

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETROC, BODMIN

England & Wales · Charity number 1170555

## Details

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**Other names** ST PETROC BODMIN PCC

**Status** Registered

**Legal form** Other

**Registered** 2016-12-05

**Register** [View on the Charity Commission register](#)

## Contact

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**Website** <https://www.bodminchurch.com>

## Activities

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**Objects:** GENERAL FUNCTIONS OF COUNCIL.(1) IT SHALL BE THE DUTY OF THE MINISTER AND THE PAROCHIAL CHURCH COUNCIL TO CONSULT TOGETHER ON MATTERS OF GENERAL CONCERN AND IMPORTANCE TO THE PARISH.(2) THE FUNCTIONS OF PAROCHIAL CHURCH COUNCILS SHALL INCLUDE:(A) CO-OPERATION WITH THE MINISTER IN PROMOTING IN THE PARISH THE WHOLE MISSION OF THE CHURCH, PASTORAL, EVANGELICAL, SOCIAL AND ECUMENICAL;(B) THE CONSIDERATION AND DISCUSSION OF MATTERS CONCERNING THE CHURCH OF ENGLAND OR ANY OTHER MATTERS OF RELIGIOUS OR PUBLIC INTEREST, BUT NOT THE DECLARATION OF THE DOCTRINE OF THE CHURCH ON ANY QUESTION;(C) MAKING KNOWN AND PUTTING INTO EFFECT ANY PROVISION MADE BY THE DIOCESAN SYNOD OR THE DEANERY SYNOD, BUT WITHOUT PREJUDICE TO THE POWERS OF THE COUNCIL ON ANY PARTICULAR MATTER;(D) GIVING ADVICE TO THE DIOCESAN SYNOD AND THE DEANERY SYNOD ON ANY MATTER REFERRED TO THE COUNCIL;(E) RAISING SUCH MATTERS AS THE COUNCIL CONSIDER APPROPRIATE WITH THE DIOCESAN SYNOD OR DEANERY SYNOD.(3) IN THE EXERCISE OF ITS FUNCTIONS THE PAROCHIAL CHURCH COUNCIL SHALL TAKE INTO CONSIDERATION ANY EXPRESSION OF OPINION BY ANY PAROCHIAL CHURCH MEETING.

**Activities:** To promote the Christian Faith and hold worship services and Christian events open to all in the community.

## Classification

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- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services, Other Charitable Activities
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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- Cornwall

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£116,540	£146,486	-	-
2023-12-31	£114,497	£173,302	-	-
2022-12-31	£317,708	£282,529	-	-
2021-12-31	£283,710	£243,181	-	-
2020-12-31	£180,703	£133,769	-	-

## Trustees

Name	Role	Appointed
Rev PAUL ROBERT HOLLEY	Chair	2019-04-08
ANDREW PHILIP ROBERT SADLEIR		2016-04-07
Abigail Louise Cavalera		2021-04-25
BRYAN FREDERICK HAMMOND MBE		2019-04-08
Bryony Pamela Heather Dorrington		2016-04-07
Catherine Liliias Palmer		2023-04-30
DEREK ANTHONY LOWE		2019-04-08
JOANNA MARY DINGLE		2019-04-08
Judith Squibbs		2022-05-08
MURIEL ANNE NICHOLL		2016-04-07
Michaela Adele Giles		2024-05-12
PETER JOHN DINGLE		2019-04-08
ROLAND OAKLEY		2019-04-08
Rev ELAINE JEANETTE MUNDAY		2019-04-08
Sadie Oakley		2022-05-08

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# Accounts

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# **ANNUAL REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 December 2024

## **The Parochial Church Council of St Petroc's Church, Bodmin with St Stephen, Nanstallon**

Registered Charity Number: 1170555

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# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **TRUSTEES' ANNUAL REPORT**

2024 Report and Accounts for the Parochial Church Council of St Petroc's Church, Bodmin

### **Aim and purposes**

St Petroc's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Paul Holley, in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the parish church and Parish Centre in Bodmin, and the mission church of St Stephen's Nanstallon.

### **Objectives and activities**

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community at St Petroc's and St Stephen's. It strives to enable Christian people to live out their faith and to serve their neighbours. It provides amenity for the town's residents and for those of the village of Nanstallon.

When planning its activities for the year, the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

### **Achievements and performance**

#### **Congregational life**

The level of attendance at services remains stable at St. Petroc's, representing growth of newcomers amidst the loss of elderly members. Weekly services at St. Petroc's attract around 50 people. The PCC membership remains robust, drawing a healthy participation of new members alongside a committed core. Additional events such as parish lunches and fellowship groups continue to draw a faithful following.

The congregation numbers at St. Stephen's remain stable but small at the attendance of the three services a month. Evensong continues to be more popular than the morning service despite the re-introduction of refreshments after the morning service. Celtic Prayer on the third Tuesday of the month, led by Marion Lowe, has the positive feature that it is supported by members from each Church in the team. As usual the Harvest service and Carol service saw the bigger congregations. During the year there were two baptisms; and two funerals. The Church is receiving more visitors due to being on the website of Celtic Quiet Churches.

#### **Events and hirings**

The frequency and range of events held in the church grew significantly. There are concerts and similar community events now on an almost weekly basis. Attendances and revenue have risen accordingly. The hiring of the parish centre was also buoyant, bringing a wide range of community groups together for leisure and mutual support.

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

### **Reordering and renovation**

Momentum for the major projects to the church and parish centre was paused during 2024 until a funding officer could be appointed. The resources for this appointment were pooled between the church, Bodmin Way, Wadebridge Parish and the diocese. The appointee began her contract in February 2025 with the support of new working groups to take these key initiatives forward.

### **Men's night**

In December 2024 we started a new initiative to provide a social and pastoral opportunity for those men in our ambit. We have a pool of 15 men who have participated in the 3 events, including a Christmas social, games evening and a trip out to the bowling alley. The group seems to have gelled well and may prove to be a key initiative for the future.

### **Shared achievements with the Bodmin Team Ministry and Bodmin Way**

St. Petroc's Church continues to play a large part in the ministry and mission of the Bodmin Team Ministry. Ministers and volunteers are active across the team, and in its social enterprise, Bodmin Way. The team expanded significantly during 2024, welcoming new staff, volunteers, ministers and activities. Revd Grace Kanungha became assistant curate in June, with Caroline Bailey being welcomed as licensed lay minister in September. Revd Elaine Munday saw her Pioneer Ministry team grow with the addition of four NHS-funded Community Health and Wellbeing Workers. Revd Simon Atkinson became General Manager of Bodmin Way and lead officer for the Church of England's Flourish Initiative. Along with additional staff at Bodmin Way such as a communications and marketing officer and a funding officer, the scale and capacity of the team has risen dramatically.

### **Financial position**

Despite continuing financial headwinds in relation to costs and income, the long-term shift from a congregational model to a more mixed economy of revenue generation is beginning to bear fruit. The increased income from the hiring of church buildings, along with the growth of community initiatives are providing a strong base for future sustainability. Implementing the reordering plans will strengthen this strategy, bringing confidence for future investment. The support of the congregation nevertheless remains paramount, with successful recruitment of newcomers to planning giving schemes.

## **Worship and prayer**

### **Ministry team**

St. Petroc's is well served by team clergy and lay ministers. St. Stephen's remains under the faithful oversight of Licensed Lay Minister, Judy Squibbs with the support of Local Worship Leader, Marion Lowe. The wider cohort of local worship leaders and licensed ministers serving these congregations continues to grow. There are now 20 ministers serving the team, many of whom are particularly focused on ministry in St. Petroc's. The ministry team meets regularly to pray together and to inspire one another. As a group of accomplished ministers they are a key asset for the life of the church.

### **Festivals**

Attention was given to celebrating more festivals during 2024. These included those key liturgical high points such as Corpus Christi and celebration of the Blessed Virgin Mary as well as more community-focused services such as Volunteers Sunday and Pilgrimage Sunday. Christmas services proved as popular as ever. Services continue to be streamed weekly through FaceBook.

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

### **Servers**

During the year, Maggie Sweetlove stepped back from her long-held role as Head Server. She was widely praised for her faithful work over decades. A fresh recruitment yielded 4 new servers, thus refreshing the team. This includes children, young people and adults working side by side. A rota of 5 servers each week has strengthened our liturgical practice and drawn fresh participation from relative newcomers.

### **Additional opportunities in the team**

There remain groups for prayer and study for the congregation of St. Petroc's and the wider team. These include a Monday home group, a study group by Zoom and monthly prayers at St. Stephen's.

## **Pastoral care**

There are currently have eight Lay Pastoral Ministers in the team. Five ministers are responsible for taking Holy Communion into our local residential homes, and private homes when required. This work seems much appreciated by the people visited.

Three ministers continue to do a sterling job in overseeing the frequent baptisms which take place throughout the year. One of these ministers is also a Lay Chaplain to our Bodmin Hospital.

The team meets approximately every six weeks to pray together and share any news that is relevant. Rev. Elaine and Churchwarden Joanna attend these meetings whenever they can.

The Pastoral Prayer Link continues and this is revised at each meeting. Daily prayers for those in need are much appreciated.

## **Children and Young People**

The Sunday School meets each week during the Eucharist and is run by a team of volunteers. Their focus is usually the readings for the day with craft activities to support the learning. A presentation of their learning is made to the whole congregation at the end of each service. During the last year one of the Sunday School participants has also started to make the transition to being a server.

St Petroc's Youth (SPY) continued to meet through 2024 with a monthly Sunday afternoon gathering. In April, SPY led a Sunday Eucharist alongside Revd Paul Holley. This was a culmination of activities over several meetings. From September this work has been led by Caroline Bailey alongside a team of volunteers.

From September, our capacity for work amongst the schools of the town has been increased by Caroline Bailey and Revd Simon Atkinson coming alongside Revd Elaine Munday to support the schools work. Caroline engaged with primary schools across the town in the run-up to the Christmas tree festival and supported Elaine at a number of key events. Simon also started to establish a working relationship with Bodmin College who have been chosen as a pilot site for Flourish. This is a national initiative from the Church of England to establish worshipping communities in schools.

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

### **Church buildings**

#### **St. Petroc's Church**

Despite initial disappointment in a major funding application in 2023, the PCC remained focussed during 2024 on plans for a substantial reordering project. That project, in addition to both upgrading the functional amenity and improving the somewhat worn-out interior aesthetic, would include elements of:

- maintenance, in particular the condition of several of the stained-glass windows in the west and east elevations, with consequences for the weathertightness of the building envelope;
- heating upgrade, with the intention of introducing substantial renewable-source equipment (replacing the now ageing oil-fired boiler), both to improve performance (essential to the continuing development of St Petroc's as a revenue-earning concert/event venue) and to minimise expenditure on fuel supplies; and
- upgrade of the lighting, last renewed to a limited specification in 2011, and now subject to increasingly frequent failure of high-level luminaires.

Fundraising continued towards the provision of new gates for the South Porch, as an advance component of the reordering project.

Physical work undertaken during 2024 was limited to relatively minor maintenance and repair. Despite the continued delay in progressing the aforementioned ambitions for re-ordering and upgrade, this 15<sup>th</sup>-century structure continued to serve well for the benefit of worshippers, visitors and concert/event attendees, presenting no insurmountable problems.

Other than the leaky windows, the repair item now of greatest concern is the condition of the tower belfry louvres, which are evidently in need of re-fixing and some possible replacements. It is hoped to progress this work, which will entail substantial temporary access costs, during 2025.

In the meantime, exploration has continued into potential funding sources for the proposed major improvements.

#### **The Parish Centre**

Intensifying use of the Parish Centre for community outreach projects, including in particular the Community Larder, continues to drive proposals for a comprehensive programme of extension and rehabilitation. Depending upon funding, such works may need to be implemented in an opportunistic, piecemeal manner. Enquiries have also continued into possible venues for temporary relocation of Parish Centre activities, to cover the partial or total closure that such redevelopment works would entail.

Quite apart from the Parish Centre's space limitations and idiosyncratic layout (the legacy of earlier enforced building reconfigurations), this building is showing its age in respect of ease-of-use, accessibility, lighting and ventilation, and equipment generally.

However, in the absence of funds with which to progress a major building project, staff and volunteers have made the best of existing building facilities. Numerous minor repair and maintenance items have been dealt with.

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

### **St Stephen, Nanstallon**

St Stephen's – a mission chapel within the Parish of St Petroc, Bodmin – is a much smaller structure than either St Petroc's Church or the Parish Centre, and by no means as heavily used. Crucially, it is not a Listed building, and is thus unencumbered by the restrictions on building alteration or maintenance that must inevitably apply to a large 15<sup>th</sup>-century Grade I Listed parish church. In the past, St Stephen's was maintained largely on a volunteer basis, and remains in generally sound order. It will, however, in common with any building, increasingly require maintenance attention. A small fall of plaster from above the altar and the west wall will need attention, as well as some small areas of re-pointing. With the gradual exhaustion of a ring-fenced fund – currently spent largely on maintenance of its surrounding churchyard (not used as a burial ground) – the PCC will need to fund and allocate a maintenance budget for St Stephen's. In an effort to reduce running costs, after looking at the budget, the services of lawn mowing and cleaning have been discontinued; with these tasks now being done by local volunteers.

A Health & Safety Committee, working under the aegis of Bodmin Way, has been improving and formalising safe operating and maintenance procedures (including *e.g.* fire risk assessments) for all 3 of the PCC's buildings – St Petroc's Church, the Parish Centre and St Stephen, Nanstallon.

### **St. Thomas' Chapel and churchyard**

As a closed churchyard, the only ongoing burial activity in St Petroc's churchyard is the interment of ashes. There are few such interments in any given year, and this work is normally undertaken by funeral directors under supervision of the Rector. In terms of interment and memorial fees, a portion of which is passed to the Diocese, this generates negligible revenue for churchyard maintenance. For this reason, maintenance responsibility for the churchyard has been transferred to Bodmin Town Council under s.215 of the Local Government Act 1972. This arrangement works tolerably well, given that the Town Council's Estates Department's resources are inevitably finite.

A particular problem arises in the maintenance of the stone wall along the western boundary of the churchyard. Apart from the question of apportioning maintenance responsibility with neighbours, the Town Council is understandably unwilling to assume responsibility for repairing long-term deterioration pre-dating its assumption of maintenance under s.215.

A notable feature in the churchyard is the ruined chapel dedicated to St Thomas Becket. This is a single-cell structure, now roofless, with a crypt beneath, and believed to have served initially as a chantry, and most recently (19<sup>th</sup> century) as a schoolhouse. It is a Scheduled Ancient Monument (SAM). As such it has previously received limited funding support from Historic England (HMG's agency with responsibility for SAMs) for carrying out minor maintenance and stabilisation work on the walls.

