

The Parish of Tilehurst St Catherine and Calcot St Birinus

Annual Report and Financial Statements of the Parochial Church Council

(Registered Charity 1155524)

for the year ended 31st December 2021

Vicar

Rev Gill Rowell

Curate

(1st January to 12th December)

Rev Phil Price



Bank

Nat West Reading Oracle

Unit L11, The Oracle Shopping Centre, Reading, RG1 2AG

Independent Examiner

Mr David Marett FCA CTA

5 Jennets Close, Tutts Clump, RG7 6JZ

And minutes

Of the meeting of Parishioners held on 18th April 2021

Of the Annual Parochial Church Meeting held on 18th April 2021

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PCC REPORT TO THE APCM

Aims and purpose

Our Parish purpose is ***"To worship God and show Jesus' love makes a difference in reaching, serving and caring."***

The PCC is responsible, together with the vicar, for the vision and mission of our church, pastoral, evangelistic and social and ecumenical. To do this we seek God's will, ensure we operate within a legal framework, and are responsible for the financial stability of the church too, all under the authority of God.

Objectives and Activities

This year we completed our third year of Partnership in Missional Church (PMC) - a Church Mission Society and Oxford Diocese joint initiative - to realise God's preferred and promised future for us, and seek to join in with what God is doing in our community. PMC is a process of becoming missional, that is, of changing the way we think about being and doing church in our community, with 6 spiritual practices which we are endeavouring to adopt. We were blessed this year to have Revd Phil Price serving as curate until his departure in December, and are grateful for his impact on a variety of initiatives within the Parish.

St Catherine's is fortunate in having the resources of a well maintained and equipped building from which to carry out many mid-week activities; although the coronavirus pandemic restricted our physical activities considerably this year. However, when the building was used risk assessments and guidelines were implemented, and we are thankful to all those who helped with this. The church buildings and grounds are maintained to an excellent standard by faithful volunteers and our gardening team.

ACHIEVEMENTS AND PERFORMANCE

Worship and Prayer

As soon as Christmas 2020 was over, we were into lockdown again and offered our pre-recorded online services once more delivered via the St Catherine's Facebook page and website at 10.00 am, with the usual lay involvement and assisted by a great technical team, thanks in particular to Stuart Poore, David Stevens and Tony Bartlett. Services in church began again on Palm Sunday, and continued throughout the year. We had a period of offering "in person" services as well as pre-recorded services, and gradually transitioned into Livestreaming our services in church. During July and August we worshipped outdoors under the oak tree at 10.00 am on Sundays, and livestreamed these services too with the theme of the Fruit of the Spirit. Different visitors attended each week which was encouraging, and some have become regular worshippers. When we returned to the building in September we began our new single service – merging all previous congregations (which pre-Covid had met at 8.00, 9.15 and 11 am) continuing to livestream these for those still uneasy about meeting in person, or who were unable to join us in person. We endeavoured to offer a variety of different styles of worship, and this was a challenging time as everyone got used to worshipping in different ways. In keeping with Church of England requirements, communion was offered every Sunday, with a full communion service twice a month, and the other Sundays a short spoken communion after the morning service. A review of the new service format took place in December, through our magazine, RG31, and sheets were also available in Church. We began to offer "Sermon Study Sheets" for further study during the week; for individuals and lifegroups; these have been much appreciated.

A mid-week Holy Communion service was introduced at 9.00 am on Wednesdays.

We have implemented Covid-19 regulations as per the guidelines, the PCC making decisions on those factors which were optional. Since communion has been offered in the church, it has been in one kind, in keeping with CofE policy. As we returned to worship inside the building, in addition to sanitising and social distancing as appropriate, the PCC agreed that facemasks were to be worn whilst singing, except for those leading and singing from the front, and subsequently agreed they should be worn indoors

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(apart from when eating or drinking) regardless of government legislation, in order to protect our community and reduce the transference of Covid, and in particular the Omicron variant, as much as possible.

We have had special services for the organisations we support: Leprosy Mission, Christian Aid, Novi Most International, the Shoebox Appeal (Samaritan's Purse), the Children's Society, as well as a Climate Sunday service. We are hugely thankful for the preachers, leaders, intercessors, readers, musicians and the technical team who contribute to our services, as well as all those who help in other ways – welcomers, sidespeople, refreshments, AV desk and camera volunteers. During Advent we offered online daily reflections at 5.30pm.

Thursday community prayer has continued throughout the year, either from home or at church, and the MU prayer chain has interceded faithfully for those who have requested it.

- In 2021 there were 108 parishioners on the Church Electoral Roll, two less than in 2020; Shirley Horsnell moved away, and another parishioner chose to worship at a different church.
- The average Sunday figures for October attendance was: 41 adults and 1 child under 16.
- At the end of 2021 we estimated our "Worshipping Community" to be around 131, which has increased significantly from last year's 65 (but remember we had two significant lockdowns in 2020!). Nonetheless, it is encouraging that the numbers are increasing in spite of, or because of, Covid – or because of the radical move to one service each Sunday. Within this wider community we estimate there were 9 new members over 18 which is most encouraging, although 9 previous members are no longer a part of the worshipping community, which is sad. We have 12 children; mostly due to including Tots Praise figures – although there is a core group, attendees are not consistent through the year.
- There were no marriage services this year.
- There were two baptisms in 2021.
- Two funeral services took place at St Catherine's, one memorial service, a service of remembrance, and 7 funerals have been conducted by our vicar and LLM at local crematoriums.

