

The Parish of St Michael & All Angels, Pirbright

ANNUAL REPORTS 2020

ST MICHAEL & ALL ANGELS, PIRBRIGHT

1. AGENDA - ANNUAL MEETING FOR THE ELECTION OF CHURCHWARDENS

Annual Meeting for the Election of Churchwardens

Sunday 18th April 2021 at 11.15 am in the Church and on Zoom

Chaired by Rev Beverley Hunt

AGENDA

- (1) Apologies for absence
- (2) Minutes of the last Annual Meeting held on Sunday 18th October 2020 (see Annex A)
- (3) Election of Churchwardens

2. AGENDA - ANNUAL PAROCHIAL CHURCH MEETING

Annual Parochial Church Meeting

Sunday 18th April 2021 at 11.30 am in the Church and on Zoom

Chaired by Catherine Cobley, Churchwarden

AGENDA

- (1) Apologies for absence
- (2) Minutes of the last Annual Parochial Church Meeting held on Sunday 18th October 2020 (see Annex A)
- (3) New Electoral Roll 2021
- (4) Report on the proceedings of the Parochial Church Council
- (5) To receive the Annual Financial Statements of the Parochial Church Council to the year ending 31 December 2020
- (6) Report from the Churchwardens on the Fabric, Goods and Ornaments of the church

- (7) Report on the proceedings of the Woking Deanery Synod
- (8) Election of members of the Parochial Church Council
- (9) Appointment of Sidespeople
- (10) Appointment of Auditor or Examiner
- (11) Reports from areas of parish life and teams of the Parochial Church Council
- (12) Report from the Chair
- (13) Any other business notified to the Chair prior to the commencement of the meeting

3. **REPORT ON THE ELECTORAL ROLL**

The procedure for revising the roll was set in motion on Thursday, 11 March 2021, with the display of a notice in the church porch and online inviting new members to apply for their names to be added to the 2021 Roll. This year, the window for submission of applications runs from 25 March to 3 April. During this period, application forms are being provided in electronic format at <https://www.pirbrightchurch.org.uk/electoralroll.htm> and by post on request. It has not been possible to provide paper forms in church this year, owing to Covid-19 restrictions.

Since the Roll remains open to new applicants until it is finalised on Saturday, 3 April, this report is necessarily provisional. The Roll currently lists 114 names, a net decline since last year of two members, resulting from the deaths of two members, departure of two members from the Parish and two new applicants. With more applications pending, however, I am hopeful that the 2021 Roll, when finalised, will at least equal last year's total of 116. The finalised Roll will be available for inspection in the church porch from 4 April until it is approved at the APCM on 18 April.

Andrew King, Electoral Roll Officer

4. **REPORT ON THE PROCEEDINGS OF THE PAROCHIAL CHURCH COUNCIL**

In May 2020 we celebrated the formal arrival of our newly licenced Priest-in-Charge, Rev Beverley Hunt, though she had been on the team of wonderful visiting priests for some months: and she has led the PCC in new ways, bringing prayers into the meetings at the beginning, middle and end, and also extending the use of Zoom.

Mary Johnson and Fred Cobbett retired from the PCC during 2020 and we thank them for their service. Helen Whitworth retired but joined again immediately as the new Churchwarden. Fred in particular did so much for the life of the church, and his important tasks have been taken on by a small army of volunteers.

We welcomed three new PCC members at the 2020 APCM in October, Jay Kleinberg, Diana Standing and James Grimshaw, and Patrick Straker agreed to stand again for another term.

The PCC has continued to meet on zoom, holding Standing Committees for urgent decisions such as tree work in the churchyard, and decisions about suspending communion in church. The PCC teams of Fabric and Works, and Social and Fundraising, have kept going through the pandemic and have been joined by the new Stewardship team and the Worship and Mission Team.

Thank you to all current and past members of the PCC who serve and have served God and the community as responsible trustees.

Caroline Bews, PCC Secretary

5. **TO RECEIVE THE ANNUAL FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL TO THE YEAR ENDING 31 DECEMBER 2020**

See Annex B.

6. REPORT FROM THE CHURCHWARDENS ON THE FABRIC, GOODS AND ORNAMENTS OF THE CHURCH AND CHURCHYARD

The Churchwardens are responsible for overseeing all aspects of church fabric and property together with the goods and ornaments. Much of the work associated with this has been in the care of the Fabric and Works Team, chaired by Catherine Copley and there is a full report later on in the agenda.

With a combination of the vacancy and the many restrictions due to Covid, the only items to report are the replacement of the water heaters in both the loos and treatment to the ceiling of the bell tower to seal it and make it more stable; and a repair needed to a very small hole in the east window (currently awaiting the outcome of a faculty application. In addition, the Ellacombe Chimes have been refurbished to enable the bells to be rung for weddings by one ringer during the pandemic restrictions. Every cloud can have a silver lining!

It is also worth noting that there has now been a much fuller rollout of the audio/visual system into our mainstream worship, especially vital during the times when the church could be re-opened for worship at the various stages of Covid-19 restrictions. It has taken on a whole new perspective! We are indebted to Michael and Alex Cannon for their ongoing technical support and to Andrew King and Caroline Bews as additional members of the technical team as they found ways of working their magic via an enhanced WIFI connection to eventually bring both the church and Zoom congregations together in sound and sight. We hope to train a few more volunteers in 2021. In the longer term, we continue to view the AV system as a very helpful element in our community outreach.

The fabric, goods and ornaments of the church are recorded in a church inventory (property terrier). This was painstakingly overhauled by hand by John Capito many years ago but it had become increasingly difficult to update. A year or so ago, Helen Whitworth and James Grimshaw kindly volunteered to create an electronic version which is now in an advanced state of being updated thanks to their hard work. This will make life much easier in the future!

Many individuals and teams of helpers are involved in the good care of the church and churchyard. This has necessarily changed somewhat as our activities have been

considerably restricted during the different stages of the pandemic. We remain so very grateful for all their devotion and hard work.

Two leading lights have decided to take well-earned retirement – Pam Talbot who has organised the team of voluntary cleaners for many years and Fred Cobbett who undertook a multitude of regular tasks for as long as we can remember, such that we have needed to replace him with several new volunteers! Due to Covid-19, we have also decided to move to paid cleaners at least for the time being. We are especially grateful to the Bell Tower Captain, Julia Douetil and her team of bell ringers who have had a frustratingly quiet year but who are waiting patiently to ring forth gloriously when distancing freedom is allowed; to Phil Douetil who has continued to keep a watchful eye on the church, to do minor repairs on the clock and to undertake the daily task of emptying the de-humidifier; to the willing and skillful help of Chris Talbot and Mike Allen who undertake a host of jobs to help to maintain the fabric of our church; to Caroline Bews for her faithful and expert laundry of the altar linen; and to Peter Cutting who has so efficiently led the Operation Churchyard team who work so hard throughout the year in all weathers to keep the churchyard tidy and beautiful. New members have also joined the team which is very welcome!

*Catherine Copley, Pauline Cannon (to Oct) and Helen Whitworth (from Oct),
Churchwardens*

7. REPORT ON THE PROCEEDINGS OF THE WOKING DEANERY SYNOD

Our Deanery representatives were Caroline Bews and Mark Newcombe.

The Deanery comprises representatives from all 15 parishes in the Woking area led by the Area Dean, Rev Jonathan Thomas of St Peter's, Old Woking.

The Lay Chair & General Synod representative is Geoff Pugh who reports back on General Synod affairs.

Meetings were held on the following dates:

3rd February 2020 at St Peter's, Old Woking

Rev Beverly Hunt and Rev Folo Olokase, spoke on increasing BAME participation in the C of E (Ordained leadership of Black, Asian, and Minority Ethnic People in the C of E).

Rev Beverly Hunt chairs the Minority Ethnic Vocations Group for the C of E, is the Diocesan Link person between the Committee for Minority Ethnic Anglican Concerns (CMEAC) and the Diocese, and a member of the Ordained Vocations Working Group, chaired by Bishop Andrew.

Rev Folo Olokase is the Weybridge & Diocesan BAME Champion whose role is to encourage BAME individuals and ethnic groups to be represented at all levels of the church both locally and nationally.

Both spoke of The Renewal and Reform agenda to increase and encourage the number of minority and ethnic candidates starting ordination. To achieve this, work needs to be done to encourage people to feel that they belong and are not excluded by a somewhat white, middle class community. In the Diocese, Rev Bev was the first black clergy 14 years ago. Now there are 6 incumbents, 3 curates an Ordinand and 2 chaplains and nationally 47 people – with the aim to increase this significantly.