It is currently on Historic England's 'at-risk' register. The PCC has approached Historic England for possible assistance in commissioning a feasibility study as the first step in a possible restoration project.

The crypt is kept locked against public access, for safety reasons. However, when visited in November 2024 by staff from Historic England, including the Regional Inspector of Ancient Monuments, an examination of the crypt stonework raised the possibility that it predates the chapel structure above it, which was licensed in 1377. The PCC awaits the results of Historic England's further research on this point.

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

### **Mission and evangelism**

#### **Social Enterprise**

Bodmin Way is a social enterprise that organises community projects across the 5 churches that comprise Bodmin Team Ministry. Its primary aim is to support the team churches in establishing sustainable mission activities. These include the weekly Time Together group, a Community Larder, a 25 mile cross-country pilgrimage route linking the 5 churches, a community choir and ad hoc events. A parish nurse is the latest member of the team to add further dimensions to this work. Church volunteers assist in these various activities but also organise other mission initiatives.

#### **Pioneer Ministry**

Team vicar, Revd. Elaine Munday, appointed as a Pioneer Minister in 2018, continues to identify increasing social needs and mission opportunities across the local housing estates and in schools and colleges. This growing ministry has impacted the lives of countless individuals and families, many of whom are particularly vulnerable at this time of social and economic crisis. Elaine works creatively sharing the gospel in ways relevant to local demographics that addresses complex social dilemmas. She also generates interest in weddings, baptisms and funeral services. 'Ourgate' is a simple project whereby a table at Revd Elaine's garden gate provides a local focal point offering a range of foodstuff and other basic necessities, free of charge to those in need. People regularly leave goods as well as taking for their immediate needs.

#### **Local and overseas mission**

The mission focus group meets regularly to plan and pray for forthcoming mission events. This year's key fund raising events generated a total of £2123, that supported the work of The Leprosy Mission Team coffee morning), South American Mission Society (SAMS), Church of England Children's Society (Christingle), Royal British Legion, World Day of Prayer, St Petroc's Society (Lent lunches), St Mary's Penzance & Centrepont (Pianist, Homeless).

Bodmin Children's Services were grateful to receive summer activity boxes filled with diverse resources to occupy children in their care during the summer holidays. Items were especially welcome for older children and teenagers whose needs are often overlooked.

#### **Looking forward**

Bodmin Team Ministry will continue to work collaboratively to consolidate the many successes of recent months, to share resources and pursue further opportunities into the wider community. New team members and volunteers continue to be invited to explore and develop fresh initiatives, especially in the local schools and colleges, and access to the necessary funding remains paramount.

### **Safeguarding and Volunteers**

During 2024, the Parish Safeguarding Officer (PSO) role was handed back to Paula Martin who has continued to as both PSO and DBS Recruiter for the Team Ministry. The PSO attended PCC meetings in person for St Petroc's Church, St Meubred's Church and St Hydroc's Church and reported through

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

the incumbent for Lanivet Church. The PSO leads the Safeguarding matters for both Bodmin Way employees and volunteers.

There are 131 volunteers registered on the Parish Hub (representing a net increase of 11 from the previous year), covering 51 roles (up from 35 last year) across a wide variety of activities, including those in Church and others in wider community groups.

DBS (new and renewals) for volunteers carrying out regulated activities were carried out during the year in accordance with the Church of England DBS Eligibility Guidance, and the Safer Recruitment Policies.

New volunteering opportunities are advertised through Bodmin Way Social Media, on posters and on the Volunteer Cornwall website, and are promoted through word of mouth, with many volunteers choosing to join by recommendation of their friends and family. In 2024 we also highlighted volunteering during National Volunteering week in June.

Volunteering time average hours remains at 4 hours, whether in church roles or for weekly groups. This amounts to ~ 27,000 hours of volunteering per year. At the Living Wage for 2024/25 this equates to £311k, (an increase of £26k from the previous year). From this it can clearly be seen that the community in Bodmin and the surrounding villages continue their commitment to helping Bodmin Way to help others, and without their support, many of the initiatives would not be sustainable.

During the year the PSO has continued to promote a knowledge and understanding of safeguarding, especially recognising, responding, recording and reporting to the PSO or others if they become concerned for the welfare of others. Volunteers are encouraged to complete the Church of England training courses in Safeguarding, (part of the Church of England Learning and Development Framework) with a basic understanding as a minimum for every volunteer. These courses are offered both online and in group settings. The PSO would like to thank every volunteer for taking the time to learn about Safeguarding however they have chosen to do so.

In 2024 we saw a small increase in reported concerns for welfare. These related to the possibility of types of abuse which may occur in communities where higher degrees of advice and support are needed to help them to navigate the many challenges of life, and to live well. This increase was also in part attributable to the appointment of a small team of Community Health and Wellbeing Workers. This team has been further trained in managing safeguarding referrals in partnership with the PSO, in order to try and secure the attention of a range of statutory agencies who may be needed to provide further support for individuals and their families. We are grateful to individuals and families who place their trust in the work of the Pioneer Minister and her team who operate out in the community, especially when they are taking the important step of recognising and being open to the possibility of trying to get more help and support.

No concerns for welfare raised during the year were related to any forms of abuse within the Church of England.

The Bodmin Team Ministry remains alert to the developments at national level within the Church and shared its disappointment with relevant authorities within the church at the slowness of the journey to achieve improved systems and processes which protect the vulnerable and victims of past abuse. However, we continue, as we must, to work closely with Truro Diocese. In particular, the Safeguarding team led by Andy Earl, which is assisting us as we further develop Safeguarding policies.

## **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon Trustees' Annual Report**

Plans for future periods in 2025 include continuing to promote high levels of knowledge through our volunteer community and further improving our Safeguarding Policy and systems. In addition, further training and development for the CHWW team is planned. The Bodmin Team Ministry has also recognised the time commitment now required to manage Safeguarding in this team and has decided to make funding available to support delivery of this work, including safe recruitment of new volunteers who we hope will come and join us in 2025.

### **Deanery Synod**

Synod for the deanery of Trigg Minor and Bodmin met regularly throughout 2024, in various locations within its boundaries.

We were kept up to date with the processes involved in the selection of a new Bishop for Truro diocese and with the progress (or lack of it) to appoint area deans, which was ultimately abandoned.

The Low Income Community Fund benefited from additional money and Lanivet Primary School continued to be a beneficiary, enabling it to fund musical instruments for deprived children.

At the end of the year Paul Beynon resigned to take up ministry in Padstow and was replaced by Jeffrey Terry. Additionally, the Deanery Lay Chair Robert Pearce has stepped down and Claire Saltzmann, the Treasurer also resigned. New appointments will be made at the start of 2025.

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

### **Financial Review**

Total receipts on unrestricted funds were £85,346. £20,197 was received from planned voluntary donations, and a further £7,237 was from Gift Aid recovery. Restricted grants and donations of £22,480 were also received, the majority of which was for projects in the community such as Community Space and Community Cuppa. We are grateful to all those bodies who supported us by providing grants for this work.

The planned giving through envelopes, banker's orders and the Parish Giving Scheme fell by 9% compared with the previous year. This was sadly due to the loss of several significant donors. We are grateful for the continuing support of our parishioners in maintaining donations in difficult times. Gift Aid recovery was similarly down by 6%.

Income from Church Activities increased by some 30% due to a very successful year in church and Parish Centre lettings for concerts and community groups. The Christmas Tree Festival was also very successful producing a surplus of £5,421. We are very grateful to all those involved in developing these activities.

Total income in the unrestricted funds increased by 5.4%.

On the expenditure side the significant change was the increase in monies allocated for salaries. The PCC does not pay salaries direct, but transfers the monies to Bodmin Way who hold the HMRC account. The increase in salaries is due to the reduction in the number of unpaid volunteers and the need to maintain services to support the church.

Donations to charities amounted to £2,123.

The overall deficit for the year on the Unrestricted Fund was £21,611

No legacies were received during the year. However some £30,000 remained at the start of the year from previous legacies, of which £20,000 was transferred to the Unrestricted Fund and the balance spent on building projects.

We met some 90% of our payment to the Diocese of Truro in respect of the Mission & Ministry Fund (MMF) in the sum of £33,000 out of a requested £37,000. Given the deficit on the Unrestricted Fund overall the PCC felt it needed to retain some funds for the coming year.

Routine maintenance was carried out on church buildings but no major repairs.

The PCC holds a Church of England deposit account with CCLA Investment Management Ltd which contains stored funds. Interest for the year was £2,307.

Overall the PCC has noted that it is running at a deficit on the Unrestricted Fund of around £25,000 if the MMF payment had been made in full. For this year that was met by the transfer of £20,000 from the legacies money held in the Designated Fund.

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

### **Reserves policy**

The PCC has a Reserves Policy in relation to the unrestricted fund, requiring it to keep sufficient cash to meet three months of general spending (approx. £25,000). There is no Reserves Policy in relation to the restricted funds.

### **Structure, governance, and management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the *Parochial Church Council Powers Measure*. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Petroc's the membership of the PCC consists of the Team Rector, team vicar, team curate, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who are members of the congregation are encouraged to register on the electoral roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met 8 times during the year. Given its wide responsibilities the PCC has a standing committee to deal with ongoing operations and a buildings group to focus on the maintenance and development of the church buildings and Parish Centre.

The social enterprise for the team ministry, Bodmin Way, provides for the employment of team staff and the management of various mission projects. Matters of common interest to the team churches are informally coordinated by a forum of the churchwardens of the constituent parishes, but the PCC remains the key decision-maker for all matters relating to the parish. Several informal groups organise the range of liturgical, pastoral and social activities under the oversight of the Team Rector.

### **Related Parties**

No declarations have been made.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report

### Administrative information

St Petroc's Church is situated in Bodmin and forms part of the Bodmin Team Ministry with the parishes of St Meubred, Cardinham, St Hydroc, Lanhydrock and Lanivet. It is within the Diocese of Truro in the Church of England. The correspondence address is The Parish Centre, Priory Road, Bodmin. PL31 2DP. Registered Charity number 1170555.

PCC members who have served at any time from 1<sup>st</sup> January 2024 until the date this report was approved are:

**Incumbent:**

Rev'd Paul Holley (Team Rector)

**Team Clergy:**

Rev'd Elaine Munday (Team Vicar)

**Deanery Synod representatives:**

Derek Lowe  
Andrew Sadleir  
Bryony Dorrington

**Churchwardens:**

Joanna Dingle  
Andrew Sadleir

**Elected PCC members:**

Peter Dingle  
Bryan Hammond  
Muriel Nicholl  
Roland Oakley  
Sadie Oakley  
Catherine Palmer  
Kylah Giles  
Judy Squibbs

**Ex officio PCC members:**

As Churchwardens: Dingle and Sadleir  
As Deanery Synod representatives: Lowe, Sadleir  
and Dorrington

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon Trustees' Annual Accounts: Independent Examiner's Report

## Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon Trustees' Annual Accounts: Independent Examiner's Report

I report on the accounts of the church for the year ended 31 December 2024 which are set out on pages 14 to 21.

### Respective Responsibilities of Trustees and 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;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To 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 from 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

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

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; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

**Andrew Farr FCCA**  
**Dawe, Hawken & Dodd**  
**Chartered Certified Accountants**  
**52 Fore Street**  
**Callington**  
**Cornwall**  
**PL17 7AJ**

Signed.......... Date:..... 26/4 /2025.....

year ended 31 December 2024

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**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts**

**STATEMENT OF FINANCIAL ACTIVITIES**

For the year ending 31 December 2024

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	TOTAL 2024 £	TOTAL 2023 £
<b>INCOME AND ENDOWMENTS</b>						
Voluntary income	2(a)	36,772	0	28,817	65,589	72,133
Activities for generating funds	2(b)	13,223	0	2,377	15,600	14,597
Income from investments	2(c)	3,393	0	0	3,393	3,232
Church activities	2(d)	31,958	0	0	31,958	24,535
<b>TOTAL INCOME</b>		<b>85,346</b>	<b>0</b>	<b>31,194</b>	<b>116,540</b>	<b>114,497</b>
<b>EXPENDITURE</b>						
Church activities	3(a)	64,212	0	28,232	92,444	80,581
Church expenses	3(b)	32,183	0	1,000	33,183	32,531
Cost of generating funds	3(c)	7,685	0	0	7,685	7,918
Major repairs	3(d)	2,877	10,297	0	13,174	52,272
<b>TOTAL EXPENDITURE</b>		<b>106,957</b>	<b>10,297</b>	<b>29,232</b>	<b>146,486</b>	<b>173,302</b>
<b>NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS</b>		<b>(21,611)</b>	<b>(10,297)</b>	<b>1,962</b>	<b>(29,946)</b>	<b>(58,805)</b>
<b>NET GAINS ON INVESTMENTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(21,611)</b>	<b>(10,297)</b>	<b>1,962</b>	<b>(29,946)</b>	<b>(58,805)</b>
<b>TRANSFER BETWEEN FUNDS</b>		<b>22,435</b>	<b>(20,000)</b>	<b>(2,435)</b>	<b>0</b>	<b>0</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>824</b>	<b>(30,297)</b>	<b>(473)</b>	<b>(29,946)</b>	<b>(58,805)</b>
Total funds brought forward		28,031	30,297	35,259	93,587	152,391
Total funds carried forward		28,855	0	34,786	63,641	93,586

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**BALANCE SHEET AS AT 31 DECEMBER 2024**

	Notes	2024 £	2023 £
<b>FIXED ASSETS</b>			
Tangible	8	<u>9,169</u>	<u>9,629</u>
		9,169	9,629
<b>CURRENT ASSETS</b>			
Stock		570	535
Debtors and prepayments	9	3,331	2,270
Cash at bank and in hand		<u>52,844</u>	<u>84,764</u>
		56,745	87,569
<b>LIABILITIES</b>			
Creditors – amounts falling due within one year	10	<u>(2,274)</u>	<u>(3,612)</u>
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u><b>54,471</b></u>	<u><b>83,957</b></u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
Creditors – amounts falling due after one year		<u>0</u>	<u>0</u>
<b>TOTAL NET ASSETS</b>		<u><b>63,641</b></u>	<u><b>93,586</b></u>
<b>PARISH FUNDS</b>			
Unrestricted		28,855	28,031
Designated		0	30,296
Restricted		<u>34,786</u>	<u>35,259</u>
	11	<u><b>63,641</b></u>	<u><b>93,586</b></u>

These accounts were approved by resolution of the Parochial Church Council on 20<sup>th</sup> March 2025 and are signed on its behalf by:



Paul Holley (PCC Chairman)



Derek Lowe (PCC Treasurer)

The notes on pages 16 to 21 form part of these accounts.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report: Notes to the Accounts

### 1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### ASSETS

#### Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

#### Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

#### Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Fixtures & Fittings 20 years
- Computers 3 years

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

### FUNDS

#### Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the Trustees' Report.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report: Notes to the Accounts

### Designated Funds

These are funds set aside for specific purposes by the PCC. The current monies are legacies which have been allocated to church heating and re-ordering projects. The PCC can re-designate these funds at any time if it so wishes.

### Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

### Trust Fund

Monies are held on trust and invested by the Truro Diocesan Board of Finance. The PCC has no access to the capital amounts but does receive dividends which are recorded as income from investments in the accounts. Dividends received in the year were £1,086 (2023: £1,072).

## 2 INCOME AND ENDOWMENTS

	Unrestricted funds	Designated funds	Restricted funds	Total 2024	Total 2023
	£	£	£	£	£
<b>2(a) Voluntary income</b>					
Planned giving: Gift Aid donations	15,397	0	4,800	20,197	22,242
Tax recoverable	6,037	0	1,200	7,237	7,699
Legacies	0	0	0	0	10,736
Other	5,616	0	0	5,616	4,935
Collections: (open plate)	6,605	0	0	6,605	6,881
Other giving: Recurring	2,261	0	0	2,261	2,627
Non-recurring	261	0	637	898	1,694
Grants: Major structural renewal	0	0	0	0	0
Other	300	0	22,180	22,480	15,319
Other incoming resources	295	0	0	295	0
	<b>36,772</b>	<b>0</b>	<b>28,817</b>	<b>65,589</b>	<b>72,133</b>
<b>2(b) Activities for generating funds</b>					
Fundraising	13,223	0	2,377	15,600	14,597
	<b>13,223</b>	<b>0</b>	<b>2,377</b>	<b>15,600</b>	<b>14,597</b>
<b>2(c) Income from investments</b>					
Dividends	1,086	0	0	1,086	1,072
Interest income	2,307	0	0	2,307	2,160
	<b>3,393</b>	<b>0</b>	<b>0</b>	<b>3,393</b>	<b>3,232</b>
<b>2(d) Income from church activities</b>					
Book stall & magazines	398	0	0	398	410
Hall lettings	28,442	0	0	28,442	21,207
Parochial fees	3,118	0	0	3,118	2,918
Other church activities	0	0	0	0	0
	<b>31,958</b>	<b>0</b>	<b>0</b>	<b>31,958</b>	<b>24,535</b>
<b>Total income</b>	<b>85,346</b>	<b>0</b>	<b>31,194</b>	<b>116,540</b>	<b>114,497</b>

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report: Notes to the Accounts

### 3 EXPENDITURE

	Unrestricted funds	Designated funds	Restricted funds	Total 2024	Total 2023
	£	£	£	£	£
<b>3(a) Church activities</b>					
Missionary and charitable giving	2,123	0	0	2,123	1,380
Ministry: diocesan parish share	33,000	0	0	33,000	35,250
Mission & evangelism costs	858	0	10,395	11,253	11,656
Expenses (clergy & staff)	1,747	0	1,145	2,892	3,191
Cost of Trading	104	0	0	104	463
Salaries/Honoraria (via Bodmin Way)	26,380	0	16,692	43,072	28,641
	<u>64,212</u>	<u>0</u>	<u>28,232</u>	<u>92,444</u>	<u>80,581</u>
<b>3(b) Church expenses</b>					
Administration costs	3,064	0	0	3,064	2,442
Governance	600	0	0	600	630
Cleaning	0	0	180	180	447
Utility costs	10,374	0	0	10,374	9,819
Insurance	7,482	0	0	7,482	7,157
Repairs & maintenance	9,150	0	100	9,250	9,358
Upkeep of churchyard	32	0	720	752	1,175
Upkeep of service	1,021	0	0	1,021	1,043
Depreciation on fixtures & fitting	460	0	0	460	460
	<u>32,183</u>	<u>0</u>	<u>1,000</u>	<u>33,183</u>	<u>32,531</u>
<b>3 (c) Raising funds</b>					
Cost of generating funds	7,685	0	0	7,685	7,918
	<u>7,685</u>	<u>0</u>	<u>0</u>	<u>7,685</u>	<u>7,918</u>
<b>3 (d) Major repairs</b>					
Major church repairs	1,800	0	0	1,800	52,272
Major repairs to other buildings	1,077	10,297	0	11,374	0
	<u>2,877</u>	<u>10,297</u>	<u>0</u>	<u>13,174</u>	<u>52,272</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>106,957</u>	<u>10,297</u>	<u>29,232</u>	<u>146,486</u>	<u>173,302</u>

### 4 ANALYSIS OF EXPENDITURE

	2024	2023
	£	£
Independent Examiner's remuneration*	600	600
	<u>600</u>	<u>600</u>

\* (fees payable to the PCC's Examiner for the examination of the financial statements)

### 5 STAFF COSTS

The Bodmin Team Ministry cluster of five churches employs 8 staff members through a social enterprise company (Bodmin Way) set up to promote mission activities and community use of church premises across the team. The PCC contributes to the salaries through both general funds and those raised for special purposes.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report: Notes to the Accounts

The PCC (through Bodmin Way) also employs a full time Pioneer Minister as a key part of the church's outreach strategy into the Bodmin estates and surrounding areas. The Restricted Fund collates all receipts and payments in relation to this work. Monies to cover salaries are transferred to Bodmin Way who make the actual payments.

### 6 TRANSACTIONS WITH MEMBERS OF THE PCC DURING THE YEAR

The following shows transactions throughout the year relating to those who were members of the PCC at any time during the year. This includes payments to family members as well as PCC members themselves. Where salaries are involved, the figures are the contributions made to Bodmin Way (who pay the wages) by the PCC and do not necessarily reflect the final amounts paid to the PCC member. The church does not have a debit or credit card so PCC members often buy items on behalf of the PCC and reclaim the costs later.

<b>PCC Member</b>	<b>Description</b>	<b>Amount £</b>
Peter Dingle	Reimbursement of PCC costs incurred	643.25
Revd Paul Holley	Expenses and reimbursement of costs incurred	1,751.19
Revd Grace Kanungha	Expenses	532.54
Derek Lowe	Reimbursement of PCC costs incurred	534.25
Revd Elaine Munday	Salary, expenses and reimbursement of PCC costs incurred	14,161.46
Roland Oakley	Salary and reimbursement of PCC costs incurred	16,492.59
Andrew Sadleir	Reimbursement of PCC costs incurred	81.66
Judy Squibbs	Expenses	6.30

### 7 ANALYSIS OF TRANSFERS BETWEEN FUNDS

	Unrestricted	Designated	Restricted	Total
	£	£	£	£
Hall Hire fees transferred from Grants to Parish Centre	2,410	0	(2,410)	0
Transfer of Christmas Tree donations to Unrestricted	25	0	(25)	0
Agreed transfer of Designated (legacy) monies to Unrestricted fund	20,000	(20,000)	0	0

The transfer between funds is for church and Parish Centre hire for use of the facilities for the community purposes stipulated by the various donors.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report: Notes to the Accounts

### 8 FIXED ASSETS

	Tangible	Fixtures & Fittings	Total
		£	£
Cost of valuation	At 1 January 2024	11,009	11,009
	Disposal	0	0
	Additions at cost	0	0
	At 31 December 2024	<u>11,009</u>	<u>11,009</u>
Depreciation	At 1 January 2024	1,380	1,380
	Withdrawn on disposals	0	0
	Charge for the year	460	460
	At 31 December 2024	<u>1,840</u>	<u>1,840</u>
Net book value	At 31 December 2024	<u>9,169</u>	<u>9,169</u>
	At 31 December 2023	9,629	9,629

Fixtures & Fittings comprises installation of batteries in the Parish Centre to support previously installed solar panels.

### 9 CURRENT ASSETS

	2024	2023
	£	£
<b>Debtors (Unrestricted funds)</b>		
Tax recoverable	1,143	1,087
Other debtors	2,188	1,183
	<u>3,331</u>	<u>2,270</u>

### 10 LIABILITIES

	2024	2023
	£	£
<b>Amounts falling due within one year (Unrestricted funds)</b>		
Accounts payable	0	0
Accruals for utility and other costs	1,662	3,000
Other creditors	612	612
	<u>2,274</u>	<u>3,612</u>
<b>Amounts falling due within one year (Restricted funds)</b>		
Accounts payable	0	0
	<u>0</u>	<u>0</u>

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report: Notes to the Accounts

### 11 SUMMARY OF ASSETS BY FUND

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Tangible fixed assets	0	0	9,169	9,169
Investment fixed assets	0	0	0	0
Current assets	31,129	0	25,617	56,746
Amounts falling due within one year	(2,274)	(0)	(0)	(2,274)
	<u>28,855</u>	<u>0</u>	<u>34,786</u>	<u>63,641</u>

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# Accounts

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# **ANNUAL REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 December 2023

## **The Parochial Church Council of St Petroc's Church, Bodmin with St Stephen, Nanstallon**

Registered Charity Number: 1170555

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# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **TRUSTEES' ANNUAL REPORT**

2023 Report and Accounts for the Parochial Church Council of St Petroc's Church, Bodmin

### **Aim and purposes**

St Petroc's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Paul Holley, in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the parish church and Parish Centre in Bodmin, and the mission church of St Stephen's Nanstallon.

### **Objectives and activities**

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community at St Petroc's and St Stephen's. It strives to enable Christian people to live out their faith and to serve their neighbours. It provides amenity for the town's residents and for those of the village of Nanstallon.

When planning its activities for the year, the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

### **Achievements and performance**

The rhythm of church life continued its evolutionary trajectory during 2023 as its associated outreach and enterprise activities established themselves further. The dual aspiration of growth in faith amidst congregation and community is beginning to take clearer shape as Revd Elaine, Pioneer Minister, has created a growing form of Christian community amidst those she works with. Growth is similarly evident in the congregation. Younger working-age people have become more involved in church life and attend services regularly. The Sunday School and Youth Group are also growing. Thus the foundations of the church's future are being slowly and patiently built.

Elaine's ministry is also making a substantial impact on the schools of the town. She supports collective worship, visits to church and pastoral support of struggling families. As chaplain to Bodmin College, this ministry has a visible and respected profile. The combination of her work on the estates, in schools and amidst baptisms offers Elaine a valued reach into the lives of many local families.

The team's social enterprise, Bodmin Way, has supported St. Petroc's in a number of ways in order that it can expand its mission and provide strong evidence that will justify investment in its buildings. The activities and events of 2023 attracted many thousands of people, particularly to the church and Parish Centre, but also more widely in the town.

The challenge to conserve and re-order each of the church's buildings remains an intimidating challenge. The demands of our funding strategies required bold investment in designs for both the church and the Parish Centre. Dialogue with Heritage England continues to explore options for St. Thomas' Chapel and the churchyard. Church officers have been stretched amidst all this

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

and have offered a great deal of their time and energy to supporting these projects. The fulfilment of these aspirations will be a few years in the making, but the essential preparatory work is gradually coming together.

At present there are 110 parishioners on the church electoral roll. The average weekly attendance was 51 adults and 3 children. We have celebrated 25 baptisms and 4 weddings, and held 16 funerals in our church this year.

## **Children and Young People**

The Sunday School meets each week during the Eucharist and is run by a team of volunteers. The focus tends to be on bible stories and associated craft activities. A presentation is made to the congregation towards the end of each service.

Young people are active as servers on a regular basis and are thus incorporated into the services. Their participation is highly valued. One of these, Ryan Dawes, was trained as a Youth Worship Leader; one of two of the first to do so. Ryan now leads worship alongside the other Local Worship Leaders, taking a prominent role in the year's largest annual service: Remembrance Sunday.

St. Petroc's Youth (SPY) group grew and developed through 2023, with lots of activities and outings under the leadership of Barbara Brittain. A regular monthly Sunday afternoon gathering is supplemented by one-offs and weekends. The highlight was a sailing weekend, which drew 10 young people to Hayling Island. A team of volunteers has emerged to support this group.

## **Church buildings**

Substantial personnel and financial resources are devoted to operation and maintenance of the Parish's buildings:

- St Petroc's Church itself is the largest parish church in Cornwall. Dating primarily from the late 15<sup>th</sup> century, but retaining traces of the former Norman structure and with several later partial reconstructions, it is listed Grade I.
- The adjacent churchyard includes other listed minor structures, and not least the ruin of the 14<sup>th</sup> century chapel of St Thomas, which is also a Scheduled Ancient Monument.
- Facing the church across Priory Road is the Parish Centre, a 2-storey 20<sup>th</sup> century building, which provides space for the Parish's various mission and community outreach activities, including a well-subscribed Community Larder scheme, hireable space for other community groups and basic office space for Parish and Team Ministry administration and for the Team's social enterprise, Bodmin Way.
- In the outlying village of Nanstallon, the mission chapel of St Stephen is a modest 19<sup>th</sup> century structure.

Maintenance of the fabric of the church and of the Parish Centre is managed by the Buildings and Maintenance Group, a sub-committee of the PCC. The Group also provides an overview of maintenance issues at St Stephen, Nanstallon.

In keeping with the PCC's policy of developing engagement with the townspeople and wider population, the church is extensively used for community events in addition to worship, and is gaining a reputation as a performance space for a growing programme of concerts *etc.* Hirings and

## **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon Trustees' Annual Report**

the concert programme also generate a revenue stream which, together with the long-established *Christmas Tree Festival* and other fundraising events throughout the year forms a vital element of the PCC's income.

The church's last substantial re-ordering was in 1932, and the PCC recognizes the need for further re-ordering to accommodate the evolving and broadening pattern of use while ensuring the conservation of its many features of architectural and historical significance. Accordingly, for much of 2023 the PCC's Standing Committee was engaged in detailed consultations with Bristol-based architects Connolly Wellingham, culminating in CWA's production of an outline reordering plan. This was subsequently submitted to and has obtained approval from the Diocesan Advisory Committee. Simultaneously, proposals for the necessary funding support are being actively pursued; and the design process will resume at a detailed level once funding affords a prospect of proceeding to works tender stage. The reordering will include substantial reconfiguration of the west end interior, simplification of the multiple floor levels at the east end, enhanced presentation of heritage artefacts, relocation and comprehensive overhaul of the organ, enhanced catering and WC facilities. The scheme will also incorporate a major upgrade of the heating system, replacing the ageing oil-fired boiler with new heat sources, to include air-source heat pumps and solar PV arrays with storage batteries. A necessary first stage will be the complete overhaul of the stained glass in two of the three west windows, whose weathertightness and wind security are increasingly a cause for concern.

