	700	(50)		2,331
Churchyard	4	2,125	6,204	(4,494)		3,835
Organ	5		500			500
Totals		24,352	17,737	(32,790)	(12,253)	9,299

1. This Fund is used to fund the work of the Children and Family Minister.
2. Fabric and Development Fund - This fund is used for maintenance and improvement of the fabric of the church.
3. Rope Close Fund - This fund is used for the maintenance of the church bells and ropes.

4. Churchyard Fund - This fund is for the maintenance of the churchyard and graveyard.
5. Organ Fund - This fund is for the service of the organ.

8. Unrestricted Fund

These funds have been designated and reviewed annually by the Trustees from unrestricted general funds for the following specific purposes.

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£		£
Southam Church - General	1	665	11,888	(11,778)		775
Southam Church - Fabric	2	48,523	40	(5,038)		43,525
Total Designated		49,188	11,928	(16,816)		44,300
General	3	39,031	242,445	(210,218)		71,758
Total Unrestricted		88,219	254,373	(227,034)		116,058

1. Southam Church General - The fund is used for the upkeep and maintenance of the Church of the Ascension Southam.
2. Southam Church Fabric Fund - The fund is used for the maintenance and improvement of the fabric of the Church of the Ascension.
3. It is PCC policy that the general reserves should at all times hold one month's of expenditure in reserves; and this should be increased. General reserves also include the Designated Funds shown in note 9.

9. Designated Fund

The following Designated Funds are included within the General Fund as PCC reserve the right to use the funds for other purposes if needed.

Designated Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Designated Children and Families Fund	1	0	5,972	(2,210)	21,368	25,130
Designated Fabric Fund	2	0	2,729	(3,654)	5,925	5,000
Designated Organ Fund	3				10,000	10,000
Designated Emergency Fund	4	350	250			600

1. Designated Children and Families Fund - The fund is designated, but not restricted, to be used to fund the work of the Children's and Family Minister.
2. Designated Fabric Fund - The fund is designated, but not restricted, to be used for the maintenance and improvement of the fabric of the Church of the Ascension.
3. Designated Organ Fund - The fund is designated, but not restricted, to be used for the servicing of the organ.
4. Designated Emergency Fund - The fund is designated, but not restricted, to be used for emergency support to those in need at the discretion of the Rector and in accordance with the rules laid out in the financial handbook.

Children and Families Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Childrens and Families Fund Account		
Opening Balances	14,253	11,434
Income		
Children and families grants and donations	-	11,500
Total Income	-	11,500
Expenditure		
Children and families expenses	-	8,681
Total Expenditure	-	8,681
Transfer to designated Children & Families Fund		
Transfer of Funds	(12,253)	-
Closing Balance	2,000	14,253

Fabric and Development Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Fabric Fund Account		
Opening Balance	6,293	9,347
Income		
Donations and grants	9,833	13,470
Other	500	-
Total Income	10,333	13,470
Expenditure		
Admin	788	935
Repairs and maintenance	15,205	38,602
Total Expenditure	15,993	39,538
Transfer of funds from Unrestricted		
Transfer of Funds	-	23,014
Closing Balance	633	6,293

Rope Close Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Rope Close Fund Account		
Opening Balance	1,681	1,815
Income		
Donations	700	-
Total Income	700	-
Expenditure		
Repairs and maintenance	50	134
Total Expenditure	50	134
Closing Balance	2,331	1,681

Churchyard Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Churchyard Fund Account		
Opening Balances	2,125	-
Income		
Grants received	6,204	6,100
Total Income	6,204	6,100
Expenditure		
Repairs and maintenance	428	-
Other expense	4,066	3,975
Total Expenditure	4,494	3,975
Closing Balance	3,835	2,125

Organ Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	NOTES	2021 FINAL ACCOUNTS - ORGAN	2020 FINAL ACCOUNTS - ORGAN
Income			
Legacy income		500	-
Total Income		500	-
Closing funds			
		500	-

General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
General Fund Account		
Opening Balance	39,031	84,155
Income		
Gift aided income	29,419	13,737
Collections and donations	4,950	9,276
Investment income	28	268
Roman Catholic contribution	-	4,800
Wedding, funerals and baptism	29,522	16,567
Grants	22,788	22,072
Legacies	3,000	-
Income (PGS)	134,470	123,840
Income (Southam contribution)	10,017	11,130
Total Income	234,195	201,690
Expenditure		
Expense		
Parish Share	94,596	103,915
Diocesan Board of Finance Payment	9,764	2,227
Parish Fee (Stewarding)	3,072	1,300
Wedding additional costs	2,905	160
Parish Fee (Funeral)	805	615
Music	827	839
Specified donations	142	4,825
Children and families expenses	2,123	702
Administration expenses	14,952	15,880
Clergy expenses	8,138	3,900
Salaries	68,706	63,092
Repairs and maintenance	3,279	14,127
Utilities	12,911	12,218
Total Expense	222,221	223,800
Transfer of Funds to Restricted Funds		
Transfer of Funds	(12,253)	23,014
Closing Balance	63,258	39,031

The General Fund includes the following designated funds:

Designated Children and Families Fund

Designated Fabric Fund

Southam Church - General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Southam Church - General Fund Account		
Opening Balance	665	3,858
Income		
Collections and donations	2,539	2,004
Income (Other Grants)	3,000	-
Investment income	25	11
Gift aided income	4,605	5,814
Gift Aid SDS	1,168	1,866
Other income	551	-
Total Income	11,888	9,694
Expenditure		
Income (Southam contribution)	10,017	11,130
Administration expenses	343	133
Repairs and maintenance	403	493
Utilities	282	416
Insurance	733	716
Total Expenditure	11,778	12,887
Closing Balance	775	665

Southam Church - Fabric Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve
For the year ended 31 December 2021

	2021	2020
Southam Church - Fabric Fund Accounts		
Opening Balance	48,523	49,304
Income		
Investment income	-	210
Collections and donations	40	513
Total Income	40	723
Expenditure		
Other repairs and maintenance	5,038	1,504
Total Expenditure	5,038	1,504
Closing Balance	43,525	48,523

FINANCIAL STATEMENTS V4

The Parochial Church Council of the Ecclesiastical Parish of
Bishops Cleeve
For the year ended 31 December 2021

Prepared by ADM Accountancy Services Limited

Contents

3	Independent Examiners Report
4	Statement of Financial Activities
6	Balance Sheet
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13	Churchyard Fund
14	Organ Fund
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16	Southam Church - General Fund
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Independent Examiners Report

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

We report on the accounts of the charity for the year ended 31 December 2021.

Respective responsibilities of trustees and examiner

- The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

- Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of the report. These procedures provide only the assurance expressed in our opinion.

Opinion

- In our opinion:

The accounts, including the revenue account and balance sheet, are in agreement with the accounting records kept by the society under s75 of the Co-operative and Community Benefit Societies Act 2014;

- Having regard only to, and on the basis of, the information contained in those accounting records, the revenue account and balance sheet comply with the requirements of the Co-operative and Community Benefit Societies Act 2014; and
- For the preceding period of account, the financial criteria for the exercise of the power conferred by section 84 were met in relation to the year.

Signature.....

Andrew Moss

ADM Accountancy Services Ltd

10 Homelands Commercial Centre

Bishops Cleeve

Cheltenham

Date: TBC

Statement of Financial Activities

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
Incoming resources					
Incoming resources from donations, legacies and similar					
Gift aided income	1	169,663	-	169,663	145,687
Collections and donations	2	17,529	8,802	26,331	19,772
Legacies and similar	3	3,000	1,000	4,000	-
Incoming resources from operating activities					
Investment income	4	53	-	53	489
Other incoming resources					
Weddings		12,893	-	12,893	2,272
Funerals		17,080	-	17,080	14,295
Income (Baptism)		100	-	100	-
Income (RC contribution)		-	-	-	4,800
Grants		25,788	7,935	33,723	44,732
Total Other incoming resources		55,861	7,935	63,796	66,099
Total Incoming resources		246,105	17,737	263,842	232,047
Resources expended					
Other expenditure					
Direct costs		114,234	-	114,234	116,764
Administration		15,295	788	16,083	16,948
Clergy expenditure		8,138	-	8,138	3,900
Salaries		68,706	-	68,706	69,592
Repairs and maintenance		8,720	19,748	28,468	58,835
Utilities		13,926	-	13,926	13,350
Total Other expenditure		229,020	20,537	249,556	279,389
Transfer of Funds		(12,253)	12,253	-	-
Total Resources expended		216,767	32,790	249,556	279,389
Net surplus (deficit) for the year		29,339	(15,053)	14,286	(47,342)

	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
1. Gift Aided Income					
Income (PGS)		134,470	-	134,470	123,840
Income (Gift Aid)		6,349	-	6,349	7,891
Income (Gift Aid to be claimed)		1,377	-	1,377	3,726
Income (Standing Orders)		5,052	-	5,052	7,624
Income (Electronic Donations)		22,415	-	22,415	2,606
Income (Fabric)		-	7,637	7,637	7,979
Total Gift Aided Income		169,663	7,637	177,300	153,666

	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
2. Collections and Donations					
Income (Cash and cheque donations)		17,529	465	17,994	11,792
Total Collections and Donations		17,529	465	17,994	11,792
	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
3. Legacies and Similar					
Income (Legacies)		3,000	1,000	4,000	-
Total Legacies and Similar		3,000	1,000	4,000	-
	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
4. Investment Income					
Income (Banking Interest)		53	-	53	489
Total Investment Income		53	-	53	489
	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
5. Other Incoming Resources					
Income from weddings		9,988	-	9,988	2,112
Income from funerals		17,080	-	17,080	14,295
Income (Baptism)		100	-	100	-
Income (RC contribution)		-	-	-	4,800
Grants		25,788	7,935	33,723	44,732
Total Other Incoming Resources		52,956	7,935	60,891	65,939
	NOTES	UNRESTRICTED	RESTRICTED	2021 TOTAL	2020 TOTAL
6. Other Expenditure					
Direct costs		114,224	-	114,224	116,764
Administration expenses		15,295	788	16,083	16,948
Repairs and maintenance		8,720	19,748	28,468	58,835
Utilities		13,926	-	13,926	13,350
Administration salaries		68,706	-	68,706	69,592
Clergy expenses		8,138	-	8,138	3,900
Total Other Expenditure		229,010	20,537	249,546	279,389

Balance Sheet

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve As at 31 December 2021

	NOTES	31 DEC 2021	31 DEC 2020
Fixed Assets			
Tangible Fixed Assets	2	2,973	2,140
Investments (Savings Bonds)		-	5,000
Total Fixed Assets		2,973	7,140
Current Assets			
Debtors and prepayments	4	-	3,746
Cash at bank and in hand	5	128,686	110,758
Total Current Assets		128,686	114,504
Liabilities: amounts falling due within one year			
Other creditors and accruals	6	4,802	9,072
Rounding		-	-
Net Current Assets		123,884	105,431
Total Assets		126,857	112,571
Funds			
Restricted Funds	7	9,299	24,352
Unrestricted Funds	8	117,558	88,219
Total Funds		126,857	112,571

The accounts were approved by the board of trustees on TBC and signed on its behalf by:

M Allen

Charity No. 1135929

Notes to the Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

1. Accounting Policies

Basis of preparing the financial statements

The financial statements are prepared under the historical cost convention adopting the following principle accounting policies all of which

Incoming resources - Donations and gifts are reflected in the financial accounts when they are received.

Resources expended - Expenditure is included in the financial accounts as incurred.

Investments - Investments are included in the financial accounts at the lower of cost or estimated value.