Although many churches feel daunting for anyone walking in, especially foreigners, class as much as colour can be a barrier. But the more diverse we are, the richer our worship will be in every way, and the more we will appeal to those in our communities who do not see Church being relevant to them.

Rev Bev encouraged all to attend training on Unconscious Bias, to use the BAME Mentors and Clergy to encourage “explorers” and to preach/speak at our services. In particular to remember BAME children in assemblies and children’s groups, also using sport as a relevant way to connect.

Area Dean Update included reference to the Deanery Handbook and the introduction of the Deanery Leadership Team (DLT) which will lead in Mission & Pastoral work and act as a standing committee for the Deanery Synod.

11th June 2020 via Zoom

Using Zoom for the First Time and Effects of Lockdown by the Area Dean

The joys and encouragements - Such as use for services, home groups, prayer meetings etc and a chance for non-church members to experience services for the first time both locally and from a great distance.

The challenges - The technical difficulties and skills required for leaders and congregation alike. Also, the loss of income from job losses and less giving other than online and parish giving. Also, a decrease in fund raising, hiring out of halls and outside income from weddings etc. Following lockdown, clergy asked for a call to pray – God is now at work in new ways.

St Michaels, Sheerwater - Rev Gillaine Holland gave a presentation on the opportunity to support the church which is in the centre of a re-generation project for a new shopping/commercial centre. The Bishops 5 Year Fund has been running for

4 years to maintain the church which will terminate in 2021 and funds are available from WBC to build a replacement church. But additional funds required for Minister and additional staff etc and people with specific skills to run the centre totalling £75 - £150K. If the funds are not guaranteed for approx. 5 years, the building of the new church will not proceed.

The Deanery Synod are supporting this venture and have asked other churches in the Woking Deanery to do so. St. Michaels are one of the churches to support the scheme which is now guaranteed to proceed (approx. £300K having been raised from all faith churches).

14th October 2020 via Zoom

Chaplaincies Within the Deanery - Ashford & St Peter's Hospital Trust

Rev Laurence Gamlen spoke about his part time chaplaincy for the hospitals and also runs a parish church. There are also 30 volunteers of both ordained and lay members covering pastoral and spiritual cover from all religions.

Post covid there is a big reduction in volunteers – supporting staff and patients' families via facetime and bereavement counselling. Low risk covid volunteers are needed to be listeners, to pray and provide practical help. If someone from a Deanery Church is in hospital, let the team know to visit. Prayers required for hospital staff for stamina in facing second wave.

British Army Training Camp – Pirbright

The talk was given by Senior Padre Nigel Kinsella. Pirbright Training Camp takes 5,000 – 6,000 recruits pa (17 – 30 years old) and trains them for their first 14 weeks of army life.

The Chaplaincy team provides moral and ethical guidance and pastoral and spiritual support. During Covid a maximum of 48 can meet/worship and as many as 50 interested in faith are baptised each year with young men and women considering their future in the army having previously been unchurched.

The Padres go on exercise and hold field services providing a quiet space for reflection and peace.

Area Dean Jonathan Thomas thanked Laurence and Nigel for their informative presentations and apologised that the Prison Chaplain at HMP Send was unable to attend.

Business Meetings were held following all the above talks, mainly of an admin nature with no outstanding matters to report. *Mark Newcombe*

8. **ELECTION OF UP TO 4 MEMBERS OF THE PAROCHIAL CHURCH COUNCIL**

9. **APPOINTMENT OF SIDESPEOPLE**

10. **APPOINTMENT OF AUDITOR OR EXAMINER**

11. **REPORTS FROM AREAS OF PARISH LIFE AND PCC TEAMS**

Paragraphs 12 to 32 below

12. **SOCIAL & FUNDRAISING TEAM**

Helen Whitworth (Chair), Julia Douetil (minutes), Jenny Beasley (minutes), Mark Newcombe, Damon Anderson, Jay Kleinberg, Mary Johnson.

The Social and Fundraising team have not been on furlough this year, they have been very busy thinking up ideas to raise money for St Michael's when the funds coming into the church coffers have been less. The Plant sale in May 2020 had to be cancelled, but none of the plants so lovingly nurtured were wasted, we sent emails out to lots of friends and acquaintances and were inundated with orders. It was a bit of a logistical nightmare tallying up orders with the plants grown and then doing home deliveries but it was well worth the effort that everyone put in because so many people were grateful to have plants when all but essential shops were closed.....and it raised a decent £850 for the church. Jay showed her excellent sewing skills and the wonderful array of different fabrics she has squirrelled over the years and offered to make masks for anyone. A steady stream of orders came in with people able to choose two toned masks to interchange, so as to match what they were wearing. There were also a few orders for masks in the Aldershot Football club colours, much admired by fellow supporters that more requests came in for similar masks. This venture raised £641 for church. Christmas saw a quiz being delivered through everyone's door via Perinews, again this was something that Social and Fundraising had put together as a way of trying to generate funds. Mary Johnson, who was shielding was our chief checker of the quiz. With everyone

back in lockdown this quiz kept many families busy trying to fathom out the riddles. The project raised £1,050.25 for the church, including Gift Aid and after deducting the cost of £46 for printing the extra pages in Perinews, paid by the church. Around 50 people entered. Christmas also saw a wonderful depiction of the nativity scene displayed in the churchyard, as part of Pirbright Village School Christmas trail. The scene was lit up with a flood light placed on the lychgate and a written explanation displayed on the wall. It was much admired by many. Another venture that we are doing to raise money is a book about Pirbright 'through the eyes of artists. We have over 100 wonderful entries so far and are working with various people to make the entries into a great artistic interpretation of Pirbright, which should hopefully be ready for sale later this year. Damon has decided to step down from the team, but will still be happy to help at various events (we will hold you to that Damon!) We thank you for being part of the team Damon and for all your hard work. Many thanks to ALL the Social and Fundraising team and the many others who help with Social and Fundraising events.

Helen Whitworth

13. **REPORT FROM THE TREASURER**

Overview

The PCC's financial statements for the year ended 31 December 2020 are attached at Annex B.

When reading these financial statements and this report, it is important to note that, in accordance with the Church Accounting Regulations 2006, the financial statements are prepared on a receipts and payments basis rather than on an accruals basis. As a result, the financial statements make no attempt to allocate income and expenditure to periods other than those in which the cash was received or payments made. In particular, major items of capital expenditure are not capitalised and depreciated over the related asset's useful economic life but instead are effectively expensed in full when the related payments are made.

The net result for the year was a deficit of £5,324 (2019: surplus of £12,842) and the key variances are outlined in further detail below.

	Notes	2020 £	2019 £
Regular income (planned giving, collections, gift aid, church fees and investment income)	1	62,013	69,584
Routine expenditure (parish share together with the annual cost of maintaining the church / churchyard (ignoring one-off items) and providing services)	2	(67,828)	(68,678)
Surplus / (deficit) of regular income over routine expenditure		(5,815)	906
Surplus re fundraising activities (principally relates to the plant sale, open day and harvest supper)	3	2,471	12,932
One-off donations, grants and insurance recoveries received	4	5,829	3,405
One-off items of expenditure in relation to the church or churchyard	5	(6,918)	(2,309)
Donations made to other charities out of collections from certain services in the year	6	(891)	(2,092)
Surplus in respect of non-regular income / expenditure		491	11,936
Overall surplus / (deficit)		(5,324)	12,842

The key reasons for the deficit in 2020 compared to the surplus in 2019 are as follows:

- 1 Planned giving and investment income were at similar levels in 2020 to those in 2019. However, the COVID-19 restrictions resulted in significant reductions in both collections in church and church fees albeit the reduction in the former was largely offset by increased one off donations received during the year (see below);
- 2 Routine expenditure in 2020 was slightly lower than that in 2019 largely reflecting the restrictions placed on activities in the church during 2020 due to COVID-19. In this respect the PCC have taken a number of actions over the years to reduce supplier costs where possible / seek to ensure the PCC is getting best value when procuring services but there is limited room for further savings;
- 3 COVID-19 restrictions severely curtailed fundraising activities during the year resulting in the cancellation of a number of events and significantly reduced fundraising income compared to that in 2019. That said in the circumstances the fundraising income in 2020 represents a very creditable result;
- 4 One off donations received were higher in 2020 largely due to a number of one off donations generously made by parishioners during the year to support the church whilst its activities were curtailed by COVID-19 restrictions;
- 5 One off items of expenditure include a combination of items which are planned and those which are unexpected eg emergency repairs with the most significant in 2020 relating to tree work in the church yard. There were no significant one-off items in 2019;
- 6 Donations made to other charities were lower in 2020 due to the reduced number of services (and therefore collections from which donations could be made) resulting from the COVID-19 restrictions in the year.