In September 2023 the regular Quinquennial Inspection was carried out by the church's Surveyor Scott & Co., identifying a range of ongoing maintenance and repair items such as are to be expected on a 550-year-old building. Notably, there is concern for the stone belfry louvres in the tower, which will need to be re-secured.

Discussion was also opened with Historic England as to possible schemes for conservation and visitor presentation of the St Thomas' Chapel, in the context of improvements to its setting in the historic churchyard (closed to burials in 1859).

While the PCC remains in general control of the churchyard, its basic maintenance is now carried out by Bodmin Town Council, under the s.215 provision for closed churchyards in the *Local Government Act 1972*. This arrangement appears to be functioning generally satisfactorily.

Survey specialists AG Intl Ltd, on behalf of the Church of England, visited both St Petroc's and St Stephen, Nanstallon to carry out survey and memorial photography work and to collect registers for scanning, in connection with the *National Burial Ground Survey* scheme.

Comprehensive Electrical Installation Condition Reports were commissioned and carried out during the year for both St Petroc's Church and St Stephen, Nanstallon.

### **Temporary closure of the church due to vandalism**

In keeping with Church of England policy and Insurers' recommendations, it has been the practice for several years to leave St Petroc's Church open and unattended during the day for access by casual visitors. This has generally worked well, with considerable visitor footfall evidenced by visitors' book entries, donations, and chance encounters by church staff and volunteers.

During 2023, however, St Petroc's Church was unhappily subject to several instances of theft and vandalism, carried out by young persons. This resulted in cost for repair and replacement of

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

damaged or stolen items (including destruction of a contactless donation terminal), and considerable time by one of the churchwardens in reporting to and liaising with local Police. Following several such incidents, the decision was reluctantly made to close the church when unattended, pending a review of security arrangements.

There was on-site consultation with Police crime prevention personnel. The church was reopened during the December 2023 Christmas Tree Festival, without adverse event. Regular re-opening was planned for 2024, once additional internal provisions could be made for secure storage *etc.* (the Church is again regularly open to visitors at the time of writing this report).

The church interior has the benefit of a CCTV system, with the help of which the Police were able to identify the miscreants in each case. However, the practical difficulty of successfully prosecuting juveniles means that this is not a totally effective deterrent. One miscreant was, however, prosecuted and ordered to pay £100 in (token) damages, since duly received.

## **The Parish Centre**

The Parish Centre is in need of some modernisation and extension, in order to sustain the increased level of activity in this building. In particular, accessibility to the first floor for mobility-impaired users is in need of substantial improvement. Preliminary discussion of options continued during 2023, with a view to progressing an upgrade design in 2024.

As a preliminary, a flood risk assessment for the Parish Centre was commissioned from specialist hydrological consultants. The Centre lies adjacent to the route of the Bodmin Town Leat and on the edge of the defined floodplain, and Planning approval for any substantial work on the building would require such an assessment to be carried out. The results of the assessment were that flood risk is unlikely to be an impediment to Planning approval, albeit that certain specific extreme flood mitigation measures might be stipulated in scheme design.

## **St Stephen, Nanstallon**

The Church was used for two weddings last summer, both led by Rev Elaine.

As usual the Carol Service was the most popular event, with nearly double the number of people, than the Harvest supper. Another well supported evening was the mid-summer 'Songs of Praise', with thanks to Robert Christie for playing the organ; and hopefully we will hold that service again this year.

The Church is supported by its regular faithful few. However, the numbers of congregation, has slightly dropped on last year's figures, which has impacted on the amount of the collections being reduced. The attendance for Christmas Morning, and again on Easter Morning were very disappointing. I put the later down to the fact of the Clocks changing.

Evensong and Celtic Evening Prayer are more popular than the Morning services. Marion's Celtic Evening Prayer is lovely as it is attended by members from all the Churches. Being part of the Celtic Quiet Places has also brought a few extra visitors to the Church.

Recently there was a funeral.

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

The outdoor Nativity Scene, supplied by Sara and David, and Helen was greatly appreciated, drawing attention to the Church and getting lots of comments from passers-by.

The fabric of the Church is in good order, with thanks to Graham Udy for mowing the lawn and trimming the trees; and to Faye of Nellie Neat for her cleaning services.

Many thanks to Brenda and Danny, who have generously supplied all the flowers for each service, and Brenda's artistic seasonal stations of the cross displays now run from week to week throughout the year.

My thanks to Marion for holding the fort in the many weeks I was off, following my hip operation.

*Judy Squibbs, Focal Minister*

## **Worship and prayer**

A weekly pattern of a Sunday Eucharist has been maintained throughout the year. This has been strengthened by the regular involvement of Revd Jan Crossley and Revd Simon Atkinson. Their voluntary support has provided for greater continuity in relationships as the Team Rector engages with the other 4 churches. The growing involvement by new members of the church has been especially encouraging. The Sunday School has also grown thanks to some new families.

Additional opportunities for prayer and study take place at a home group and by Zoom. Team prayers are said on a monthly basis.

The church hosts acts of worship through the year for St. Petroc's School, the Old Cornwall Society and the county's freemasons.

## **Pastoral care**

The Church Pastoral Team is led by Revd Jan Crossley and includes those who visit people individually, in care homes and in the hospital. There is also a team of lay pastoral ministers who support Revd Elaine Munday with baptisms. Bodmin Way's Circle programme draws people together on a weekly basis for a friendship café and provides a welfare officer to support the pastoral team. There is an active and extensive Pastoral Prayer Link which is revised each time that the team meets.

Bodmin Way's Community Space, Community Larder and the wider Pioneer Ministry offer care and support to hundreds of people on a weekly basis. This can be practical care, in terms of food supplies, but is often accompanied with personal support by staff and volunteers. The pastoral mission of Bodmin Way extends to health and wellness advice through the team's Parish Nurse.

Baptisms, weddings and funerals are offered by ministers across the Bodmin Team Ministry. These are coordinated through the Team Office. It is becoming increasingly popular to celebrate the renewal of marriage vows. Such services are also offered by the ministry team.

With each of these components, the pastoral care offered by St. Petroc's has never been more extensive than at present. Having evolved from the traditional 'priest-centred' model, the wider team of staff and volunteers has made an increasingly substantial impact on the lives of a wide variety of people.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report

### Mission and evangelism

Social Enterprise: 'Bodmin Way' is a social enterprise that organises community projects across the 5 churches that comprise Bodmin Team Ministry. Its primary aim is to support the team churches in establishing sustainable mission activities. These include the weekly Time Together group, a Community Larder, a 25-mile cross-country pilgrimage route linking the 5 churches, a community choir and ad hoc events. A parish nurse is the latest member of the team to add further dimensions to this work. Church volunteers assist in these various activities but also organise other mission initiatives.

Pioneer Ministry: Team vicar, Revd. Elaine Munday, appointed as a Pioneer Minister in 2018, continues to identify increasing social needs and mission opportunities across the local housing estates and in schools and colleges. This growing ministry has impacted the lives of countless individuals and families, many of whom are particularly vulnerable at this time of social and economic crisis. Elaine works creatively sharing the gospel in ways relevant to local demographics that addresses complex social dilemmas. She also generates interest in weddings, baptisms and funeral services. Archbishop Justin Welby and Bishop Philip received a warm welcome from many local participants who affirmed the impact of pioneer ministry in transforming lives. 'Ourgate' is a simple project that the Archbishop likened to a 'communion table': a table at Revd Elaine's garden gate is a local focal point offering a range of foodstuff and other basic necessities, free of charge to those in need. People regularly leave goods as well as taking what they require.

Government 'Warm Space' funding enabled Revd Elaine and her team to engage with people queueing in the cold to collect food from the Community Larder. Offering free hot drinks, food and an opportunity to talk led to a drop-in hub, growing steadily through word of mouth and regularly engaging around 50 people per session. Church volunteers befriend the guests, offering a listening ear whilst the newly appointed Parish Nurse and Social Prescribers help to address wider health and wellbeing issues. There is potential for a longer-term, far-reaching mission initiative.

Local and overseas mission: The mission focus group meets regularly to plan and pray for forthcoming mission events. This year's key fundraising events generated a total of £1,140, that supported the work of The Leprosy Mission (Team coffee morning), South American Mission Society (SAMS), the Church of England Children's Society (Christingle), Women's Institute, ShelterBox (Lent Lunches), Embrace the Middle East and the Royal British Legion.

Bodmin Children's Services were grateful to receive summer activity boxes filled with diverse resources to occupy children in their care during the school holidays. A special request was made for items suitable for older children and teenagers whose needs are often overlooked.

Evangelism: Evangelism underpins every aspect of St Petroc's mission and outreach ministry.

Looking forward: Bodmin Team Ministry will continue to work collaboratively to consolidate the many successes of recent months, to share resources and pursue the diverse opportunities for outreach into the wider community. New team members and volunteers are being invited to explore and develop fresh initiatives, especially in the local schools and colleges, and access to the necessary funding remains paramount.

### Safeguarding and Volunteers

During the year Abigail Cavallera handed over the PSO role to interim Paula Martin. Paula had been contracted through Bodmin Way to project manage the reintroduction of safer recruitment to the

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report

Bodmin team ministry including St Petroc's. St Petroc's safeguarding and DBS records are now managed through the Safeguarding Hub element of the Parish Dashboard.

The interim PSO has attended the most recent general meetings for the church PCC, including reporting to the PCC and sharing the Church of England expectations relating to safeguarding for PCC members and others.

At the time of this report for St Petroc's Church, there were 73 active people listed on the Safeguarding Hub. Of these 13 are new volunteers in the safe recruitment process. Of the remaining 60, 25 longstanding volunteers are in the process of updating their safeguarding awareness or DBS renewal. While many of the active people listed hold roles associated with the church, the number also includes volunteers donating time and skills to the activities delivered by Bodmin Way social enterprise.

Of the 13 PCC members, all are recorded as having a DBS, and only 3 have training updates to complete shortly.

The current estimate is that volunteers collectively contribute 10,140 hours per annum, (approx. 2.69 hours per person per week on average) with some who volunteer weekly contributing significantly more. At the new adult Living Wage this equates to a monetary value of over £116,000 per year. These numbers are conservative, pending responses on outstanding surveys.

During the year there have been two safeguarding concerns raised with the interim PSO or the Diocese in relation to St Petroc's. These concerns for welfare related to service users, and were not in any way connected to allegations relating to clergy, church officers or volunteers. Both matters have been reported in accordance with the Church of England and Diocesan requirements, in order for those affected to receive appropriate professional support.

The interim project is concluding, and a recruitment has recently concluded for a long-term volunteer PSO including a representative of the PCC as part of the interview panel. The role of PSO is being handed over to Tracy Fothergill during April 2024 and she will be introduced to the St Petroc's PCC in due course. Tracy will also be the DBS Recruiter for the team ministry. New contact information and safeguarding posters will be published and displayed during April in the church buildings.

The interim PSO would like to extend thanks to all PCC members and volunteers who have actively and positively engaged with safeguarding during the past year, and who have built upon their knowledge and awareness through training.

## Deanery Synod

The Parish of St Petroc lies within the Deanery of Trigg Minor and Bodmin, in the Diocese of Truro. The annual call for contributions to MMF is allocated by the Diocese for each deanery, and in turn is allocated between the constituent parishes on the basis of each deanery's recommendations. Conversely, certain funding support from Diocesan level is channelled *via* and distributed by the Deanery (see below). Each parish elects lay representatives to the Deanery Synod (currently 4 from St Petroc's), who thereby also become members of the respective PCC *ex officio*.<sup>1</sup>

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<sup>1</sup> By virtue of the *Church Representation Rules* M15(1)(i).

## **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon Trustees' Annual Report**

The Synod met three times during 2023 at various churches in the Deanery. A consultation about diocesan financing was held in the summer. The Deanery Implementation Team is currently the primary driver of collaboration. It is made up of representatives of each cluster of the deanery. Its role is to assess applications for mission funding and to monitor the implementation of the deanery plan.

Low Income Community Funding (LICF) has been channelled through the deanery to support the Pioneer Minister and the Parish Nurse. This new funding is also available for schools across the deanery; and St. Petroc's secured in excess of £5,000 to support families served by the town's primary schools. In addition to this, diocesan mission funds have been allocated to various parishes, including £5,000 to St. Petroc's for the youth work. Additional funds were agreed for the 2024 - 26 programme of Bodmin Way's Community Circle and to fund a new schools officer for the team.

A proposal to Deanery from Lanivet's PCC requesting amendments to the Church of England Measures with regard to Churchwardens was passed and forwarded to the Diocese, where some amendments were made. This will now proceed through the system.

# **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

## **Trustees' Annual Report**

### **Financial review**

Total receipts on unrestricted funds were £80,962. £22,548 was received from planned voluntary donations, and a further £6,628 was from Gift Aid recovery. Restricted grants and donations of £15,319 were also received, which included £11,319 from the Diocese of Truro under the On the Way initiative and £4,000 for the Community Space project.

The planned giving through envelopes, banker's orders and the Parish Giving Scheme increased marginally by 1.3% over the previous year. We are grateful for the continuing support of our parishioners in maintaining this general level of income in difficult times. Gift Aid recovery was similarly up by 3.1%. Total income in the unrestricted funds, excluding legacies, decreased by 21%, in large part due to the previous year including an insurance pay-out. Excluding this, total income decreased by 7%.

A legacy of £10,736 was received during the year. This had no restrictions attached to it but was placed in the Designated Fund to be assigned by the PCC.

We met our full payment to the Diocese of Truro in respect of the Mission & Ministry Fund (MMF) in the sum of £35,250.

Routine maintenance was carried out on church buildings but no major repairs. Legacy monies were however used to carry out consultancy and design work on re-ordering the church and Parish Centre. Although no physical work was carried out this provides the basis for future works as monies become available.

The PCC opened a Church of England deposit account with CCLA Investment Management Ltd during the year to hold surplus funds. This account was paying an average of around 5% interest.

Overall the PCC has met its financial obligations in full during the year albeit running at a deficit on the Unrestricted Fund of around £14,000, which was met from reserves. This is a situation which is being addressed by the PCC for the coming years.

### **Reserves policy**

The PCC has a Reserves Policy in relation to the unrestricted fund, requiring it to keep sufficient cash to meet three months of general spending (approx. £25,000). There is no Reserves Policy in relation to the restricted funds.

### **Structure, governance, and management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the *Parochial Church Council Powers Measure*. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Petroc's the membership of the PCC consists of the Team Rector, team vicar, team curate, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who are members of the congregation are encouraged to register on the electoral roll and stand for election to the PCC.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met 8 times during the year. Given its wide responsibilities the PCC has a standing committee to deal with ongoing operations and a buildings group to focus on the maintenance and development of the church buildings and Parish Centre.