We were pleased to re-start Tots Praise in the Church, and Cornwell 0-5s at the Cornwell Centre. The Youth Bible study began during lockdown by Zoom, and transferred to the church when it was possible. The Friday night Youth Group was re-started under the name of Pick N Mix.

St Catherine's Mother's Union met, in small groups and gardens, and in Church as guidelines allowed, with speakers, and a Christmas Carols and Reading service in December. The prayer chain for (requested) emergency prayers continued.

At the beginning of the year we delivered online daily prayer at 10.00 am. During Lent we continued with online morning prayer using the Live Lent booklets focussing on Climate Change; and as a Parish we read Ruth Valerio's "Just Living" and ran a preaching series as well. The Parish participated in Thy Kingdom Come prayer, (between Ascension and Pentecost) online. During the summer we offered the opportunity once a week, online, to "Dwell in the Creed", seeking to explain some of the credal statements in an accessible way.

Church Hall

St Catherine's Pre-school (which is run independently of the church) hire the church hall for 30 hours Monday-Friday; except for a period when for financial reasons they had to cease offering the service on Fridays, reducing the hours to 27. The After-School club also met when guidelines allowed. Some groups were able to continue using the hall in line with guidance such as exercise classes, yoga, Alcoholics Anonymous and Karate, although other groups could not. Risk assessments were required from active groups in order to comply with relevant guidance regarding Covid. We are grateful to our bookings administrator, Eve Combes, and our Centre Manager, Sonia Ludford, for liaising with hall hirers and managing any issues.

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Pastoral Care

All members of the church are involved in pastoral care in some way, through the relationships forged at church, Café, and lifegroups. We are particularly grateful to Sonia Ludford and Ella Canning who have ensured that those who have needed care have received it, and collected prescriptions and shopping for individuals, as well as visiting, as and when needed. We are so grateful to the many kindnesses offered by church members to one another, and to those in the community, often out of the limelight and motivated by Christ's love.

MISSION AND EVANGELISM

Café Siena

Café Siena is a flagship ministry of St Catherine's Church, serving the local community, with the aims of providing a space of hope, a Christ-centred meeting place, a friendly, safe and welcoming, opportunity, and a bridge between the church and the community. It is a ministry of the church, and runs with the help of a large band of volunteers, who bake cakes, wait on tables, assist with cooking, washing up, and cleaning. It is usually open on Thursday and Fridays for light refreshments and lunches (10 am – 2.00pm). This year volunteers from the community have been recruited, in keeping with "Safer Recruitment" guidelines, to enable it to continue, as our stalwart band of church volunteers has decreased during the past two years. We are grateful to have a highly committed professional Café Manager.

The Café has really come into its own this year and many from the community use its services regularly, some attending both days. "Friday Deliveries" continued as lockdown lifted, delivering lunches to those who are housebound, facilitated by volunteers, delivering not just food but love and care on the doorstep too.

Partnership for Missional Church (PMC)

The Partnership for Missional Church (PMC) met to pray and consider missional possibilities throughout the year, and some attended a reunion of all church cohorts. Whilst our vision is still to adopt the spiritual practices, it seems a natural progression to evolve into the core team for Citizens Reading – an alliance of organisations seeking social change through working together -although this will be very gradual.

Social Media

The St Catherine's website, and our Facebook page have been essential tools for communication, and facilitating worship when we could not meet, and we are grateful to Stuart Poore for maintaining these.

Midweek Activities

Friday Friends and Tuesday Get Together re-started in October, thanks to willing volunteers, and the leadership of Ella Canning. We are hugely grateful to Anne Soley, who, after many years of running Friday Friends with a faithful band of volunteers, felt the time had come to stand down.

Cornwell 0-5s, held in the Cornwell Centre, offers a secure place for pre-school children and their parents and carers two mornings a week, Tuesdays and Thursdays. This re-started in September, following government guidelines and limiting numbers who could attend – with a booking system, and we are grateful to Tony and Evelyn Bartlett, and their band of helpers, for offering this service to young families in the community.

Pick N Mix, our youth group, meets fortnightly, and although there were no meetings for the first part of the year, it began again with meetings outside in the summer, and was relaunched with a games evening in the Vicarage in September.

Relationships with Birch Copse and Springfield Primary Schools and Little Heath School continue in an albeit limited way. Thirty students from Little Heath school had a visit to St Catherine's in December, to learn about Christianity and Christmas, and the vicar spoke at the Harvest Festival at Birch Copse – the first assembly the children had had for a very long while, and the first time they were able to sing.

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A free taxi service for those in Calcot to join St Catherine's Church on a Sunday was reinstated when services were in the church.

RG31 the Parish magazine, was reviewed and rather than publishing monthly, it is now produced four times a year, in colour, delivered to those who subscribe, and copies are available in church.

We are grateful to Tony Bartlett for regularly producing and distributing the church Notices each week, and to Stuart Poore for publicity and advertising. This Christmas, leaflets were hand delivered to residents in Calcot outlining all our services; and 550 flyers were distributed to roads nearest to St Catherine's inviting residents to attend "Carols under the Virtual Oak Tree" on Christmas Eve. In the event, it poured with rain, but nonetheless around 60 brave souls came out to sing.