Reserves - The PCC will maintain three month's costs in general reserves at all times.

References to churches - All figures that relate to The Ascension Southam are noted as such. All other figures relate to St Michael's Bishops Cleeve.

Tangible fixed assets

Depreciation is provided, at the following annual rates in order to write off each asset over its estimated useful life.

Account	Method	Rate
Church and Office Equipment	Straight Line	25%

Investments

Fixed asset investments are stated at cost less any provision for diminution in value.

2021 2020

2. Tangible Assets

Office and church equipment

Cost

Opening Balance	3,154	3,154
Church and Office Equipment	1,996	-
Total Cost	5,150	3,154

Depreciation

Opening Balance	(1,014)	(226)
Less Accumulated Depreciation on Church and Office Equipment	(1,163)	(788)
Total Depreciation	(2,177)	(1,014)

Total Office and church equipment	2,973	2,140
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Total Tangible Assets	2,973	2,140
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	2021	2020
3. Investments		
£5,000 Savings (income) Bonds	-	5,000
Total Investments	-	5,000

	2021	2020
4. Debtors		
Prepayments and accrued income	-	3,746
Total Debtors	-	3,746

	2021	2020
5. Cash at Bank and in Hand		
Petty Cash	70	70
PCC Current Account	46,800	39,232
Business Reserve Account	37,518	20,176
Closed - The CBF CoE Deposit Fund	-	2,093
Southam Current Account	44,299	49,187
Total Cash at Bank and in Hand	128,686	110,758

	2021	2020
6. Creditors		
Accounts payable	2,546	5,729
Accruals and deferred income	2,256	3,344
Other creditors	-	-
Total Creditors	4,803	9,073

7. Restricted Fund

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Children and Families	1	14,253	0		(12,253)	2,000
Fabric and Development	2	6,293	10,333	(15,993)		633
Rope	3	1,681	700	(50)		2,331
Churchyard	4	2,125	6,204	(4,494)		3,835
Organ	5		500			500
Totals		24,352	17,737	(32,790)	(12,253)	9,299

1. This Fund is used to fund the work of the Children and Family Minister.
2. Fabric and Development Fund - This fund is used for maintenance and improvement of the fabric of the church.
3. Rope Close Fund - This fund is used for the maintenance of the church bells and ropes.

4. Churchyard Fund - This fund is for the maintenance of the churchyard and graveyard.
5. Organ Fund - This fund is for the service of the organ.

8. Unrestricted Fund

These funds have been designated and reviewed annually by the Trustees from unrestricted general funds for the following specific purposes.

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£		£
Southam Church - General	1	665	11,888	(11,778)		775
Southam Church - Fabric	2	48,523	40	(5,038)		43,525
Total Designated		49,188	11,928	(16,816)		44,300
General	3	39,031	242,445	(210,218)		71,758
Total Unrestricted		88,219	254,373	(227,034)		116,058

1. Southam Church General - The fund is used for the upkeep and maintenance of the Church of the Ascension Southam.
2. Southam Church Fabric Fund - The fund is used for the maintenance and improvement of the fabric of the Church of the Ascension.
3. It is PCC policy that the general reserves should at all times hold one month's of expenditure in reserves; and this should be increased. General reserves also include the Designated Funds shown in note 9.

9. Designated Fund

The following Designated Funds are included within the General Fund as PCC reserve the right to use the funds for other purposes if needed.

Designated Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Designated Children and Families Fund	1	0	5,972	(2,210)	21,368	25,130
Designated Fabric Fund	2	0	2,729	(3,654)	5,925	5,000
Designated Organ Fund	3				10,000	10,000
Designated Emergency Fund	4	350	250			600

1. Designated Children and Families Fund - The fund is designated, but not restricted, to be used to fund the work of the Children's and Family Minister.
2. Designated Fabric Fund - The fund is designated, but not restricted, to be used for the maintenance and improvement of the fabric of the Church of the Ascension.
3. Designated Organ Fund - The fund is designated, but not restricted, to be used for the servicing of the organ.
4. Designated Emergency Fund - The fund is designated, but not restricted, to be used for emergency support to those in need at the discretion of the Rector and in accordance with the rules laid out in the financial handbook.

Children and Families Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Childrens and Families Fund Account		
Opening Balances	14,253	11,434
Income		
Children and families grants and donations	-	11,500
Total Income	-	11,500
Expenditure		
Children and families expenses	-	8,681
Total Expenditure	-	8,681
Transfer to designated Children & Families Fund		
Transfer of Funds	(12,253)	-
Closing Balance	2,000	14,253

Fabric and Development Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Fabric Fund Account		
Opening Balance	6,293	9,347
Income		
Donations and grants	9,833	13,470
Other	500	-
Total Income	10,333	13,470
Expenditure		
Admin	788	935
Repairs and maintenance	15,205	38,602
Total Expenditure	15,993	39,538
Transfer of funds from Unrestricted		
Transfer of Funds	-	23,014
Closing Balance	633	6,293

Rope Close Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Rope Close Fund Account		
Opening Balance	1,681	1,815
Income		
Donations	700	-
Total Income	700	-
Expenditure		
Repairs and maintenance	50	134
Total Expenditure	50	134
Closing Balance	2,331	1,681

Churchyard Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Churchyard Fund Account		
Opening Balances	2,125	-
Income		
Grants received	6,204	6,100
Total Income	6,204	6,100
Expenditure		
Repairs and maintenance	428	-
Other expense	4,066	3,975
Total Expenditure	4,494	3,975
Closing Balance	3,835	2,125

Organ Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	NOTES	2021 FINAL ACCOUNTS - ORGAN	2020 FINAL ACCOUNTS - ORGAN
Income			
Legacy income		500	-
Total Income		500	-
Closing funds			
		500	-

General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
General Fund Account		
Opening Balance	39,031	84,155
Income		
Gift aided income	29,419	13,737
Collections and donations	4,950	9,276
Investment income	28	268
Roman Catholic contribution	-	4,800
Wedding, funerals and baptism	29,522	16,567
Grants	22,788	22,072
Legacies	3,000	-
Income (PGS)	134,470	123,840
Income (Southam contribution)	10,017	11,130
Total Income	234,195	201,690
Expenditure		
Expense		
Parish Share	94,596	103,915
Diocesan Board of Finance Payment	9,764	2,227
Parish Fee (Stewarding)	3,072	1,300
Wedding additional costs	2,905	160
Parish Fee (Funeral)	805	615
Music	827	839
Specified donations	142	4,825
Children and families expenses	2,123	702
Administration expenses	14,952	15,880
Clergy expenses	8,138	3,900
Salaries	68,706	63,092
Repairs and maintenance	3,279	14,127
Utilities	12,911	12,218
Total Expense	222,221	223,800
Transfer of Funds to Restricted Funds		
Transfer of Funds	(12,253)	23,014
Closing Balance	63,258	39,031

The General Fund includes the following designated funds:

Designated Children and Families Fund

Designated Fabric Fund

Southam Church - General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2021

	2021	2020
Southam Church - General Fund Account		
Opening Balance	665	3,858
Income		
Collections and donations	2,539	2,004
Income (Other Grants)	3,000	-
Investment income	25	11
Gift aided income	4,605	5,814
Gift Aid SDS	1,168	1,866
Other income	551	-
Total Income	11,888	9,694
Expenditure		
Income (Southam contribution)	10,017	11,130
Administration expenses	343	133
Repairs and maintenance	403	493
Utilities	282	416
Insurance	733	716
Total Expenditure	11,778	12,887
Closing Balance	775	665

Southam Church - Fabric Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve
For the year ended 31 December 2021

	2021	2020
Southam Church - Fabric Fund Accounts		
Opening Balance	48,523	49,304
Income		
Investment income	-	210
Collections and donations	40	513
Total Income	40	723
Expenditure		
Other repairs and maintenance	5,038	1,504
Total Expenditure	5,038	1,504
Closing Balance	43,525	48,523

Accounts

**St Michael & All Angels, Bishop's Cleeve
with
The Ascension, Southam**



**Annual Parochial Church Meeting
Sunday 27th June 2021**

**3.00pm
in St Michael's Church**

Reports & Financial Statement



St Michael and All Angels at Bishop's Cleeve with the Church of the Ascension at Southam

Agenda for the Annual Parochial Church Meeting (APCM) 27th June 2021 3pm in St Michael's church

Opening Prayers and Welcome

A register will be taken of those present, and apologies will be noted.

VESTRY MEETING

Re-election of our Churchwardens for the coming year.

ANNUAL PAROCHIAL CHURCH MEETING

1. Approval of 2020 Minutes
The minutes of the APCM on 17 October 2020 to be approved and signed. (see draft minutes in separate document)
2. Matters Arising

Reports

Church members please note that we have been asked to keep our APCM as short as possible this year, to limit the time spent together in Church. Please note therefore that reports will not be read out at the meeting. All reports are included in the APCM booklet and are published on the website. Any questions for clarity or discussion should be sent in advance of the APCM by email to PCC Secretary Zoe Homes zhomes@stmichaelsbishopsleeve.co.uk by midday on Saturday 26 June if possible, please.

3. Electoral Role (page 3)
4. PCC Secretary's Report (page 3-4)
5. Audited Accounts and Financial Report (page 5-7)
6. Church Warden's Report on the Fabric, Goods and Ornaments of the Parish (page 8-12)
7. Deanery Synod Report (page 12-13)
8. Safeguarding Report (page 13-14)

Additional reports on the life of the Church over the last year can be found on the St Michael's website.

Elections

9. Elections to the PCC

Participation

10. Pre-submitted Questions

Closing Prayers



Electoral Roll

At the APCM last year we had 235 members listed. Our main month for adding new members is April, and this was difficult this year due to social distancing in Church and the office being closed. The roll now stands at 233. Six names have been removed and four new members added.

If you have not filled in an application yet but would like to be on the Electoral Roll as a member of our Church family, forms are available online, and from me. Please let me know if you would like to be included in the roll.

Ro Hunt

PCC Secretary's Report 2020-21

Please note: This report covers the period between the 2020 APCM, held in October 2020, and this APCM, in June 2021.

PCC have met five times in this period, in December, January, February, April and June. All meetings have been conducted online, via Zoom to begin with, and more recently via Teams as part of the Church's Digital Transformation Project.

PCC members also met for an extraordinary meeting in February 2021 specifically to discuss the Church's plans to return to corporate worship. This provided the Church with a framework to restart in-Church services when we felt comfortable and sensible, and which meant that a quick decision to run services for Easter 2021 was possible.

PCC business has very much been aligned with the mission of our Church in this period, and PCC members have been very much behind the desire to bring health and wellbeing issues and its relationship with faith to the heart of teaching and action. As part of this, PCC met (online) on two occasions for fellowship and ministry, considering our own personal wellbeing, how we can best serve our Church and the Lord, and bringing PCC business to God in prayer.

More recently, PCC have been discussing what we as a Church can do to better look after our environment, and have agreed to sign up to Eco Church, a project to bring action in being good stewards of God's Kingdom. This will be one of the strands of focus for us over the next set of PCC meetings, and we will be inviting all Church members to get involved in related teaching and activities on this topic over the coming months.

Over this period, PCC has:

- Supported Church Leadership Team on the introduction of a strong wellbeing theme to Church teaching and activities.
- Continued to support leaders of all our Parish Churches in their delivery of online services and activities on Facebook and Zoom, as well as supporting engagement with those in our Parish who have been unable to join online services.
- Kept a close eye on and gave prayerful consideration to the Church's financial situation, and as such, made shrewd decisions on monies spent. This has included making an application for funds to the COVID Recovery Scheme, negotiating fees where possible, and closing old investment accounts so that money can be used.
- Approved the Financial Handbook as the framework for managing PCC finances moving forward, and worked with our Treasurer through the Financial Action Plan.
- Discussed and developed the framework to restart in-person worship when it was safe and sensible to do so, which was enacted in time for our Easter services.
- Completed the required Safeguarding training run by the Diocese.
- Worked with the Church Wardens to ensure proper stewardship and use of our Church facilities.