As can be seen from the above, COVID 19 restrictions have resulted in a reduction in income in a number of areas with only a small corresponding reduction in expenditure. In that context the deficit for the year represents a relatively good result.

It is worth noting that the Diocese offered financial support to all parishes during 2020 including Pirbright in the form of reduced parish share for 2020. However, it was felt that Pirbright's financial position was such that we should not take the financial support offered particularly as the Diocese would need to borrow money / sell properties in order to fund such support inevitably leading to higher parish share in future. We understand that only parishes in significant financial difficulty accepted the financial support offered ie most parishes took the same view as Pirbright. However, the PCC has not ruled out accepting any further offers of financial support from the Diocese and in this respect we understand that the Diocese is in the process of considering what financial support to offer in relation to 2021.

Neil Strathdee, Treasurer

14. **WORSHIP AND MISSION TEAM**

Team Members: Rev Bev Hunt, Catherine Cobley, Jay Kleinberg, Diana Standing, Marion Lake, Caroline Bews, Helen Whitworth (seconded)

This is a new team and we have had two meetings.

The Terms of Reference have been agreed:

1. Foster ways to enrich and enliven worship at St Michaels and All Angels Church
2. Nurture and grow the worshipping community of faith at St Michaels, both numerically and spiritually.
3. Reach out to the Pirbright community, beyond those who attend church, particularly young families and diverse groups, to spread the Good News of Jesus.

Frequency of Meetings: Meet at least 6 times per year - but may be more frequent until we are settled.

Caroline Bews

15. **STEWARDSHIP TEAM**

Team Members: Rev Bev Hunt, Andrew King, Richard Hyde, James Grimshaw, Caroline Bews

The Parish Giving Scheme is continuing to be successful, managed by Andrew King.

The Stewardship team has been relaunched and new Terms of reference agreed:

1. To use the gifts God has entrusted to us, including but not limited to raising funds, for building up the church – the body of Christ. (*Caring and nurturing*)
2. To reach/educate others to celebrate God's creation and care for God's earth. (*Caring for God's creation*)
3. To follow Biblical teachings about whole life stewardship matters for the benefit of building up the Church, the Body of Christ, and glorifying God. (*Spreading the Gospel*).
4. Identify barriers to good stewardship, including becoming an Eco-church, and look for strategies to overcome them
5. Extending the church's presence online and locally (involving FWT, and community action)

We have focused initially on supporting St Michael and All Angels to become an Eco-church, with the support of the PCC.

Caroline Bews

16. **FABRIC AND WORKS TEAM**

Members: Catherine Cobley, Hugh Dennis, Andrew King, Pat Straker, Neil Strathdee and Helen Whitworth

It might be imagined that a year mostly lived under pandemic restrictions with the church closed for significant parts of the year might mean a quieter year... Not so! FWT has continued to undertake and monitor all the normal run of bread-and-butter work involved with the maintenance of a Grade 2 listed building and fully open

churchyard. There has also been a vacant vicarage for much of the year with associated works and bills.

The main issues have been:-

Wall Lighting – planning permissions and a subsequent faculty approval were obtained and the lights installed by Russ Culley. Although lockdowns have limited the use of the church and the lighting, they are both an attractive addition and a very practical asset. They are switched from the lych gate and used for church services and functions only and in addition to making a safer environment, they will support the PCC's aim to increase the community use of the church buildings and be more welcoming and accessible on the many dark evenings in the year.

Tree Safety Report – although received in Nov 2019, it has been a difficult year negotiating the Covid-19 restrictions, getting additional inspections and surveys and obtaining estimates for the required works. During all this, a massive branch fell from the copper beech and it was deemed unsafe and felled at a cost of £4200. Unsuccessful contractors for this work then withdrew from the tree survey estimates meaning further delays and a vital 3rd estimate was not obtained until January this year. The cost of £13, 595, is a very significant expense but deemed necessary for safety reasons in a public space owned by the church.

Vicarage – as from November 2020, the diocese has now rented out the vicarage on a short term let which relieves the parish of management duties and utility costs. The diocese receives the rental income.

Main Path – the deterioration of the surface on the main approach has remained on the FWT radar and had also been highlighted as an urgent issue to be resolved in the Quinquennial report. Our attempt to use the Federation of Master Builders to undertake a mediation with the contractor Bettins has unfortunately not proved possible. The condition has fortunately not worsened.

Fabric and Works Team continue to be very appreciative of the hard work of the Operation Churchyard team under the leadership of Peter Cutting who has personally undertaken a huge clearance of the bonfire area with the help of the team when restrictions permitted them to work as a group. This has helped to keep the

churchyard looking beautiful and our costs down considerably. We are particularly grateful to Phil Douetil who helps to care for the building and has also undertaken the job of sanding and treating the exterior of the Church Room windows which has saved further costs.

Catherine Cobley (Chairman) and Hugh Dennis (Extra Chairman of meetings during the Vacancy)

17. **FLOWER ARRANGERS**

We have not been able to have our usual Rota of Pedestal arrangements since 23rd. March but we have made some arrangements when requested . At Easter there was the Cross on the Green at White Hart Corner which Liz Earl decorated beautifully with Lilies and white flowers. This was refreshed during the whole of the Easter period when the Church was closed. Thank you, Liz, for all your hard work. Two of the Weddings which were able to be held in Church requested a pedestal arrangement of flowers of their choice which they were then able to take after the service to their later celebrations. These were funded by the wedding couples themselves. We were sadly unable to decorate the church the Church at Harvest. but in Advent the usual Candle Ring was decorated with greenery from the Churchyard and this was used during the Zoom services from Church. Similarly the Chancel window sills were decorated with Candles and suitable artificial flowers and garlands from our carefully stored items in our cupboards including our gold and green pears (!) for the Zoom Advent and Christmas services from Church. The Flower Team look forward to better days to come.

Joy Underwood

18. **CLEANERS**

We were unable to have our usual volunteer cleaners in to clean the church each week as the majority of are over 70 and in the vulnerable category. Rebecca and May, who have been cleaning the church room, toilets, kitchen and vestibule each week agreed to do a deep clean of the church and toilets once a week and the kitchen and church room once a month. Rebecca started at University in September 2020 and May (Rebecca's mother) who was already doing a lot of other work of her own, found the job too arduous so they sadly decided to give up

cleaning for us in November 2020. Catherine and Helen gave them a leaving gift to say thank you for all the work they have done for St Michael's. Debbie Bullen, who also cleans LPH took over straight away and has been in the job for 5 months now. When the church was closed, Debbie tackled some areas that don't often see a duster or Hoover, such as both vestries, Lady Chapel windows and the balcony area. We hope that when things open up more and the church room is being used again that we will have our volunteer cleaners back in to help keep our church looking so lovely.

Helen Whitworth

19. **MUSIC**

Worship group singers and instrumentalists. Sadly, due to social distancing requirements and a ban on singing, we haven't enjoyed the skills of our music group since last March. However, if rarity increases appreciation, then I hope the joy of listening to our music group will be enhanced when we are again allowed to sing and perform in church after a gap of over a year

Organ. The organ has behaved well on the restricted number of occasions it has been used in the last year. It's 'exercised' weekly to ensure the mechanics don't seize up or the leather dry out

Piano. This hasn't been used for a year but Fiona or I will inspect it shortly.

James West

20. **CHURCH ROOM**

The Church Room has been out of use during the pandemic, but when it is in use it is managed by Chris Green, our Admin Assistant.

Chris Green

21. **OPERATION CHURCHYARD**

"Operation Churchyard" is a small voluntary group of dedicated individuals that meets for a couple of hours on the second Saturday of every month to enjoy the

fresh air, exercise, convivial company, (free)tea, homemade cakes, and -oh- to help in maintaining the pretty churchyard!

Although a relative "new boy" of three years standing I have been grateful for the continued support of homemade this band of faithful souls, having taken over from Fred (Cobbett) at the beginning of 2020. Unfortunately, the Covid Pandemic has meant that we lost four months from our operational year (Nov 2020, Jan/Feb/Mar 2021) but I know everybody is enthusiastically looking forward to our return to "new normal" in April.

