

**ST PETER'S CHURCH, PETERCHURCH ANNUAL REPORT OF THE PAROCHIAL
CHURCH COUNCIL FOR YEAR ENDED 31ST DECEMBER 2020**

ADMINISTRATIVE INFORMATION

St. Peter's Church is situated in Church Road, Peterchurch. It is part of the WyeDore Valley Benefice within the Abbeydore Deanery and the Diocese of Hereford. The Peterchurch Parochial Church Council (PCC) is a charity registered with the Charity Commission No: 1152026

The correspondence address is:

The Vicarage
Madley
Hereford
Herefordshire
HR2 9LP

PCC members who have served from January 2019 until the date this report was approved are:

Incumbent: Revd. S Lockett

Churchwardens: None

Deanery Synod Representatives: Mrs J Barnard (until March 2020)

Elected PCC Members:

Mrs. P Savage
Mrs. C Rouse
Miss. M Harmer
Mrs. J Barnard (until March 2020)
Mrs. V Vaughan

Non-PCC Members:

Mrs S Scott: Secretary
Ms S Halliday- Treasurer/Book keeper

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

OBJECTIVES AND ACTIVITIES

St. Peter's PCC has the responsibility of co-operating with the incumbent, the Revd. Lockett, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St. Peter's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work

To facilitate this work, it is important that we maintain the fabric of the Church of St. Peters and St. Peter's Centre (HUB)

ACHIEVEMENTS AND PERFORMANCE

The PCC are keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, morning prayers provide a quiet, intimate and reflective environment for worship whilst opportunities are provided for people to engage in more outgoing worship such as that provided by the activities within St. Peter's Centre.

At the beginning of 2020 we continued to welcome families into our church with our relaxed Family Worship on the afternoon of the 4th Sunday each month, but with Covid restrictions we were unable to continue with this throughout the rest of the year. When restrictions were eased, when possible, we held a monthly service and the church was opened for private prayer, all in a covid secure environment.

In addition, a great deal of time and thought was spent during the year on making best use of the new services, particularly as the incumbent is stretched to cover services in the 5 churches in the Benefice. All are welcome to attend our regular services.

Church attendance: there are 15 parishioners on the Church Electoral Roll following the 6-year revision and the average attendance at a service was 20.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have had 0 Baptisms, 0 Weddings and held 3 Funerals in our church this year.

PASTORAL CARE

Some members of our parish are unable to attend church due to sickness or age. Revd. Lockett or the visiting team has visited all church members who have requested it, to celebrate communion with them either at their homes or in hospital. There is also a monthly home communion service, which takes place in the house of one of our parishioners, to which all are welcome. In the present circumstances this has only been possible on a limited number of occasions.

DEANERY SYNOD

One member of the PCC sat on the deanery synod until March 2020. This provides the PCC with an important link between the parish and the wider structures of the church. No-one was able to take this role over in March so presently we have no representative. This year the PCC has also focused its attention on the questions posed to parishes in the deanery about the most effective deployment of stipendiary and non-stipendiary clergy.

VOLUNTEERS

We would like to thank all the volunteers who work so hard and tirelessly to make our church the lively and vibrant community it is and for their outstanding response during lockdown. Our Treasurer/book keeper who has helped us all to understand the church's accounts and its finances, our Secretary for all her unstinting work and all the other members of the PCC for their valuable contribution to our ministry and for keeping the church running.

REVIEW OF THE YEAR

This year we have all had the added complication of Covid -19. The Church building was closed in March as per government stipulations and all Church/Hub

activities stopped immediately. All PCC meetings from that point were conducted remotely.

The full PCC met remotely numerous times during the year with an average level of attendance of 95 %. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

The new rota of services has continued when government policy allowed although they were very different and much reduced.

Revd. Lockett "Bible study class" and 'Stillpoint' (a meditation group) both held once a month in the evening within St. Peter's Church was cancelled from March but Stillpoint restarted in November.

InSPIRE monthly Lunch (run by the PCC) was cancelled from March and is still unable to resume due to the covid restrictions.

Messy church held once a month was cancelled from March and is still unable to resume.

The Parish Giving Scheme has continued at St Peter's Church this year as a way of giving. We will continue to market this in the coming year.

The church reopened in a covid secure way for an hours private accompanied prayer on 25th June taken by Revd Lockett. Limited Services resumed when government policy allowed.

The condition of the spire has been causing concern for some time. The DAC cancelled a visit in May 2019 and we are yet to hear when they have re-scheduled a visit.

THE HUB PROJECT

Activities continued until the Church building was closed for all Hub activities on the 17th March.

All Hub staff were involved in a community response with the help of the Parish Council and the Monday club. The project coordinator oversaw the running of the response which resulted in a 'helpline' being set and an army of volunteers to help. Due to the increased work-load she received extra hours from the lottery.