Fundraising

In July we had our first Eco-Sale, which despite mild rain, was successful both in the numbers of people who attended and the money raised. The Christmas Fair was well attended too. A planned Bistro evening was cancelled due to unforeseen circumstances. The Vivace Voices kindly put on a Christmas concert for us with proceeds raised going to St Catherine's.

Curate

We were pleased to have Revd Phil Price complete his final year of curacy training and are grateful for all that he gave to the Parish during his time with us. His last Sunday was 12th December, and a farewell lunch was held with prayers for his new role as Priest in Charge of the Parishes of the Draycote and Leam Valley Benefices.

Volunteers

The PCC would like to take this opportunity to thank all of the many volunteers in the church who generously give of their time and talents to make things happen: including all those who serve on various church committees, who contribute in any way to our worshipful life, the church cleaners, the flower arrangers, those who help in the Café, the Lifegroup leaders, and all our mid-week activities. We appreciate all those who keep St Catherine's garden looking beautiful, and who ensure the church is well maintained, and appreciate and value our hard working and highly committed churchwardens, Richard Canning and Caroline Heron.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Power Measure. It is a registered charity – No. 1155524. The method of appointment of PCC members is set out in the Church Representation Rules. Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM). All those who attend the services and are members of the congregation are encouraged to register on the electoral roll and if they feel so called, to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the Parish, including how the funds of the PCC are to be spent. We are thankful for the services of our PCC Treasurer, Joanne Freeman, who infuses our financial considerations with vision and pastoral care.

The PCC met 6 times during the year; the first four meetings by Zoom and the last two in person. We also had an Away Day the outcome of which was an Action Plan. In addition to discussing matters relating to the life and vision of the Parish, the PCC seeks to ensure that best practice policies are adopted especially relating to health and safety, safeguarding, general data protection regulations (known as GDPR), employment practice and other legal requirements. A number of Action Groups, with particular responsibility for specific aspects of Parish life, are responsible to the PCC and report to it. In addition there is a Standing Committee.

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Safeguarding

The Parish takes safeguarding seriously, and in compliance with Bishop's Council requirements, has published our Safeguarding Policy, and the Safeguarding Handbook, on our website, and is in the process of implementing best safeguarding practice throughout the life the church. Hazel Newman, the Parish Safeguarding Officer is tasked with ensuring appropriate training is completed by all those serving in the Church, supported by Stuart Poore, and the vicar.

General Data Protection Regulation (GDPR)

The Parish is committed to ensuring that we maintain and follow GDPR guidance.

PCC Members

The names of the members of the Council who have served since the commencement of the 2021 financial year and until the date this report was approved are:

Ex officio members

Incumbent Rev Gill Rowell

Curate Rev Phil Price (until 12th December 2021)

LLM's Mr Tony Bartlett (also elected to Deanery Synod & elected as PCC secretary)
Mr Mike Heather

Churchwardens Mr Richard Canning (from APCM 2021) also co-opted to Deanery Synod
Mrs Caroline Heron (from APCM 2021)

Elected Members

Mrs Evelyn Bartlett (until APCM 2021)

Mrs Ella Robles Canning (also co-opted to Deanery Synod)

Mrs Emma Deacon (from APCM 2021)

Mrs Sheila Firth (until APCM 2021)

Mrs Joanne Freeman (appointed as Treasurer by PCC)

Mrs Sonia Ludford (also Centre Manager)

Mr Stuart Poore (also Parish Administrator)

Mr Stephen Priter

Mrs Lorraine Roberts (until APCM 2021)

Mrs Lynn Stevens

Mrs Katrina Yates

Mr Richard Yates

Minute taker to the PCC

Mr Tony Bartlett

Bankers

Nat West Reading Oracle Branch, Unit L11, The Oracle Shopping Centre, Reading, RG1 2AG

On the behalf of the PCC

Rev Gill Rowell

Vicar

Church Warden



C. Heron

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The Financial Report for 2021

2021 was another strange year due to COVID 19 restrictions with lockdowns, mask wearing, social distancing and the gradual reintroduction of face-to-face life alongside the online one. Once again, without the help and support of our generous members we would not have been able to achieve all that we did, so many thanks to you all.

You will notice that some of the comparison figures between 2020 and 2021 differ more than normal. This is due to the different ways that we were able to use the site and hence receive / spend money during these years plus in 2020 we were able to use some special donations to buy a defibrillator, redecorate the church hall and refurbish the hall floor. If you would like to know more, please ask me.

Receipts

The online regular giving provided by the Parish Giving Scheme, standing orders and the JustGiving website has continued to provide £4,200 a month income. The Gift Aid recovered includes a monthly contribution from the Parish Giving donations and nine months (October 2020 to June 2021) of other Gift Aid claimed. The policy is now to make a six month claim for non-Parish Giving Gift Aid; the next claim is due to be made at the start of 2022. The collection plate was reintroduced in August, prior to that any money collected or given to the treasurer was counted as a donation rather a collection at a service. The restricted fund donations are made up of donations towards charities, the equipment to help with the live streaming, maintenance reserves plus Gift Aid due on donations made in 2020 for the new screens and the hall floor.

We were able to hold an Eco Sale, socially distanced, both in the church and outside, in July. It was a really good community event and it also raised a much needed £1,434. Unfortunately, the bistro evening that we had hoped for did not happen. However, in December we did manage to hold a Christmas Fair resulting in takings of £1,250 and the Vivace Voices held a fund-raising concert for us resulting in nearly £300.