In spite of the shortened year a major tidying of the bonfire area has been completed involving the disposal of a mountain of debris and the movement of several tons of soil and composted leaves. New working practices have been introduced and it is to be hoped that we can stay on top of this maintenance going forward. We were also fortunate to secure a small donation from County Councillor Keith Witham's community fund to fund the replacement of the rotted fence stakes on the western boundary of the churchyard. This exercise has now been successfully completed.

Over the coming months it is expected that we will continue with our regular duties of leaf clearing and general maintenance/tidying of the churchyard. To bolster our efforts, we hope to instigate a "recruitment drive" to inject some new blood into the team!

Peter F Cutting

22. **MESSY CHURCH**

Due to the limitations of Covid regulations, no Messy Church activities were conducted during the last year within the church buildings. Engagement and activities with families and children were maintained through the Weekly Bulletin and broadcast Zoom services.

Pauline Cannon

23. **ANGEL TOTS**

Angel Tots closed on Monday 23rd. March and sadly has not yet been able to reopen. We look forward to doing so when it is safe and have received emails from new parents eager to start as soon as we reopen *Joy Underwood*

24. **HEALTH & SAFETY, RISK & INSURANCE MANAGEMENT**

As with most other activities within our parish during the Covid Pandemic; H&S, Risk Management and Insurance have been continuing at a low level.

New Risk Assessments have been created to cover the Covid impact on worship, weddings and funerals during 2020. Numbers permitted to attend services, weddings and funerals have been strictly limited according to evolving regulations during the Covid Pandemic. We have marked both seating and floor to indicate where those permitted to attend our church can sit and move around whilst socially distanced for the safety of all. During the last year there have been periods when attendance has been permitted in church following government regulations and diocesan guidance and, times when even limited attendance has not been allowed. To adhere to Covid tracing requirements all people attending church at any time have been required to sign in and provide contact details. In addition, all attendees have been required to use gel hand disinfection, wear masks and refrain from singing within the church building.

WIFI connected to the internet has been activated within the Nave. New interim wiring and equipment has been added to the existing Audio-Visual facilities to enable services (with and without congregation) to be broadcast live to those remaining at home.

During the year contractors, such as tree surgeons, have provided proof documentation including Risk Assessment, Method of Work, Employees and Public Liability Insurance.

Our insurance for the year was provided through Trinitas. There have been no significant accidents and no insurance claims in the last year.

In 2015 the mobile Toilets were stolen from the Scarecrow Festival. In the last year there has been no further contact with the claimant or activity on this matter.

However, under the law the claimant could still take action in the courts to make a claim against our insurers up to six years from the date of the loss i.e., June 2021.

Thank you to all those who have made personal efforts to enable us to reduce risk and improve the safety of the activities the church engages in on behalf of the community we serve.

Michael Cannon

25. **SAFEGUARDING**

Safer recruitment including DBS.

The PCC has adopted the House of Bishops Safeguarding Policy “Promoting a Safer Church”

New roles, both voluntary and paid are made following the Diocesan Safer Recruitment Policy.

We are gradually working towards having role descriptions for all volunteers. These are now in place for the two groups involving children’s activities, namely Angel Tots and Messy Church.

There were no outstanding or unmanaged safeguarding risks to children, young people and vulnerable adults posed by church officers and clergy documented or made known to the PSO or anyone else. On this basis, a nil return was sent to the diocese’s Past Cases Review in July 2020.

Training

The Diocese provides safeguarding training which is on-line at present, but in normal times is available on a face-to-face basis.

Almost all members of the PCC have completed the required basic training.

All church officers are aware of the safeguarding policy/guidance and we use the latest training pathway to identify the appropriate training for their roles. DBS checks have now been undertaken for one of the two roles which require them, and the second one is receiving attention. In the absence of a DBS validator this has been achieved with the help of a DBS validator from a nearby parish, for which we are very grateful.

Display

The parish safeguarding policy is displayed in the church porch.

A poster entitled “Safeguarding in our Parish” is also displayed in the porch and gives information about our Parish Safeguarding Officer, including contact details. It also gives information about how to contact the Diocesan Safeguarding Adviser and how to get help outside church with child and adult safeguarding issues.

Safeguarding arrangements are also clearly visible on our church website.

Reviewing and reporting progress

Safeguarding is a standing agenda item at each PCC meeting.

The PSO writes a formal report for the APCM.

In 2019 the Diocese organised a parish self-audit. The PSO and Church Wardens undertook the task of answering a detailed questionnaire using a traffic light system. Green denoted that the criteria had been wholly met; orange denoted partially met; and red not met at all. This resulted in an action plan, which was presented to the PCC and progress was reported for the APCM in 2020.

Ongoing

The main focus for the coming year will be to continue to arrange training for specific named roles in the parish, and to continue to create job descriptions for all volunteers. In creating these role descriptions, we have set up a model of joint working with the PSO and leaders of the groups in question, so that the final outcome gives a tailor-made working document. Whilst these have still to be trialed as no groups are meeting due to the pandemic, thanks are due to Joy Underwood for her team and their work for Angel Tots, and Pauline Canon and her team for their work with Messy Church.

Mary J Straker, Safeguarding Officer

PERINEWS

PeriNews Report to APCM, April 2021

The year began with a bang for PeriNews. The April edition was just about to be sent to the printers, when the Government announced the national lockdown because of the Covid 19 virus outbreak. As the implications sank in, and our clubs and societies began to cancel their meetings and events for the foreseeable future, three quarters of the newsletter was suddenly no longer appropriate. PeriNews had to be completely redesigned, to include information from the surgery about keeping safe and how to respond if people became ill, and information about PeriAid, a community effort to offer support for those who were being asked to isolate at home. At the point when church services were stopped, it became clear the community calendar needed to be replaced and 'Things you can do in Lockdown' was the first of many light-hearted back pages throughout the year.

Consideration was given as to whether it was appropriate to deliver a newsletter by hand to individual homes during a pandemic, especially as several staunch members of the delivery team had to step back from their commitment because they were required to shield at home. However, for many members of the community, the threat of isolation as society shut down was a significant concern, and it was agreed that the community newsletter was an important lifeline, especially for those

who did not readily access information online. That said more than 50 people, some in the village and some living elsewhere, now receive PeriNews by e mail.

The newsletter has continued throughout the pandemic to carry important community information, to remind people that they may be isolated but they are not alone, to bring the community together and, I hope, to raise the spirits. The back page became at times a fantasy calendar of all the things we would like to be doing, a flight of fancy reminding everyone of the vibrant community of clubs and societies just waiting to be unleashed from lockdown.

PeriNews is very much a community effort, and I would like to thank those who regularly contribute to the content – Rev Bev and Rev Gary for their ‘Just a Thought’ pieces; Steve Fidgett for the Parish Council updates, The Pirbright Historians and Wellie for her gardening tips, Cunningham House, the Cricket and Tennis clubs. When Lindsay Graham stepped down as Parish Clerk, she very kindly volunteered to continue organising printing and collating the newsletter, which is greatly appreciated. This year I would like to pay very special thanks to the delivery teams old and new, those who have served the community month in and month out for years until the pandemic forced them to relinquish the task, and to all those who have stepped into the breach to make sure the newsletter can continue to take the community into all our homes. Without them PeriNews would not be possible. And thank you to Catherine Copley, who has taken on the role of delivery co-ordinator.

But I hope he will forgive me if I single out Fred Cobbett for very special thanks. Fred stands out as a community hero, having delivered the newsletter for 50 years, since his parents worked with Rev Cunningham to produce and distribute the very first editions, and for the past few decades as the delivery co-ordinator. It wasn’t until Fred was forced to stop by the pesky virus, that everyone could fully appreciate what a wonderful job he did every month. Thank you, Fred.

Julia Douetil, PeriNews Editor

27. **PARISH WEBSITE**

We aim to make the Church Website an easy way for anyone to find information about the church, the services and ways of communicating with us. Late in 2020 we looked at a major revision of the website which has been partly achieved.

Now that the details of services are on the website, and a Mailchimp email is sent out every week alerting everyone who wishes to be on the circulation list that the details are ready, there are many more visits to the website.

We rely on our church family for their suggestions, contributions and photographs to improve the website. The website suppliers provide very speedy help whenever it is needed, and often outside office hours.

In the past year the website hit rate was over 58,000, a huge increase over the previous year, reflecting the increasing dependence on technology in the lockdown, and over this year 19% were new visitors.

We are always very grateful to those of you who send us information and photographs of the church and all that happens here – please do keep them coming!

Caroline Bews and Rev'd Gary Williamson

www.pirbrightchurch.org.uk

28. **SANCTUARY**

It is a pleasure and a privilege to serve in the sanctuary, with Rev Beverley and Rev'd Gary and also with other visiting clergy. Damon Anderson is an enthusiastic and helpful server, and though we have not been able to serve at all during the pandemic we set up the altar when we are in church.