- Approved the creation of a new Church Memorial Book, and put forward a number of Church members to be the first to be included.
- Approved the Church's Digital Transformation Project, which included providing Church Employees with new laptops, and moving to an online Microsoft working environment for Church matters.
- Restarted conversations with the Diocese regarding the Glebe Land housing project, and committed to working with them further on the Coming Home Report.
- Signed up to Eco Church, a project to focus our minds on looking after our environment as individuals and as a community.
- Approved the repair of the Clock chimes – we all look forward to hearing the chimes once again once the work has been completed.

We have especially enjoyed speaking at length about and celebrating the many activities and projects being run in and round our Church, which both build faith and offer service. The pandemic has brought its challenges, there is no doubt about that, but we have seen the work of God continue on regardless in our community.

In everything we have done and every topic we have discussed over the last seven months, we have done our best to always look to Heaven for guidance, use our gifts to serve God as both individuals and as a group, been graceful in our discussions, and prayerful in our decision making. The year ahead will no doubt continue to present its challenges, but we hope and pray it will bring continued and new developments in our mission to bring Jesus to those around us.

Finally, my thanks to all PCC Members, and especially those who sit on Standing Committee, for their guidance and patience as I took on the role of PCC Secretary. May God bless you and the work that you do at St Michael's.

Prepared by Zoe Homes, PCC Secretary, June 2021

Minutes of PCC meetings are available on request to the PCC Secretary by email.



APCM Report – Finance

The Statement of Financial Activities shows that the income for 2020 dropped dramatically and expenditure remained broadly the same as last year resulting in a **deficit of £47,350**.

Income

The 2020 Parish Giving Scheme income was broadly the same as 2019 but the restrictions imposed due to COVID 19 resulted in a significant drop to income from in-service collections which was compounded by the absence of a gift day event in 2020. Although extensive use of the Job Retention Scheme (furlough) created £19k of alternative income, the **overall loss of income totalled £44,144**.

Expenditure

The headline expenditure remained consistent with 2019 figures at £279k but the running costs did drop as opportunity efficiencies were made in many areas. The top three expenses in 2020 were:

1. The continued commitment to pay 100% of our Parish Share to the Diocese. This amount rose from £99,164 to **£107,105** for 2020 including the Southam contribution of £11,120.
2. The commitment to pay our employees 100% of their salaries whilst furloughed. Salaries were 2% higher than the previous year at **£69,592** and the accounts now show the salaries of all employees together whereas CFM salaries were previously fragmented across the accounts.
3. The opportunity to undertake large elements of the Phase 2A development work was seized. The lighting for the triptych, the custom designed wooden storage in the south transept, and the Audio-Visual equipment were all installed at a cost of **£37,289**. These funds were predominantly restricted and could not be re-purposed for any other activity.

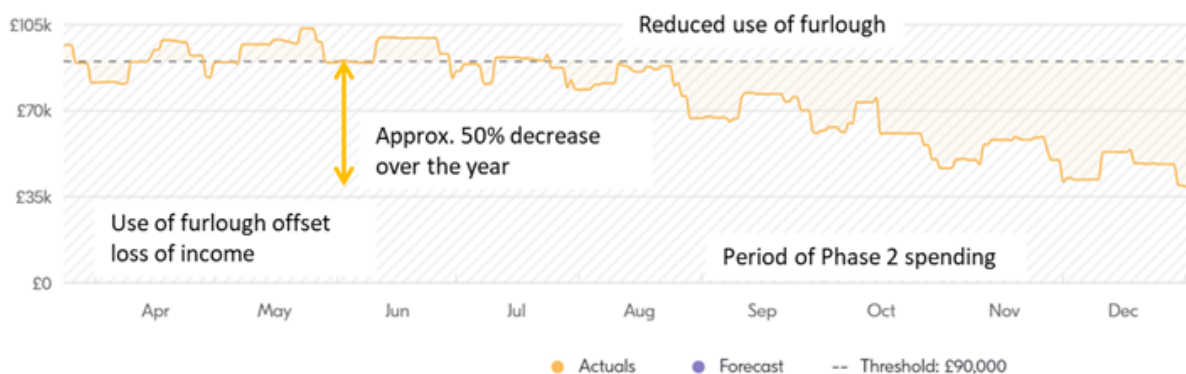
Statement of Financial Activities

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
Incoming resources					
Incoming resources from donations, legacies and similar					
Gift aided income	1	145,257	430	145,687	146,945
Collections and donations	2	11,792	-	11,792	58,827
Legacies and similar	3	-	-	-	6,000
Incoming resources from operating activities					
Investment income	4	481	-	481	1,067
Other incoming resources	5	43,439	30,639	74,078	63,344
Total Incoming resources		200,969	31,069	232,039	276,183
Resources expended					
Other expenditure					
Direct costs		114,583	2,181	116,764	150,312
Administration		16,012	935	16,948	18,438
Clergy expenditure		3,900	-	3,900	6,132
Salaries		63,092	6,500	69,592	51,698
Repairs and maintenance		16,124	42,711	58,835	29,907
Utilities		13,350	-	13,350	22,653
Total Other expenditure		227,061	52,327	279,389	279,140
Transfer of Funds		23,014	(23,014)	-	-
Total Resources expended		250,075	29,313	279,389	279,140
Net surplus (deficit) for the year		(49,106)	1,756	(47,350)	(2,957)



The financial profile for 2020 is represented below:



Reviewing the Balance Sheet, the total funds (including Southam) stood at **£112,563** on 31 December 2020; a drop of £47,350 from the previous year. The breakdown between restricted and unrestricted funds is shown in the table.

The 2019 annual report highlighted that the PCC had met the Diocese guidance which recommended 3-months of general expenditure is held in reserve. During 2020, this reserve fulfilled its purpose of helping to manage ‘unforeseen financial shocks’ and was heavily depleted by the year end.

Balance Sheet

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve As at 31 December 2020

	NOTES	31 DEC 2020	31 DEC 2019
Fixed Assets			
Tangible Fixed Assets	2	2,140	2,928
Investments (Savings Bonds)		5,000	5,000
Total Fixed Assets		7,140	7,928
Current Assets			
Debtors and prepayments	4	3,746	-
Cash at bank and in hand	5	110,751	158,970
Total Current Assets		114,496	158,970
Liabilities: amounts falling due within one year			
Other creditors and accruals	6	5,729	3,458
Rounding		-	-
Net Current Assets		108,767	155,512
Total Assets		115,907	163,440
Funds			
Restricted Funds	7	24,352	22,596
Unrestricted Funds	8	88,211	137,317
Total Funds		112,563	159,913
Unmapped Accounts			
Accruals		994	1,527
Income in Advance		2,350	2,000
Total Unmapped Accounts		3,344	3,527

A full set of accounts has been published to the Church website: www.stmichaelsbishopsclleeve.co.uk.



Looking ahead to 2021

The financial consequences of the 2020 COVID-19 restrictions were already significant for both churches. At St Michaels, the prospect that income could be around £180k whilst expenditure could be around £255k which made the potential £75k deficit untenable. This assessment was made before the 2021 COVID-19 restrictions were imposed shortly after New Year's Day.

The re-publication of the PCC financial handbook (also available on the Church website) included a four-step approach that was implemented as the framework to restore financial balance:

1. **Reduce expenditure.** A line-by-line review of all costs was conducted, and projected expenditure was **reduced by £43k** from £255k to £212k.
2. **Restore income.** Reasonable estimates about our ability to raise funds were made which showed how the £32k in-year deficit could be reduced to around £5k. The financial effect of the 2021 COVID-19 restrictions will have an impact on these estimates.
3. **Prioritise spending.** The PCC agreed the broad priorities for spending and the business case process is actively used to assess financial decisions. There are projects that have been de-prioritised until financial balance has been returned.
4. **Set ambition and seize opportunity.** The fundraising ambition was detailed alongside a plan to improve the digital mission offered through the church.

The financial outlook for 2021 is challenging but closely monitored with accurate financial data available to the PCC for every meeting. We are in the best possible position to weather the storm and make informed decisions about our mission and ministry.

Prepared by Dan Snape, Bishop's Cleeve PCC Treasurer



Report from Churchwardens - Andrew Young & Ann Jessop for St Michael's and John Donovan Deputy Churchwarden for Southam

Andrew says this -

The year 2020 will linger long in our memories for many of us, sadly for many due to difficult and trying times and changes to our ways of living that many have struggled with. Given the events of 2020 for me on a personal note, I am thankful to God for seeing me through the challenges to date and I am recovering from my time in hospital whilst trying to build up my stamina and resilience. As I get stronger each day, I am looking to increase what I am doing in this role.

As I took on the role of Church Life Warden in October 2020 it was with a clear understanding that things had changed and that through these changes God could be calling us to respond differently in how we are His church, how we meet, how we reach out, how we worship and fellowship. During the past few months, I have met with Malc and the rest of the Church Leadership Team and been part of discussions about the impact of the pandemic on the activities undertaken by the Church as well as looking at the planned ministry and activities going forwards.

Towards the end of 2020 I attended a virtual seminar with Malc which was sponsored by the Diocese as we looked again at the basic 'why' and vision of our individual Church giving us clearer purpose and drive as the body of Christ within the villages we serve.

As we move deeper into 2021, I am looking forward to seeing how we as a Church can be there for and be relevant to the growing villages around us, the Church family we already know as well as working closely with Ann to understand the challenges, issues, and opportunities in the work she is focusing on.

Ann says this -

The Churchwardens

This report covers the year 2020. For most of that year the churchwardens were Rich Jobbins and Nigel Bennett, and we wish to thank them for everything they did. Andrew Young and Ann Jessop were elected as churchwardens at the APCM on 17th October 2020, a very late APCM because of Covid 19. Both will stand again at the 2021 APCM on 27th April 2021.

The Law

The Representation Rules require that the churchwardens bring to the APCM *a report upon the fabric, goods and ornaments of the church or churches of the parish, under section 51 of the Care of Churches and Ecclesiastical Jurisdiction Measure 1991*. Therefore, much of this report is about the buildings and contents. The inventory is available to view at this meeting. The quinquennial report is also on view. The building and contents are an inheritance which we have a duty to care for and to hand down to future generations. The 1991 Measure also says *Any person or body carrying out functions of care and conservation under this Measure or under any other enactment or rule of law relating to churches shall have due regard to the role of a church as a local centre of worship and mission*. So, the churchwardens and those assisting them are directly concerned in the main aims of the church and share the vocation to live the Christian life. We are all one body.

Fabric in 2020 St Michael's compiled by Ann Jessop

- We are constantly aware of the cost of maintaining such an important building and we mitigate the expenses by reclaiming the VAT, by applying for grants from outside sources for special projects, by regular and determined work by our volunteers wherever possible.
- Our longstanding and trusted contractor for buildings work, Thomas Lee, left us in October 2020 and we are now finding and using new companies to meet our needs.