We have been very fortunate in that the Pre-School, After School Club and Alcoholics Anonymous have been able to meet in our hall for most of the year despite the restrictions and so our hall income is better than it could have been. From September on more organisations began to feel safe to meet in our space, both the hall and the church, which is a great blessing for all of us. The 0 – 5 Toddlers also restarted in September, after so much time spent in lockdown the chance for the children to run around with others of their age and for the mums to meet up and socialise it is a very welcome place to be.

The café restarted this year towards the end of April and has seen several different arrangements. The Friday deliveries continue to a few of our customers and our outside space was used a great deal when the weather was good, with people returning indoors as the weather changed. Before lockdown more money was taken on a Thursday but now Friday is busier and taking more money.

The Governments Covid 19 Job Retention Scheme (CJRS) was used to help pay our café manager until May and our cleaner until August; which was when they were individually able to return to their normal hours of work.

Payments

The Parish Share remained at the same rate as in 2020; as we have been able to continue paying this by direct debit, we also get a 1% rebate given before the money is taken.

The increase in the Clergy and Staffing costs is due to two items – firstly, we now have a Parish Administrator and a Centre Manager, both of whom receive a monthly honorarium.

Also, once our curate Phil was able to visit us again at St Catherine's, we reimbursed him for his travel expenses and also a portion of his telephone costs.

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This year we have also used the Parish Share rebate for 2020 of £3,099 as a contribution towards Phil's accommodation costs for the period of March 2020 to mid-December 2021, when he left us.

The Church and Centre utility bills are for electricity, gas, waste disposal and network costs. The equipment cost from reserved funds was for all the pieces bought to help with the live streaming. Church maintenance consists of an annual service for the boiler, twice yearly checks on the alarm system, emergency lights and the café shutter, the annual service for the extinguishers and there has also been some work for our next Quinquennial inspection which cost £3,000.

During the year the lease that we had on our coffee machine in the café was completed and for one further payment we were able to purchase the machine.

The endowment fund expense of £804 this year has been for the taxi which continues to bring our Calcot members to the Sunday service when required.

This year, in addition to paying out on a monthly basis to our four chosen missions for 2021, we also paid out £3,000 as mission giving for 2020. Details of our mission giving is on page 13.

I was delighted that despite everything we managed to pay our full Parish Share and though we did end up with an annual deficit of £4,183, without the CJRS it would have been more like a deficit of £8,500.

I would like to take this opportunity to thank all of those who have helped me manage the church accounts; Steph with Gift Aid and the Parish Giving Scheme, Jean and Eve with the hall and magazine invoicing, the members of the Finance Action Group and those who help with the counting and banking of the church's monies.

Reserves policy

Oxford Diocesan Board of Finance (ODBF) recommend that the PCC's reserves should be an amount equal to three months average spend. For us this would equate to £24,000. The current figure held is £12,400 – which equates to about one and a half months cover.

If you have any questions on this report please get in touch with the Treasurer, preferably a couple of days before the APCM.

The following will help you understand Pages 9 to 15

Unrestricted funds contain money that the PCC can use for its general purposes.

Designated funds contain money from unrestricted funds that the PCC has chosen to put aside for a particular purpose. The PCC can also decide to return any or all of this money to unrestricted funds.

Restricted funds contain money that is received for a specific use such as donations to named charities.

Endowment funds contain money that is a special form of restricted funds; in our case it refers to the money the PCC received after St Birinus was sold and is expendable and can be used to fund activities relating to mission in Calcot such as the weekly taxi service to and from the 10.00 am service at St Catherine's when required.

The totals from the 2020 report are there for comparison purposes. The figures in the report are required to be shown to the nearest pound. Pages 9 & 10 are a legal requirement, all the other pages are provided to give more details.

Page 9 – Financial Statements for the Year Ended 31 December 2021

This page lists the receipts and payments for the year under categories that are required in the annual report to the Church of England. The fees for wedding and funerals, though they are not reported in this annual return do go through the PCC's bank account, hence the need for a separate line on this page so that the bank balances at the start and the end of the year balance correctly.

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Page 10 – Statements of Assets and Liabilities

Cash funds shows how the total funds of the PCC were split in the current bank account.

Other monetary assets is money due to the PCC from activities in 2021 but not received / banked until 2022.

Liabilities this is money in the PCC bank account for either services they received in 2021 (such as gas) but will not pay for until 2022 or money they received for other organisations such as charities, that will not be paid out until 2022.

Note 2 shows the movements in the Designated Maintenance Reserves and the various categories of restricted funds during the year.

Page 11 – Note 3 Further Analysis of Receipts and Payments Accounts

Payments – note 3 d)

Church & Centre utility bills comprise of Electricity, Gas, Waste disposal and network costs.

Mission and evangelism consist of Tots Praise, DBS checks, 0 – 5 Toddlers, Training and Outreach.

Page 13 – Note 3 Further Analysis of Receipts and Payments Accounts

Mission Giving – note 3 f)

Due to financial uncertainties re COVID-19, in 2020 no mission money from planned giving was paid out. In 2021 the PCC agreed that £3,000 should be paid out at the start of 2021 as planned giving for 2020. The PCC also agreed to support our four named charities by giving a regular monthly amount with any under payment of the 6% commitment being paid out at the start of 2022.

