

St. Mary's Newent APCM

25th April 2022

Minutes

1. The meeting opened prayer and a reminder of God's faithfulness throughout recent times of the pandemic and as we move forward to discover what the future hold.

2. Introduction

Simon gave a reminder about signing the attendance sheet and noting any Apologies for absence as well as checking that those present had sight of all papers.

Vestry Meeting

3. Elections of

a) Church Wardens (2 Posts)

Thanks were expressed to Roger Beard and Carol Gooch for their service and support throughout the year as well as their role throughout Covid and the time of recovery. Both had agreed to continue in service and were duly elected unopposed.

b) Deputy Warden (1 Post)

Sue Cook was thanked for all she had done and also for agreeing to continue this coming year for which we are grateful. Given this is an internal post for St. Mary's there is no need for it to be contested and it is wonderful to have such extra support in this area.

Other posts

c) Methodist Secretary - Sue Cook continues in this post.

d) Baptist Secretary - Janet Roach is the named officer for this post.

e) Secretary to the Council - Carole Brookes' appointment as Secretary to the Council. This is now an appointment at the APCM rather than PCC to afford it the standing it deserves and she was duly elected.

Annual Parochial Church Meeting

4. Minutes of the APCM held 6/7/21

Under item regarding Electoral Roll - Joint membership was amended to 31. With this amendment the minutes were accepted unanimously, with thanks to Carole Brookes for their production.

5. Matters arising

All matters were taken up in our agenda.

6. Election of PCC members - Annee Barwell and Josh Robertson renewed their offer to serve after 3 years and Shirley Johns agreed to serve for a further 1 year. In addition Cynthia Gwinnett has agreed to join the church Council. All were elected unanimously. Thanks were also expressed to all current PCC members for their service.

7. Electoral Roll

Movement

2021 2022

Total 182 which was a reduction of 18

Anglican 138 (-9)

Methodist 10 (+1)

Baptist 8 (+2)

Joint 21 (-10)

Church in Good Standing 5 -2

There are currently no Anglican/Methodist members.

8. Safeguarding/Policy compliance review

The meeting noted that DBS Disclosure and Baring checks were continuing, and an update of procedures had been carried out. The Named person from our point of view is Janet Roach. Policies on file have also been updated and will be on our website for compliance. Training has been reviewed and changed but will be more comprehensive.

H&S/FS

No issues to report thankfully. Appreciation was expressed to our Core Team for monitoring all the aspects involved. Ensures our compliance with legislation and keeps a watch on our church environment and procedures alongside the Insurance Review

9. Financial Report

- a) Presentation of Accounts

Copies were displayed and available. It was noted that the Church Council as Trustees had approved the accounts following examination by our Independent Examiner and that we were therefore receiving them for information.

We received them with thanks again to Fred Passant for all the work they represent during his last year leading up to the transition to Shirley Howard and Nigel Gabb on our Finance Team. Thank you to both of them as they port across all the details from one system to the other with assistance from the Diocesan office.

b) Appointment of Independent Examiner

Tudor Powell acted as Examiner for this year for all three churches in the Benefice and is happy to continue. He was duly appointed for the forthcoming year.

10. Reports

Chair/Rector's Report

The Chair expressed gratitude for all the work that was done via the website during the pandemic and on-going and it is now being reviewed together with associated information literature as we open progressively to more people.

The meeting noted how important it had been to have the Porch renovation completed as the glass doors had meant that numerous displays and information had been presented for people to see and benefit from.

We noted the caution necessary given current Covid rates, and that this was likely to be a feature of life in the future, adjusting with developments as they arise.

It was encouraging to be able to meet at church socially for prayer and bible study, as well as within home group settings. Once again we are discovering the blessing we have known all through or simply being church family together.

The Chair updated the meeting on Deanery matters. Under the Deanery Strategic Plan more input locally was planned for the chaplaincy at Newent Community School and 6th Form Centre as well as for sports ministry. Simon had handed on the roll of Area Dean to Rev Jacqui Hyde of the Benefice of Churchdown and Innsworth.

Wardens Report

This had been circulated and thanks were again given for all the work done during the year. Plans regarding church fabric were outlined including the next projects in view.

These included work to the Church Room roof to avoid water ingress. Design work was complete and awaiting the faculty process. The church clock will be receiving remedial work following further investigations.

Long term projects for high level gutters and internal use of auxiliary room (office, toilets, kitchen, meeting space) would be addressed in due course.