- The usual maintenance of our roofs and gutters and drains has taken place. Our new contractor, Rob Forrester, has taken photographs of inaccessible places and advised us of future maintenance needs, including improved pigeon deterrence, attention to crack on south aisle roof, moss on north roof, tile on porch roof.
- MT Roofing has carried out a repair to the chancel roof.
- There was extensive woodworm at the West end of the church and this has been treated by Thomas Lee.
- The porch room roof, the boiler roof and the boiler doors were repaired by Thomas Lee.
- As advised by our surveyor and by DAC we contracted Rex Bishop and Co to carry out a complete professional asbestos check on the church. Only one area was detected. This is the composite material which secures the boiler room roof. We are advised to leave it alone, undisturbed, and mark it with a sticker. Should we ever in the future wish to demolish the boiler room, we should engage Bishop's for safe disposal. Subsequently, electricians found an obsolete socket that contains asbestos and Rex Bishop advised that it should be clearly marked and left alone. Should we ever wish to dismantle and remove it, the whole item has to go to Bishop's for safe disposal.
- Our electrical installations have to be professionally inspected every five years and in 2020 Mitchells carried out this work and made their report. Subsequently we had to take some remedial action because regulations had changed and what was compliant last time was not compliant this time. We are now confident that all is in good order for future use.
- Routine checks, tests and servicing on electrics, boiler, mower, lightning conduction, fire provision, clock, bells, heating, organ etc are all up to date.
- The chancel radiator has been repaired.
- The parquet floor was treated.
- The limed oak throughout the church was treated by John Donovan.
- The clock chiming mechanism broke down in December 2019. A clock hammer cable needed replacing. The great wheel from the quarter train needed to be restored. The cost of this specialist work was met by a generous grant of £890 from the Local Parish Council. The repair was carried out by Smiths of Derby in August 2020. Unfortunately, two weeks after this repair, the chiming mechanism failed and this was found to be caused by the failure of the three motors which drive the auto-winding system. These are 47 years old. We have three quotes for this work, which will cost about £7,000. We have applied for various grants to pay for replacing the obsolete motors, and, so far, have raised £1,500 in this way.
- The bells could not be rung during the pandemic but the bellringers have kept them in good order, with regular maintenance and thorough cleaning inside the tower.
- Three smoke alarms in the tower were behaving erratically and these are now being examined by the manufacturer. The church is well covered in the meantime by the remaining alarms.
- Sadly, the church suffers from vandalism from time to time, and we have had to replace a broken window pane. We need a working party shortly to repair damage on the North side of the church.
- The quinquennial report of 2019 directed us to the urgent work which was done in 2019 and 2020. Ahead of us we now need to take on the less urgent tasks which include some joinery, attention to plasterwork, minor repairs.
- Our cleaning/dusting teams are not deployed during the pandemic, and our contractor cleaner Andy Fallon is reduced to three hours per week instead of six. However, it is more important than ever to be clean, and so we strive to maintain standards as best we can.



Fabric in 2020 Southam Church, compiled by John Donovan

- We are up to date with the required routine tests and checks, including fire extinguishers, electricity etc.
- Oxenton Builders have recently cleared our gutters and gullies. They also repaired the lead by the dormer window in the South transept.
- The very special and unusual painting of the Veronica legend was showing signs of deterioration. A faculty was obtained allowing us to restore the picture and this work will be carried out by conservator Jo Winson as soon as Covid conditions allow her to come here.
- The Painting issue brought to our attention an ingress of water. A repair has been made to the roof and to the tubular conduit of the bell rope.
- We are addressing a potential problem of humidity in church by purchasing a monitoring device. We shall take regular readings and then adjust the heating and/or the ventilation of the church as needed.
- We have obtained estimates for renewing our heating and lighting systems but have decided not to proceed with these large expenses for the time being.

Other St Michael's matters

Covid 19

Like everyone else, our team has been severely challenged by Covid 19. From March in 2020, the church was shut down altogether and we had no services or events. Eventually we were allowed to bring in contractors, for important works, but they needed special management for Covid safety. Finally, in August, we tentatively opened up for Private Prayer and Sunday worship. All this required meticulous planning with Risk Assessments, special training, sanitising, track and trace recording, basic PPE, social distancing. Angie Seddon was a powerful ally as we set everything up. The clergy were kind and careful as we worked out together how to do this. Fran Rawlinson gave us great support with communications, rotas, notices, purchases. The churchwardens are immensely grateful to those new stewards who stepped forward to help us make some public worship possible. We are open for Private Prayer, three times a week, and we are greatly indebted to our specially trained stewards who make this possible. At the time of writing this we are in lockdown again and a local decision was taken by the PCC to suspend Public Worship. By the time you read this, we hope to be in a more normal situation but the future might not be like the past. Thank you for being with us, being careful, being caring.

The Catholics

For 38 years the churchwardens and their assistants have given a warm welcome and practical assistance to our Catholic friends who have had the use of our church all these years. Bishop Declan of the RC Diocese informed us that as from 1st January 2021, the Catholics would no longer have Mass here and our Sharing Agreement is terminated. It was our last and sad duty to help the Catholics remove all their property from St Michael's. We wish them well and hope not to lose touch.

Phase 2A Development

Simon Roper led a team to deliver the new screen and AV system which is reported elsewhere. This is almost finished. The churchwarden team concentrated on the next stage which is the provision of a row of bespoke oak cupboards in the South transept, for the use of the choir and the children's crèche. Gloucestershire Historic Churches Trust granted us £3,500 for this work. Allchurches Trust gave us £5,200. A further £9000 has been received in gifts. Richard Basnett, our surveyor, led this project. Contractor Avon Decorating made and installed the new cupboards which are a splendid enhancement to the South Transept, providing a much-needed store and freeing up floor space for the children to play.



Heritage

In 2020 we were unable to hold any heritage events, tours or open days. There is still work to be done in sorting and cataloguing our interesting collection of documents and other items in the porch room.

Heating and Lighting

We use the Parish Basket scheme to purchase our gas and electricity, as recommended by the Church of England. This scheme finds the best deal for us every year. The 2020 accounts show that we have already made significant reductions in our fuel costs.

Safety Training

To avoid unnecessary meeting and mixing during the pandemic, we have suspended all live training courses in Safeguarding, First Aid, Food Hygiene, Fire safety. Some of these can be covered by online training. However, our focus is on reducing the spread of Covid 19, and we support Government and Church of England guidance.

Churchyard

Ours is a closed churchyard which means there can be no new burials. (The exception is that existing plots can be opened to receive the remains of another family member, if there is room.) The Closed Churchyard became the responsibility of Tewkesbury Council in 1990. Subsequently, the church wished to provide better maintenance than the Borough was delivering, so they took on themselves some maintenance work in return for an annual grant from the Borough. In September 2019 we entered into a formal contract with the Borough, defining the level of the annual payments to us (£6,000, index linked) and the extent of our duties, which include care of lawns, gates, walls, trees, paths, graves. The Borough still will have ultimate responsibility.

This is a space which is so important to the whole community. A new committee has taken over the grass-cutting, with a view to economical management and respect for the environment. The Churchwarden Team is still responsible for headstones, trees, paths, boundaries, benches. We recently tested the safety of the headstones and found several that were unstable. A notice to this effect has been published to alert families and eventually we will have to take steps to make them safe.

The Garden of Remembrance, continues to be lovingly cared for by Keith and Annie Hawkes.

A memorial stone has been set in the churchyard on the West side, near the Memorial garden, to commemorate those who have made a significant contribution to church life. Those persons who are honoured in this way will have their names and stories included in a loose-leaf book to be kept in church.

The Churchwardens' Team: the Ethos

The churchwardens are supported by a team whose Ethos Statement is as follows.

Ethos and Mission Statement of the Churchwardens and Team.

1. With our church leaders and all church members we strive to uphold the Diocese Mission Statement, the St Michael's Mission Statement and the St Michael's PCC Code of Practice.
2. As a Team with special responsibilities, we describe our ethos as follows:
 - We maintain our faith, hope and love in all that we do for this church.
 - God is in all that we do.
 - To labour is to pray.

We assist the churchwardens as needed in all their duties.



The Churchwardens' Team: the People

For most of 2020, Michael Bayliss and Harry Dunsford were on the team, making a skilful and important contribution to our tasks in maintenance, stewarding, liturgical matters, outdoor work. We now miss their experience and we offer our thanks and best wishes for the future. In the current team, Tony Dixon works hard with Ann at training stewards, who serve and welcome at all our services, which is particularly challenging during the pandemic. Tony mostly manages outdoor work and maintenance work. Nick Watson works closely with Tony and is responsible for the flag. We are grateful to have the continued support of John Donovan who finds time to complete skilled building and joinery tasks in St Michael's as well as carrying out his duties at Southam. Sandy Meade and Jenny Waller are our leading stewards and have taken on some routine safety tasks and liturgical duties. All members take part in planning, gardening, working parties, meeting contractors, taking care of our congregations. Two of the team are trustees of St Michael's Centre. Two have previously been churchwardens. Two have previously been PCC Secretaries. One has previously been a PCC Treasurer. All are experienced and tactful in church work and are committed to the Christian life. The two churchwardens and two team members recently attended a Zoom workshop which covered mainly insurance and safety matters. Members are also variously involved in children's work, ecumenical work, Transitional Cleeve, Hospital chaplaincy, First Aid, and other activities. This is a very gifted and effective team.

There is also a much wider Team of workers who are dusters, polishers, launderers, flower arrangers, church-watchers, caterers, gardeners, stewards, welcomers, servers, First Aiders. They have worked as needed in 2020 but, during the pandemic, some of these teams have been laid off, so that we are not constantly meeting and risking spreading the virus. In happier times, we shall need our workers to return and we shall need new people to help them.

End of churchwardens' report

Tewkesbury & Winchcombe Deanery Synod Report 2021

Whilst the challenge of connecting with one another in the life of the local church has been considerable over the last year, this has been even more the case across our diverse deanery. Holding elections to deanery synod and to the committees that enable our deanery to function has not been easy when faced with such a dispersed context.

As we all know the decline in church attendance and income across the Church of England over successive decades has been greatly accelerated by the impact of the pandemic on many worshipping communities. Those that rely on giving from the Sunday collection and the income from weddings and hall lettings have seen their finances badly affected by the closure of church buildings for much of the past year resulting in an inability for many parishes to pay their full Parish Share.

Across the Church of England there is a recognition that change to traditional structures of ministry is inevitable and needs to be implemented sooner rather than later. The need to identify, train and release non ordained lay people into leadership roles in the local context is taking on a new urgency so as to reduce dependency on ordained stipendiary clergy.

With this in mind, our deanery along with every other deanery in the Diocese has been asked to formulate a Strategic plan in response to the following mission statement:

'Working together, we aim to reshape the mission and ministry of this deanery to be more focussed on our shared mission priorities whilst at the same time reducing our dependence on stipendiary ordained ministry to a level that is sustainable for the long term'.



Reshaping Mission across our Deanery

This Deanery planning process is about releasing the whole people of God for the whole mission of God and restructuring ordained leadership to help make us more collaborative and mission focussed. It recognises that financial realities also suggest that the level and shape of ordained stipendiary ministry cannot continue in its inherited model and needs fresh imagination.

Within our deanery, as in all the other deaneries within our diocese there is a consultation process under way which will enable the deanery to identify strategic priorities for sustainable ministry in every community in the future.