The social enterprise for the team ministry, Bodmin Way, provides for the employment of team staff and the management of various mission projects. Matters of common interest to the team churches are informally coordinated by a forum of the churchwardens of the constituent parishes, but the PCC remains the key decision-maker for all matters relating to the parish. Several informal groups organise the range of liturgical, pastoral and social activities under the oversight of the Team Rector.

## Related Parties

No declarations have been made.

## Administrative information

St Petroc's Church is situated in Bodmin and forms part of the Bodmin Team Ministry with the parishes of St Meubred, Cardinham, St Hydroc, Lanhydrock and Lanivet. It is within the Diocese of Truro in the Church of England. The correspondence address is The Parish Centre, Priory Road, Bodmin. PL31 2DP. Registered Charity number 1170555.

PCC members who have served at any time from 1<sup>st</sup> January 2023 until the date this report was approved are:

### Incumbent:

Rev'd Paul Holley (Team Rector)

### Team Clergy:

Rev'd Elaine Munday (Team Vicar)

### Deanery Synod representatives:

Derek Lowe

Andrew Sadleir

Muriel Nicholl } until APCM on

Shiela Ward } 30<sup>th</sup> April '23

Bryony Dorrington } with effect from

Abigail Cavalera } 30<sup>th</sup> April '23

### Wardens:

Joanna Dingle

Andrew Sadleir

### Elected PCC members:

Abigail Cavalera (until 30<sup>th</sup> April '23)

Peter Dingle

Bryony Dorrington (until 30<sup>th</sup> April '23)

Bryan Hammond<sup>2</sup>

Muriel Nicholl (from 30<sup>th</sup> April '23)

Roland Oakley

Sadie Oakley

Catherine Palmer (from 30<sup>th</sup> April '23)

Judy Squibbs

### Ex officio PCC members:

As Churchwardens: Dingle and Sadleir

As Deanery Synod representatives: Lowe, Nicholl, Ward, Cavalera and Dorrington

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<sup>2</sup> Until 30<sup>th</sup> April '23; co-opted for 2023-24.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Accounts: Independent Examiner's report

I report on the accounts of the church for the year ended 31 December 2023 which are set out on pages 12 to 19.

### Respective Responsibilities of Trustees and 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;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To 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 from 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

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

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; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

**Andrew Farr FCCA**  
**Dawe, Hawken & Dodd**  
**Chartered Certified Accountants**  
**52 Fore Street**  
**Callington**  
**Cornwall**  
**PL17 7AJ**



Date: 27th May 2024

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts**

**STATEMENT OF FINANCIAL ACTIVITIES**

For the year ending 31 December 2023

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	TOTAL 2023 £	TOTAL 2022 £
<b>INCOME AND ENDOWMENTS</b>						
Voluntary income	2(a)	38,635	10,736	22,762	72,133	275,913
Activities for generating funds	2(b)	14,560	0	37	14,597	16,739
Income from investments	2(c)	3,232	0	0	3,232	794
Church activities	2(d)	24,535	0	0	24,535	24,262
<b>TOTAL INCOME</b>		<b>80,962</b>	<b>10,736</b>	<b>22,799</b>	<b>114,497</b>	<b>317,708</b>
<b>EXPENDITURE</b>						
Church activities	3(a)	56,589	0	23,992	80,581	97,495
Church expenses	3(b)	30,515	0	2,016	32,531	23,807
Cost of generating funds	3(c)	7,918	0	0	7,918	24,613
Major repairs	3(d)	0	49,840	2,432	52,272	136,614
<b>TOTAL EXPENDITURE</b>		<b>95,022</b>	<b>49,840</b>	<b>28,440</b>	<b>173,302</b>	<b>282,529</b>
<b>NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS</b>		<b>(14,060)</b>	<b>(39,104)</b>	<b>(5,641)</b>	<b>(58,805)</b>	<b>35,179</b>
<b>NET GAINS ON INVESTMENTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(14,060)</b>	<b>(39,104)</b>	<b>(5,641)</b>	<b>(58,805)</b>	<b>35,179</b>
<b>TRANSFER BETWEEN FUNDS</b>		<b>(1,250)</b>	<b>0</b>	<b>1,250</b>	<b>0</b>	<b>0</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(15,310)</b>	<b>(39,104)</b>	<b>(4,391)</b>	<b>(58,805)</b>	<b>35,179</b>
Total funds brought forward		43,341	69,400	39,650	152,391	117,212
<b>Total funds carried forward</b>		<b>28,031</b>	<b>30,296</b>	<b>35,259</b>	<b>93,586</b>	<b>152,391</b>

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**BALANCE SHEET AS AT 31 DECEMBER 2023**

	Notes	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible	8	<u>9,629</u>	<u>10,089</u>
		9,629	10,089
<b>CURRENT ASSETS</b>			
Stock		535	593
Debtors and prepayments	9	2,270	2,200
Cash at bank and in hand		<u>84,764</u>	<u>142,776</u>
		87,569	145,569
<b>LIABILITIES</b>			
Creditors – amounts falling due within one year	10	<u>(3,612)</u>	<u>(3,267)</u>
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u><b>83,957</b></u>	<u><b>142,302</b></u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
Creditors – amounts falling due after one year		<u>0</u>	<u>0</u>
<b>TOTAL NET ASSETS</b>		<u><b>93,586</b></u>	<u><b>152,391</b></u>
<b>PARISH FUNDS</b>			
Unrestricted		28,031	43,341
Designated		30,296	69,400
Restricted		<u>35,259</u>	<u>39,650</u>
	11	<u><b>93,586</b></u>	<u><b>152,391</b></u>

A draft version of this report was circulated in advance and laid before the Annual Parochial Church Meeting on 12<sup>th</sup> May 2024.

This final version, incorporating minor amendments following Independent Examination, was approved by resolution of the Parochial Church Council on 16th May 2024 and is signed on its behalf by:



Paul Holley (PCC Chairman)



Derek Lowe (PCC Treasurer)

The notes on pages 14 to 19 form part of these accounts.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report: Notes to the Accounts

### 1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### ASSETS

#### Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

#### Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

#### Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Fixtures & Fittings 20 years
- Computers 3 years

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

### FUNDS

#### Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the Trustees' Report.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Accounts: Notes to the Accounts

### Designated Funds

These are funds set aside for specific purposes by the PCC. The current monies are legacies which have been allocated to church heating and re-ordering projects. The PCC can re-designate these funds at any time if it so wishes.

### Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

### Trust Fund

Monies are held on trust and invested by the Truro Diocesan Board of Finance. The PCC has no access to the capital amounts but does receive dividends which are recorded as income from investments in the accounts. Dividends received in the year were £1,072 (2022: £794).

## 2 INCOME AND ENDOWMENTS

	Unrestricted funds	Designated funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£	£
<b>2(a) Voluntary income</b>					
Planned giving: Gift Aid donations	17,613	0	4,629	22,242	21,840
Tax recoverable	6,628	0	1,071	7,699	7,524
Legacies	0	10,736	0	10,736	69,602
Other	4,935	0	0	4,935	5,047
Collections: (open plate)	6,881	0	0	6,881	6,781
Other giving: Recurring	2,034	0	593	2,627	2,730
Non-recurring	544	0	1,150	1,694	4,994
Grants: Major structural renewal	0	0	0	0	130,232
Other	0	0	15,319	15,319	5,000
Other incoming resources	0	0	0	0	22,163
	<b>38,635</b>	<b>10,736</b>	<b>22,762</b>	<b>72,133</b>	<b>275,913</b>
<b>2(b) Activities for generating funds</b>					
Fundraising	14,560	0	37	14,597	16,739
	<b>14,560</b>	<b>0</b>	<b>37</b>	<b>14,597</b>	<b>16,739</b>
<b>2(c) Income from investments</b>					
Dividends	1,072	0	0	1,072	794
Interest income	2,160	0	0	2,160	0
	<b>3,232</b>	<b>0</b>	<b>0</b>	<b>3,232</b>	<b>794</b>
<b>2(d) Income from church activities</b>					
Book stall & magazines	410	0	0	410	566
Hall Lettings	21,207	0	0	21,207	11,399
Parochial fees	2,918	0	0	2,918	2,352
Other church activities	0	0	0	0	9,945
	<b>24,535</b>	<b>0</b>	<b>0</b>	<b>24,535</b>	<b>24,262</b>
<b>Total income</b>	<b>80,962</b>	<b>10,736</b>	<b>22,799</b>	<b>114,497</b>	<b>317,708</b>

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report: Notes to the Accounts

### 3 EXPENDITURE

	Unrestricted funds	Designated funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£	£
<b>3(a) Church activities</b>					
Missionary and charitable giving	1,380	0	0	1,380	4,072
Ministry: diocesan parish share	35,250	0	0	35,250	30,000
Mission & evangelism costs	752	0	10,904	11,656	10,209
Expenses (clergy & staff)	1,998	0	1,193	3,191	2,954
Cost of Trading	463	0	0	463	5,714
Salaries/Honoraria (via Bodmin Way)	16,746	0	11,895	28,641	44,546
	<u>56,589</u>	<u>0</u>	<u>23,992</u>	<u>80,581</u>	<u>97,495</u>
<b>3(b) Church expenses</b>					
Administration costs	2,442	0	0	2,442	2,194
Governance	630	0	0	630	1,200
Cleaning	198	0	249	447	530
Utility costs	9,819	0	0	9,819	7,038
Insurance	7,157	0	0	7,157	5,794
Repairs & maintenance	8,241	0	1,117	9,358	4,416
Upkeep of churchyard	525	0	650	1,175	1,286
Upkeep of service	1,043	0	0	1,043	889
Depreciation on fixtures & fitting	460	0	0	460	460
	<u>30,515</u>	<u>0</u>	<u>2,016</u>	<u>32,531</u>	<u>23,807</u>
<b>3 (c) Raising funds</b>					
Cost of generating funds	7,918	0	0	7,918	24,613
	<u>7,918</u>	<u>0</u>	<u>0</u>	<u>7,918</u>	<u>24,613</u>
<b>3 (d) Major repairs</b>					
Major church repairs	0	49,840	2,432	52,272	136,614
	<u>0</u>	<u>49,840</u>	<u>2,432</u>	<u>52,272</u>	<u>136,614</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>95,022</u>	<u>49,840</u>	<u>28,440</u>	<u>173,302</u>	<u>282,529</u>

### 4 ANALYSIS OF EXPENDITURE

	2023	2022
	£	£
Independent examiner's remuneration*	600	1200
	<u>600</u>	<u>1200</u>

\* (fees payable to the PCC's examiner for the examination of the financial statements)

### 5 STAFF COSTS

The Bodmin Team Ministry cluster of five churches employs 8 staff members through a social enterprise company (Bodmin Way) set up to promote mission activities and community use of church premises across the team. The PCC contributes to the salaries through both general funds and those raised for special purposes.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Accounts: Notes to the Accounts

The PCC (through Bodmin Way) also employs a full time Pioneer Minister as a key part of the church's outreach strategy into the Bodmin estates and surrounding areas. The Restricted Fund collates all receipts and payments in relation to this work. Monies to cover salaries are transferred to Bodmin Way who make the actual payments.

### 6 TRANSACTIONS WITH MEMBERS OF THE PCC DURING THE YEAR

The following shows transactions throughout the year relating to those who were members of the PCC at any time during the year. This includes payments to family members as well as PCC members themselves. Where salaries are involved, the figures are the contributions made to Bodmin Way (who pay the wages) by the PCC and do not necessarily reflect the final amounts paid to the PCC member. The church does not have a debit or credit card so PCC members often buy items on behalf of the PCC and reclaim the costs later.

<b>PCC Member</b>	<b>Description</b>	<b>Amount £</b>
Peter Dingle	Reimbursement of PCC costs incurred	426.89
Revd Paul Holley	Expenses	932.55
Derek Lowe	Reimbursement of PCC costs incurred	237.45
Revd Elaine Munday	Salary, expenses and reimbursement of PCC costs incurred	14,769.89
Roland Oakley	Salary and reimbursement of PCC costs incurred	6,630.47
Judy Squibbs	Expenses	19.80

### 7 ANALYSIS OF TRANSFERS BETWEEN FUNDS

	Unrestricted	Restricted	Total
	£	£	£
Hall Hire fees transferred from Grants to Parish Centre	(1,225)	1,225	0
Transfer of Christmas Tree donations to Unrestricted	(25)	25	0

The transfer between funds is for church and Parish Centre hire for use of the facilities for the community purposes stipulated by the various donors.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Report: Notes to the Accounts

### 8 FIXED ASSETS

	Tangible	Fixtures & Fittings	Total
		£	£
Cost of valuation	At 1 January 2023	11,009	11,009
	Disposal	0	0
	Additions at cost	0	0
	At 31 December 2023	<u>11,009</u>	<u>11,009</u>
Depreciation	At 1 January 2023	920	920
	Withdrawn on disposals	0	0
	Charge for the year	460	460
	At 31 December 2023	<u>1,380</u>	<u>1,380</u>
Net book value	At 31 December 2023	<u>9,629</u>	<u>9,629</u>
	At 31 December 2022	<u>10,089</u>	<u>10,089</u>

Fixtures & Fittings comprises installation of batteries in the Parish Centre to support previously installed solar panels.

### 9 CURRENT ASSETS

	2023	2022
	£	£
<b>Debtors (Unrestricted funds)</b>		
Tax recoverable	1,087	1,103
Other debtors	1,183	1,097
	<u>2,270</u>	<u>2,200</u>

### 10 LIABILITIES

	2023	2022
	£	£
<b>Amounts falling due within one year (Unrestricted funds)</b>		
Accounts payable	0	0
Accruals for utility and other costs	3,000	2,655
Other creditors	612	612
	<u>3,612</u>	<u>3,267</u>
<b>Amounts falling due within one year (Restricted funds)</b>		
Accounts payable – building contractor	0	0
	<u>0</u>	<u>0</u>

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Accounts: Notes to the Accounts

### 11 SUMMARY OF ASSETS BY FUND

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Tangible fixed assets	0	0	9,629	9,629
Investment fixed assets	0	0	0	0
Current assets	31,643	30,296	25,630	87,569
Amounts falling due in one year	(3,612)	(0)	(0)	(3,612)
	<u>28,031</u>	<u>30,296</u>	<u>35,259</u>	<u>93,586</u>

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# Accounts

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**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon  
Trustees' Annual Accounts**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 December 2022

**The Parochial Church Council of St Petroc's Church, Bodmin  
with St Stephen, Nanstallon**

Registered Charity Number: 1170555

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# TRUSTEES' ANNUAL REPORT

2022 Report and Accounts for the Parochial Church Council of St Petroc's Church, Bodmin

## Aim and purposes

St Petroc's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Paul Holley, in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the parish church and parish centre in Bodmin, and the mission church of St Stephen's Nanstallon.

## Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community at St Petroc's and St Stephen's. It strives to enable Christian people to live out their faith and to serve their neighbours. It provides amenity for the town's residents and for those of the village of Nanstallon.

When planning its activities for the year, the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

## Achievements and performance

The emergence from the crisis phase of the Covid pandemic allowed the church community to consolidate some changes and developments. Some minor changes to patterns in Sunday worship have become established, while a revitalising of pastoral care has come with the very welcome new ministry offered by Revd Jan Crossley. We were sorry to lose Revd Claire Jones, whose curacy came to an end in June. She made a valuable contribution to the life of the team and is missed.

Regular worship returned to St. Stephen's during the year. A monthly morning service alternates between morning prayer and a Eucharist. An additional monthly evensong is proving popular. Focal minister, Judy Stott, has worked hard to broaden the appeal of the church in Nanstallon and has attracted new members for worship as well as participated in all the major village events.

Civic occasions have returned to their regular pattern, including Mayor Sunday and Remembrance Sunday. The church's place in the life of the town remains strong and relations with all civic groups and initiatives is vibrant. The annual Christmas Tree festival celebrated 20 years of community outreach through the sponsorship and decorating of trees by 60 local groups and organisations that attracted hundreds of visitors. Concerts and schools carol services were well supported.

Revd Elaine Munday continues to broaden the church's outreach to people across the town, particularly amongst the most vulnerable. She provides both practical and spiritual support to many families. Elaine's work in the town's schools has further strengthened following her support for them through the pandemic. A particular highlight was the visit of the Archbishop of

Canterbury, during which he met folk at Ourgate, the Kinsman estate, St Petroc's School and in Bodmin College.

Bodmin Way has overseen significant mission initiatives in its role as an agency of the church. These include the support of the pioneer minister, the Time Together café and a range of support for the elderly, youth club activities, and the establishing of a community larder. Staff work closely with the officers and volunteers of the church to enable these community development projects. As a result, the impact of the church on the town is growing substantially. The cost of living crisis has shaped much of these efforts, leading to hundreds of people receiving support in one form or another.

As well as re-establishing the Sunday school, Barbara Brittain has continued to develop work with teenagers both through Bodmin Way and in the setting of the church. St. Petroc's Youth (SPY) retains a good following and we are pleased to see our young people active on Sunday mornings as servers.

The PCC has taken some bold steps forward to ensure the conservation and sustainability of the church. Three reports were commissioned, including a conservation management plan, a review of activity data and a visitor strategy for history and heritage. The PCC is preparing for major reordering projects including the installation of a new heating system. The accumulated evidence from these reports will strengthen the case for funding from donors to achieve our aspirations.

The future of the church will be shaped around 3 complementary aims:

1. To enhance spaces for worship and devotion
2. To draw visitors for prayer, education and heritage tourism
3. To provide for regular community events

At present there are 110 parishioners on the church electoral roll. The average weekly attendance, counted during October, was 55 adults and 3 children.

We have celebrated 48 baptisms and 1 wedding and held 6 funerals in our church this year.

## Church buildings

Maintenance of the fabric of the church and of the Parish Centre is managed by the Buildings and Maintenance Group, a sub-committee of the PCC.

Major maintenance projects on the church carried out during the year were:

- External repairs to the north gutter of the nave roof, to restore weathertightness. Further work, under the same contract, on the refurbishment of internal finishes included selective re-plastering and the removal of most of the west wall plaster, which remains as exposed masonry pending further refurbishment. Wall-mounted monuments in the working area have been removed to temporary store.

This work was carried out using grant funding under a Historic England scheme for major churches, administered through the Church of England. The Contractor was Heritage Cornwall Ltd.

Temporary access erected for the internal works afforded opportunity for close inspection of the west windows, which were found to be in a seriously degraded state. In particular, there are now concerns for the safety of the northernmost of the three windows. Funding will be sought for undertaking its stabilisation and refurbishment.

- Local repair to the crenellated parapet of the south wall turret (former rood loft access), following a lightning strike, was carried out by Westcountry Stonemasons Ltd., the cost being recovered under building insurance.

Survey, consultation and planning activities:

- A *Conservation Management Plan* was commissioned from Mr Paul Holden. This document provides a detailed review of the many significant architectural features of, and artefacts within, the church, and offers guidance for specific areas of conservation and presentation.
- A comprehensive inspection and production of an *Electrical Installation Condition Report* was carried out.
- Consultation with a specialist consultant was initiated with a view to developing an outline design for an upgraded heating installation. This will provide improved performance and temperature control, and rely partially upon renewable sources, thereby reducing consumption of hydrocarbon fuels, and so alleviating running costs.
- At the end of the year, several architects were invited to make proposals for development of an internal re-ordering scheme (the last substantial re-ordering having been carried out in the early 1930s), to fit the building better to current patterns of worship and public performance events. Following evaluation of submissions, Connolly Wellingham Architects of Bristol were appointed to carry out the initial stages of a re-ordering scheme design.
- The churchyard was LIDAR-surveyed and associated register documents scanned as part of the *National Burial Grounds Survey*, commissioned by the Church of England.

#### St Petroc's Parish Centre

Continuing development of successful community outreach activities has led to increasing pressure upon space in this building, which is also in need of modernisation and refurbishment. During the year, initial layouts for possible extension and reconfiguration of the building were developed in consultation with the Parish's surveyor, Scott & Co. Proposals have yet to be progressed, pending discussions with the freeholder of the adjoining site and enquiries into potential funding sources.

#### Churchyard maintenance

The churchyard at St Petroc's has been closed for burials since 1859. With effect from 1<sup>st</sup> April 2022, responsibility for maintenance of the churchyard was assumed, at the PCC's request, by Bodmin Town Council, under the provisions of s.215 of the *Local Government Act 1972*. This is a financially more sustainable arrangement for the PCC than the prior practice, whereby the Town Council made discretionary cash contributions towards maintenance costs under s.214 of the Act, in addition to carrying out occasional maintenance tasks to churchyard pathways and trees.

It is noted that this new arrangement implies no change in title, which remains with the incumbent (the Rector), who continues to exercise control and management of the churchyard (including occasional interments of ashes), with the guidance of the PCC.

Mission church at St Stephen, Nanstallon

This small church, which falls within the St Petroc parish, remains in generally sound order. Maintenance during the year has been largely confined to upkeep of the modest grounds.

## **St Stephen, Nanstallon**

The loyal and faithful congregation remains a steady number for fortnightly services. Evensong services were introduced and have been well supported; these will continue.

The Queens jubilee celebrations proved to be the highlight of the year when the Church hosted an exhibition to honour Her Majesty's length of reign. Over the week, from staging the event, through to the Sunday service, saw many villagers, who are not regular attendees, crossing the threshold to see the flowers and interesting displays. The proclamation took place in the Church with the gathering enjoying an impromptu party in the church yard. The sadder service to say farewell to our sovereign lady, brought an even larger attendance.

The goodbye service for Rev Claire was a lively and boisterous event with Claire keeping us on our toes, and plentiful shouts of alleluias and whistles, followed by a glass of fizz in the sunshine.

Two prayer walks were held in July and October; walkers enjoyed a scenic stroll with prayer stops, topped off with tea and cake on return to the Church. Unfortunately, these will not be happening until I have had a hip surgery, unless someone wishes to lead them. On both occasions the weather was kind to us.

The first Harvest supper was held since the pandemic and it was great to be able to celebrate the service with a shared meal with a good sized congregation. The largest congregation was the Carol service with over thirty people sharing mince pies and cider.

Barbara Britain heard of an exciting new website being planned for Celtic Quiet Places, and after a meeting, St Stephens is now included in this scheme. Hopefully it will increase the profile of the Church and bring more visitors.

I am fortunate to have the support from the congregation. My thanks to Brenda McFadzean who has single handedly taken on the task of the flower rota for the last year, and kindly donates all the flowers; as well as doing all the seasonal displays. The fabric of the Church is in good order; the cleaning is now done regularly by Faye of Nellie Neat. The grounds are tidy, thanks to Graham Uddy's care.

And my thanks to Marion Lowe for her support with Evensong and the monthly midweek Celtic prayer service. Lastly thanks to Joanna Dingle for taking on the role of Church Warden.

*Judy Stott, Reader and Focal Minister*

## **The Parish Centre**

Basic design work on the proposed upgrading and extending of the building has been drawn up, this is a future project that is on hold at present. Parish and community use has increased this year with regular hirings and various support groups meeting for the well-being of the people of Bodmin. Bodmin Way has expanded its use of the building, particularly with the development of the community larder and the Warm Space initiative.

## **Worship and prayer**

The weekly Sunday Eucharist remains the cornerstone of public worship. In addition there are occasional festival celebrations. We have welcomed some new people on Sunday mornings and re-introduced a Sunday school. Services continued to be broadcast live on Facebook. During the year, one of the local worship leaders, Ian Dawes, was accepted for training as a priest.

Additional opportunities for prayer and study take place at a home group and by Zoom. Team prayers are said on a monthly basis.

The church hosts acts of worship through the year for St. Petroc's School, the Old Cornwall Society and the county's freemasons.

## **Pastoral care**

We currently have eight Lay Pastoral Ministers in our Team, three of which do a sterling job overseeing the enormous number of Baptisms that take place throughout the year. The remaining five ministers are responsible to taking Holy Communion into residential homes and also private homes. This work is very much appreciated by the recipients. One of our Ministers is also a Lay Chaplain in Bodmin Hospital, so we are now getting back to pre-Covid normality.

Rev. Elaine, Abbie, our Safeguarding Officer and Joanna our Churchwarden attend our six weekly meetings whenever they can and we value their support.

We also have a strong Pastoral Prayer Link which is revised each time that we meet.

St. Petroc's is extremely lucky that this small group of ladies do such invaluable work but we need more people to join this team if we are to sustain this important role.

## **Mission and evangelism**

Social Enterprise: 'Bodmin Way' is a social enterprise that organises community projects across the 5 churches that comprise Bodmin Team Ministry. Its primary aim is to support the team churches in establishing sustainable mission activities. These include the weekly Time Together group, a Community Larder, a 25 mile cross-country pilgrimage route linking the 5 churches, a community choir and ad hoc events. A parish nurse is the latest member of the team to add further dimensions to this work. Church volunteers assist in these various activities but also organise other mission initiatives.

Pioneer Ministry: Team vicar, Revd. Elaine Munday, appointed as a Pioneer Minister in 2018, continues to identify increasing social needs and mission opportunities across the local housing estates and in schools and colleges. This growing ministry has impacted the lives of countless individuals and families, many of whom are particularly vulnerable at this time of social and economic crisis. Elaine works creatively sharing the gospel in ways relevant to local demographics that addresses complex social dilemmas. She also generates interest in weddings, baptisms and funeral services. Archbishop Justin Welby and Bishop Philip received a warm welcome from many local participants who affirmed the impact of pioneer ministry in transforming lives. 'Ourgate' is a simple project that the Archbishop likened to a 'communion table': a table at Revd Elaine's garden gate is a local focal point offering a range of foodstuff and other basic necessities, free of charge to those in need. People regularly leave goods as well as taking what they require.

Government 'Warm Space' funding enabled Revd Elaine and her team to engage with people queueing in the cold to collect food from the Community Larder. Offering free hot drinks, food and an opportunity to talk led to a drop-in hub, growing steadily through word of mouth and regularly engaging around 50 people per session. Church volunteers befriend the guests, offering a listening ear whilst the newly appointed Parish Nurse and Social Prescribers help to address wider health and wellbeing issues. There is potential for a longer term, far reaching mission initiative.

Local and overseas mission: The mission focus group meets regularly to plan and pray for forthcoming mission events. This year's key fund raising events raised around £4000 and beneficiaries included The Leprosy Mission, DEC Ukraine, SAMS Peru, Royal British Legion, CLEAR trauma specialists and Sightsavers.

The Mothers Union group knitted and distributed 140 small teddies to children starting school, each including a St Petroc's greeting and bible verse. Similar little bears are now offered at children's baptisms. Again, activity boxes were welcomed by Social Services to benefit vulnerable children during the summer holiday period: 25 shoeboxes were covered and filled with various inexpensive toys, books, toiletries and other age-appropriate items. Harvest Festival produce supported pioneer ministry. The Advent gift service attracted generous Christmas gifts for local children and young people known to Social Services.

Pam Sloan was thanked for all her hard work and achievements during 10 years service as mission coordinator.

Evangelism: Evangelism underpins every aspect of St Petroc's mission and outreach ministry. Befriending and listening to people in a safe environment regularly present opportunities for conversations about personal faith, spiritual beliefs and general wellbeing. A hospital chaplain makes regular visits to the sick. Online bible study and weekly home fellowship groups enable church members to explore their own spiritual journey and faith challenges in order to encourage others. Church services offer monthly anointing for healing, and prayer ministry is available. The death of the late Queen Elizabeth II generated a lot of faith dialogue, as have personal bereavements and the British Legion Festival of Remembrance.

Looking forward: the Bodmin Team Ministry plans to consolidate and develop its existing mission initiatives; to work more collaboratively with local churches and community agencies in enhancing health and wellbeing.

*The harvest is plentiful but the workers are few. Ask the Lord of the harvest, therefore, to send workers into the harvest field (Luke 10:2)*

## **Safeguarding**

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

The team safeguarding officer, Abbie Cavalera, acted as the parish safeguarding officer for each of the parishes of the team. PCC meetings were briefed of the latest developments in safeguarding policy. DBS checks were facilitated for those acting in relevant roles. Continued support was offered to ensure that PCC members and other officers of the church to undertake their safeguarding training. This is an ongoing process.

## **Volunteers**

Safer Recruiting People Management processes were implemented for roles among children and young people. The recruitment and oversight of volunteers is a work in progress, supported by the administrative support of Bodmin Way.

## **Deanery Synod**

The deanery synod engaged extensively with a diocesan review process called On the Way. This was launched by Bishop Hugh in December 2021 and pursued by regular synod and standing committee meetings until the adoption of a deanery plan in July 2022. The plan supports the current ministerial distribution of 6 incumbent posts amidst 6 clusters of parishes. New resources have been allocated by the diocese to invest in mission, particularly in Bodmin and Camelford where deprivation measurements indicate high need. Ministry costs in Bodmin will be subsidised by funds from the Church of England's Low Income Communities Fund from 2023.

