



St Andrew's Church, Donhead St Andrew
Annual Report
Of the
Parochial Church Council

For the year ended 31st December 2020
Rector: Vacant

Bank:
Lloyds Bank
32, High Street
SHAFTESBURY
SP7 8JJ

Independent Examiner:
Debbie Cruxton
7, The Mallards
Tisbury
SP3 6SD

ST ANDREW 'S CHURCH, DONHEAD ST ANDREW
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2020

Administrative Information

St Andrew's Church is situated in St Bartholomew Street, Donhead St Andrew. It is part of the Benefice of St Bartholomew in the Chalke Deanery of the Diocese of Salisbury within the Church of England. The correspondence address is West End House, Donhead St Andrew, Shaftesbury, SP7 9DY.

The Parochial Church Council (PCC) is a registered charity with the Charity Commission (Reg. No. 1150714).

PCC members who have served during the reporting year are:

Rector: The Rev^d Richard Warhurst Chairman (resigned April 2020)

Church Warden:

Major General Sir Simon Cooper	Vice Chairman (resigned September 2020)
Lady Cooper	Vice Chairman (from APCM 2020)
Mr Mark Jeffery	(from APCM 2020)

Elected members:

Mr Ian Robertson	Deputy Church Warden (resigned August 2020)
Mrs Evis Holliman	
Mr Michael Hockney	(<i>Electoral Roll Co-ordinator</i>)
Mr George Lisle	
Mrs Lynda Appleby	
Mr Alistair Stoker	(<i>Hon. Treasurer</i>)

Other office holders in the reporting year are:

Hon. Secretary:

Mrs Anna Warhurst	(resigned 8 February 2020)
Mr Geoffrey Malone	(from 8 February 2020)

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules, 2006. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. A revised Electoral Roll was prepared in 2020; it contains 66 names, compared with 56 in 2019.

Objectives and Activities

The PCC has responsibility as Trustee of the Parish Church of Donhead St Andrew and its churchyard. It also has the responsibility of co-operating with the Rector in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Review of the Year

Rectors. Richard Warhurst resigned as our Rector in April 2020. The recruitment process for a new Rector is underway. The Rev'd Kevin Martin continued his curacy in the Benefice, living in the Rectory in Donhead St Andrew. Sadly, he left us as he was appointed Rector of the Parish of Bemerton from November 2020. We are indebted to the Rev'd June Lane, Rev'd Mary Ridgewell, our Licensed Lay Minister, Jo Johnson and our lay ministers for leading our services.

PCC Meetings. The full PCC met five times during the year.

Church Fete. The fete was due to be held on August Bank Holiday. As a result of COVID-19, it was cancelled.

Church Improvements. The development subcommittee of the PCC, which was formed in 2012 (chairman Mr George Lisle and members Mrs Evis Holliman, Mr Michael Hockney, Mr Alistair Stoker and Sir Simon Cooper) has taken forward plans for improvements to the church for its use by the whole community. The church was reopened formally in October 2019 and the full pattern of services was quickly re-established until disrupted by the COVID-19 pandemic. Incremental work has continued to provide equipment and furnishings, and transform the churchyard into an attractive, contemplative and wildlife friendly space.

We are now in the happy position of having a fine mediaeval church, beautifully conserved, warm, well-lit, comfortable and flexible with a fine organ and with all the resources that the Development Project and the new extension have given us. It is a place for regular worship, a haven for popping in to and for quiet contemplation, a building with a strong sense of continuity with its past and a clear understanding of and enthusiasm for its long-term future.

The Friends of St Andrew's Church - the Development Appeal.

The Development Project is now complete, apart from a very few items held up by the impact of the COVID-19 virus. Funds raised for the Development Appeal have fully covered the costs of the project.

The Chair Appeal remains open for further contributions. So far 60 chairs have been given by villagers and former villagers.

We quickly moved on to implement St Andrew's Church's Vision and Mission, by the PCC back in 2012 and updated in 2019, as a place where the whole village can gather for worship and for community activities. A busy programme of church and community activities was planned for the rest of 2020 but, sadly, was put on hold by the impact of COVID-19. We hope to reinstate these activities as early as possible in 2021.

Pattern of Services

The year started with the normal pattern of services. These were totally disrupted by Covid-19 and the subsequent closure of the church. Live services recommenced when the lockdown eased but were limited to 30 people and augmented by zoom. At the beginning of November churches were closed except for private prayer, funerals and broadcast acts of worship. Zoom services continued, organised on a Benefice wide basis. The Service of Remembrance was zoomed to a congregation of over 60 villagers. Live services were permitted in December and a successful Festival of Nine Lessons with Carols was held, alas with no choir or live singing but with excellent recorded carols.