Whilst there is a recognition of considerable challenges around maintenance of ancient rural church buildings, ageing congregations, declining income, there is also an excitement about new missional possibilities that have emerged as we have been forced to embrace technology and operate outside the walls of our church buildings in new and imaginative ways. So, the two words that sum up the work of our deanery at this time are: *Challenge & Opportunity*

Stephen Walker
Area Dean: Tewkesbury with Winchcombe

Safeguarding Report covering the period October 2020 to June 2021

St Michael's continues to have a duty of care to both church members and visitors alike. In order to ensure that we follow legal requirements to protect children and vulnerable adults, we have a safeguarding policy in place, approved by the Diocese. This requires that people who, on behalf of our churches, are involved in various kinds of church and/or community work should apply for appropriate clearance. This is commonly known as a DBS certificate. Our safeguarding policy is reviewed and approved every year by the PCC and can be found in the red folder in church. Should anyone have any safeguarding concerns about a young person or a vulnerable adult in connection with any of our activities and wish to speak to someone in confidence, then the relevant Safeguarding contact details are in that folder and also detailed on the website.

A DBS certificate currently lasts for five years but can be registered online now in order to make it transferrable. This means it can then also be used for any organisation, other than just the one who has provided it initially. The Leader of any group or activity (either in church or elsewhere, when representing the church) where young people or vulnerable adults are present have a duty to ensure that they, and anyone helping in their team who will be responsible for supervising a group or activity, has been through the application process for a DBS Certificate. If you are a group or activity leader and wish to check if your team are all registered, please contact the parishchurchoffice@gmail.com asap. There is work to do to update the renewals following the pandemic but we have systems in place to know who to contact to ensure DBS renewal where appropriate.

The leader or organiser of any activity, where people (of any age) are invited to take part, must undertake a Risk Assessment and complete the relevant and simple form – template forms are available from the Church Office (parishchurchoffice@gmail.com). These forms are then kept by the leader/organiser, together with Registers of attendance (if applicable).

Links to online training via the Diocesan website have been sent out to relevant individuals and, where individuals have informed us, we keep a record of relevant training which will be made available to PCC annually. Clergy safeguarding training is managed directly by the Diocese but parishes are responsible for ensuring lay ministers undertake the requisite training. We request that anyone who has undertaken any form of safeguarding training, inform Angie on admin.stmichael@gmail.com so that



our records can be kept up to date. For best practice, we would also like to hear from anyone who has undertaken ANY training in connection with the work in their ministry with us, so that it can be entered on our Training Register. Undoubtedly, as we open up more of our activities, it will be necessary for more individuals to undertake the online training (which is not onerous) and we will be pursuing this in the coming months.

Relevant training during the year

Leadership Level 2		
Mumford	Sallie	28/4/21

Safeguarding Foundations 2021		
Andrews	Carol	21/04/21
Jessop	Ann	11/03/2021
Meadows	Emma	27/02/2021
Shaw	Malcolm	17/04/21

Basic Awareness V2020		
Blakey	Susan	09/04/2021
Dyer	Doreen	10/03/2021
Hall	Linda	19/03/21
Homes	Zoe	09/03/2021
Hunt	Ro	13/03/2021
Jessop	Ann	03/03/2021
Meade	Sandy	20/03/2021
Shaw	Malcolm	17/04/21
Waller	Jenny	25/3/21

Safeguarding concerns during the year

During the year we had one occasion where we involved the diocesan Safeguarding team who gave advice on next steps, which we followed and this is ongoing. There was also one safeguarding case which, as police were already involved, no further action was taken on our part other than to note it for our records.

Going forward

The diocese recognises the onerous task that becoming compliant and staying compliant is for PCCs and have made more tools available on their website to help churches in this regard and will be adding more tools as they become available. To become fully compliant is still a work in progress in our case, as with many other churches in our Deanery. We plan to assess what is still to do and produce checklists and processes to make this as streamlined as possible. We will update the PCC on progress at future PCC meetings as part of the standing Agenda.

Angie Seddon June 2021



Additional Reports on the life of the Church

- Churchyard Group
- Digital Communications Report
- Life Groups at St Michael's
- New Initiatives
- Rector's Emergency Fund
- Staying Connected - Pastoral Assistants

Churchyard Report

Over the last two years the churchyard team have been working towards making the churchyard a place of peace and beauty, a refuge for our native wildlife of all varieties – plants, mammals, invertebrates, reptiles, whilst ensuring it remains a respectful and tranquil place for those visiting graves of loved ones.

A Wildlife, Biodiversity and Management Report was prepared showing the wealth of plants and wildlife in our churchyard. To further our hope of rewilding areas and caring for God's Acre we have added Bug Hotels, wood stacks and stone piles to unused areas and have further plans for wild flowers in small patches.

In May we held a community afternoon to help with grass raking, which proved to be a great success and a fun afternoon for all involved. We hope to organise similar events throughout the summer.

If you would like to be involved in helping to care for our churchyard, we would love to hear from you.

Ro Hunt



Digital Communications Report - March 2020 to May 2021

prepared for the APCM 2021 by Kelly Owen

The aim of St Michael's Digital Communications is to:

- provide ongoing opportunities for church members and the local public to hear our sermons and learn more about the faith-based events, support and activities we offer as Church;
- reach and minister to a wider pool of people who are on the fringes of faith in our community, guiding them to engage with our church and discover the transformative love of Christ;
- maintain connections with our church family members and provide ways for them to connect with others in our church, keep updated with church news, and grow their personal relationships with Jesus Christ.

The Digital Communications team is led by Kelly Owen, Malc Allen and Kathryn Lea. Throughout the year, particularly between March to September, the team met regularly via Zoom to plan and review our online content. What was achieved was done so within the tight restrictions of the pandemic, technical limitations and working around work and family commitments.

St Michael's Digital Communications overview

Throughout the past year, the focus of our online ministry was spread across:

Website

Link: [St Michael & All Angels Church \(stmichaelsbishopsleeve.co.uk\)](http://stmichaelsbishopsleeve.co.uk)

Facebook

Link: [St Michael's Church Bishop's Cleeve Group | Facebook](#)

A Church Near You

Link: [St Michael's - A Church Near You](#)

YouTube channel

Link: [St Michael's Church Bishop's Cleeve, Cheltenham - YouTube](#)

Anchor Podcast

Link: [St Michael's Bishop's Cleeve Podcast • A podcast on Anchor](#)

Website

Design

The structure and navigation of our website needed to be redesigned in response to the changes in how we could function during lockdown, to appeal to those new to the church and to help those looking for online church.

The [Home](#) page and [Services pages](#) were adapted and now focus on our core services and activities to help people from within and outside the church quickly find out about what we were offering.

Content

Throughout the year, each Sunday, Malc's Facebook Live Talk was published on the website on a [newly created page](#) which enabled visitors to listen to the Talk from wherever they were. This also now offers an open archive of all our Talks.

Due to the nature of the lockdowns, with opening and closing church and the COVID restrictions, the website content had to be changed frequently to keep it up to date.



Blog

The [blog](#), previously rarely used, became an important tool to share church news. Key activities and news are now shared on the blog and this ties in with our posts on Facebook.

QUICK STATS FOR THE LAST YEAR (1st March 2020 to 31st May 2021)

How many people have visited our website?	How do people find our website?	Where are our website visitors from?
<p>Page views – 38,297 (across PC, mobile and tablet) A 5% increase on the previous year 36,526 (for same period the previous year, 1st March 2019 – 8th June 2021)</p> <p><i>Page views = A page view is a count of how many times a page has been viewed on a website within the chosen period. All page views are counted no matter how many times a user has visited the website in the chosen period.</i></p>	42% of visitors find our website via Google	72% of visitors to the website are from the UK
<p>Site visits – 17,012 (across PC, mobile and tablet) 16,612 (for same period previous year 1st March 2019 – 8th June 2021)</p> <p><i>Site visits = A visit is defined as a series of page requests from the same uniquely identified visitor with a time of no more than 30 minutes between each page request.</i></p>	41% of visitors find our website by typing the web address directly	23% of visitors to the website are from the US
Average weekly page views – 500 per week	7.5% of visitors find our website via Facebook	The rest come from India, Ireland, Australia, Ukraine, Belgium and Greece!

The website has seen a small but steady increase in new visitors, considering we are reaching those who already know us and new people. We know we have a loyal following of church members who have moved away over the years, those who have a link with the area and also distant family members who would otherwise not come to church, accessing our online talks. Most of the engagement is seen in our Facebook Group (see below), whereas the website is, at present, only able to be a ‘brochure’ of what we offer.

Facebook Group

At the start of the pandemic, Facebook became our primary channel to reach our online members of our church and the wider community (and indeed many others further afield). The number of Group members has **trebled** since the beginning of 2020. This rapid increase in members was a direct result of the COVID-19 pandemic lockdown and us opening our Group to the public (it was previously a private church family Group). The increase was noticed by the National Church Press! On 8th June 2020, they published this article: [How a village church has trebled its ‘congregation’ online](#)

How many members are in our Facebook Group?	
At May 2020 – 663 members	Views on our Live Talks have reached 7,500 for one video and often were in the early 1,000s, watched by people across the UK not only in Bishop’s Cleeve, and mostly those who don’t attend our church
In January 2020 – 225 members	



Strategy

At the start of lockdown 2020, the Digital Communications team created a three-month strategy which set out a structure of posts throughout the week contributed to by members of our admin and wider ministry teams – from Thought of the Day (daily scripture and reflection) to Weekly Prayer Points, Worship Music and sharing links to family-friendly online worship and Bible stories for children and families.

Facebook has proven a fantastic communication tool to reach people within and outside our church community. Much of what we have done would not have been possible to advertise easily and generate support without our posts on Facebook. We are now advertising our Wellbeing activity offerings under our 'Living Well in Body, Mind & Spirit' series, which includes a Mindfulness course to be held in church, 'Mummy and Me' fitness class held on church grounds, 'More Than Pilates' faith-based fitness, held via Zoom, as well as our regular Oasis parent group, Praise & Play, Alpha courses and Monthly Prayer Days.

Sunday Live Talks

Sunday Live Talks became our regular feature with Malc delivering a 35-minute talk from home each week (with a few pre-recorded) on a variety of topics centring around mental health and faith.

This was our most consistent feature and attracted high views each week. Live views of Talks were around 120 households at the first lockdown and this reduced to a steady 50 household live views per video (mostly regular church family) and around 150 overall views (those watching later). One of our Talks reached 7,500 viewers (this figure is taken for anyone who watches the video for 3 seconds or more) and during the lockdowns we saw regular weekly figures in the thousands.

The Live feed was monitored during the recording and those watching were engaged with using the posts' Comments feature – saying hello, links to our Giving page, Zoom Coffee and other relevant resources were posted in the Comments during the Talks, enabling members to donate easily via a link, or click through to the coffee chat afterwards.

Silence & Solitude

Malc also delivered a daily 10-minute morning live reflection for 12 weeks on Facebook, between January and March 2021.

Bishop's Cleeve Noticeboard Facebook Group

We have admin permission (to post without approval) on the Bishop's Cleeve Noticeboard Facebook Group, which has 11,400 members. Throughout lockdown, Malc posted a short video every Saturday lunchtime inviting the community to watch his Live Talk on the Sunday and we saw regular engagement from that. We also posted some of our wider church news and activities, such as Praise & Play, Oasis, and Alpha.