## Financial review

Total receipts on unrestricted funds were £172,260 which included £69,602 from two legacies. £22,328 was received from planned voluntary donations, and a further £6,427 was from Gift Aid recovery. Restricted grants and donations of £145,448 were also received, which covered a range of expenditures including major repairs to the church building to resolve water ingress, Pioneer Ministry and community projects.

The planned giving through envelopes, banker's orders and the Parish Giving Scheme decreased by 5.4% which can be put down in part to the effects of the pandemic and the economic climate. We are grateful for the continuing support of our parishioners in maintaining this general level of income in difficult times. Gift Aid recovery was down 11.5% on the previous year again reflecting economic times. Total income in the unrestricted funds, excluding legacies, increased by 35%, a major contributor being church and Parish Centre hirings and a successful Christmas Tree Festival. Insurance monies of £11,474 following a lightning strike also contributed to this enhanced total.

We were unable to meet our full payment to the Diocese of Truro in respect of the Mission & Ministry Fund (MMF). We paid £30,000, leaving a shortfall of £9,426 against a total payment due for the year of £39,426. This is not a legally enforceable debt to the Diocese, but the PCC acknowledges that these monies remain due should funds become available.

*We are very grateful to grant providers who provided funds held in restricted funds for specified purposes in support of the church's work in the local community.*

Major repairs were carried out to the church building to repair damage caused by the ingress of water and to replace sections of the roof.

## Reserves policy

The PCC has a Reserves Policy in relation to the unrestricted fund, requiring it to keep sufficient cash to meet three months of general spending (approx. £25,000). There is no Reserves Policy in relation to the restricted funds.

The balance of £43,341 in the unrestricted fund is retained towards meeting possible major repairs to the church building in 2023.

## Structure, governance, and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Petroc's the membership of the PCC consists of the team rector, team vicar, team curate, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who are members of the congregation are encouraged to register on the electoral roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met seven times during the year. Given its wide responsibilities the PCC has a standing committee to deal with ongoing operations and a buildings group to focus on the maintenance and development of the church buildings and parish centre.

The social enterprise for the team ministry, Bodmin Way, provides for the employment of team staff and the management of various mission projects. Matters of common interest to the team churches are informally coordinated by a forum of the churchwardens of the constituent parishes, but the PCC remains the key decision-maker for all matters relating to the parish. Several informal groups organise the range of liturgical, pastoral and social activities under the oversight of the team rector.

## **Related Parties**

No declarations have been made.

## **Administrative information**

St Petroc's Church is situated in Bodmin and forms part of the Bodmin Team Ministry with the parishes of St Meubred, Cardinham, St Hydroc, Lanhydrock and Lanivet. It is within the Diocese of Truro in the Church of England. The correspondence address is The Parish Centre, Priory Road, Bodmin. PL31 2DP. Registered Charity number 1170555.

PCC members who have served at any time from 25<sup>th</sup> April 2021 until the date this report was approved are:

### **Ex officio members:**

#### **Incumbent:**

Rev'd Paul Holley (Team Rector)

#### **Team Clergy:**

Rev'd Elaine Munday (Team Vicar)

Rev'd Claire Jones (Curate)

#### **Wardens:**

Joanna Dingle

Andrew Sadleir

#### **Deanery Synod representatives:**

Andrew Sadleir

Derek Lowe

Muriel Nicholl

Sheila Ward

#### **Elected PCC members:**

Barbara Brittain

Abbie Cavalera (team safeguarding officer)

Peter Dingle

Bryony Dorrington

Bryan Hammond

Roland Oakley

Sadie Oakley

## **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

### **Trustees' Annual Accounts**

I report on the accounts of the church for the year ended 31 December 2021 which are set out on pages 11 to 18.

#### **Respective Responsibilities of Trustees and 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;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To 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 from 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**

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

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; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

**Andrew Farr FCCA**  
**Dawe, Hawken & Dodd**  
**Chartered Certified Accountants**  
**52 Fore Street**  
**Callington**  
**Cornwall**  
**PL17 7AJ**



Date: 27<sup>th</sup> April, 2023

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**STATEMENT OF FINANCIAL ACTIVITIES**

For the year ending 31 December 2022

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	TOTAL 2022 £	TOTAL 2021 £
<b>INCOME AND ENDOWMENTS</b>						
Voluntary income	2(a)	61,270	69,602	145,041	275,913	252,731
Activities for generating funds	2(b)	16,739	0	0	16,739	16,614
Income from investments	2(c)	794	0	0	794	1,045
Church activities	2(d)	23,855	0	407	24,262	13,320
<b>TOTAL INCOME</b>		<b>102,658</b>	<b>69,602</b>	<b>145,448</b>	<b>317,708</b>	<b>283,710</b>
<b>EXPENDITURE</b>						
Church activities	3(a)	53,429	0	44,066	97,495	93,353
Church expenses	3(b)	22,283	0	1,524	23,807	22,556
Cost of generating funds	3(c)	12,808	202	11,603	24,613	5,223
Major repairs	3(d)	12,475	0	124,139	136,614	122,049
<b>TOTAL EXPENDITURE</b>		<b>100,995</b>	<b>202</b>	<b>181,332</b>	<b>282,529</b>	<b>243,181</b>
<b>NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS</b>		<b>1,663</b>	<b>69,400</b>	<b>(35,884)</b>	<b>35,179</b>	<b>40,529</b>
<b>NET GAINS ON INVESTMENTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>1,663</b>	<b>69,400</b>	<b>(35,884)</b>	<b>35,179</b>	<b>40,529</b>
<b>TRANSFER BETWEEN FUNDS</b>		<b>3,860</b>	<b>0</b>	<b>(3,860)</b>	<b>0</b>	<b>0</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>5,523</b>	<b>69,400</b>	<b>(39,744)</b>	<b>35,179</b>	<b>40,529</b>
Total funds brought forward		37,818	0	79,394	117,212	76,683
<b>Total funds carried forward</b>		<b>43,341</b>	<b>69,400</b>	<b>39,650</b>	<b>152,391</b>	<b>117,212</b>

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**BALANCE SHEET AS AT 31 DECEMBER 2022**

	Notes	2022 £	2021 £
<b>FIXED ASSETS</b>			
Tangible	8	<u>10,089</u>	<u>8,740</u>
		10,089	8,740
<b>CURRENT ASSETS</b>			
Stock		593	419
Debtors and prepayments	9	2,200	2,456
Cash at bank and in hand		<u>142,776</u>	<u>116,856</u>
		145,569	119,731
<b>LIABILITIES</b>			
Creditors – amounts falling due within one year	10	<u>(3,267)</u>	<u>(11,259)</u>
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>142,302</u>	<u>108,472</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		152,391	117,212
Creditors – amounts falling due after one year		<u>0</u>	<u>0</u>
<b>TOTAL NET ASSETS</b>		<u>152,391</u>	<u>117,212</u>
<b>PARISH FUNDS</b>			
Unrestricted		43,341	37,818
Designated		69,400	0
Restricted		<u>39,650</u>	<u>79,394</u>
	11	<u>152,391</u>	<u>117,212</u>

Approved by the Parochial Church Council on 30<sup>th</sup> March 2023 and signed on its behalf by:

Paul Holley (PCC Chairman)



Derek Lowe (PCC Treasurer)



28/04/2023

The notes on pages 13 to 18 form part of these accounts.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Accounts (continued)

### 1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

#### ASSETS

##### Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

##### Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

##### Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or else, for gifts- in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Fixtures & Fittings 20 years
- Computers 3 years

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

#### FUNDS

##### Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Accounts (continued)

### Designated Funds

These are funds set aside for specific purposes by the PCC. The current monies are legacies which have been allocated to church heating and re-ordering projects. The PCC can re-designate these funds at any time of they so wish.

### Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

### Trust Fund

Monies are held on trust and invested by the Truro Diocesan Board of Finance. The PCC has no access to the capital amounts but does receive dividends which are recorded as income from investments in the accounts. Dividends received in the year were £794 (2021: £1,045).

## 2 INCOME AND ENDOWMENTS

	Unrestricted funds	Designated funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£	£
<b>2(a) Voluntary income</b>					
Planned giving: Gift aid donations	17,381	0	4,459	21,840	23,334
Tax recoverable	6,427	0	1,097	7,524	8,510
Legacies	0	69,602	0	69,602	0
Other	4,947	0	100	5,047	5,077
Collections: (open plate)	6,781	0	0	6,781	3,397
Other giving: Recurring	1,485	0	1,245	2,730	1,522
Non-recurring	4,473	0	521	4,994	2,017
Grants: Major structural renewal	0	0	130,232	130,232	150,814
Other	5,000	0	0	5,000	9,900
Other incoming resources	14,776	0	7,387	22,163	48,160
	<b>61,270</b>	<b>69,602</b>	<b>145,041</b>	<b>275,913</b>	<b>252,731</b>
<b>2(b) Activities for generating funds</b>					
Fundraising	16,739	0	0	16,739	16,614
	<b>16,739</b>	<b>0</b>	<b>0</b>	<b>16,739</b>	<b>16,614</b>
<b>2(c) Income from investments</b>					
Dividends	794	0	0	794	1,045
	<b>794</b>	<b>0</b>	<b>0</b>	<b>794</b>	<b>1,045</b>
<b>2(d) Income from church activities</b>					
Book stall & magazines	566	0	0	566	697
Hall Lettings	11,399	0	0	11,399	6,295
Parochial fees	2,045	0	307	2,352	3,037
Other church activities	9,845	0	100	9,945	3,291
	<b>23,855</b>	<b>0</b>	<b>407</b>	<b>24,262</b>	<b>13,320</b>
<b>Total income</b>	<b>102,658</b>	<b>69,602</b>	<b>145,448</b>	<b>317,708</b>	<b>283,710</b>

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**3 EXPENDITURE**

	Unrestricted funds	Designated funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£	£
<b>3(a) Church activities</b>					
Missionary and charitable giving	4,072	0	0	4,072	890
Ministry: diocesan parish share	30,000	0	0	30,000	22,000
Mission & evangelism costs	53	0	10,156	10,209	13,036
Expenses (clergy & staff)	2,097	0	857	2,954	2,724
Cost of Trading	4,914	0	800	5,714	2,862
Salaries/Honoraria (via Bodmin Way)	12,293	0	32,253	44,546	51,841
	<u>53,429</u>	<u>0</u>	<u>44,066</u>	<u>97,495</u>	<u>93,353</u>
<b>3(b) Church expenses</b>					
Administration costs	2,907	0	487	3,394	1,721
Cleaning	411	0	119	530	22
Utility costs	7,038	0	0	7,038	4,961
Insurance	5,794	0	0	5,794	5,181
Repairs & maintenance	4,172	0	244	4,416	7,170
Upkeep of churchyard	612	0	674	1,286	2,538
Upkeep of service	889	0	0	889	503
Depreciation on fixtures & fitting	460	0	0	460	460
	<u>22,283</u>	<u>0</u>	<u>1,524</u>	<u>23,807</u>	<u>22,556</u>
<b>3 (c) Raising funds</b>					
Cost of generating funds	12,808	202	11,603	24,613	5,223
	<u>12,808</u>	<u>202</u>	<u>11,603</u>	<u>24,613</u>	<u>5,223</u>
<b>3 (d) Major repairs</b>					
Major church repairs	12,475	0	124,139	136,614	121,623
Major repairs to other buildings	0	0	0	0	426
	<u>12,475</u>	<u>0</u>	<u>124,139</u>	<u>136,614</u>	<u>122,049</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>100,995</u>	<u>202</u>	<u>181,332</u>	<u>282,529</u>	<u>243,181</u>

**4 ANALYSIS OF EXPENDITURE**

	2022	2021
	£	£
Independent examiner's remuneration*	1200	0
	<u>1200</u>	<u>0</u>

\* (fees payable to the PCC's examiner for the examination of the financial statements)

**5 STAFF COSTS**

The Bodmin Team Ministry cluster of five churches employs 8 staff members through a social enterprise company (Bodmin Way) set up to promote mission activities and community use of

## **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

### **Trustees' Annual Accounts (continued)**

church premises across the team. The PCC contributes to the salaries through both general funds and those raised for special purposes.

The PCC (through Bodmin Way) also employs a full time Pioneer Minister as a key part of the church's outreach strategy into the Bodmin estates and surrounding areas. The Restricted Fund collates all receipts and payments in relation to this work. Monies to cover salaries are transferred to Bodmin Way who make the actual payments.

## **6 TRANSACTIONS WITH MEMBERS OF THE PCC DURING THE YEAR**

The following shows transactions throughout the year relating to those who were members of the PCC at any time during the year. This includes payments to family members as well as PCC members themselves. Where salaries are involved, the figures are the contributions made to Bodmin Way (who pay the wages) by the PCC and do not necessarily reflect the final amounts paid to the PCC member. The church does not have a debit or credit card so PCC members often buy items on behalf of the PCC and reclaim the costs later.

<b>PCC Member</b>	<b>Description</b>	<b>Amount</b>
Barbara Brittain	Salary and reimbursement of PCC costs incurred	£1,431.98
Trevor Brittain	Commission payments	£6,311.25
Abbie Cavalera	Salary	£185.00
Peter Dingle	Reimbursement of PCC costs incurred	£446.19
Bryan Hammond	Health & Safety Associates payments	£822.00
Bryan Hammond	Reimbursement of PCC costs incurred	£146.70
Revd Paul Holley	Expenses	£1,147.56
Revd Claire Jones	Expenses	£369.97
Derek Lowe	Reimbursement of PCC costs incurred	£495.95
Revd Elaine Munday	Salary, expenses and reimbursement of PCC costs incurred	£30,077.79
Muriel Nicholl	Reimbursement of PCC costs incurred	£180.16
Roland Oakley	Salary and reimbursement of PCC costs incurred	£10,691.85
Andrew Sadleir	Reimbursement of PCC costs incurred	£370.34
Judy Stott	Expenses	£14.84

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**7 ANALYSIS OF TRANSFERS BETWEEN FUNDS**

	Unrestricted	Restricted	Total
	£	£	£
Cultural Recovery Fund	3,860	(3,860)	0
NHS Winter Warmth			

The transfer between funds is for church and parish centre hire for use of the facilities for the community purposes stipulated by the various donors.

**8 FIXED ASSETS**

	Tangible	Fixtures & Fittings	Total
		£	£
Cost of valuation	At 1 January 2022	9,200	9,200
	Disposal	0	0
	Additions at cost	1,809	1,809
	At 31 December 2022	<u>11,009</u>	<u>11,009</u>
Depreciation	At 1 January 2022	460	460
	Withdrawn on disposals	0	0
	Charge for the year	460	460
	At 31 December 2022	<u>920</u>	<u>920</u>
Net book value	At 31 December 2022	<u>10,089</u>	<u>10,089</u>
	At 31 December 2021	<u>8,740</u>	<u>8,740</u>

Fixtures and fittings comprises installation of batteries in the Parish Centre to support previously installed solar panels.

