

2021 Report and Accounts for the Parochial Church Council of St Michael & All Angels, Enfield

**St Michael & All Angels has charitable status as a registered place of worship under
Section 3 of the Charities Act 1993. Charity Number 1152102**

Background, Aims & Purposes

The Parochial Church Council is a corporate body, established by the Church of England. The Parochial Church Council (PCC) of St Michael & All Angels Church works with and supports the Vicar, the Revd. Stephen Taylor, in promoting the whole mission of the church with respect to pastoral, evangelistic, social and ecumenical matters within the parish. The PCC also has maintenance responsibilities for the church buildings, comprising the church and church Halls.

The PCC operates under the Parochial Church Council (Powers) Measure. The PCC is registered with the Charity Commissioners. PCC Members are also Charity Trustees and must ensure compliance with charity law and church (ecclesiastical) law and exercise a duty of prudence and a duty of care. In the planning of activities the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

Matters related to church and other legislation (compliance with Health and Safety, Disability Discrimination and Child protection etc.) are brought to the notice of PCC members for review and action.

The PCC has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Membership

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. All church members are encouraged to register on the Electoral Roll and to stand for election to the Council. The Council operates one sub-committee: the Standing Committee comprising the Incumbent, Churchwardens, Treasurer, Secretary and 1 PCC representative.

PCC Members

The Revd. Stephen Taylor

Incumbent – Ex-Officio

Elected Members

Andrew Lawrence – Church Warden

Andrew Howarth – Church Warden

Richard Bunce – Lay Reader

Neil Boyd

Joan Jordan

Katherine Malleson

Nicholas Clement

Eileen Phillips

Donna Mitchell

Mark Beckwith – Treasurer

Debbie Delaney

Paul Merryfellow

Pamela Thompson – Deanery Synod Rep

Appointed

2018

2019

2015

2018

2018

2018

2018

2019

2019

2019

2020

2020

2020

Office Expires

Ex-Officio

Ex-Officio

Ex-Officio

2021

2021

2021

2021

2022

2022

2022

2023

2023

2023

Standing Committee Members

The Revd. Stephen Taylor

Andrew Lawrence

Andrew Howarth

Pamela Thompson

Mark Beckwith

Paul Merryfellow

Chairman (Ex-Officio)

Church Warden

Church Warden

Secretary

Treasurer

PCC Rep

The Postponed APCM

The APCM for 2020 took place on Tuesday 13th October 2020. Richard Bunce chaired the meeting in Fr. Stephen's absence due to illness. Laura Willis, Peter Newbury and Pamela Thompson had remained on the PCC up until the APCM. Debbie Delaney, Paul Merryfellow and Pamela Thompson (as Deanery Synod Rep) were duly elected on to the PCC.

PCC & Standing Committee Meetings

Due to the Coronavirus Pandemic and subsequent lock downs, the PCC and SC meetings were conducted over Zoom with an average attendance of 90%. In Fr. Stephen's absence, Andrew Lawrence took the chair. A tremendous amount of work was undertaken by our two Church Wardens and Lay Reader during Fr. Stephen's absence.

There were no Safeguarding issues raised and no reported incidences of Covid19 arising from Church services

The first PCC meeting (held after the APCM) met to elect the Officers and a PCC representative on to the Standing Committee. There were 8 PCC Meetings and 7 SC Meetings.

The principle business of the PCC during this most challenging year can be summarised as follows: -

Church Worship During Covid19

1. Discussed plans to livestream services during lock down.
2. When safe to do so, the PCC agreed to open the church for private prayer following Government safety guidelines.
3. Planned the reopening of church after lock down and reintroducing church worship.
4. Discussed the many challenges faced in reopening church for people to attend services after lock down – making sure of the entry and exit points, seating people under the 2 metre distance rule, ensuring people wore masks and remained in their seats.
5. The Churchwarden's Extended Warden Team Rota was set up to cover arrangements for church services.
6. Discussed church services and festivals.
7. In December 2020, during Tier 4, the PCC took the difficult decision to suspend Public worship. This was due to a number of factors – the need to ask visiting clergy to travel to lead the services, the safety of our Lay Reader, Church Wardens and volunteers in church. We reviewed the situation every 4 weeks.
8. In Fr. Stephen's absence out of lock down, Richard Bunce led the Sunday and Wednesday services. Richard also produced a weekly "Thought for the Day" for the Church Website and Facebook page.
9. Promoting the Church of England's social media posts on the Church Website, Facebook page and Twitter.

Church Organisations

1. Reapproved the current safeguarding document for an interim period.
2. Church groups remained closed throughout the year but the Brownies and Guides continued to meet via zoom.
3. The Church Wardens met with Martin Reilly to discuss the risk assessment and arrangements for Cornerstones Youth Groups to start back.