Many thanks to Joy Underwood who helps to wash and care for the altar linen. This is not always an easy task!

Caroline Bews

29. **SIDESPEOPLE & LECTORS**

During the lockdown the Sidespeople and Lectors rota was on hold, but in April 2021 it is being restarted. There is currently a total of 15 people on the Lectors Rota and 14 people on the Sidespeople Rota. 8 people are on both and many volunteers also support the Chalice and Intercessors rotas as well. We are grateful for those who volunteer to do this to ensure all roles are supported in all services. New volunteers for these roles would be most welcome as I am conscious that the same people often support many services in each two-month rota set.

The rota template was extended in October 2019 to incorporate the coffee rota and hymns for each service. All feedback on this latest template or enhancements to the Sidespeople and Lectors scheduling process welcomed.

Thank you to all those who are returning to support the Sidespeople and Lectors Rota.

Alex Stewart

30. **BELL RINGERS**

At the time of writing the bell tower is still closed due to the National Corona Virus Lockdown. It is hard to believe that the bellringers have not been able to ring the bells fully over a year, the longest absence of bells since the Second World War. We have greatly missed ringing for services and special events, and missed the camaraderie of the band.

However, the bells have not been entirely silent. For all our time as ringers at St Michael's, there lurked, in a corner of the ringing chamber, a strange, narrow cupboard. It contained a couple of very narrow shelves, a row of pegs, and some old bits of rope with small lengths of rubber hosepipe threaded on them, along with several very large spiders. We knew it was some ancient chiming mechanism, the Ellacombe Chimes, but no-one paid it much attention until early summer, as the first lockdown began to be eased and there was the possibility of a wedding in the church. Could they have wedding bells? It did not look promising; we cannot get six people in the ringing chamber with safe distancing. But one of the ringers wondered out loud

whether enough of the chiming mechanism had survived for them to be restored? One person can chime all six bells, and she had rung similar chimes as a child so was pretty sure she would know how to make them work. A small working party puzzled, problem solved, oiled, scraped and, by trial and error, managed to get the Ellacombe chimes working again. The chimes will never replace full circle ringing, they tap the bells, rather than striking, so do not have the same resonance and the sound does not carry as far. But with them we have been able to ring for two weddings, church services, and for Christmas. We even rang on New Year's Eve. Let's face it, if ever an old year needed properly ringing out, it was 2020.

I would like to thank the Church Leaders, PCC and the ringers for their support in the project to restore the chimes, and the team who worked on them, Julia Douetil, Philip Douetil, Richard Lipscombe, Helen Skinner, John Thornton and Helen Whitworth. Very special thanks too, to the Lempriere Trust for a generous donation towards the cost of proper ropes for the chimes.

It is a sobering thought that the remnants of the Ellacombe chimes were in our tower for years, and we paid very little attention to them, not really knowing what they were, in fact we came close to dismantling the cupboard and throwing the whole apparatus away. So the Ellacombe chimes are one positive outcome of this extraordinary year.

Julia Douetil, Bell Tower Captain

31. **CHALICE ASSISTANTS**

I would like to thank the chalice assistants, a small band of helpers who in January 2020 were continuing to help and support our visiting priests at the altar at our communion services. Since the pandemic we have been unable to continue this important ministry but we live in hope and faith.

Caroline Bews

32. **PRAYER LEADERS**

Our small group of prayer leaders are also waiting for the pandemic to end so that we can bring our individual and special concerns and thoughts into our prayers, which gives the congregation different insight into the community we share and the wider world.

Caroline Bews

33. **REPORT FROM THE CHURCHWARDENS**

At whatever level and in whatever circumstances, 2020 will be remembered as the year of the Sars Covid-19 global pandemic.

As the year started at St Michael's, we were continuing to work through the vacancy with the help of our special team of visiting priests who led our services on regular Sundays to give our congregation stability and continuity. We are indebted to Martin Smith, Paul Fenner, Gary Williamson, Bev Hunt, Rob Bennett and Richard Hay who looked after us so beautifully up to the end of April, not only leading services but also praying for us and with us and spending time over coffee. Last January, the PCC decided that a part time interim priest would give us space and flexibility to properly explore the possible joint working with Wyke at the same time as giving us proper pastoral care and getting us started on our parish priorities. Although initially agreed by the Archdeacons that this should be advertised within the diocese, the first lockdown led to a complete shutdown of recruitment with St Michael's treated as an exception as we had an excellent candidate in the Rev'd Beverley Hunt who was already known and loved by our congregation. Following a formal interview on Zoom, Bishop Andrew confirmed his support for her appointment and her licence began on 1st May for a year. This has now been extended to October 2021. We can feel very blessed by God in his timing and care for us in these difficult times!

In the meantime, Rev'd Martin Smith and Rev'd Bev had already begun the first few of the year's services on Zoom in March which Rev'd Bev has continued with the monthly support of Rev'd Gary. Under her leadership and mostly on Zoom, she has given us special services each week, some with Spiritual Communion, and our regular congregation has increased with many treasuring this intimate worship and personal contact from the safety of their own homes. It is sad, however, that there are some of our congregation who have found worship by Zoom unappealing for various reasons. Most returned when we have been able to offer worship in church including Communion with bread only over limited stretches of time with James playing the organ but no singing, the wearing of masks and 2m social distancing

which restricted our numbers to 25. During these times, we are hugely indebted to Michael and Alex Cannon, Andrew King and Caroline Bews who finally got us properly connected to WIFI and set up the technical side so that we could have our Zoom congregation as part of the service by means of the AV screen. No easy task! We have also set up a weekly church email to send the order of service and weekly bulletin to everyone on the Electoral Roll and many others including personal deliveries by Catherine to those without computers and/or printers. In these ways, we have significantly extended our reach and mission. No one has declined to receive them! In this way too, we have been able to give a weekly reflection and message for both adults and children and to keep our congregation up to date with parish news for information and also for prayer. It has been an important pastoral tool during difficult times and works well alongside our church website.

During the year to December 2020, several weddings have had to be postponed although two went ahead under the tight Covid restrictions. Despite these restrictions, both families expressed their delight with the smaller, more intimate, services, James West's beautiful organ playing and the resurrection of the Ellacombe Chimes led by Julia and Helen. There has been only one funeral with a burial in the churchyard and several services for interment of ashes led by Catherine. We were able to hold a Remembrance Service and memorial in November albeit with Covid restrictions and a minimum of representatives. Two particularly significant and sad gaps in our parish life have, however, been our inability to hold big family baptisms and to run our popular Messy Church under Pauline's leadership.

In this extraordinary year, it goes without saying that we couldn't have managed to keep the parish's head above water without our volunteers on the Social & Fundraising team led by Helen; the Fabric & Works team led by Catherine; the Operation Churchyard team led by Peter Cutting; and Mike Allen and Chris Talbot who help with maintenance jobs around the church and churchyard. Several of our teams have had their work significantly curtailed – our brilliant bellringers led by Julia Douetil; our talented flower arranging team led by Joy Underwood; and our

hard- working cleaning team under Pam Talbot. We have missed them but hope they have enjoyed the plus side of a bit of a rest! Church cleaning during Covid has been undertaken by paid cleaners due to the changed nature of the work and has been supervised by Pauline to October and Helen after that. We are also so very grateful to our paid team who always generously give their time and creativity - James West, our invaluable organist who has provided musical inspiration whenever he's been permitted outside lockdowns; and our Admin Asst, Chris Green who has faithfully backed us up from her home and run the church room bookings when these have been possible.

One individual who deserves a particular highlight and thanks (although she wouldn't want it!) is Caroline Bews who as our Sacristan, leads the altar team with such devotion whenever we can be in church and is our rock and constant skill and calm at all other times as she hosts and organises the Zoom services and liaises with the many readers and participants and generally acts as a special right hand to Revd Bev.

There have been two very significant retirements during the year. Pam Talbot (ably assisted by Chris) who has organised the cleaning team for 17 years and built up a rota of other devoted folk who have kept it polished, dusted, swept and looking beautiful – fit for worshipping God! We have particularly appreciated their extra care and attention on the big cleaning days, sometimes working with very few helpers, to reach those parts which can be difficult to get to on the weekly cleans. And then there was Fred! He has been such a wonderful and faithful servant not only to St Michael's but also to Pirbright and we have been needing several Freds to replace him in his many duties:-

Asst Treasurer (Andrew King)

Operation Churchyard organiser (Peter Cutting)

Church building verger – opening and closing daily prior to Covid, emptying the de-humidifier (Phil Douetil)

Perinews delivery organiser (Catherine Copley)

All the above doesn't include his other roles as a PCC member, lector, sides person and Messy Church helper, some of which we hope he will return to when 'normal' life resumes. He is very much missed!