Financial review for the year ending 31 December 2020

The accounts for the year to 31 December 2020 have been prepared on a receipts and payments basis. The accounts for 2019 were originally prepared on an accruals basis, following Charity Commission requirements for Charities with overall income exceeding £250,000. The 2019 comparatives have been restated on a receipts and payments basis.

Unrestricted General Fund

Income. Total income decreased by 53% from £44,928 to £21,035. Events income fell from £20,295 to £1,266, mainly due to the cancellation of the fete as a result of Covid-19 restrictions. In addition 2019 income was boosted by £7,250 of insurance receipts following the theft of lead from the church roof. Donations benefitted from generous support to fund the roof repairs but the level of collections was again low as a result of the closure of the church.

Expenditure. Total expenditure amounted to £43,306, £10,381 above 2019. Roof repairs accounted for £19,785 and the Diocesan Share and Benefice expenses of £15,200 was £1,175 below 2019. The overall cost of roof repairs was fully covered by insurance receipts in 2019, generous donations, specific event income and the fabric fund. Donations to local, county, UK and overseas charities and missions fell due to the cancellation of the fete.

Deficit. The deficit for the year was £22,271 (2019: surplus of £12,003).

Fabric Reserve Fund. This is a designated fund within unrestricted reserves held in accumulation shares in the investment fund of the Church of England Central Board of Finance. Gains on the underlying value of investments amounted to £1,948. At 31 December 2020 the Fund was valued at £14,873, compared to £13,496 at 31 December 2019

Balances. At 31 December 2020, total unrestricted funds amounted to £35,314 (2019 : £56,208).

Development and Friends Restricted Fund

During the year £42,782 (2019 - £427,340) was raised by the Friends and from the reimbursement of VAT from the Department for Culture, Media and Sport. £30,000 was generously donated by one charity and Gift Aid recoveries amounted to £5,881. However, building costs to complete the redevelopment of the church amounted to £70,946 (2019 - £639,673 gross of VAT) and overall funds fell to £20,383 (2019 - £47,926).

Commentary

We are indebted to our Ministry team and volunteers for their hard work in supporting the parish in the absence of a rector. The recruitment process for a rector is well under way and we look forward to the outcome.

The redevelopment of the Church has been a tremendous success providing a spacious and light environment for all activities planned. The task has only been possible through the hard work and success of the Friends in raising the necessary funds. St Andrew's Church stands warm and welcoming but devoid of villagers apart from on Tuesdays and Fridays when the church is open for private prayer and contemplation.

There is an over-reliance on the annual Church fete to fund our basic running costs and this has been exacerbated by the closure of the church due to the coronavirus pandemic. The fete in 2020 had to be cancelled. An initiative was conducted in the year to increase the number of regular donors with planned giving. Some success resulted and we are grateful to those parishioners who responded. We will continue our efforts to increase support.

**Approved by the PCC on 24 April 2021 and signed on their behalf by Lady Cooper
(PCC vice-chair)**



DONHEAD ST ANDREW PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DEC 2020

UNRESTRICTED FUND

RECEIPTS & PAYMENTS ACCOUNT (£)

RECEIPTS	2019	2020	PAYMENTS	2019	2020	
Collections	3,684	2,537	Diocesan Share	13,310	12,664	
Planned giving	4,720	5,860	Benefice Expenses	3,065	2,536	
Tax Recovered	3,035	1,149	Heating & Lighting	1,197	1,722	
Donations	628	9,914	Insurance & Security	2,377	2,538	
Fees	240	274	Fete Expenses	3,219	1,535	
Event income	20,295	1,266	Churchyard & Fabric	2,277	0	
Insurance receipt	7,250	0	Supplies & Services	564	1,639	
Transfer from Fabric fund	5,000	0	Charities & Mission	2,964	734	
Interest on deposit account	55	15	Other expenses	702	153	
Other	21	20	Fete proceeds to Friends	3,250	0	
			Roof repairs	0	19,785	
	44,928	21,035		32,925	43,306	
Surplus/(deficit)	12,003	(22,271)				
Balances at 1 January						
Current account	21,171	33,099				
Deposit account	9,538	9,613				
	30,709	42,712				
Balances at 31 December						
Current account	33,099	20,426				
Deposit account	9,613	15				
	42,712	20,441				

DESIGNATED FUND : CHURCH FABRIC RESERVE (£)						
	2019	2020				
CBF Investment Fund						
Market value at 1 January	40,850	13,496				
Contribution to Development Fund	(30,000)	0				
Contribution to roof repairs	(5,000)	0				
Investment gain	7,646	1,377				
Market Value at 31 December	<u>13,496</u>	<u>14,873</u>				
RESTRICTED FUND - PCC DEVELOPMENT ACCOUNT (£)						
RECEIPTS	2019	2020	PAYMENTS	2019	2020	
Transfers from Friends	421,641	45,817	Church redevelopment costs	639,673	70,946	
Receipts on behalf of Friends	127,459					
Receipts from DCMS Scheme	102,088	1,948				
	<u>651,188</u>	<u>47,765</u>		<u>639,673</u>	<u>70,946</u>	
Surplus/(deficit)	<u>11,515</u>	<u>(23,181)</u>				
Balances at 1 January						
Current account	<u>26,355</u>	<u>37,870</u>				
Balances at 31 December						
Current account	<u>37,870</u>	<u>14,689</u>				