More recently, we published our first fundraiser (due to public request on the Bishop's Cleeve Noticeboard) to raise money to cover the costs of repairing the church clock chime, something the community were missing hearing. The target was achieved in just two weeks thanks to the regular posting on Facebook and our website blog – with people donating from far and wide. We contacted a journalist at the local newspaper, *Gloucestershire Live*, and set up an interview with Churchwarden Ann Jessop and provided information to write up an article. On 17th May 2021, this was featured online and shared locally: [Village rejoices after saving broken church clock that hasn't chimed in over a year - Gloucestershire Live](#)



Facebook highlights

- Delivered a weekly **Sunday Live Talk** throughout 2020 and up to Easter 2021, reaching people in their homes not just on Sunday but throughout the week
- Delivered 12 weeks of daily **Silence & Solitude** wellbeing prayer reflections
- Posted weekly **Zoom Coffee meetings**, led by Malc and others to provide space to 'catch-up' and see faces
- Shared a daily **Advent reflection** during December 2020 from resident prophetic artist Sally Snape
- **Raised £3,500** towards our church clock repair, which has enabled us to book the repair
- Advertised our **Christmas activities** – Pebbles of Hope, Christmas Tree Decorating, Christmas services
- Supported various local and national causes including individuals through Acts365, vaccine donation programmes, Foodbank requests, House of Prayer, Church of England National Day of Prayer Initiative, Thy Kingdom Come, Christian Aid Week, and more...

A Church Near You

We have a micro-site (a small website on a hosting web directory) on this popular Church of England portal. This is mostly accessed by people new to the area looking for a church or for general enquires about the church. This has been kept up to date throughout the year, various services and groups have been added and removed as and when needed, and events have been created when we have held in-church services.

Stats (as at 31st May 2021)

We get around 4,500 views every 6 months (so approx. 9,000 views in the past 12 months)

YouTube Channel

The YouTube Channel was created at the start of 2020 to enable us to store and feature our Sunday Talks and other videos from the church.

Stats for the past 365 days (as at 31st May 2021)

The St Michael's YouTube channel has 28 subscribers – *this figure does not reflect the number of people who watch our videos only those who have chosen to be notified of new videos*

1,800 video views
257 watch hours

Peak views were between July and December 2020.

Anchor Podcast

The Podcast was set up in October 2020 to offer another way to listen to Malc's weekly Talks on the go. Each week (up to Easter 2021), the recording of Malc's Live Talk was uploaded to Anchor and this can then be searched and listened to via most podcast apps (Spotify etc). We have 26 podcast files listed. Listens are relatively low – with an average of 5-6 listens per episode.

Stats (as at 31st May 2021)

194 audio listens in total across our 26 podcast files

85% of our listeners are from the US
11% are from the UK
the rest are from Germany and Australia



What's next for 2021?

With the gradual opening up of the country and especially since May 2021, we have seen a natural reduction in daily engagement online, partly down to lack of resources, although we are still accepting members to our Facebook Group and posting regular updates. There is scope to increase visitors to our website and using it more dynamically to encourage regular visits.

Since Easter, we have encouraged our online community to attend our 11am Sunday in-church Service (although space is limited and there are those who can't make church for various reasons), or watch one of our archived Talks on YouTube, or an amateur recording of the in-church service posted after the service.

While we continue to post on Facebook and our Blog about events and services, going forward, it is important our online community is not forgotten and our way of 'doing and being church' includes them.

We are in the process of reviewing how we can best utilise and develop all these channels to support St Michael's ministry.

Kelly Owen

Life Groups at St Michael's 2020

This report must begin with a tribute to Jill Muir who died in December. Her commitment to small groups, with a desire to see people grow in fellowship and discipleship, meant that by the start of 2020 there were 12 Life Groups with 120 members at St Michael's. She supported the leaders continually and provided exciting material to follow as well as writing some courses herself. She is greatly missed but we continue her work as a tribute to her devotion to the Lord and her real love for individuals.

The year began with a study of Practising the Way of Jesus: Silence and Solitude based on the teachings of John Mark Comer. Little did we know that there would be a lot of solitude to come for many of us with lockdown. The Lent Course written by Jill and Sue Blakey was begun but adapting to not being able to meet physically meant that most groups could not complete it.

The challenge of how to continue running the groups was met admirably by many of the leaders as we learnt how to use Zoom. It proved to be a valuable tool to provide support and fellowship as members logged on from their own homes. Many groups found that the desire to study was superseded by the need to share and pray, but this has resulted in a stronger bond between members.

Groups which couldn't cope with Zoom tried studies over the phone with individuals and when restrictions permitted, meeting in gardens. Unfortunately, one group has folded since the start of lockdown.

The year ended with a 5 part study of the carol 'O come, O come Emmanuel' written by Sue Blakey. Plans were in place to begin a study entitled *Lifting the Lid* as a whole church approach to understand and support people with mental health issues.

It has been a challenging year but Zoom has meant that Life groups could continue and provide the fellowship that we missed by not being able to meet as a church family. We are aware that there is a need to provide space for new members from Alpha courses to move into as well as to train new leaders so that there is enough provision for anyone wanting to join a Life Group.

Ephesians 2 v 22 : In Christ Jesus you too are being built together to become a dwelling in which God lives by His Spirit.

Sue Blakey and Harry Goodchild



New Initiatives

'It has been wonderful to start my training at St Michael's and begin supporting new initiatives alongside others in the Church.

In January we committed to supporting our community in Living Well in Mind, Body and Spirit through this year and hopefully beyond. This has included working through the Lifting the Lid course as a Church and within the wider community through Facebook live and in an online small group setting for past Alpha participants. We trialled a PSALM initiative called Pilates and More online and are hoping to work with the facilitator of this, Jon Taylor, for future opportunities.

Recently we launched a Mummy and Me postnatal fitness class on Wednesday mornings with Christian organisation Fresh Hope Fitness. We hope to build this group into not only a fitness class, but a supportive and pastoral space for new mums as well.

We have just begun hosting a Mindfulness Course with Dr Jo Powell, from Parachute Mindfulness which we can already see being a very blessed experience for the 14 participants. We are looking for ways to grow and develop this wellness ministry as well as learn from what we have already been doing.'

Lucy Barbour

Rector's Emergency Fund

The **Rector's Emergency Fund** was formally established to provide the Rector access to limited funds, without recourse to formal approval, to assist people in immediate need. Over 2020, a total of £466 was committed across three demands. Twice to help those undergoing eviction from their homes; skips were hired to facilitate the clearance of the home and smooth a challenging transition. Once to fund urgent counselling with Christian approved counsellors. This fund is held at a limit of £500 each year and can be topped up as required.

The mechanisms to support to our local **ACTS435** have helped people who need support through managed appeals. A request for help is reviewed and approved by an ACTS435 representative which is released for crowd sourced donations. The arrangements mean the funds transition through the PCC accounts to the approved sponsor (who is a member of our parish) and then onto the person in need. In 2020, £240 was processed through the PCC accounts.

The formalisation of the **Mission Partners** and the agreed fund-raising approach allowed funds raised in 2019 to be passed on to the three charities in 2020. A total of £2,520 was evenly split between the North Cotswolds Foodbank, the Rwanda Appeal, and Mission Macedonia.

The restrictions imposed through COVID-19 and the immediate impact to the economy placed ever more pressure on households with low incomes. A **new mission initiative** was established in spring 2020 to support families known to the church through our Children and Families Ministry. One pre-cooked meal a week was offered to every member of the 6 families over the first lockdown. In total, £550 was spent on this initiative.



Staying Connected - Pastoral Assistants

During 2020, technology was a wonderful lifeline for many people. However, it also opened up a gap. Those who did not have email, Zoom, Facebook, etc etc did not have that same feeling of being anchored to the rest of the church. A variety of systems were put in place to try to help. Rev John and Maggie Sharpe held communion every Sunday and prayed for people by name. We had a wonderful team of people who printed out and delivered the wonderful array of communications that had been emailed out, or made phone calls to keep people up to date. But there was still a sense of not being “fed” in the way as those who could watch the live talks or access links to various resources. Over the summer we developed a new monthly communication, called “Staying Connected”.

This is posted or delivered to approximately 45 church members who have no access to technology. It includes a pastoral letter from one of the clergy team, the readings for the coming month, prayer points, inspirational thoughts, key dates and contact details for the church office and the pastoral team.

This ministry is for those who would otherwise not have that personal connection with our services, either because they are unable to come to the church building or do not have technology to keep in touch. It has been very well received and we are delighted that we have been able to create something special for those who cannot access the connections that so many of us take for granted.

If you, or someone you know, needs pastoral support contact us via pastoral.stmichael@gmail.com or by ringing the church office 07485 261782.



FINANCIAL STATEMENTS

The Parochial Church Council of the Ecclesiastical Parish of
Bishops Cleeve
For the year ended 31 December 2020

Prepared by ADM Accountancy Services Limited

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Independent Examiners Report

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

We report on the accounts of the charity for the year ended 31 December 2020.

Respective responsibilities of trustees and examiner

- The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

- Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of the report. These procedures provide only the assurance expressed in our opinion.

Opinion

- In our opinion:

The accounts, including the revenue account and balance sheet, are in agreement with the accounting records kept by the society under s75 of the Co-operative and Community Benefit Societies Act 2014;

- Having regard only to, and on the basis of, the information contained in those accounting records, the revenue account and balance sheet comply with the requirements of the Co-operative and Community Benefit Societies Act 2014; and
- For the preceding period of account, the financial criteria for the exercise of the power conferred by section 84 were met in relation to the year.

Signature.....

Andrew Moss

ADM Accountancy Services Ltd

10 Homelands Commercial Centre

Bishops Cleeve

Cheltenham

DATE

Statement of Financial Activities

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
Incoming resources					
Incoming resources from donations, legacies and similar					
Gift aided income	1	145,257	430	145,687	146,945
Collections and donations	2	11,792	-	11,792	58,827
Legacies and similar	3	-	-	-	6,000
Incoming resources from operating activities					
Investment income	4	481	-	481	1,067
Other incoming resources	5	43,439	30,639	74,078	63,344
Total Incoming resources		200,969	31,069	232,039	276,183
Resources expended					
Other expenditure					
Direct costs		114,583	2,181	116,764	150,312
Administration		16,012	935	16,948	18,438
Clergy expenditure		3,900	-	3,900	6,132
Salaries		63,092	6,500	69,592	51,698
Repairs and maintenance		16,124	42,711	58,835	29,907
Utilities		13,350	-	13,350	22,653
Total Other expenditure		227,061	52,327	279,389	279,140
Transfer of Funds		23,014	(23,014)	-	-
Total Resources expended		250,075	29,313	279,389	279,140
Net surplus (deficit) for the year		(49,106)	1,756	(47,350)	(2,957)

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
1. Gift Aided Income					
Income (PGS)		123,840	-	123,840	121,151
Income (Gift Aid)		7,891	-	7,891	14,019
Income (Gift Aid to be claimed)		3,726	-	3,726	2,697
Income (Standing Orders)		7,624	-	7,624	9,078
Income (Electronic Donations)		2,175	430	2,606	-
Total Gift Aided Income		145,257	430	145,687	146,945

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
2. Collections and Donations					
Income (Cash and cheque donations)		11,792	-	11,792	58,827
Total Collections and Donations		11,792	-	11,792	58,827

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
3. Legacies and Similar					

Income (Legacies)	-	-	-	6,000
Total Legacies and Similar	-	-	-	6,000

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
4. Investment Income					
Income (Banking Interest)		481	-	481	1,067
Total Investment Income		481	-	481	1,067

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
5. Other Incoming Resources					
Income from weddings		2,112	-	2,112	8,210
Income from funerals		14,295	-	14,295	18,739
Income (Baptism)		-	-	-	275
Income (RC contribution)		4,800	-	4,800	4,800
Grants		22,072	30,639	52,711	29,390
Total Other Incoming Resources		43,279	30,639	73,918	61,414

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
6. Other Expenditure					
Direct costs		114,583	2,181	116,764	150,312
Administration expenses		16,012	935	16,948	18,438
Repairs and maintenance		16,124	42,711	58,835	29,907
Utilities		13,350	-	13,350	22,653
Administration salaries		63,092	6,500	69,592	51,698
Clergy expenses		3,900	-	3,900	6,132
Total Other Expenditure		227,061	52,327	279,389	279,140

Balance Sheet

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve As at 31 December 2020

	NOTES	31 DEC 2020	31 DEC 2019
Fixed Assets			
Tangible Fixed Assets	2	2,140	2,928
Investments (Savings Bonds)		5,000	5,000
Total Fixed Assets		7,140	7,928
Current Assets			
Debtors and prepayments	4	3,746	-
Cash at bank and in hand	5	110,751	158,970
Total Current Assets		114,496	158,970
Liabilities: amounts falling due within one year			
Other creditors and accruals	6	5,729	3,458
Rounding		-	-
Net Current Assets		108,767	155,512
Total Assets		115,907	163,440
Funds			
Restricted Funds	7	24,352	22,596
Unrestricted Funds	8	88,211	137,317
Total Funds		112,563	159,913
Unmapped Accounts			
Accruals		994	1,527
Income in Advance		2,350	2,000
Total Unmapped Accounts		3,344	3,527

The accounts were approved by the board of trustees on DATE and signed on its behalf by:

M Allen

Charity No. 1135929

Notes to the Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

1. Accounting Policies

Basis of preparing the financial statements

The financial statements are prepared under the historical cost convention adopting the following principle accounting policies all of which

Incoming resources - Donations and gifts are reflected in the financial accounts when they are received.