At the deferred APCM last October, we also paid tribute to Pauline's special skills and hard work as a Churchwarden since 2015. She was presented with a vase beautifully engraved with a picture of St Michael's by Dean Lake, a talented member of our congregation.

Two creative highlights stand out during this difficult Covid year – the beautiful Nativity Scene and interpretation created by Helen, Julia and Jenny which brought home the message of the birth of Jesus Christ to its many visitors and the Cross on the Green made by Hugh Dennis and stunningly decorated by Liz Earl to celebrate the Resurrection of Jesus Christ at Easter which acted a beacon of hope to the many who passed by.

This is but a brief summary of a very testing year at St Michael's but a year in which we also can see many blessings, sometimes in unexpected ways. Our gift of Rev'd Bev has of course been our greatest blessing and we give thanks to God for her spiritual and practical encouragement and leadership. In all this, God has never failed to be at our side at every turn.

Catherine Copley, Pauline Cannon (to Oct) and Helen Whitworth (Oct and beyond)

34. **REPORT FROM THE CHAIR**

In many ways, 2020 has been a significant year of change for the parish of Pirbright. The Covid 19 pandemic, which has affected the whole world, also affected the way we worship God and celebrate new ministries. During the first lockdown, on May 1st, I was licensed by the Venerable Martin Breadmore as the self-supporting interim Priest-in-Charge (PiC) for four months, with a stipend from September 1st for six months, now extended until October 31st 2021.

I was touched by the generosity and hard work involved in putting together the beautiful album of introduction, the many cards of welcome, and the helpful book on

the history of Pirbright, all of which I shall treasure. This warm welcome showed that despite the challenging and painful circumstances of lockdown, and restricted movement and physical distancing, there is a creative spirit at work in the parish of Pirbright through which the light and love of God shines.

This same creative can-do spirit was at the heart of the huge amount of work undertaken during the past year to show that although the church doors were closed, the worshipping community in Pirbright was, and remains, open. No one is left out!

I feel immensely privilege to be called to serve this community with such a great team. I value this warm welcome, as well as the support of the PCC and Church wardens as we continue to be salt and light to our Pirbright community at this difficult time. So what have we done or achieved?

The Church Development Plan for 2018/2020

Our Church Development Plan (CDC) for 2018 – 2020 consists of four broad goals linked to the Diocesan goals of ‘Transforming Church, Transforming Lives’ (TCTL). Due to the pandemic, we were unable to achieve the goals to the letter, but have managed, with God’s help, to achieve some of its basic aims. It will be reviewed later this year.

Aim 1: Expand the ministry to children, young people, and families (Grow youth and children’s ministry).

Although Messy Church and Angel Tots have closed due to the pandemic, our mission and outreach to families in the community have included the following:

The Family service, which attracts about 5 to 7 children and continues online, but remains inclusive of both children and adults. This service attracts two to three families and about five children, but there is anecdotal evidence that other families download the service and other materials to follow quietly at home.

‘Children’s Corner’, was created in June 2020 for the weekly Bulletin. This, along with other resources such as a weekly activity sheet for children, provide a useful background to help them to connect with the gospel message in a meaningful way.

The Light Party, an alternative to Halloween, was led by Doug Horley, an external Children’s worship leader, who shared the idea of God’s love bubbling over for us.

It was well attended by children from across the village and local school.

The Nativity scene in the church grounds was visited by many families. It was told through the nativity story and the beautiful display of nativity characters.

Mindful of the pandemic, and as restrictions continue to be lifted, the Worship and Mission Team will rethink the challenges of the TCTL Goal 3 of ‘Growing Youth and Children’s Ministry’.

Aim 2: Varying Worship and Study (Increase Believers)

A list of precautions was undertaken to ensure that worship in church remains safe and people felt confident attending. These include undertaking risk assessments, purchasing PPE, ensuring that the organ was kept in good working condition; and checking the extent to which we could continue to enable our congregation to access worship both on Zoom and in the building. All Sunday worship accessed via Zoom is linked directly and inclusively to worship in the church building.

.There are 116 people on the electoral roll. This includes some new additions as well as removal of names due to the death of those members. The average attendance at Sunday Services remains steady, with about 33% of those on the electoral roll regularly attending weekly. This number increases to about 45% for special services such as Christmas and Easter.

About five members of the congregation from St Mark’s Church, Wyke, who were shielding from the coronavirus have taken up the invitation to worship via Zoom at St Michael’s. This is a real blessing in that it there is the potential for organic growth between the two congregations, and change occurring from the bottom up.

Worship/Services

As part of our aims towards achieving spiritual growth and congregation engagement, new services were developed each week to enable wider participation, and this has worked well.

Special seasonal services held during the year were well attended. These include the following:

The Harvest Festival (Zoom)

Service of Lament (Zoom)

Remembering Loved Ones Service (In church and on Zoom)

St Michael's Patronal Service (In church and on Zoom)

Remembrance Service and memorial with the Chairman of the Parish Council and the Royal British Legion in attendance.

A Christingle Service (Zoom)

Carol Service (Zoom)

Bible study/Spiritual Growth

We participated in the 'Thy Kingdom Come' global wave of pray from Ascension to Pentecost for more people to come to know the Lord. Our Bible study have also included exploring 'Prayers in the Bible', all aimed at helping those attending to deepen and grow spiritually and to encourage one another in discipleship.

Occasional Offices

There was 1 funeral and 4 interments in 2020. However, four baptisms and three weddings were deferred until the summer of 2021.

Aim 3: Grow Involvement with Community (Cultivating Community Partnership)

Being unable to meet socially did not get in the way of community partnerships, e.g., the Remembrance Service, supported by Pirbright Parish Council; and clearing the church grounds, led by Peter Cutting and a team from the community.

We thank God for inspiring us and helping us to sustain our efforts to grow throughout this pandemic.

There is so much more I could add, but other significant things worthy of recognition are outlined below. I am sure you would want to join me in offering a huge thank you to the following: .

The PCC and church wardens, Catherine, Pauline, and Helen, and PCC Teams for their ongoing support in leading and managing the varied and complex tasks of the church; and giving so much of themselves in God's Service.

Rev Gary Williamson for his continued support as retired minister with Permission to Officiate.

Caroline Bews, who stepped up and, with a servant heart, undertook to host the Zoom services, PCC and other meetings. Thanks also to Rev Martin Smith who helped to set up Zoom initially.

Michael and Alex Cannon and Andrew King for their hard work to ensure that we can use the AV system to access worship via Zoom and in Church.

Hugh Dennis for his ongoing support to the Fabric and Works Team leading the challenging work regarding, e.g., tree safety in the church grounds, the completion of the path lighting along the church wall to improve access to the building, and much more.

Neil Strathdee, loyal treasurer for twelve years, ably supported by Andrew King this last year, for their oversight and management of the Church's finances.

Peter Cutting and the Operation Churchyard team for the hard work they put into clearing the church grounds.

Michael Cannon, for his dedication to the role of Risk and Health and Safety Officer which has taken on an additional emphasis in this Covid-19 year. His attention detail is second to none which is reflected in his detailed risk assessments.

Mary Straker, for her years as our Parish Safeguarding Officer, safeguarding and ensuring that the young and vulnerable are kept safe in our church.

Mike Milner for his unwavering years of service as link person to Christian Aid.

James West, our organist for enriching our worship in church with music, and Fiona Jolley for helping to select music used in the online services.

Finally, I would like to thank our flower arrangers, all who are waiting patiently in the wings to restart ministry in person at St Michael's, and all of the congregation, including the readers and those who lead prayers, for your dedication to serve in God's kingdom here on earth.

There is much to look forward to in 2021 as we start to emerge from the pandemic with great hope in the future. But there are also significant challenges including how the church moves into this new brave world of what a post-Covid church might look like; the task of building a closer relationship with Wyke; and growing the church numerically, e.g., family, youth and children's ministry.

As I close, I pray that we will put our trust in Jesus, the author and perfecter of our faith, knowing that ultimately all things are in his hands and we will serve him to the best of our ability.