Joanne Freeman, Treasurer to the PCC, 7th February 2022

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Financial Statements for the Period Ended 31 December 2021

Receipts and Payment Accounts

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	TOTAL 2021 £	TOTAL 2020 £
RECEIPTS						
Voluntary receipts:						
Planned giving		42,255			42,255	42,256
Collections at services		966			966	599
All other giving/voluntary receipts	3 a)	4,200	5,713	30	9,943	18,689
Gift Aid recovered		9,258			9,258	10,045
		<u>56,679</u>	<u>5,713</u>	<u>30</u>	<u>62,422</u>	<u>71,589</u>
Activities for generating funds	3 b)	3,634			3,634	1,227
Investment income				0	0	15
Church activities	3 c)	35,171	0		35,171	30,691
Government Grant - CJRS			4,366		4,366	5,536
Total receipts		95,484	10,079	30	105,593	109,058

PAYMENTS

Church activities

Diocesan parish share		58,826			58,826	59,966
Clergy and staffing costs		6,129	398		6,527	1,134
Church running expenses	3 d)	16,547	1,639	804	18,990	19,929
Hall running costs		4,079			4,079	11,993
Café running costs		8,121	1,127		9,248	8,963
Mission giving and donations	3 f)	5,905	558		6,463	3,600
Costs of generating funds		60	0		60	8
Government Grant - CJRS			4,208		4,208	5,694
Total payments		99,667	7,930	804	108,401	111,287

Cash at bank and in hand at 1 January		16,546	3,848	4,154	24,548	26,950
Funds transfers	2	21	-21		0	0
Excess of receipts over payments as above		-4,183	2,149	-774	-2,808	-2,229
Fees - funerals and locums - surplus / deficit						
	3 e)		112		112	-173
Cash at bank and in hand at 31 December		12,384	6,088	3,380	21,852	24,548

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Statements of Assets and Liabilities

Note	Unrestricted funds £	Restricted funds £	Endowment funds £	TOTAL 2021 £	TOTAL 2020 £
Cash Funds					
Bank Current account	12,384	6,088	3,380	21,852	24,548
	<u>12,384</u>	<u>6,088</u>	<u>3,380</u>	<u>21,852</u>	<u>24,548</u>
Other monetary assets					
Parish Share rebate for previous year	1,783			1,783	3,100
Gift Aid recoverable for previous year	821			821	1,408
Hall rent due for previous year	4,120			4,120	1,565
	<u>6,724</u>	<u>0</u>		<u>6,724</u>	<u>6,073</u>
Liabilities					
Electricity and Gas	1,111			1,111	1,063
British Gas-repairs	311			311	0
0 - 5 s rent	129			129	0
Photocopying	134			134	0
Coffee money		96		96	0
Mission giving due for previous year	169			169	3,000
FAITH Christmas envelopes		30		30	0
Send a Cow		684		684	175
	<u>1,854</u>	<u>810</u>	<u>0</u>	<u>2,664</u>	<u>4,238</u>

Notes

- The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis
- The movements in designated and restricted funds during the year were:-

	Bal b/fwd 01/01/2021	Receipts	Payments	Transfers	Bal c/fwd 31/12/2021
Designated					
Maintenance Reserves	12,432			-3,000	9,432
Restricted					
Maintenance Reserves	1,200	300			1,500
Café	1,014	500	1,127		387
Cornwell 0 to 5 s	1,481		68		1,413
Donations to charities	236	1,192	558		870
Specials	-149	3,721	1,969	-21	1,582
CJRS	-158	4,366	4,208		-0
Totals without ODBF funds	<u>3,624</u>	<u>10,079</u>	<u>7,930</u>	<u>-21</u>	<u>5,752</u>
 ODBF balancing figure Note 3 e)	 224	 1,902	 1,790	 	 336
	<u>3,848</u>	<u>11,981</u>	<u>9,720</u>	<u>-21</u>	<u>6,088</u>

ODBF - Oxford Diocesan Board of Finance

The donations to charities and specials funds are the result of donations given to specific appeals

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Note 3 Further Analysis of Receipts and Payments Accounts

	Unrestricted funds	Restricted funds	Endowment funds	TOTAL 2021	TOTAL 2020
	£	£	£	£	£
Receipts					
a) All other giving/voluntary receipts					
Donations	4,200	5,713	30	9,943	18,689
	<u>4,200</u>	<u>5,713</u>	<u>30</u>	<u>9,943</u>	<u>18,689</u>
b) Activities for generating funds					
Parish magazine - advertising	440			440	510
Summer and Christmas fetes	2,685			2,685	0
Special events/pop up shops	509			509	717
	<u>3,634</u>	<u>0</u>	<u>0</u>	<u>3,634</u>	<u>1,227</u>
c) Church activities					
Fees for weddings and funerals	334			334	460
Parish magazine - sales	707			707	570
Centre lettings	19,697			19,697	19,138
Café income	10,414			10,414	5,899
Tuesday Get Together	59			59	0
Friday Friends	0			0	425
Cornwell 0 - 5 s	861			861	970
Youth Group	0			0	74
Bookstall	0			0	19
Parish Share rebate	3,099			3,099	2,830
Misc refunds	0			0	306
	<u>35,171</u>	<u>0</u>	<u>0</u>	<u>35,171</u>	<u>30,691</u>
Payments					
d) Church running expenses					
Centre utility bills	5,418			5,418	5,767
Insurance	1,719			1,719	2,387
Calcot Rent	0			0	202
Hospitality	83			83	47
Equipment	6	1,571		1,577	3,112
Magazine	1,131			1,131	1,408
Stationery	875			875	1,161
Centre maintenance	4,798			4,798	2,196
Upkeep of church grounds	191			191	268
Upkeep of services	811			811	692
Mission and evangelism costs	998	68	804	1,870	2,248
Administration	397			397	321
Independent Examiner	120			120	120
	<u>16,547</u>	<u>1,639</u>	<u>804</u>	<u>18,990</u>	<u>19,929</u>