Community

1. Checked to make sure of the safety and well being of members of the congregation and vulnerable people known to us in the community.
2. Charity support – we agreed to support local community charities as and when the need arose.

Finances

1. Approved the Accounts and Financial Statements for the year ended 31st December 2020.
2. Finance matters.
3. Common Fund for 2021. Meeting to discuss reducing our contribution due to our income being significantly reduced throughout the year.
4. Optimising our contactless donations. Promoting the use of AmazonSmile and donations through our website and Facebook page.

Hall & Church Maintenance

1. Discussed the risk assessments for hall users returning.
2. Reviewed the Church Works Item Tracker – maintenance work for the Church and halls.
3. **Gas certification and heating maintenance**
4. **Organ tuning and maintenance**
5. Fire safety and insurance.

St Michael's School

The Church Wardens met Miss Matthews and Max Gillibrand (School Governor) to discuss school admissions and the church attendance registers. The registers were suspended in lock down and Tier 4.

Electoral Roll

At the time of the Annual Parochial Church Meeting, there were **199** parishioners on the Electoral Roll.

Pamela Thompson
Secretary to the PCC

Objectives and Activities

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 Michaels. 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.

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 Michaels and the Church Halls Complex.

Safeguarding

Safeguarding is of paramount importance and something which is taken extremely seriously at St Michaels. Our PSO is Mrs Andrea Jones and our Parish safeguarding policy is reviewed and agreed each year by the new PCC at their first full meeting following the date of the APCM. The policy – together with our safeguarding information poster - is displayed both in the Church, in the Halls complex, and there are links to both on the homepage of our website. No safeguarding incidents have been reported either to or by the PSO this year

Achievements and Performance

Worship and prayer

Covid-19 hit St Michaels hard, and, although only losing two people who died with the Virus, the Church was closed for a good part of the year, and when it has been operational, the numbers allowed to worship together are severely restricted. The PCC were keen to offer Private Prayer as soon as it was allowed, and opened up for Public worship at the earliest opportunity. Livestream services were offered as soon as lockdown started, and the Sunday Evening service continues in that fashion at the current time. The main Sunday morning service is repeated on Wednesday mornings to allow as many people to worship each week as possible with all having the same spiritual input. Unfortunately the Vicar was diagnosed with Cancer which meant that for the last 9 months the lion's share of dealing with Parish life has fallen on the Churchwardens and Licensed Lay Reader

All are welcome to attend our regular services. At present (2021) there are 199 parishioners on the Church Electoral Roll. Much of our extra missional activity throughout was curtailed through national Covid restrictions, but we kept an eye on the community and offered our support and prayers. Our average weekly attendance whilst restrictions have been in place is 95 (which are mostly adults since we have been unable to host our children's Sunday Clubs). We have sought to ensure that service material, readings and Children's material is available on our website each week. It is hoped that as restrictions throughout the country begin to ease, so we will be able to reinstate many of the things that we have had to pause.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Whilst pastoral rites have often been stopped intermittently by Covid restriction, nevertheless, 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 celebrated 2 baptisms, 1 wedding and conducted 6 funerals either in church or at a Crematorium or Cemetery this year.

Deanery Synod

One member of the PCC sits on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Due to Covid the Synod met only very recently for the first time since March 2020.

Father Stuart left in July and we welcomed Revd Stephen Gallagher as Area Dean in September.

The Night Shelter, which Enfield has been involved in for many years, was unable to operate as usual. As always they are looking for volunteers.

The LDBS prepared a plan to complement the Diocesan Vision for 2030.

The prayer meeting via zoom went ahead with good attendance.

The first Deanery meeting via zoom was on Thursday 22nd April 2021. Sue Johnson was elected as Lay Chair. Fr Stephen Gallagher welcomed Bishop Rob Wickham to the meeting.

London Diocesan Board for Schools will consist of a smaller group, looking at ways to support schools and missionary work.

Bishop Rob thanked the deanery for their support during Covid. He set out his vision and plans for London Vision 2030 -

Discipleship for young people, tackling issues such as mental health and the environment. Dealing with cultural differences and racial justice. Action in uniting across the borough and Diocese. Building up our children and helping the marginalised and poor in the community. Showing a positive role of the United Church with Clergy and Lay working together in everyday faith.

Questions were raised:- How can we use our structures to listen to each other? Tackling racial differences. Has the vision been shaped by zoom meetings/online church? How can we make sure our older church members remain valued? Sharing human resources, auditors, safeguarding and increasing training in the deanery.

Hope is that the next meeting in July 2021 will be in person.

The Church

We want our church to be open to our community for private prayer and have tried to make this possible as much as we can during the pandemic.