*Thank you.
Warmest wishes
Rev Bev.*

35. **ANY OTHER BUSINESS NOTIFIED TO THE CHAIR PRIOR TO THE COMMENCEMENT OF THE MEETING**

SCHEDULE 1
PAROCHIAL CHURCH COUNCIL 2020/2021

Vicar	Rev'd Beverley Hunt
Churchwardens	Catherine Cobley Helen Whitworth
Deanery Synod Representatives	Mark Newcombe Caroline Bews
PCC Secretary	Caroline Bews
PCC Treasurer	Neil Strathdee
General PCC members	Caroline Bews (Deanery Synod) Lionel Deprez (first term ends 2022) Richard Hyde (second term ends 2021) Andrew King (new term ends 2022) Jackie Mackenzie (second term ends 2021) Mark Newcombe (Deanery Synod) Pat Straker (new term ends 2023) Neil Strathdee (PCC Treasurer) Jay Kleinberg (term ends 2023) James Grimshaw (term ends 2023) Diana Standing (term ends 2023)

ANNEX A
MINUTES OF 2020 MEETINGS

ST MICHAEL & ALL ANGELS, PIRBRIGHT - PAROCHIAL CHURCH COUNCIL

Annual Meeting for the Election of Churchwardens
Held on Sunday 18th October 2020 in the Church and on zoom

(Chaired by Revd Bev)

The meeting opened with a prayer at 11.30 am.

1. 22 people were present in church and 13 on zoom
2. Apologies for absence were received from Barbara Douglas, Pat and Mary Straker, and Liz Newcombe.
3. The minutes of the annual meeting held on Sunday 7th April 2019 were signed by the Chair as a true record.
4. Two nominations for churchwarden were received for Catherine Cobley and Helen Whitworth who were duly elected until April 2021.
5. Rev Bev noted that Catherine has agreed to stay on at the PCC's request. Rev Bev thanked Catherine and Pauline for their years of faithful service as Churchwardens. The Churchwardens will be formally admitted on 9th November by zoom.
6. Rev Bev said a prayer for Catherine, Helen and Pauline in their ministry as Churchwardens. She said a big thank you to Pauline and presented her with a gift from the church.

The meeting ended at 11.35 am.

Caroline Bews, PCC Secretary

ST MICHAEL & ALL ANGELS, PIRBRIGHT - PAROCHIAL CHURCH COUNCIL

Annual Parochial Church Meeting

Held on Sunday 18th October 2020 in the Church and on zoom

(Chaired by Catherine Cobley)

The meeting commenced at 11.35 am.

7. Apologies for absence were received from Barbara Douglas, Pat and Mary Straker, and Liz Newcombe.
8. The minutes of the annual meeting held on Sunday 7th April 2019 were proposed by MN, seconded by MC and all agreed, so were signed by the Chair as a true record.
9. **Revision of electoral roll.** Written report submitted. The new Electoral Roll has been on display in church as required. The Chair thanked AK for all his work on this.
10. **Report on the proceedings of the Parochial Church Council.** Written report submitted. The Chair thanked the PCC for all their work in the past year.
11. **Annual Financial Statement.** Written report submitted by Neil Strathee, Treasurer. MN said he was sorry NS was not present to thank him for all his work as he is intending to retire in due course. The Chair thanked Neil for his time and effort over the year. JD queries the church running expenditure increase this year which AK explained as church projects such as lighting, church redecoration and AV. CC proposed to agree to the accounts, LD seconded and all voted agreement.
12. **Report from the Churchwardens on the Fabric, Goods and Ornaments of the church.** Written report submitted. The Chair thanked Fred who had so many different roles in the church, also Phil Douetil for all his help, also Michael and Alex Cannon for all their help with the AV system, and CB & AK. CC speaks to Fred every week and he did not want a thank you gift, but several people wrote to him and CC arranged a special cushion with a painting of Blind Lane which Fred appreciated.
13. **Report on the proceedings of the Woking Deanery Synod.** Written report submitted. MN said that this used to be rather boring but is very lively now – with talks from Rev Bev and recently the Chaplains of St Peters and the Camp.

14. **Election of laity to the Parochial Church Council.** There were four nominations for the vacancies, James Grimshaw, Diana Standing, Jay Kleinberg and Patrick Straker. An election was not needed as there were enough vacancies. The Chair thanked them and welcomed them on to the PCC.
15. **Appointment of sides people.** The following were appointed to act: Michael & Pauline Cannon, Catherine Copley, Sara Dennis, Lionel Deprez, Barbara Douglas, James & Jadzia Grimshaw, Mary Johnson, Andrew King, Jay Kleinberg, Philip Lawson, Jackie Mackenzie, Mark & Elizabeth Newcombe, Mary Pearce, Pat & Mary Straker, Joy Underwood, Carol Wiggins, Joh Amos, and Richard Hyde. All were duly appointed. CC proposed and Paddy Cribb seconded, all agreed. They are the first people who are seen when visitors enter the church, and everyone works hard to maintain the welcome.
16. **Appointment of Auditor or Examiner.** The Chair told the meeting she was pleased to report that Caroline Snell is happy to be re-appointed. The appointment was proposed by CC and seconded by Paddy Cribb and was approved unanimously. Rev Bev asked CC to send our grateful thanks to Caroline Snell for all her hard work and willingness to carry on being our auditor.
17. **Reports from areas of parish life and sub-committees to the PCC.** Written reports were submitted in advance. There were additional comments as follows:
- Social and Fundraising Events.*** Written report submitted. The team is working on more activities and looking forward to next year.
- JK*** wanted to consider how people on zoom could be more involved in church, and she is making masks as a fundraising activity. The Chair said we were having a joint APCM with people in church and on zoom.
- Fabric & Works Team.*** Written report submitted. Work did not stop for this team, unlike many others. We have had the Faculty for the lighting on the church wall: this should reduce the risks of more accidents and work starts next week. Fred stood down from Operation Churchyard and Peter Cutting has taken over – more volunteers needed, 2nd Saturday of the month. Paddy asked if there was any progress on the remediation of the Church Path – the answer is no. Even the Federation of Master Builders could not help.
- Flower Arrangers.*** Written report submitted. The Chair thanked Joy and the flower team.

Cleaners. Written report submitted. Pam Talbot has retired after 17 years running the team and due to the pandemic, professional cleaners are now doing the cleaning.

Music. Written report submitted. The Chair thanked James West and said we were still looking for ways of bringing more music into our new services.

Church Room. Written report submitted. The Chair thanked Sara for all her work on this before the pandemic closed it down.

Messy Church. Written report submitted. Pauline said it was sad not to see young families – they have to be hands on – and with the pandemic they cannot eat together either. Rev Bev said this is a time to reflect on the future, to rethink and readvertise. Pauline has been in touch with the families and the children are getting older. CC reminded everyone of the Special Light Party for children – over zoom - which will be happening later this month.

Angel Tots. Written report submitted. The Chair thanked Joy and hopes Angel Tots will be back soon. Joy said that parents and carers are really missing it, it is very valued in the community. They plan to continue as soon as they can.

Health, Safety & Insurance. Written report submitted. Michael Cannon reported that the claimants for the stolen toilets (at the Fair) had not come back, and they have to claim before June 2021 or it is too late. We have changed our insurers and saved money.

Safeguarding. Written report submitted. The Chair said this is an important role, and thanked Mary Straker who is kindly staying on until a successor is found.

Perinews. Written report submitted. Perinews has been a 'rock in lockdown'. Julia thanked everyone for their support and the Chair thanked Julia and the Delivery team.

Website. Written report submitted. The Chair thanked Caroline and Gary and asked everyone to send contributions to them.

Sanctuary. Written report submitted. The Chair thanked these volunteers.

Sidespeople and Lectors. Written report submitted. Alex Stewart is happy to continue in this role when the church opens up again. The Chair thanked all these volunteers.

Bell ringers. Written report submitted. Julia said that all is quiet except for the Ellacombe Chimes. The bellringers (especially new bellringers Dean and Bethany) are keen to get back to this. The Chair thanked the bellringers.

Chalice assistants. Written report submitted. Chalice Assistants are 'on hold' for the moment. The Chair thanked these volunteers

Prayer Leaders. The Chair thanked these volunteers.

18. **Report from the Churchwardens.** Written report submitted. A lot of work has gone on in the background: the Churchwardens felt their greatest achievement was recruiting Rev Bev as our Interim Priest.

19. **Report from the Chair.** The Chair had already reported as Churchwarden,

20. **Any Other Business:**

- 20.1 **Deanery Synod** elections – Mark Newcombe and Caroline Bews were voted as our representatives.