DONHEAD ST ANDREW PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DEC 2020

RESTRICTED FUND: FRIENDS OF DONHEAD ST ANDREW CHURCH
RECEIPTS & PAYMENTS ACCOUNT (£)

RECEIPTS		2019	2020	PAYMENTS		2019	2020
Donations:				Appeal costs:			
Friends subscriptions		1,782	1,299	Newsletters and AGM costs		251	46
Appeal Donations		25,592		Postage , stationery and sundries		54	18
Donations at events	(Note 6)	250		Chair Plaques			124
Chair Appeal donations		8,791	2,360				
Gift Aid on donations		5,359	5,881				
Grants:							
Trusts and Foundations		274,800	30,000				
Events income (excluding donations above):	(Note 6)	5,828		Events expenses:		538	
Sale of pews		395					
Fete proceeds		2,220					
Sales of merchandise			1,294				
Interest on deposit account		235					
		325,252	40,834			843	188
Excess of receipts over payments		324,409	40,646				
Transfer from PCC Fabric Fund		30,000					
Transfer of funds to Development account		(421,641)	(39,251)				
Amounts paid directly to Development account		(127,459)	(5,881)				
Net funds payable to PCC		786	124				
Balances at 1 January							
Current account		17,178	10,038				
Deposit account		186,783	18				
		203,961	10,056				
Balances at 31 December							
Current account		10,038	5,694				
Deposit account		18	0				
		10,056	5,694				

DONHEAD ST ANDREW PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

STATEMENT OF ASSETS (£)

	Notes	2019	2020
UNRESTRICTED FUND			
Cash Funds			
Bank Current Account		33,099	20,426
CBF Deposit Account		9,613	15
		<u>42,712</u>	<u>20,441</u>
DESIGNATED FUND : CHURCH FABRIC RESERVE			
Investment Assets			
CBF Investment Fund			
299.14 Accumulation Shares at market value on 31 December		13,496	14,873
		<u>13,496</u>	<u>14,873</u>
Investment gain		7,646	1,377
RESTRICTED FUND: PCC DEVELOPMENT ACCOUNT			
Bank Current Account		37,870	14,689
		<u>37,870</u>	<u>14,689</u>
RESTRICTED FUND: FRIENDS OF DONHEAD ST ANDREW CHURCH	1		
Cash Funds			
Bank Current Account		10,039	5,694
CBF Deposit Account		17	-
		<u>10,056</u>	<u>5,694</u>
TOTAL ASSETS		<u>104,134</u>	<u>55,697</u>

NOTES TO STATEMENT OF ASSETS AND LIABILITIES

1. Friends' assets are a Restricted Fund for maintenance and improvements to the fabric of the church and churchyard.

2. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.

3. Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal are recognised but not valued in the Statement of Assets and Liabilities

4. Donations for Charities & Mission were as follows:

	2019	2020
Friends of Salisbury Cathedral - Annual Subscription	10	10
Donheads Happy Gathering)	350	
Wiltshire Air Ambulance) share of fete profit	700	
Tisbus)	350	
Semley Primary School	350	
Ludwell Primary School	661	
Royal British Legion - Special Collection Remembrance Sunday	543	95
Julia's House Children's Hospice - Carol Service		629
TOTAL	£ 2,964	734

5. The redevelopment of the church was completed in the year. The final two payments amounting to £29,638 were paid to the main contractors during the year.

6. The impact of COVID-19 was illustrated by the inability to hold fund raising events. Income from events fell from £26,123 in 2019 to £1,266 in 2020.

INDEPENDENT EXAMINER'S REPORT

TO DONHEAD ST ANDREW PAROCHIAL CHURCH COUNCIL

This report on the accounts of the PCC for the ended 31 December 2020 which are set out on pages 6 to 9 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the regulations") and section 43 of the Charities Act 1993 ("the Act").

RESPECTIVE RESPONSIBILITIES OF THE PCC AND THE EXAMINER

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Regulations and Section 43(2) of the Act does not apply. It is my responsibility to issue this report on these accounts in accordance with the terms of the Regulations.

BASIS OF THE REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 43(7)(b) of the Act to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - a. to keep accounting records in accordance with section 41 of the Act: and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act and the Regulations have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Debbie Cruxton
Tisbury