The Church Halls Complex

The Halls have had to remain closed for much of the pandemic due to national restrictions, with only the Pre-School being allowed to operate. However, whenever regulations have permitted, the regular renters which include a number of children's dance schools, various pre-school activity groups, a breakfast club, and an adult dance school. Unfortunately due to the nature of the groups, neither of the Guiding Units nor our own Parish Youth Group has been able to meet physically, although the Guiding Units have been meeting each week on Zoom, however, our Youth Group is opening as of 13 May, and the Guiding Units are hoping to come back to meeting in the hall together very soon. The Hall is managed by Mr Peter Newbury, who is responsible for keeping the diary, lettings, and organising on-going maintenance. We have one regular cleaner, who comes in twice a day. The hall is regularly maintained and is popular with the local community/user groups. During the lockdowns and once it was permitted, we took the chance to redecorate the halls and the communal areas.

Pastoral care

We have been unable to visit people at home or in Care homes during the pandemic but have kept in touch with anybody in need via telephone. We have good relationships with the local hospital Chaplains who assist where necessary. We are often called to help those who have no connection with the church, but are in need of support, and see it as a very important part of our ministry.

Community & Outreach

Unfortunately, nothing has been possible to be run under these auspices during the past year due to Covid, but plans are being made for the future in the hope that as restrictions ease we will once again be able to return to a full programme of events – and are also exploring ‘different’ ways of doing things where restrictions may well still be in force

The C & O group is still an excellent way to include new members of the congregation and which increases every year—new ideas and events are encouraged to keep things fresh and dynamic which in turn boosts attendance and willing support.

Ecumenical relationships

The church is a member of Churches Together in North West Enfield. Unfortunately due to illness of the leader, this has fallen apart, however we do our best to support our ecumenical neighbours, and the Vicar has good relationships with the leaders of all the local churches

Financial Review

Total receipts on unrestricted funds were £55,669 of which £23,215 was unrestricted voluntary donations, and a further £6,040 was from Gift Aid. Unfortunately Covid hit the finances hard, both in terms of regular giving and collections (since the Church was often closed for worship), and from receipts from Hall rentals since this also had to be closed for long periods of time. £80,545 was spent from unrestricted funds to provide the Christian ministry from St Michaels Church, including the contribution to the Diocesan Common Fund (£38,003). The net result for the year was a negative balance (for the first time in 13 years) of receipts over payments of £20,877 on unrestricted funds. Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31 December on unrestricted funds totalled £31,981. In the light of the restrictions placed on Church's and their halls by the COVID-19 pandemic, we were fortunate in that the previous year's healthy bank balance kept us going as a Church during the months of Covid shutdowns where all other income virtually dried up.

Reserves policy

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months' unrestricted payments. This is equivalent to around £24,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance of £31,981 held on unrestricted funds at the year end, together with the amounts payable to and by the PCC, is adequate for this – but this will be depleted still further by the ongoing effects of those COVID-19 pandemic restrictions currently in operation

Volunteers

We would like to thank all the volunteers (a very large number), who work so hard to make our church the lively and vibrant community it is. Everyone is valued no matter how big or small their part is, or in what area.

Fabric Report

The church had to contend with repeated lengthy closures during 2020/21, due to the coronavirus pandemic. Throughout these closures, the church was regularly checked by the Churchwardens.

During the year, the Vicar and Warden team have ensured that the buildings are kept ‘Covid-secure’ with regular review and adherence to a specially developed risk assessment, which has been adapted over time to meet the changing requirements of Covid guidance and legislation. This has included the addition of signage to ensure social distancing, use of one-way systems etc.

Normally the church would be cleaned once a month with halls being cleaned daily. During the first lockdown cleaning stopped; however, this resumed once church was re-opened for private prayer – cleaning was carried out up to 3 times a week to coincide with this. Cleaning continued to be carried out to coincide with usage once worship resumed in July, and by August guidance had changed to allow cleaning to be reduced where a gap of 48 hours could be ensured between use.

From September hall usage restarted, although only for one renter (a pre-school) and the halls were cleaned on a daily basis up to Christmas. Hall cleaning then resumed on a daily basis from mid-January, with the halls being empty between Christmas and this point.

During the year the church, halls and gardens continued to benefit from ongoing maintenance, with the following having been carried out on a regular or as necessary basis:

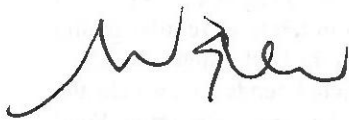
- Regular inspections of the church and halls.
- Clearance of litter in the car park and gardens.
- Maintenance, service and tuning of the organ (October 2020).

- Fire safety check and inspection of all fire extinguishers in the church and halls by T&J Fire (all passed), including the replacement of fire blankets (December 2020).
- Service of gas heaters by Argonaut (November 2020).
- Replacement of broken tiles over the lower vestry, which had led to water running down the inside walls, cleaning of guttering and unblocking of downpipe. All of which has resolved the issue of water ingress (November 2020).
- Re-painting of church halls (Autumn 2020).
- Fitting of smart electricity meters in the halls (throughout 2020) and in church (February 2021).