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Note 3 Further Analysis of Receipts and Payments Accounts

	2021 £	2020 £
e) Oxford Diocesan Board of Finance (ODBF) fee workings		
Receipts		
Funeral fees received by PCC due to others	<u>1,902</u>	<u>2,355</u>
	1,902	2,355
Payments		
funeral fees paid to ODBF	1,530	2,278
funeral expenses	<u>260</u>	<u>250</u>
	1,790	2,528
surplus/deficit	112	-173

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Note 3 Further Analysis of Receipts and Payments Accounts

f) Mission Giving

	2021 planned £	2021 extra £	2020 planned £	2020 extra £
Overseas Mission Societies				
Leprosy Mission	1,470		387	146
Novi Most	1,470			13
Wycliffe Bible Translators			4	431
	<u>2,940</u>	<u>0</u>	<u>391</u>	<u>590</u>
Relief & Development Agencies				
Send a Cow		318	386	694
Tear Fund		240		275
	<u>0</u>	<u>558</u>	<u>386</u>	<u>969</u>
Home Missions				
Berkshire Churches Trust	25		25	
CCA	1,470			
Childrens Society	1,470			
Faith			389	362
Livability			388	
	<u>2,965</u>	<u>0</u>	<u>802</u>	<u>362</u>
Secular Charities				
I Deacon			50	
L Stevens			50	
	<u>0</u>	<u>0</u>	<u>100</u>	<u>0</u>
TOTAL	5,905	558	1,679	1,921

NB 2020 planned giving relates to mission giving from 2019 paid at the start of 2020
 2021 planned giving includes the £3,000 planned mission giving for 2020

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

BUDGET AT 31DECEMBER 2021 - 52 WEEKS

	ACTUALS 2021 £	BUDGET 2021 £	VARIANCE 2021 £	BUDGET 2022 £
RECEIPTS				
Voluntary receipts				
Parish Giving Scheme Gift Aided	31,838	32,400	-562	33,000
Parish Giving Scheme Non Gift Aided	5,627	8,400	-2,773	6,000
Standing Orders Gift Aided	2,990	2,950	40	3,000
Standing Orders non Gift Aided	1,800	1,750	50	2,000
Plate	956	50	906	500
Gift Aid recovered	9,258	9,300	-42	9,450
Tots Praise	10	50	-41	50
General Donations	2,470	1,550	920	1,800
Covid special donations	1,730	1,800	-70	0
General Donations Gift Aided	0	50	-50	0
Total	56,679	58,300	-1,621	55,800

Other receipts

Magazine Advertising	440	480	-40	400
Fetes	2,685	2,000	685	2,000
Special Events/Pop up shops	509	1,000	-491	200
Net Fees	334	120	214	150
0-5 s Toddlers	861	100	761	2,400
Holiday Club	0	100	-100	750
Youth Group	0	50	-50	100
Tuesday Get Together	59	0	59	0
Friday Friends	0	100	-100	500
Magazine Sales	707	600	107	800
Centre Lettings	19,697	26,700	-7,003	25,000
Café Sales	10,414	10,500	-86	14,000
Parish Share Rebate	3,099	0	3,099	0
Misc.	0	50	0	0
Total	38,805	41,800	-2,944	46,300

TOTAL RECEIPTS	95,484	100,100	-4,566	102,100
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Excess of receipts over payments

Church activities	-28,760	-20,220	-22,850
Other activities	24,577	20,220	22,850
All activities	-4,183	0	0
Hall	15,618	19,000	18,800
Café	2,293	-1,800	1,000

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

BUDGET AT 31 DECEMBER 2021 - 52 WEEKS

	ACTUALS	BUDGET	VARIANCE	BUDGET
	2021	2021	2021	2022
	£	£	£	£
PAYMENTS				
Church running expenses				
Parish Share	58,826	60,000	1,174	58,900
Minister expenses	4,929	1,150	-3,779	765
LLM expenses	0	150	150	150
Honorarium	1,200	0	-1,200	1,200
Children's Education	0	50	50	50
Tots Praise	16	50	34	0
Adult Education	0	50	50	50
Training Outreach	84	100	16	200
Mission Giving	5,905	3,000	-2,905	3,225
Insurance	1,719	2,450	731	1,800
Church maintenance	4,798	2,250	-2,548	4,500
Equipment	6	170	164	100
Upkeep of services	811	600	-211	750
Church flowers	0	100	100	50
Hospitality	83	100	17	50
Upkeep of church grounds	191	100	-91	100
Stationery	875	1,310	435	900
Administration	397	1,300	904	200
Cost of fetes	60	0	-60	0
Independent Examination	120	120	0	120
Electricity	2,386	2,300	-86	2,300
Gas	2,119	2,190	71	2,000
Waste Disposal	613	720	107	740
Wifi	300	260	-40	500
Total	85,438	78,520	-6,918	78,650
Other costs				
0 - 5 Toddlers	802	100	-702	2,400
Holiday Club	0	100	100	500
Youth Group	0	50	50	100
DBS checks	96	50	-46	100
Magazine	1,131	1,280	149	1,150
Hall running costs	4,079	7,700	3,621	6,200
Café running costs	8,121	12,300	4,179	13,000
	14,229	21,580	7,351	23,450
TOTAL PAYMENTS	99,667	100,100	433	102,100