Resources expended - Expenditure is included in the financial accounts as incurred.

Investments - Investments are included in the financial accounts at the lower of cost or estimated value.

Reserves - The PCC will maintain three month's costs in general reserves at all times.

References to churches - All figures that relate to The Ascension Southam are noted as such. All other figures relate to St Michael's Bishops Cleeve.

Tangible fixed assets

Depreciation is provided, at the following annual rates in order to write off each asset over its estimated useful life.

Account	Method	Rate
Church and Office Equipment	Straight Line	25%

Investments

Fixed asset investments are stated at cost less any provision for diminution in value.

2020 2019

2. Tangible Assets

Office and church equipment

Cost

Opening Balance	3,154	-
Church and Office Equipment	-	3,154
Total Cost	3,154	3,154

Depreciation

Opening Balance	(226)	-
Less Accumulated Depreciation on Church and Office Equipment	(788)	(226)
Total Depreciation	(1,014)	(226)

Total Office and church equipment 2,140 2,928

Total Tangible Assets 2,140 2,928

	2020	2019
3. Investments		
£5,000 Savings (income) Bonds	5,000	5,000
Total Investments	5,000	5,000

	2020	2019
4. Debtors		
Prepayments and accrued income	3,746	-
Total Debtors	3,746	-

	2020	2019
5. Cash at Bank and in Hand		
Petty Cash	70	-
PCC Current Account	39,232	90,116
Business Reserve Account	20,176	13,607
The CBF CofE Deposit Fund	2,085	2,085
Southam Current Account	49,187	53,161
Total Cash at Bank and in Hand	110,751	158,970

	2020	2019
6. Creditors		
Accounts payable	5,729	2,674
Accruals and deferred income	3,344	3,527
Other creditors	-	785
Total Creditors	9,073	6,986

7. Restricted Funds

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Children and Families	1	11,434	11,500	(8,681)		14,253
Curacy Trust	2	-				0
Fabric and Development	3	9,347	13,470	(39,538)	23,014	6,293
Rope	4	1,815		(134)		1,681
Churchyard	5	-	6,100	(3,975)		2,125
Specified Nominations	6	-				
Totals		22,596	31,070	(52,328)	23,014	24,352

1. This Fund is used to fund the work of the Children and Family Minister.

2. The Curacy Trust was set up on the sale of Littlegarth, a house which had been given to the PCC as a home for a curate. It was stipulated in the conveyance that if the house was sold the sale proceeds should be applied to the Curacy Trust. The transfer of funds last year from the trust to the Children and Families Fund were approved by the Trustees. This fund is now closed
3. Fabric and Development Fund - This fund is used for maintenance and improvement of the fabric of the church.
4. Rope Close Fund - This fund is used for the maintenance of the church bells and ropes.
5. Churchyard Fund - This fund is for the maintenance of the churchyard and graveyard.
6. This Fund represents income given for specific external causes and are normally distributed to that cause within the year. This fund is now closed.

8. Unrestricted Funds

These funds have been designated and reviewed annually by the Trustees from unrestricted general funds for the following specific purposes.

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£		£
Southam Church - General	1	3,858	9,694	(12,887)		665
Southam Church - Fabric	2	49,304	723	(1,504)		48,523
Total Designated		53,162	10,417	(14,391)	0	49,188
General	3	84,155	201,682	(223,800)	(23,014)	39,023
Total Unrestricted		137,317	212,099	(238,191)	(23,014)	88,211

1. Southam Church General - The fund is used for the upkeep and maintenance of the Church of the Ascension Southam.
2. Southam Church Fabric Fund - The fund is used for the maintenance and improvement of the fabric of the Church of the Ascension.
3. It is PCC policy that the general reserves should at all times hold one month's of expenditure in reserves; and this should be increased. General reserves also include the Designated Funds shown in note 9.

9. Designated Funds

The following Designated Funds are included within the General Fund as PCC reserve the right to use the funds for other purposes if needed.

Designated Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Designated Children and Families Fund	1	6,834	4,827	(11,661)		0
Designated Fabric Fund	2	9,091	4,456	(4,629)	(8,918)	0

1. Designated Children and Families Fund - The fund is designated, but not restricted, to be used to fund the work of the Childrens and Family Minister.
2. Designated Fabric Fund - The fund is designated, but not restricted, to be used for the maintenance and improvement of the fabric of the Church of the Ascension.

Children and Families Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Childrens and Families Fund Account		
Opening Balances	11,434	21,344
Income		
Children and families grants and donations	11,500	10,000
Total Income	11,500	10,000
Expenditure		
Children and families expenses	8,681	28,411
Total Expenditure	8,681	28,411
Transfer from Unrestricted / Curacy Trust Fund		
Transfer of Funds	-	8,501
Closing Balance	14,253	11,434

Curacy Trust Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Curacy Trust Fund Account		
Opening Balance	-	8,501
Total Curacy Trust Fund Account	-	8,501
Transfer to Children and Families Fund		
Transfer of Funds	-	8,501
Closing Balance	-	-

Fabric and Development Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Fabric Fund Account		
Opening Balance	9,347	25,879
Income		
Donations and grants	13,470	-
Total Income	13,470	-
Expenditure		
Admin	935	1,540
Repairs and maintenance	38,602	14,992
Total Expenditure	39,538	16,532
Transfer of funds from Unrestricted		
Transfer of Funds	23,014	-
Closing Balance	6,293	9,347

Rope Close Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Rope Close Fund Account		
Opening Balance	1,815	1,141
Income		
Donations	-	674
Total Income	-	674
Expenditure		
Repairs and maintenance	134	-
Total Expenditure	134	-
Closing Balance	1,681	1,815

Churchyard Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Churchyard Fund Account		
Opening Balances	-	4,157
Income		
Grants received	6,100	6,000
Total Income	6,100	6,000
Expenditure		
Other expense	3,975	10,157
Total Expenditure	3,975	10,157
Closing Balance	2,125	-

Specified Nominations Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve
For the year ended 31 December 2020

	2020	2019
<hr/>		
Specified Nominations Fund Account		
Opening Balance	-	15
Expenditure		
Donations made	-	15
Total Expenditure	-	15
<hr/>		
Closing Balance	-	-

General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
General Fund Account		
Opening Balance	84,155	48,663
Income		
Gift aided income	13,737	17,621
Collections and donations	9,276	53,527
Investment income	260	748
Roman Catholic contribution	4,800	4,800
Wedding, funerals and baptism	16,567	28,069
Grants	22,072	13,390
Legacies	-	5,000
Income (PGS)	123,840	121,151
Income (Southam contribution)	11,130	10,500
Total Income	201,682	254,806
Expenditure		
Expense		
Parish Share	103,915	100,356
Diocesan Board of Finance Payment	2,227	9,471
Parish Fee (Stewarding)	1,300	1,680
Wedding additional costs	160	1,930
Parish Fee (Funeral)	615	70
Music	839	1,566
Specified donations	4,825	6,764
Children and families expenses	702	-
Administration expenses	15,880	17,679
Clergy expenses	3,900	6,132
Salaries	63,092	51,698
Repairs and maintenance	14,127	1,218
Utilities	12,218	20,751
Total Expense	223,800	219,314
Transfer of Funds to Restricted Funds		
Transfer of Funds	23,014	-
Closing Balance	39,024	84,155

The General Fund includes the following designated funds:

Designated Children and Families Fund

Designated Fabric Fund

Southam Church - General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Southam Church - General Fund Account		
Opening Balance	3,858	2,337
Income		
Collections and donations	2,004	4,588
Investment income	11	26
Gift aided income	5,814	5,476
Gift Aid SDS	1,866	2,697
Other income	-	1,085
Total Income	9,694	13,872
Expenditure		
Income (Southam contribution)	11,130	10,500
Administration expenses	133	389
Repairs and maintenance	493	680
Utilities	416	22
Insurance	716	710
Specified donations	-	50
Total Expenditure	12,887	12,351
Closing Balance	665	3,858

Southam Church - Fabric Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve
For the year ended 31 December 2020

	2020	2019
Southam Church - Fabric Fund Accounts		
Opening Balance	49,304	50,833
Income		
Investment income	210	293
Collections and donations	513	38
Legacies	-	1,000
Total Income	723	1,331
Expenditure		
Other repairs and maintenance	1,504	2,860
Total Expenditure	1,504	2,860
Closing Balance	48,523	49,304

FINANCIAL STATEMENTS

The Parochial Church Council of the Ecclesiastical Parish of
Bishops Cleeve
For the year ended 31 December 2020

Prepared by ADM Accountancy Services Limited

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Independent Examiners Report

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

We report on the accounts of the charity for the year ended 31 December 2020.

Respective responsibilities of trustees and examiner

- The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

- Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of the report. These procedures provide only the assurance expressed in our opinion.

Opinion

- In our opinion:

The accounts, including the revenue account and balance sheet, are in agreement with the accounting records kept by the society under s75 of the Co-operative and Community Benefit Societies Act 2014;

- Having regard only to, and on the basis of, the information contained in those accounting records, the revenue account and balance sheet comply with the requirements of the Co-operative and Community Benefit Societies Act 2014; and
- For the preceding period of account, the financial criteria for the exercise of the power conferred by section 84 were met in relation to the year.

Signature.....