Ongoing items raised during the Quinquennial Inspection of November 2019 are captured on an action plan and reviewed by the PCC.

Churchwardens: Andrew Lawrence & Andrew Howarth

Assistant Churchwardens: Peter Newbury, Cate Brooks, Max Gillibrand & Greta Lutwyche



The Rev'd Stephen Taylor
Vicar



Mr Andrew Lawrence
Vicars Warden



Mr Andrew Howarth
Peoples Warden



Mr Mark Beckwith
Treasurer

May 2021

St Michael and All Angels Enfield

Vicar

The Rev'd Stephen Taylor
St Michael's Vicarage
Gordon Hill
Enfield EN2 0QP

Index to Financial Statements of the Parochial Church Council for the year ended 31 December 2020

Statement of Financial Activities (SOFA)

Statement of Assets and Liabilities

Independent Examiners report

Bank

Barclays
20 The Town
Enfield
Middx EN2 6LY

Independent Examiner

Odette Findley FCCA
48 Hyde Park Avenue
London N21 2PP

St Michaels & All Angels Church, Enfield
Financial Statements for the Year Ended 31st Dec 20
General (Unrestricted) Fund Receipts & Payments Account

	£	2020	£	2019	£
Receipts					
Regular Giving					
Planned Giving	£	15,221	£	16,937	
Collection & other giving	£	7,994	£	31,539	
Income tax recovered	£	6,040	£	5,331	
Interest income			£	21	
		£	29,255	£	53,828
Other Voluntary Receipts					
Parochial Fees	£	347	£	1,086	
		£	347	£	1,086
Receipts From Church / Hall Activity					
Hall Rental	£	29,063	£	63,675	
Corner Stones	£	585	£	4,208	
Toddlers	£	419	£	1,132	
		£	30,067	£	69,015
Total Receipts		£	59,669	£	123,929
Payments					
Church Activities					
Halls Expenses	£	6,146	£	13,252	
Halls Management	£	5,176	£	5,195	
Church Expenses	£	4,273	£	6,229	
Parish Worker / Youth Worker	£	3,000	£	2,750	
Organist	£	660	£	4,050	
Clergy Expenses	£	1,614	£	1,762	
Insurance	£	5,474	£	5,047	
Common Fund	£	38,003	£	47,242	
London Diocese Fees	£	646	£	1,132	
Vicarage Energy	£	298	£	228	
Church Energy	£	1,919	£	3,395	
Hall Energy	£	3,482	£	5,902	
Telephone	£	189	£	188	
Printing	£	2,176	£	2,454	
Cleaning & Hygiene	£	5,733	£	6,146	
Security	£	453	£	432	
Loan Repayment	£	-	£	1,280	
Corner Stones	£	730	£	3,189	
Toddlers	£	-	£	212	
Other Payments	£	571	£	1,516	
Total Payments		£	80,545	£	111,600
Excess of Receipts over Payments			-(20,877)		£ 12,329
bank current and deposit ac 1/1	£	52,858		£	40,529
bank current and deposit ac 31/12	£	31,981		£	52,858

St Michaels & All Angels Church, Enfield
Financial Statements for the Year Ended 31st Dec 2020
General (Restricted) Fund Receipts & Payments Account

Receipts					
Restricted Donation Transfer	£	-	£	-	
Payments					
Parish Worker	£	-	£	-	
				-£	1

Statement of Assets, Liabilities & Debtors at 31st Dec 2020

Cash Funds						
Bank Current Account	£	21,314		Bank Current Account	£	42,200
Business Saver Account	£	10,667		Business Saver Account	£	10,658
		£	31,981			£ 52,858
Liabilities						
LDF Loan	£	20,000		LDF Loan	£	20,000
		£	20,000			£ 20,000

Notes

- The loss occurring this year is a result of the pandemic due to reduced tithes and hall rental income.
- The Church has an interest free loan £20,000 as at 31/12/2020. The Church paid no interest during this financial year as was agreed by the London Diocese because of the current pandemic. Interest payments will be resumed when the Church is able with no penalties attached.
- The Church had gift aid receipts this year of £5,040 (2019 £5,331).
- The Church is not an asset of the Parish but has to be insured by the PCC. Insurance premiums paid in the year were £5,473 (£5,513).
- The Church's Common Fund payment this year was £38,003 (2019 £47,242).

Independent Examiner's Report to the members/trustees of St Michael & All Angels, Enfield, Parochial Church Council

I report on the accounts for the year ended 31st December 2020, which are set out on the previous pages.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.



O Findley FCCA
48 Hyde Park Avenue, London N21 2PP
30 April 2021