Children, Young People and Students

Josh Robertson presented an update on the work he and our team had carried out at church, in schools and in detached settings. Thanks were expressed to him and all involved for the outstanding ministry this represents.

11. The meeting closed with prayer for thanksgiving for all involved in the life and work of our church and its ministry.

Chairman's Report 2022

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In common with all churches, we are facing tremendous financial challenges. This is something that will need the attention of our Core Team and Church Council as we go forward.

But there are great encouragements too. Our main 10.30 service has welcomed new members which is a delight and the sense of being together as a single church family is increasingly important to us all.

We are seeing over this year the return of "in person" sessions for many aspects of our church life and this had an element of healing to it. We look forward to seeing more happen as the year progresses.

With my thanks again and our love to each and every person involved in the ministry that God has given us

Simon

ST. MARY'S CHURCH, NEWENT

Registered Charity No. 1158153

FINANCIAL STATEMENTS FOR YEAR END 31.12.2021

THESE FINANCIAL STATEMENTS HAVE BEEN PREPARED FOR ST. MARY'S CHURCH, NEWENT TO COMPLY WITH THE CHURCH ACCOUNTING REGULATIONS, 2006. THEY INCLUDE ACCOUNTS OF RECEIPTS AND PAYMENTS, A STATEMENT OF ASSETS AND LIABILITIES AND NOTES TO THE FINANCIAL STATEMENTS.

NOTES TO THE FINANCIAL STATEMENTS

Basis of accounting: - The financial statements have been prepared on the receipts and payments basis and in accordance with the Church Accounting Regulations, 2006.

Accounting Policies: - The financial statements include monetary transactions, assets and liabilities for which the Church Council can be held responsible. They do not include the accounts of other Church groups that owe affiliation to another body (e.g. Mothers' Union).

Receipts are included as received and expenditure when irrevocably paid.

The Receipts and Payments Account differentiates between different kinds of funds:

Restricted funds must be used for the purposes for which they were given.

Unrestricted funds represent money that can be used for the general purposes of the Church Council; amounts that have been earmarked for specific purposes are called **designated** funds (which nevertheless remain unrestricted), the rest being called **general** funds.

Signed.....
F.H. Passant J.P. Hon. Treasurer

Approved by Church Council: -

Signed.....
(Rev. S. Mason, Chairman)

Signed.....
(Mr. R. Beard BEM - member)

Key dates: to be agreed:-

Independent Examiner Report – 14 March 2022

Draft to Church Council – 21st March 2022

Approval by Church Council – 21st March 2022

Post on Notice Board – 7 May 2022

Presentation to Annual Meeting – 25th April 2022

Send to Methodist Circuit – 7 May 2022

Send to Diocesan Secretary - 7 May 2022

<u>2020</u>	<u>RECEIPTS 2021</u>	<u>General Funds</u>	<u>Restricted Funds</u>	<u>Total £</u>
	<u>Offertories</u>			
11667	Envelopes	10229		
16205	Bankers orders	19636		
7673	Tax refunds (general)	8935		
<u>1931</u>	General plate	<u>2655</u>		
37476		41455		41,455
	<u>Other receipts</u>			
1212	Church \ room users	1084		
373	Legacies \ memoriums	291		
12631	Gift Day (inc. gift aid tax)	7110		
61	FWO \ Sales	15		
685	Fees, etc.	3649		
50	Inv. inc. (exc CBF shares)	52		
0	Easter gifts	115		
940	Other donations	272		
941	Easter Gifts	115		
<u>1622</u>	Gift Aid donations	<u>1858</u>		
17574		14446		14,446

Restricted receipts for specific charities / purposes

St Mary's Romania link	1702	
Romania (Redditch group)	3598	
Refurbishment Fund (Porch)	2770	
For Lord's Larder	8097	
J. Robertson Training Grant	8250	
Bell Fund	0	
Churchyard upkeep - FODDC	2189	
Worldwide Missions (Leprosy)	0	
Children's Society	516	
Other charities (TRAC, Listening Post, Send a Cow)	0	
Flower Fund	0	
Christian Aid Week	1398	
Agape	0	
For Discretionary Fund	322	
Brunel 2020 (deposits)	0	
<u>Computer Fund</u>	<u>0</u>	
TOTAL	28,842	28,842
<u>TOTAL RECEIPTS</u>	<u>55,901</u>	<u>28,842</u>
		84,743