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Independent Examiner's Report to the Trustees of Tilehurst St Catherine and Calcot St Birinus Church, Tilehurst, Parochial Church Council

I report on the accounts for the year ended 31st December 2021 which are set out on pages 9 to 13

Respective responsibilities of the Trustees and Independent Examiner

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 section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

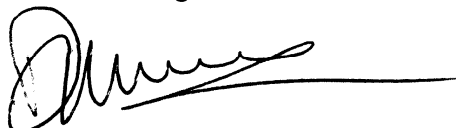
My examination was carried out in accordance with the General Directions given by the Charity Commission.

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



David Marett, FCA CTA
5 Jennets Close,
Tutts Clump,
RG7 6JZ
1st April 2022

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Minutes of Meeting of Parishioners – 18th April 2021 by zoom

The meeting was held at 11.15 am via Zoom with a group of 4 watching in at St Catherine's

Present: The Wardens, 45 adult and 2 under 16 parishioners.

1. Apologies for absence: Hilary Smee, June Page, Beryl Nunn, Roy Walklate and Moira Bristow.

2. Welcome and Prayer

Rev Gill Rowell opened the meeting with prayer for the Church Wardens, giving thanks for their huge contribution to the life of this Parish, especially during this strange and testing time. She gave thanks for both Richard and Caroline being willing to stand again and for the particular gifts each of them has. Gill prayed for blessing on them, for wisdom and guiding, for strength, boldness and courage for the future of the Parish.

3. Election of Churchwardens for the Parish

There were 2 nominations:

Name	Proposed	Seconded
Richard Canning	Heather Addison	Anne Soley
Caroline Heron	Anne Soley	Heather Addison

All were in favour and the Wardens duly elected.

4. Gill noted that Richard had completed his 3 year term as Church warden and thanked him for his willingness to stand again, in order to support and work with Caroline as a relatively new warden. She said that both are excellent wardens and are a great support to her in her ministry in the Parish.

A closing prayer will be offered at the end of the APCM meeting which follows.

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Minutes of the Annual Parochial Church Meeting held on 18th April 2021 by zoom immediately after the Annual Meeting for Parishioners.

Only members of the Electoral Roll were eligible to vote at the meeting.

Gill requested any items for any other business. No AOB items.

Gill noted that due to Covid 19, the delayed October APCM 2020 only covered 2019.

This APCM reflects on the whole of 2020. However, for the purpose of elections and serving on the PCC, the period from last October until today is taken as a year.

1. Welcome and Prayer

Gill opened the meeting with prayer asking for wisdom in our thinking, in our planning, faith to move mountains and our actions to be filled with the power of the Holy Spirit. Ephesians 3:20

2. Apologies for absence: Hilary Smee, June Page, Beryl Nunn, Roy Walklate and Moira Bristow.

3. Acceptance of the Minutes of the previous meeting.

The minutes from the last APCM meeting on 11th October 2020 were unanimously accepted as a correct record of that meeting. The Financial Statements and Annual Report have been received.

4. Matters Arising. There were no matters arising.

5. 2020 Parish Review

The Parish Review had been circulated in advance of the meeting and there were no questions.

Despite being in lockdown for much of the year, there was much to report on parish activities in this period. Gill thanked Stuart for his role as Electoral Roll Officer. Sadly, we have lost one member, so our Electoral Roll number is now 108. Gill expressed her gratitude for everyone who has played a part in the life of St. Catherine's over this last year, in these strange and difficult times.

6. Presentation of Annual Report and Financial Statement.

Gill reminded us all of our Parish Purpose: "to worship God and show Jesus' love makes a difference in reaching, serving and caring." She recognised that 2020 had been a difficult year and with Covid 19 we had to change the way we did things. With God's providence, we have been blessed to have Phil here as Curate. Gill added that this year has been a different experience for all of us: we have all been in the same boat, but experiencing different storms.

The PCC has already approved the report and there were no questions or clarifications requested.

Financial statement: Joanne referred everyone to the Financial Review for 2020.

Despite lack of income from hall hirers due to the Lockdown, parish finances are not as bad as were projected at the beginning of the year, with a deficit of only £600. Outgoings had been reduced by careful housekeeping, with particular thanks to Richard Canning. There had been generous giving by individuals through extra donations, and a rebate from Reading Deanery against last year's Parish Share. Others, due to no plate giving had joined the PGS scheme or started direct debit payments.

Joanne explained briefly about the changes to Mission Giving – now 4 charities are being supported with monthly donations of £60, rather than lump sum payments at the end of the year. Other private charity donations are made by many individuals too. Joanne feels more optimistic about the next year but notes that she has budgeted for about £3,000 to be gained from fetes and other events, which, due to restrictions, may not take place. There were no questions about the Financial Statement.