- 20.2 **Rev Bev** gave some reflections:

- 20.2.1 Covid – saying prayers for all those affected:

We are in a new normal and need to be creative, think what more we can do: we are staying online for the foreseeable future though will open the church when we can

Her highlight is working together at 2m apart, and with people on zoom, and an upward turn in numbers attending

She thanked the technical team, the congregation for their patience, and Rev'd Gary for his support

We look to the future, keep hope alive, balance risk with positive opportunities

She asked us to think and pray about what we want for the future of the church in Pirbright in the next 3-5 years: Rev'd Alison in Wyke is not well but the Archdeacons intend to put something in place so we can carry on the process. How can we grow? One incumbent across both parishes and a Children's worker? We need to think and pray about this.

21. There being no other business, the meeting ended with a prayer at 12.30 pm.

ANNEX B
ANNUAL FINANCIAL STATEMENTS

St. Michael and All Angels, Pirbright

Annual Report
and
Financial Statements of
the
Parochial Church Council for the year
ended 31st December 2020

Incumbent:

Reverend Beverley Hunt

Bank:

Lloyds TSB Bank plc
PO Box 3, 147 High Street
Guildford
Surrey, GU1
3AG

Independent examiner:

Caroline Snell
Snell Associates
28 Lansdowne Road
Frimley
Camberley
Surrey, GU16 9UW

36. **ST MICHAEL AND ALL ANGELS, PIRBRIGHT FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 DECEMBER 2020 RECEIPTS AND PAYMENTS ACCOUNT**

	Unrestricted	Unrestricted	Restricted	Endowment	Total	Total
	Funds	Designated Funds	Funds	Funds	2020	2019
	£	£	£	£	£	£
Receipts						
<u>Voluntary receipts</u>						
Planned giving	38,974	0	0	0	38,974	38,564
Collections at services	5,179	0	0	0	5,179	7,565
All other giving / voluntary receipts	3,927	1,902	0	0	5,829	3,405
<u>Gift Aid recovered</u>	12,290	0	0	0	12,290	14,637
	<u>60,369</u>	<u>1,902</u>	<u>0</u>	<u>0</u>	<u>62,271</u>	<u>64,171</u>
<u>Activities for generating funds</u>	2,451	19	0	0	2,471	14,239
<u>Investment income</u>	1,511	426	0	0	1,936	1,928
<u>Church activities</u>	2,546	1,089	0	0	3,635	6,891
<u>Other receipts</u>	0	0	0	0	0	0
Total Receipts	<u>66,877</u>	<u>3,436</u>	<u>0</u>	<u>0</u>	<u>70,313</u>	<u>87,229</u>
Payments						
<u>Church activities</u>						
Parish Share	49,398	0	0	0	49,398	47,747
Clergy and staffing costs	5,958	0	0	0	5,958	7,692
Church running expenses	17,393	1,771	0	0	19,164	15,356
Mission giving and donations	891	0	0	0	891	2,092
	<u>73,641</u>	<u>1,771</u>	<u>0</u>	<u>0</u>	<u>75,412</u>	<u>72,887</u>
<u>Cost of generating funds</u>	0	0	0	0	0	1,307
<u>Governance costs</u>	225	0	0	0	225	193
<u>Other costs</u>	0	0	0	0	0	0
Total Payments	<u>73,866</u>	<u>1,771</u>	<u>0</u>	<u>0</u>	<u>75,637</u>	<u>74,387</u>
Excess of Receipts over Payments	-6,989	1,665	0	0	-5,324	12,842
Transfers between funds	0	0	0	0	0	0
Net movements in funds	<u>-6,989</u>	<u>1,665</u>	<u>0</u>	<u>0</u>	<u>-5,324</u>	<u>12,842</u>
Opening cash and investments at 1st January 2020	94,417	21,527	0	0	115,944	103,102
Closing cash and investments at 31st December 2020	<u>87,428</u>	<u>23,192</u>	<u>0</u>	<u>0</u>	<u>110,620</u>	<u>115,944</u>

ST MICHAEL AND ALL ANGELS, PIRBRIGHT
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020
STATEMENT OF ASSETS AND LIABILITIES

	2020 £	2019 £
Cash Funds		
Bank accounts	82,492	87,742
CBF Deposit Fund	25,000	25,000
	<u>107,492</u>	<u>112,742</u>
Total		
Investment Assets		
CBF Investment Fund (note 2)	3,128	3,128
Other investments	-	74
Total	<u>3,128</u>	<u>3,202</u>
Total cash and investments	<u>110,620</u>	<u>115,944</u>
Assets retained for Church use		
Organ	<u>84,450</u>	<u>84,450</u>
Other Monetary Assets		
Cash from Collections etc not paid in by year-end	-	3,704
Income Tax Recoverable on Donations	3,326	4,750
Total	3,326	8,454
Liabilities		
Invoices related to current period paid in next period	3,790	2,600
Total	<u>3,790</u>	<u>2,600</u>

37. **ST MICHAEL AND ALL ANGELS, PIRBRIGHT FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 NOTES TO THE ACCOUNTS**

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

2 The value of the CBF Investment Fund at 31 December 2020 was £64,084 (2019: £59,961)

3 The movements in designated and restricted (Gospel Choir only) funds during the year were:

	Balance	Incoming	Outgoing		Balance
	B/fwd	Resources	Resources	Transfers	C/fwd
	£	£	£	£	£
Altar Frontal Fund	600	0	0	0	600
Bell Tower Fund	2,514	0	0	0	2,514
Church Maintenance and Improvement Fund	6,500	0	0	0	6,500
Churchyard Maintenance Fund	1,753	3,174	-1,534	0	3,393
David Pearce Memorial	500	0	0	0	500
Jubilee	731	0	0	0	731
Lady Chapel Refurbishment and Redecoration Fund	4,857	0	0	0	4,857
Mission and Outreach Fund	3,903	187	-237	0	3,853
Perinews	75	75	0	0	150
Ron Douglas Memorial Fund	94	0	0	0	94
Total	<u>21,527</u>	<u>3,436</u>	<u>-1,771</u>	<u>0</u>	<u>23,192</u>

4 The following assets are recognised but not valued in the Statement of Assets and Liabilities:

- Moveable Church furnishings held by the Church Wardens on special trust for the PCC which require a faculty for disposal-
- Land and Buildings held on behalf of the PCC
- Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000
- Legacies where formal notification of entitlement and amount has been made- Investments held beneficially by the PCC

5 The following liabilities are recognised in the Statement of Assets and Liabilities:

- Any loans or overdrafts advanced to the PCC
- Any arrears of Diocesan Quota or Parish Share
- Creditors for goods or services where the supply has been received and invoiced by the year end

St. Michael and All Angels, Pirbright

**Annual Report
and
Financial Statements
of the
Parochial Church Council**

for the year ended 31st December 2020

Incumbent:

Reverend Beverley Hunt

Bank:

Lloyds TSB Bank plc
PO Box 3, 147 High Street
Guildford
Surrey, GU1 3AG

Independent examiner:

Caroline Snell
Snell Associates
28 Lansdowne Road
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Camberley
Surrey, GU16 9UW

ST MICHAEL AND ALL ANGELS, PIRBRIGHT
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020
RECEIPTS AND PAYMENTS ACCOUNT

	Unrestricted Funds	Unrestricted Designated Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
	£	£	£	£	£	£
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<u>Other costs</u>	0	0	0	0	0	0
Total Payments	<u>73,866</u>	<u>1,771</u>	<u>0</u>	<u>0</u>	<u>75,637</u>	<u>74,387</u>
Excess of Receipts over Payments	<u>-6,989</u>	<u>1,665</u>	<u>0</u>	<u>0</u>	<u>-5,324</u>	<u>12,842</u>
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*Approved by the Parochial Church Council on
and signed on its behalf by:*

ST MICHAEL AND ALL ANGELS, PIRBRIGHT
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020
STATEMENT OF ASSETS AND LIABILITIES

	2020	2019
	£	£
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Total	<u>3,790</u>	<u>2,600</u>

ST MICHAEL AND ALL ANGELS, PIRBRIGHT
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Independent Examiner's Report to the Parochial Church Council of St. Michael and All Angels, Pirbright

I report on the accounts for the year ended 31st December 2020 which are set out on pages 1 to 4.

Respective responsibilities of trustee and independent examiner

The church's trustees are responsible for the preparation of the accounts. The church'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 (under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

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 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

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
 - to keep accounting records in accordance with section 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act 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.

Signed:



Date: 16 April 2021

Caroline Snell
Snell Associates
28 Lansdowne Road
Frimley
Camberley
GU19 9UW