Andrew Moss

ADM Accountancy Services Ltd

10 Homelands Commercial Centre

Bishops Cleeve

Cheltenham

DATE

Statement of Financial Activities

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
Incoming resources					
Incoming resources from donations, legacies and similar					
Gift aided income	1	145,257	430	145,687	146,945
Collections and donations	2	11,792	-	11,792	58,827
Legacies and similar	3	-	-	-	6,000
Incoming resources from operating activities					
Investment income	4	481	-	481	1,067
Other incoming resources	5	43,439	30,639	74,078	63,344
Total Incoming resources		200,969	31,069	232,039	276,183
Resources expended					
Other expenditure					
Direct costs		114,583	2,181	116,764	150,312
Administration		16,012	935	16,948	18,438
Clergy expenditure		3,900	-	3,900	6,132
Salaries		63,092	6,500	69,592	51,698
Repairs and maintenance		16,124	42,711	58,835	29,907
Utilities		13,350	-	13,350	22,653
Total Other expenditure		227,061	52,327	279,389	279,140
Transfer of Funds		23,014	(23,014)	-	-
Total Resources expended		250,075	29,313	279,389	279,140
Net surplus (deficit) for the year		(49,106)	1,756	(47,350)	(2,957)

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
1. Gift Aided Income					
Income (PGS)		123,840	-	123,840	121,151
Income (Gift Aid)		7,891	-	7,891	14,019
Income (Gift Aid to be claimed)		3,726	-	3,726	2,697
Income (Standing Orders)		7,624	-	7,624	9,078
Income (Electronic Donations)		2,175	430	2,606	-
Total Gift Aided Income		145,257	430	145,687	146,945

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
2. Collections and Donations					
Income (Cash and cheque donations)		11,792	-	11,792	58,827
Total Collections and Donations		11,792	-	11,792	58,827

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
3. Legacies and Similar					

Income (Legacies)	-	-	-	6,000
Total Legacies and Similar	-	-	-	6,000

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
4. Investment Income					
Income (Banking Interest)		481	-	481	1,067
Total Investment Income		481	-	481	1,067

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
5. Other Incoming Resources					
Income from weddings		2,112	-	2,112	8,210
Income from funerals		14,295	-	14,295	18,739
Income (Baptism)		-	-	-	275
Income (RC contribution)		4,800	-	4,800	4,800
Grants		22,072	30,639	52,711	29,390
Total Other Incoming Resources		43,279	30,639	73,918	61,414

	NOTES	UNRESTRICTED	RESTRICTED	2020 TOTAL	2019 TOTAL
6. Other Expenditure					
Direct costs		114,583	2,181	116,764	150,312
Administration expenses		16,012	935	16,948	18,438
Repairs and maintenance		16,124	42,711	58,835	29,907
Utilities		13,350	-	13,350	22,653
Administration salaries		63,092	6,500	69,592	51,698
Clergy expenses		3,900	-	3,900	6,132
Total Other Expenditure		227,061	52,327	279,389	279,140

Balance Sheet

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve As at 31 December 2020

	NOTES	31 DEC 2020	31 DEC 2019
Fixed Assets			
Tangible Fixed Assets	2	2,140	2,928
Investments (Savings Bonds)		5,000	5,000
Total Fixed Assets		7,140	7,928
Current Assets			
Debtors and prepayments	4	3,746	-
Cash at bank and in hand	5	110,751	158,970
Total Current Assets		114,496	158,970
Liabilities: amounts falling due within one year			
Other creditors and accruals	6	5,729	3,458
Rounding		-	-
Net Current Assets		108,767	155,512
Total Assets		115,907	163,440
Funds			
Restricted Funds	7	24,352	22,596
Unrestricted Funds	8	88,211	137,317
Total Funds		112,563	159,913
Unmapped Accounts			
Accruals		994	1,527
Income in Advance		2,350	2,000
Total Unmapped Accounts		3,344	3,527

The accounts were approved by the board of trustees on DATE and signed on its behalf by:

M Allen

Charity No. 1135929

Notes to the Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

1. Accounting Policies

Basis of preparing the financial statements

The financial statements are prepared under the historical cost convention adopting the following principle accounting policies all of which

Incoming resources - Donations and gifts are reflected in the financial accounts when they are received.

Resources expended - Expenditure is included in the financial accounts as incurred.

Investments - Investments are included in the financial accounts at the lower of cost or estimated value.

Reserves - The PCC will maintain three month's costs in general reserves at all times.

References to churches - All figures that relate to The Ascension Southam are noted as such. All other figures relate to St Michael's Bishops Cleeve.

Tangible fixed assets

Depreciation is provided, at the following annual rates in order to write off each asset over its estimated useful life.

Account	Method	Rate
Church and Office Equipment	Straight Line	25%

Investments

Fixed asset investments are stated at cost less any provision for diminution in value.

2020 2019

2. Tangible Assets

Office and church equipment

Cost

Opening Balance	3,154	-
Church and Office Equipment	-	3,154
Total Cost	3,154	3,154

Depreciation

Opening Balance	(226)	-
Less Accumulated Depreciation on Church and Office Equipment	(788)	(226)
Total Depreciation	(1,014)	(226)

Total Office and church equipment 2,140 2,928

Total Tangible Assets 2,140 2,928

	2020	2019
3. Investments		
£5,000 Savings (income) Bonds	5,000	5,000
Total Investments	5,000	5,000

	2020	2019
4. Debtors		
Prepayments and accrued income	3,746	-
Total Debtors	3,746	-

	2020	2019
5. Cash at Bank and in Hand		
Petty Cash	70	-
PCC Current Account	39,232	90,116
Business Reserve Account	20,176	13,607
The CBF CofE Deposit Fund	2,085	2,085
Southam Current Account	49,187	53,161
Total Cash at Bank and in Hand	110,751	158,970

	2020	2019
6. Creditors		
Accounts payable	5,729	2,674
Accruals and deferred income	3,344	3,527
Other creditors	-	785
Total Creditors	9,073	6,986

7. Restricted Funds

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Children and Families	1	11,434	11,500	(8,681)		14,253
Curacy Trust	2	-				0
Fabric and Development	3	9,347	13,470	(39,538)	23,014	6,293
Rope	4	1,815		(134)		1,681
Churchyard	5	-	6,100	(3,975)		2,125
Specified Nominations	6	-				
Totals		22,596	31,070	(52,328)	23,014	24,352

1. This Fund is used to fund the work of the Children and Family Minister.

2. The Curacy Trust was set up on the sale of Littlegarth, a house which had been given to the PCC as a home for a curate. It was stipulated in the conveyance that if the house was sold the sale proceeds should be applied to the Curacy Trust. The transfer of funds last year from the trust to the Children and Families Fund were approved by the Trustees. This fund is now closed
3. Fabric and Development Fund - This fund is used for maintenance and improvement of the fabric of the church.
4. Rope Close Fund - This fund is used for the maintenance of the church bells and ropes.
5. Churchyard Fund - This fund is for the maintenance of the churchyard and graveyard.
6. This Fund represents income given for specific external causes and are normally distributed to that cause within the year. This fund is now closed.

8. Unrestricted Funds

These funds have been designated and reviewed annually by the Trustees from unrestricted general funds for the following specific purposes.

Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£		£
Southam Church - General	1	3,858	9,694	(12,887)		665
Southam Church - Fabric	2	49,304	723	(1,504)		48,523
Total Designated		53,162	10,417	(14,391)	0	49,188
General	3	84,155	201,682	(223,800)	(23,014)	39,023
Total Unrestricted		137,317	212,099	(238,191)	(23,014)	88,211

1. Southam Church General - The fund is used for the upkeep and maintenance of the Church of the Ascension Southam.
2. Southam Church Fabric Fund - The fund is used for the maintenance and improvement of the fabric of the Church of the Ascension.
3. It is PCC policy that the general reserves should at all times hold one month's of expenditure in reserves; and this should be increased. General reserves also include the Designated Funds shown in note 9.

9. Designated Funds

The following Designated Funds are included within the General Fund as PCC reserve the right to use the funds for other purposes if needed.

Designated Fund	Note	Opening Balance	Fund Income	Fund Expenditure	Transfers	Closing Balance
		£	£	£	£	£
Designated Children and Families Fund	1	6,834	4,827	(11,661)		0
Designated Fabric Fund	2	9,091	4,456	(4,629)	(8,918)	0

1. Designated Children and Families Fund - The fund is designated, but not restricted, to be used to fund the work of the Childrens and Family Minister.
2. Designated Fabric Fund - The fund is designated, but not restricted, to be used for the maintenance and improvement of the fabric of the Church of the Ascension.

Children and Families Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Childrens and Families Fund Account		
Opening Balances	11,434	21,344
Income		
Children and families grants and donations	11,500	10,000
Total Income	11,500	10,000
Expenditure		
Children and families expenses	8,681	28,411
Total Expenditure	8,681	28,411
Transfer from Unrestricted / Curacy Trust Fund		
Transfer of Funds	-	8,501
Closing Balance	14,253	11,434

Curacy Trust Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Curacy Trust Fund Account		
Opening Balance	-	8,501
Total Curacy Trust Fund Account	-	8,501
Transfer to Children and Families Fund		
Transfer of Funds	-	8,501
Closing Balance	-	-

Fabric and Development Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Fabric Fund Account		
Opening Balance	9,347	25,879
Income		
Donations and grants	13,470	-
Total Income	13,470	-
Expenditure		
Admin	935	1,540
Repairs and maintenance	38,602	14,992
Total Expenditure	39,538	16,532
Transfer of funds from Unrestricted		
Transfer of Funds	23,014	-
Closing Balance	6,293	9,347

Rope Close Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Rope Close Fund Account		
Opening Balance	1,815	1,141
Income		
Donations	-	674
Total Income	-	674
Expenditure		
Repairs and maintenance	134	-
Total Expenditure	134	-
Closing Balance	1,681	1,815

Churchyard Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Churchyard Fund Account		
Opening Balances	-	4,157
Income		
Grants received	6,100	6,000
Total Income	6,100	6,000
Expenditure		
Other expense	3,975	10,157
Total Expenditure	3,975	10,157
Closing Balance	2,125	-

Specified Nominations Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve
For the year ended 31 December 2020

	2020	2019
<hr/>		
Specified Nominations Fund Account		
Opening Balance	-	15
Expenditure		
Donations made	-	15
Total Expenditure	-	15
<hr/>		
Closing Balance	-	-

General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
General Fund Account		
Opening Balance	84,155	48,663
Income		
Gift aided income	13,737	17,621
Collections and donations	9,276	53,527
Investment income	260	748
Roman Catholic contribution	4,800	4,800
Wedding, funerals and baptism	16,567	28,069
Grants	22,072	13,390
Legacies	-	5,000
Income (PGS)	123,840	121,151
Income (Southam contribution)	11,130	10,500
Total Income	201,682	254,806
Expenditure		
Expense		
Parish Share	103,915	100,356
Diocesan Board of Finance Payment	2,227	9,471
Parish Fee (Stewarding)	1,300	1,680
Wedding additional costs	160	1,930
Parish Fee (Funeral)	615	70
Music	839	1,566
Specified donations	4,825	6,764
Children and families expenses	702	-
Administration expenses	15,880	17,679
Clergy expenses	3,900	6,132
Salaries	63,092	51,698
Repairs and maintenance	14,127	1,218
Utilities	12,218	20,751
Total Expense	223,800	219,314
Transfer of Funds to Restricted Funds		
Transfer of Funds	23,014	-
Closing Balance	39,024	84,155

The General Fund includes the following designated funds:

Designated Children and Families Fund

Designated Fabric Fund

Southam Church - General Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Southam Church - General Fund Account		
Opening Balance	3,858	2,337
Income		
Collections and donations	2,004	4,588
Investment income	11	26
Gift aided income	5,814	5,476
Gift Aid SDS	1,866	2,697
Other income	-	1,085
Total Income	9,694	13,872
Expenditure		
Income (Southam contribution)	11,130	10,500
Administration expenses	133	389
Repairs and maintenance	493	680
Utilities	416	22
Insurance	716	710
Specified donations	-	50
Total Expenditure	12,887	12,351
Closing Balance	665	3,858

Southam Church - Fabric Fund

The Parochial Church Council of the Ecclesiastical Parish of Bishops Cleeve For the year ended 31 December 2020

	2020	2019
Southam Church - Fabric Fund Accounts		
Opening Balance	49,304	50,833
Income		
Investment income	210	293
Collections and donations	513	38
Legacies	-	1,000
Total Income	723	1,331
Expenditure		
Other repairs and maintenance	1,504	2,860
Total Expenditure	1,504	2,860
Closing Balance	48,523	49,304