Revd Lockett (Project Director), the Project Co-ordinator and Cafe staff have all been remarkable in their resilience under extreme pressure and uncertainty. Due to all their creativity and flexibility from the beginning of the Pandemic to the end of the year they have all maintained a service that supports the community and allows for essential elements of people's lives to be catered for. During those times that the regulations allowed the cafe to be open the café staff provided much needed support and contact for the isolated whilst adhering to all social distancing and hygiene requirements."

The Hub café reopened in July over less days but longer hours and in a covid secure way. The volunteers were limited due to them either still shielding or not yet willing to come back. Due to the demands of extra covid cleaning and lack of café

volunteers a bid was submitted for a 6month self-employed person to work within the café and cover the helpline. This was successful and they started in October. The helpline continues to run and be available to all in the community.

From the 1st January 2020 until March the café was still doing exceptionally well since it opened in January 2017. It is usually open four days a week from 11am-2pm and offers homemade cakes, teas, coffee and lovely home cooked light lunches made to order. None of this would be possible without the fantastic volunteers who offer their time to bake, cook and welcome all visitors into the church building. The café has had up to 72 visitors in a day of all ages and from far and wide enjoying a relaxed friendly environment. We have received some amazing reviews both on the Hub Facebook page and TripAdvisor.

The library, also staffed by volunteers, is situated within the bell tower This was also closed in March and has yet to reopen due to the difficulties in it being able to be covid secure.

All Hub activities which are under the umbrella of the PCC/Church were cancelled from March onwards

Wye Valley NHS Trust Physio and Occupational Therapists come to St Peter's Centre once a month on Tuesday lunchtime for consultations and referrals - Cancelled March

Community Brokers from Hereford Council also attend a monthly session within the centre offering valuable help and advice to the general public - Cancelled March

Health Visitors come monthly during our 'kids café' to weigh and check babies again held in the Nave of the Church - Cancelled March

Hirer's Events also held throughout the year in St Peter's Centre were all cancelled in March and have yet to resume.

FINANCIAL REVIEW

St Peter's Church has two entities, the Church and St Peter's Centre (Hub), both of which take place within the church building and come under the jurisdiction of the PCC.

A great deal of the Church's income goes to the Diocese such as monies received via the Parish Giving Scheme and other donations in addition to Gift Aid and GASDS claims. This year, due to the Covid restrictions, the Church's was unable to raise funds by way of collections, inSpire lunches and weddings. During an emergency PCC meeting it was noted that after the June payment there would be insufficient funds to pay the parish offer for the remainder of the year. The PCC had no choice but to cancel the direct debit and inform the financial department at the Diocese. The PCC had to think of a Covid secure way to raise funds to pay the parish offer, ministerial fees and bills. With the help of Richard Jones (PGS advisor) it was decided to review the church insurance,

start a 100club and look into obtaining a contactless giving unit for within the church. We are pleased to say the insurance moved to a cheaper provider in September, the 100 club was set up in July and the contactless unit is now in-situ. When the Hub café was allowed to partially re-open the PCC ran a weekly cream tea event throughout August and held a harvest lunch in October. These fund-raising events were able to take place thanks to the Covid secure set up within the Hub café.

Due to the tremendous efforts of the PCC and several very generous donations sufficient funds were raised to pay the remainder of the 2020 parish offer (despite the pandemic) and to increase the original commitment for 2021.

At St Peter's Centre we have 3 paid part-time members of staff to administer the running, marketing and growth of the Hub for community use. Since July the Hub has paid 90% of all running costs and maintenance such as electricity, fire alarm and boiler maintenance, mowing, electrical and roof repairs. A small grant was obtained to cover the cost of a part time assistant for 6 months primarily to run our Covid helpline.

Unfortunately, an attempt to claim on the insurance policy for business interruption caused by the pandemic was unsuccessful.

No grants were secured to cover running costs during 2020 but the Big Lottery award continued to cover wages and equipment and the Centre benefits from a Renewable Heating Incentive grant. Fortunately, the income usually generated through the café and room hire has been covered by the Small Business Rates Relief grants.

The current Big Lottery funding ends in October 2021; a further bid is being prepared.

RESERVES POLICY

In light of the Pandemic the PCC re-wrote it's reserves policy based on a 90/10 split between the Hub and Church respectively. There is now an emergency repair fund which is intended for use to replace the boiler when necessary. Other reserves have been designated to cover 3 months of Parish Offer payments, 4 months' operating costs and 4 months' wages (in the event of no grant funding).

There are also shares valued at approximately £2000 invested with the Church of England CCLA Deposit and Investment Funds.

Approved by the PCC on.....12 July 2021.....

Signed by..........

Date.....12 July 2021.....