	PAYMENTS 2021	General funds	Restricted	TOTAL
2020	Ministry, etc	.Unrestricted		
908	Rector expenses	908		
0	Curate expenses	386		
500	Baptist Home Mission	500		
1082	Office & telephone	1228		
178	Teaching, courses, etc.	0		
3252	Gas & water	2319		
1305	Electricity	1294		
5191	Insurance	5337		
1277	Cleaning services	1232		
0	Services/Altar	496		
2369	Repairs / maintenance	2843		
41	Junior church	0		
772	Music expenses	528		
396	Printing /stationary	523		
37520	Parish Share Anglican	37520		
4580	Methodist Circuit	5052		
496	Youth work	171		
207	Miscellaneous	429		
60,510		60,766		

Restricted payments to charities, etc.

Bell fund	25
St Mary's Romania link	1565
Romania Redditch Group	2700
Refurbishment fund (porch)	1772
Refurbishment Loan repayment	4060
Lord's Larder	6135
From Flower fund	42
J. Robertson Training Expenses	2977
K. Worldwide Missions (Leprosy)	0
Childrens Society	436
Other charities (TRAC, List. Post, Send a Cow)	0
Christian Aid	1485
Agape	0
Churchyard upkeep	2189
Discretionary Fund	388
Computer fund	0
TOTAL	23,774

Total unrestricted receipts (P2) minus above payments of £60,766 = - (£4,865)

Total restricted receipts (P2) minus above payments of £23,774 = £5,068

Grand Total receipts minus payments = £203.

BANK ACCOUNTS - MOVEMENTS IN 2021

Lloyds Classic A/C (current account)

Opening balance	8693.96
Add receipts	27136.03
Less payments	<u>24899.52</u>
Closing balance	<u>10,930.47</u>

Barclays A/C (current account)

Opening balance	28,953.13
Add receipts	51,991.28
Less payments	<u>53,468.52</u>
Closing balance	<u>27,775.89</u>

Lloyds Bell fund A/C

Opening balance	1,019.50
Add interest and deposits	0.28
Less transfers	<u>0.00</u>
Closing balance	<u>1,019.78</u>

Total of above accounts, plus £25 cash float (church) = £39,751.14 (see p. 5)

STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2021

2020		2021	
	Investments	£ Unrestricted	£ Restricted
2695	C of E CBF Investment Fund	3,162	0
4366	C of E CBF Deposit Fund	4,369	0
1782	Glos. Diocese CBF Trust (87 shares)	2,035	0
8843		<u>9,566</u>	<u>0</u>

Bank Accounts / Cash

	RESTRICTED	UNRESTRICTED	TOTAL
Barclays (current account): -			
• Agape fund (from 2019)	65		
• Refurbishment fund (inc. Loan £8 k)	1538		
• Flower fund (£135 from 2020)	93		
• Ecumenical fund	430		
• Romania project (£2239 from 2020)	2376		
• Romania Redditch fund (-£69 from 2020)	829		
• Marriage prep. course (from 2014)	96		
• Lord's Larder (£9215 from 2020)	11,177		
• Discretionary Fund (£465 from 2020)	399		
• Brunel Manor 2020 deposits	480		
• Children's Society (£15 from 2020)	95		
• Clock Fund	554		
• Christian Aid	0		
• Training J Robertson	5273		
• Bell Fund	350		
• Total Barclays balance	<u>23,755</u>	<u>4,021</u>	<u>27,776</u>
Lloyds Classic (current) A/C		10,930	10,930
Lloyds Bell fund A/C	1,020		1,020
Cash		25	25
<u>TOTAL</u>	<u>24,775</u>	<u>14,976</u>	<u>39,751</u>

*

* This is the total cash held in bank accounts, see page 4.

The above shows our total restricted and unrestricted cash and investment assets as £49,317.

The **Unrestricted Assets**, i.e. our general reserves, stand at **£24,542** at the year end compared to **£28,390** the previous year, i.e. a fall of **£3,848**. This decrease is due to the excess expenditure over income in 2020 of £4,865 (page 3), and a rise in the value of the investments of £723.

N.B. The Refurbishment Fund includes the £20k loan from the Diocese, £8k of which is outstanding with the next payment of £4k being due in January 2022.

Monetary liabilities: - £8k Diocesan Loan outstanding. **Debtors:** - The bracketed sums shown above.

Fixed assets: - These include the land, buildings and contents belonging to St. Mary's. Apart from the items listed in the Terrier and Inventory (which includes the silver plate, etc.) the Church Council also owns the following items used in the running of the church:

Computing equipment, photocopier, printing machine, video player/monitor, public address system, stage lighting, CCTV system, various microphones and a CD / tape player. All these are security coded.