The Annual Report was accepted by the meeting.

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Gill thanked Joanne for her continued hard work with the Finances and also members of the Financial Action Group for their support. We are blessed to be in a giving Church. Thank you all!

7. Vicar's Address 2020

A Testing Time – Be Kind

Gill reflected that at 2019 APCM she had shared Psalm 89. "With my God I can scale a wall." It reminds us all that God is always with us and will help us with our difficulties, a good Scripture to take us into 2021. She felt that the year began with hope, but as we entered the third lockdown it was a testing time: we were all a bit tired, a bit irritable ...but carried on nonetheless! She thanked everyone for the part they have played.

With the successful vaccination programme, Gill felt moderately confident that we have just come out of our last lockdown. However, with restrictions planned to be lifted on 21 June, she is not entirely sure what that will mean: with regards to guidance on wearing facemasks and social distancing which might be around for a long time. Gill was hopeful that we will be able to resume singing in services but felt no assumptions can be made until we get nearer that date. There is a continuing need for us all to be flexible, adaptable and kind to one another.

Living in a Foreign Land

Gill compared our experiences to living in a foreign land, an alien place rather like the Israelites wandering in the wilderness. Lockdown, for some of the time, has been a time of wandering and uncertainty but we have had moments of joy and moments to thank God for. Gill again thanked everyone who had played their part during 2020 and what we, as a Church, had achieved.

So, as restrictions decrease, we can enter the Promised Land, like the Israelites did! However, that wasn't easy for them and it may not be for us - but Gill referred us again to 1 Joshua v9: "Have I not commanded you? Be strong and courageous. Do not be afraid; do not be discouraged, for the LORD your God will be with you wherever you go." Gill and Phil had constructed a Route Map out of Lockdown, similar to the Government's Roadmap, but as we all know, just because things can happen does not mean they definitely will!

We are not acting in our own strength and Gill feels God is saying be cautious not to rush into activity as we make plans, all of which must be Covid and Safeguarding compliant, with Risk Assessments for all activities.

Having said that, Gill was pleased to announce that Café Siena was reopening on Thursday 20th May for lunches and refreshments every Thursday and Friday. There are plans for an outside café, "Cat's Cake Club" starting on Friday 30th April 2.30-4pm. Volunteers for this would be very welcome as the more helpers we have the less demanding it is for everyone. Please contact Sonia if you can help.

St Catherine's Church Census

Gill thanked everyone who completed the recent St Catherine's Church Census. This was circulated as widely as possible, via RG31, and notices, to ensure that everyone, of all ages and congregations, could share their views and priorities, giving everyone a voice. Gill welcomed all the feedback and said that it had been helpful to understand people's participation within the church and feelings regarding in-church services, online worship, and many other areas.

The census feedback is going to help us make prayerful, and practical decisions for the future. Gill presented some of the findings using graphics and thanked Phil for his help with this. Gill said that she would be sharing the results with the Leaders and Preachers Action Group (LAPAG) and then take any proposals to PCC before any changes were implemented. She asked that no assumptions should be made about any results at this stage.

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Strategy Action Group

The Strategy Action Group (STAG) had met together by Zoom in December 2020 and January 2021 and after going through a process of appreciative enquiry, discussion and prayer we had agreed our core values, as well as an informal statement of intent. These were:

St Catherine's Core Values: Healing, Hope, Hospitality and Community

St Catherine's Statement of Intent: We are confident in our role in the community, known for our hospitality and our faith in Jesus.

Growth in discipleship, evangelism and prayer are all important, but prayer must be our priority as we move on and look outwards, intentionally building on the resources we have to build God's kingdom.

The Green Team

The momentum in our Green Agenda and the gaining of the Bronze Eco Award has been a surprising aspect this year, and our Lent focus on Climate Change very important - God is clearly at work in this.

8. Election of Parochial Church Council Members

Gill warmly thanked Evelyn Bartlett, Lorraine Roberts and Sheila Firth who have served their 3 years on the PCC and are standing down: their contributions are much appreciated and she is grateful for the time they were able to give.

Joanne Freeman and Sonia Ludford have also served three years but are standing again – Joanne because she is Treasurer and it is very helpful to have her on the PCC; and Sonia because she is Centre Manager.

There are now 5 vacancies on the PCC. As well as Joanne and Sonia, we are very pleased that Emma Deacon has agreed to stand. Members of the PCC are appointed for 3 years.

There were 3 nominations for the PCC

Sonia Ludford	Proposed	Heather Addison	Seconded	Caroline Heron
Joanne Freeman	Proposed	Hilary Smee	Seconded	Sonia Ludford
Emma Deacon	Proposed	Caroline Heron	Seconded	Heather Addison

As there were five vacancies, no election was necessary.

9. Election of Deanery Synod Members

Tony Bartlett, Richard Canning and Ella Robles-Canning all confirmed that they were willing to stand and as this fulfilled our quota of places, no election was necessary.

10. Appointment of Independent Examiner

Joanne confirmed that David Marett, who has been the Independent Examiner for 2020, is prepared to continue for the coming year.

11. There was no AOB.

12. Closing Prayer

Rev Phil Price closed the meeting by thanking God for sustaining us during the last year, through some high and low points. He committed 2021 to God and asked for wisdom and clarity; and that we would grow in our faith and in numbers.