PETERCHURCH PAROCHIAL CHURCH COUNCIL - CHURCH - Income & Expenditure Account for the year ending 31/12/2020

<u>Income</u>	<u>2020</u>	<u>2019</u>	<u>Expenditure</u>	<u>2020</u>	<u>2019</u>
Gift Aided donations	£6,236.48	£6,005.00	Fund Raising	£619.90	£931.51
Other Planned Giving	£240.00	£530.00	Donations	£277.50	£150.43
Cash collections	£345.90	£1,068.00	Parish Share / Offer	£10,250.02	£10,250.00
Restricted collections CHARITIES	£60.50	213.53	Wages (Treasurer)	£807.40	£977.25
Wall safe & misc donations (inc GVN)	£4,897.43	£2,742.72	Clergy expenses	£2,292.00	£2,292.00
Special appeals / designated (Bell ringers)	£90.00	£1,287.47	Repairs / renewals / servicing	£568.48	£1,444.56
Gift Aid Tax reclaimed	£3,494.15	£2,330.02	Church Requisites	£415.03	£794.48
Fund Raising	£3,814.40	£3,337.49	Churchyard maintenance	£742.20	£486.25
Income from investments	£263.53	£261.65	Utility bills	£154.99	£525.30
Wedding and Funeral Fees	£719.00	£814.00	Trading costs inc insurance	£89.27	£1,766.93
Electricity Wayleave	£11.92	£11.92	Flat Expenses	£68.96	£350.00
Flat Rent		£1,165.00	Major repairs	£78.00	
TOTALS	£20,173.31	£19,766.80	TOTALS	£16,363.75	£19,968.71
2020 Income exceeds Expenditure by				£3,809.56	
2019 Expenditure exceeds Income by		£362.81			

John Hett

12/7/21

PETERCHURCH PAROCHIAL CHURCH COUNCIL - HUB - Income & Expenditure Account for the year ending 31/12/2020

<u>Income</u>	2020	2019	<u>Expenditure</u>	2020	2019
Café takings	£12,730.16	£22,060.74	Café purchases	£3,326.33	£5,431.66
Centre Hire	£1,548.58	£6,838.00	Wages (BL shortfall)	£1,643.30	£945.91
RHI Payments	£7,487.38	£7,476.41	Heating	£7,591.63	£8,945.48
Donations	£664.95	£751.49	Utilities	£2,608.27	£3,219.87
Restricted donations	£140.00	£102.00	Restricted donations (cleaning & lift)	£907.00	
Covid-19 fund float	30.53		Supplies (stationery, till, benches, tables, laptop etc)	£2,666.70	£1,597.83
			Repairs / servicing (no grant funding in 2020)	£8,605.22	£640.59
TOTALS	£22,601.60	£37,228.64	TOTALS	£27,348.45	£20,781.34
2020 Expenditure exceeds Income by	£4,746.85				
2019 Income exceeds Expenditure by					£16,447.30
<u>Grants / Funding Received</u>			<u>Grant Funded Expenditure</u>		
Big Lottery (£27,103.17 c/f)	£60,769.00	£77,331.03	Salaries, sessions, expansion, marketing, transport etc	£55,846.38	£50,227.86
Bulmer (c/f)		£3,348.28	Waste, boiler, water tests, CCLI, dw upgrade, door cl		£3,348.28
Eveson (£353.64 c/f)		£3,000.00	Lift maint, boiler, fire alarm, lift ins, cespitt, water tests	£353.64	£2,646.35
Elmley (£2,000.00 c/f)		£2,000.00	Event Jan '19 + felting workshop	£1,351.50	
CAF re lift		£707.00			
Fastershire	£314.64			£314.64	
HCF	£4,860.00		Temporary staff	£1,297.00	
HCF	£2,000.00		Peterchurch unlocked events	£1,043.88	
Talk Community				£288.94	
Big lottery adjustments 30/10/20	£323.30				
Herefordshire CC Covid grants	£11,334.00				
TOTALS	£79,600.94			£60,495.98	
2020 Grant Income exceeds Expenditure by				£19,104.96	
		SUMMARY			
GRANT GAIN	£19,104.96		BANK CLOSING BALANCE	£66,939.30	
OTHER LOSS	-£4,746.85		BANK OPENING BALANCE	-£52,581.19	
	£14,358.11		NET MOVEMENT	£14,358.11	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Peterchurch Parochial Church Council

On accounts for the year
ended

31st December 2020

Charity no
(if any)

Set out on pages

1 and 2

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020.

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

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

Independent
examiner's statement

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

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached. It hasn't been possible to complete a sample check (IE decision) of the physical receipts/bank statements etc for 2020, but I have been given assurance that the control processes examined in previous years are still being followed.

Signed:

T C Humberstone

Date:

18/5/2021

Name:

T C Humberstone

Relevant professional

ACMA, GCMA

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

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Address:

Willow House

Peterchurch
Hereford

HR2 0RT

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of
any items that the
examiner wishes to
disclose.**

None

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Jim Hiett

12/7/21

Qualification(s) or body
(if any)

Wallow House

Address

Petersburg

Herford

HRS ORT

Section 5

Disclosure

Only complete if the examiner needs to highlight material matters of concern
(see OC-52, Independent examination of security accounts, directions and
guidance for examiners)

Give here brief details of
any items that the
examiner wishes to
disclose