ST. MARY'S CHURCH, NEWENT - OUTWARD GIVING - 2021

	£
Lord's Larder	* see below
St Mary's Romania Project	1565
Agape (India)	0
Baptist Home Mission	500
Leprosy Mission (excludes boxes)	0
Listening Post	0
Children's Society (includes boxes)	436
Gloucester Historic Churches Trust	50
C S W, Open Doors, Release International	0
Teens in Crisis, Hope Flowers School	0
Send a Cow	0
Tom Roberts Adventure Centre	0
Methodist Charity	0
Christian Aid	1485

TOTAL **£4,036**

(In 2020 the outward giving was £4,603)

* Lord's Larder - This is run by St. Mary's for a wide area around Newent and includes financial and manpower support from outside St. Mary's.
See P 8 for details.

N.B. The above does not include Memoriums (collections taken for specific charitable causes at funerals). These are paid direct to the funeral directors.

REFURBISHMENT FUND 2021
(Roof and Porch Projects)

<u>Fund balance at 01.01.2021 inc. loan</u>	<u>£</u>
(from 2020 accounts)	7,435

Income in 2021

Donations (inc. gift aid tax)	2,475
Listed Places of Worship VAT grants	295
Christmas Tree Festival (net)	0

<u>Total</u>	<u>£2,770</u>
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Expenditure in 2021

Final payment chancel roof	1,512
Loan repayment to Diocese	4,060
Architect fees - chancel roof project	260

<u>Total</u>	<u>£5,832</u>
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<u>Balance (for 2021)</u>	<u>-£3,060</u>
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Overall Balance at 31.12.2021 **£1,538**

(NB £8k plus interest is due to the Diocese, £4k in January 2022)

This balance is represented on 1.1.22 by: -

CBF Deposit Fund	0
CBF Share A/C	0
Barclay's current A/C	<u>1,538</u>
	<u>£1,538</u>

(The Porch Project is thus in debt by £6,462 plus a little interest)

LORD'S LARDER FUND 2021

<u>Fund balance at 01.01.2021</u> (from 2020 accounts)	<u>£</u> 9,215
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Income in 2021

Personal donations (inc.gift aid tax)	3,363
Corporate donations (inc. Forest of Dean DC & S Gooch)	2,000
Other donations (inc.churches, grants, schools)	2,180
Transfer from cash account	554
TOTAL 2021 INCOME	8,097

Expenditure in 2021

Food purchases (additional to donated food)	262
Lord's Larder infrastructure	227
Service charges (inc.electricity)	651
Co-ordination and deliveries	4,441
Transfer	554
TOTAL 2020 EXPENDITURE	7,791

<u>Balance (for 2021)</u>	1,962
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<u>Overall Balance at 31.12.2020</u>	£11,177
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This balance is represented on 1.1.22 by: -

CBF Deposit Fund	0
CBF Share A/C	0
Barclay's current A/C	11,177
	<u>£11,177</u>

N.B. Substantial amounts of donated food + extra purchases have been delivered during the year.

**Independent Examiner's Report to the Church Council of
St. Mary's Church, Newent, Gloucestershire**

Independent Examiner's Report to the Church Council

This report on the accounts of the above for the year ended 31st December 2020 is in respect of an examination carried out in accordance with regulation 3(3) of the Church Accounting Regulations 1997 and section 43 of the Charities Act 1993.

Respective responsibilities of the Church Council and the examiner

As members of the Church Council you are responsible for the preparation of the accounts; you consider that the audit requirement of regulation 3(3) of the Church Accounting Regulations 1997 and section 43(2) of the Charities Act 1993 do not apply. It is my responsibility to issue this report on these accounts in accordance with regulation 25 of the Church Accounting Regulations 1997 and regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission section 43(7)(b) of the Charities Act 1993. The examination included a review of the accounting records maintained by the Church Council and the comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

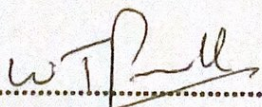
Independent examiner's statement

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - (a) to keep accounting records in accordance with section 41 of the Charities Act 1993; and
 - (b) to prepare accounts which accord with the accounting records, have not been met.
- 2 to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed

**Tudor Powell
Foye House
Clifford's Mesne
Newent, GL18 1JN**

.....  Date 15 MAR 2022