**9 CURRENT ASSETS**

	2022	2021
	£	£
<b>Debtors (Unrestricted funds)</b>		
Tax recoverable	1,103	1,560
Other debtors	1,097	896
	<u>2,200</u>	<u>2,456</u>

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**10 LIABILITIES**

	2022 £	2021 £
<b>Amounts falling due within one year</b>		
<b>(Unrestricted funds)</b>		
Accounts payable	0	272
Accruals for utility and other costs	2,655	253
Other creditors	612	613
	<u>3,267</u>	<u>1,138</u>
<b>Amounts falling due within one year</b>		
<b>(Restricted funds)</b>		
Accounts payable – building contractor	0	10,121
	<u>0</u>	<u>11,259</u>

**11 SUMMARY OF ASSETS BY FUND**

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	10,089	0	0	10,089
Investment fixed assets	0	0	0	0
Current assets	36,519	69,400	39,650	145,569
Amounts falling due in one year	(3,267)	(0)	(0)	(3,267)
	<u>43,341</u>	<u>69,400</u>	<u>39,650</u>	<u>152,391</u>

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# Accounts

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**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon  
Trustees' Annual Accounts**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 December 2021

**The Parochial Church Council of St Petroc's Church, Bodmin  
with St Stephen, Nanstallon**

Registered Charity Number: 1170555

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# TRUSTEES' ANNUAL REPORT

2021 Report and Accounts for the Parochial Church Council of St Petroc's Church, Bodmin

## Aim and purposes

St Petroc's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Paul Holley, in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the parish church and parish centre in Bodmin, and the mission church of St Stephen's Nanstallon.

## Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community at St Petroc's and St Stephen's. It strives to enable Christian people to live out their faith and to serve their neighbours. It provides amenity for the town's residents and for those of the village of Nanstallon.

When planning its activities for the year, the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

## Achievements and performance

Despite legal and official restrictions imposed in response to the Covid pandemic, Sunday worship continued through much of the year. In the early part this needed to be predominantly online, but otherwise from Easter it returned to the church building. The main priority has been to maintain this pattern of worship and to support members of the congregation and wider community amidst this period of struggle. We were pleased to welcome Archdeacon Kelly to Bodmin, and have enjoyed her ministry at a team service and on Remembrance Sunday.

In many ways the pandemic has provided a wide range of opportunities to connect with people outside of our normal ambit. Our Pioneer Minister, Rev'd Elaine, has found herself at the forefront of support for families and schools as the economic impacts have begun to bite. Her work has received growing commitment from funders, staff provision and volunteers. Food and household supplies are distributed to those in crisis on an almost daily basis. This demand for support is expected to grow long into the future and will require much of the church and its social enterprise, Bodmin Way.

Roland Oakley organised a limited programme of concerts in the second half of the year along with the return of bookings to the parish centre. An increasing proportion of the management of the centre is now undertaken by Bodmin Way staff to help supplement the committed oversight of Peter Dingle. Church volunteers continue to offer a great deal of their time and energy across the range of activities, but the challenges and opportunities only increase. Thus we find a growing need for paid staff. In particular the weekly Time Together café proved to be a crucial support to many who were relieved to come out of their homes and enjoy the company of others. A new Youth Club began in October to draw younger people to activity and encouragement. Our Focal Minister, Barbara

Brittain, has been at the forefront of establishing these and other initiatives, including the Bodmin Way newsletter and its successor publication in partnership with Bodmin Life.

We have been able to draw some grant income towards our core finances and we have been able to recover some of the revenue streams we lost in 2020. Giving has also remained consistent thanks to the faithful support of our congregation. Despite some limitations we had a very successful Christmas Tree Festival that raised a record amount of funds. Thanks to Bryan and Margaret Hammond, and their volunteers, for making these and other events such a success. Our treasurer, Derek Lowe, has had to grapple with a growing complexity to our financial arrangements and we owe him a great debt of gratitude for keeping it all in good order.

Some significant grant-funded investments have improved the heritage, sound and video capacities of the church. Lighting and internet improvements have also been made. Two major repair projects were secured, including the renewal of the tower roof and North Wall gutter. The Parish Centre now has solar panels and batteries to help reduce energy costs. Trevor Brittain has proved very adept at securing grants for the variety of buildings and community projects we have pursued, for which we are very grateful.

## Church buildings

Continued success in securing funding has enabled some much-needed building maintenance works to be progressed: the tower roof and ladders and the north gutter and west wall weatherproofing. As is to be expected in a 15<sup>th</sup>-century building, or in this case the late 19<sup>th</sup>-century west elevation, the works have identified yet further need of repair, requiring the PCC to look for means of funding some fairly substantial repairs and restoration to the west windows.

The west end internal works have also entailed removal of several memorials, dating back to the early 17<sup>th</sup> century, and some in a severely degraded and fragile state. In due course, these memorials will need to be reinstated – in some cases only if substantial restoration can first be carried out – but not necessarily in the same locations. In particular, wall-mounted memorials on the northern part of the west wall, originally open to view before organ relocation in the 1930s, would be concealed in an area used for storage, electrical equipment *etc.*

The PCC has appointed a consultant to compile a Conservation Management Plan for the church. This will document the considerable historical assets of the building and inform a policy for their conservation; but is also likely to be required as evidence in support of future major funding applications.

The ivory St Petroc feretory casket (12<sup>th</sup>-century Siculo-Arabic) has again attracted the interest of one academic visitor this past year, for whose benefit it enjoyed a brief release from its sombre prison in the south wall. It is still our hope that improvements can be made to the currently drab presentation of this uniquely important artefact. While ownership of the casket is claimed by the Town Council, it is very much a part of the Town's ecclesiastical heritage as surviving in the present Parish Church.

With the aid of grant funding, there have been substantial upgrades to the sound reinforcement system, a project recently concluded with installation of the fourth pair of loudspeakers in the nave and customised units for foldback in the chancel.

Masonry damage occasioned to the South Parapet was inspected by the church surveyor, Scott & Co., who ascribed it to a lightning strike. The Insurers have accepted that finding and agreed to fund repairs.

After much deliberation, we have now placed maintenance of the churchyard on a more economically sustainable footing, with Bodmin Town Council assuming responsibility – replacing the former arrangement of discretionary financial grants – with effect from 1<sup>st</sup> April 2022. This has raised the further question as to how best to manage future ashes interments and associated monuments, which will need to be discussed by PCC in consultation with the Diocese. For St Thomas' Chapel, a visitors information board has been designed and ordered, to be erected in the churchyard.

After many years of lobbying, Cornwall County Highways effected a Traffic Regulation Order re-designating a section of the Priory Road lay-by for use as a loading/unloading bay adjacent to the south-eastern entrance gate. This should ease highway access, especially for funeral vehicles and for support vehicles in connection with church performance events.

## **St Stephen, Nanstallon**

The church of St Stephen in Nanstallon has for long been supported and managed by its congregation, largely through the generosity of the Friends of St Stephen's and in particular the oversight of Tony Goodwin. As a consequence, the fabric of the St Stephen's church building, and its churchyard, have been maintained in very good order with little or no burden upon PCC resources.

After many years of diligent service Tony is standing down, and the Friends of St Stephen's is being wound up and its current cash reserve transferred to the PCC account, wherein it will be held as a restricted fund. As an immediate consequence, this will inevitably mean a greater role for PCC and Churchwardens in the continuing management of St Stephen's. It also prompts a necessary debate among ministers and PCC as to the future of this Parish's mission in Nanstallon.

## **The Parish Centre**

A grant enabled a set of batteries to be installed as a further upgrading of the electrical installation, to store energy generated by the previously installed solar panels. Consideration was given to upgrading/extending the building, for which a business plan is also to be prepared. Many groups returned to use the centre and its income is recovering to pre-covid rates.

## **Worship and prayer**

The weekly Sunday Eucharist returned to its traditional time of 10am. Regular Sunday attendance numbers have yet to recover to pre-pandemic levels; and indeed will likely do so only if we can attract newcomers. For those unable to join in person, services have been made more widely available online.

All are welcome to attend the regular services. At present there are 104 parishioners on the church electoral roll, 5 of whom are not resident within the parish. 1 name was added during the year and 5 were removed either through death or because they moved away from the parish. The average weekly attendance, counted during October, was 47.

We have celebrated 38 baptisms and 5 weddings and held 10 funerals in our church this year.

## **Pastoral care**

The exercise of pastoral care in the congregation adapted as some Lay Pastoral Ministers felt it time to take a step back. Their long and committed service has been a blessing to so many, particularly

the housebound and those in hospital or care home. Rev'd Claire has helped to re-form this group and has renewed a pattern of visits and prayer as the pandemic restrictions were relaxed. Muriel Nicholl has supported Rev'd Elaine in re-establishing the flow of baptisms following their postponement. We still have the privilege of seeing many families coming through church on Sundays seeking God's blessing on their growing families.

## **Mission and evangelism**

The PCC appointed Team vicar, Rev'd Elaine Munday, as a Pioneer Minister in 2018. Her leadership of mission on the estates and in the schools of the town has yielded substantial impact on the lives of hundreds of people. Many of these are particularly vulnerable.

Together with the PCCs of the other churches of the team, St Petroc's PCC is a member of a social enterprise, Bodmin Way. This acts to support the team churches in administrative tasks, but is primarily focused on establishing sustainable mission activities. These include a weekly friendship café, a community larder, a pilgrimage route, youth work, courses and cultural events.

Church volunteers assist with these activities but also organise other initiatives, including the well-regarded annual Christmas Tree Festival.

## **Safeguarding**

Abbie Cavalera took on the role of Team Safeguarding Officer from William Hazelton in June 2021. There has been much to do and lots of hard work to get the safeguarding system in the team as up to date as possible and this has meant a lot of safeguarding training for many church members and the completion of DBS applications.

In December 2021 all team churches adopted the new Safer Recruitment and People Management policy and from January 2022 this was firmly in place. DBS checks have now been changed from every 5 years to every 3 years which brings them in line with the Diocesan training requirements of updating training every 3 years. All churches within the team are now using the Parish Safeguarding Dashboard which is a new and extremely useful tool which the diocese has rolled out to ensure we are all fulfilling our responsibilities with safeguarding policy and procedures which ensures we are keeping everyone safe.

## **Volunteers**

It is noticeable that we have lost a fair number of our members to infirmity and death. We continue to mourn those we have loved and whose presence we miss. At the same time we have been blessed to welcome new members who have recently moved to Bodmin. As well as church officers and team employees, it is clear that everyone involved in the church community is united in their commitment. It is one of the key attributes of a healthy and hopeful church.

## **Deanery Synod**

The deanery synod met twice during 2021. In September the theme focused around the experience of this team in developing business approaches to our mission. Around 50 people gathered in the Parish Centre to share their insights. In December the synod met in Egloshayle to launch the On the Way programme. Bishop Hugh hosted the meeting and encouraged members to work through 2022 to plan for a future that can deal well with the challenging conditions the Church of England faces.

## Financial review

Total receipts on unrestricted funds were £75,965, of which £23,529 were from planned voluntary donations, and a further £7,399 were from Gift Aid recovery. Restricted grants and donations of £207,745 were also received, which covered a range of expenditures including major repairs to the church building to resolve water ingress, Pioneer Ministry, community projects and our weekly Time Together café.

The planned giving through envelopes, banker's orders and the Parish Giving Scheme increased by 2.3% despite the church being closed for part of the year due to the pandemic and we are grateful for the continuing support of our parishioners in this respect. Gift Aid recovery was up by 2.8% on the previous year. Total income in the unrestricted funds increased by 29%, a major contributor being the reintroduction of the Christmas Tree Festival and other fundraising functions as the pandemic restrictions were lifted.

We were unable to meet our full payment to the Diocese of Truro in respect of the Mission & Ministry Fund (MMF). We paid £22,000, leaving a shortfall of £18,820 against a total payment due for the year of £40,820. This is not a legally enforceable debt to the Diocese, but the PCC acknowledges that these monies remain due should funds become available.

We received no legacies during the year.

We are very grateful to a significant number of grant providers who provided funds held in restricted funds for specified purposes in support of the church's work in the local community.

In particular we acknowledge monies received from the Government's Cultural Recovery Fund towards maintaining our community through the pandemic and covering some operational costs.

Environmental work was carried out with grant funding on our Parish Centre, enabling batteries to be added to our existing solar panels and thus reducing our dependence on the grid.

Major repairs were also carried out to the church building to repair damage caused by the ingress of water and to replace sections of the roof.

## Reserves policy

The PCC has a Reserves Policy in relation to the unrestricted fund, requiring it to keep sufficient cash to meet three months of general spending (approx. £15,000). There is no Reserves Policy in relation to the restricted funds.

The balance of £37,818 in the unrestricted fund is retained towards meeting a possible overrun in costs of major repairs to the church building due to start early in 2022.

## Structure, governance, and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Petroc's the membership of the PCC consists of the team rector, team vicar, team curate, churchwardens, and members elected by those members of the congregation who are on the

electoral roll of the church. All those who are members of the congregation are encouraged to register on the electoral roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met seven times during the year. Given its wide responsibilities the PCC has a standing committee to deal with ongoing operations and a buildings group to focus on the maintenance and development of the church buildings and parish centre.

The social enterprise for the team ministry, Bodmin Way, provides for the employment of team staff and the management of various mission projects. Matters of common interest to the team churches are informally coordinated by a forum of the churchwardens of the constituent parishes, but the PCC remains the key decision-maker for all matters relating to the parish. Several informal groups organise the range of liturgical, pastoral and social activities under the oversight of the team rector.

## Related Parties

Full disclosure of transactions with related parties are shown at note 6.

## Administrative information

St Petroc's Church is situated in Bodmin and forms part of the Bodmin Team Ministry with the parishes of St Meubred, Cardinham, St Hydroc, Lanhydrock and Lanivet. It is within the Diocese of Truro in the Church of England. The correspondence address is The Parish Centre, Priory Road, Bodmin. PL31 2DP. Registered Charity number 1170555.

PCC members who have served at any time from 25<sup>th</sup> April 2021 until the date this report was approved are:

### Ex officio members:

#### Incumbent:

Rev'd Paul Holley (Team Rector)

#### Team Clergy:

Rev'd Elaine Munday (Team Vicar)

Rev'd Claire Jones (Curate)

#### Wardens:

Joanna Dingle

Andrew Sadleir

#### Deanery Synod representatives:

Andrew Sadleir

Derek Lowe

Muriel Nicholl

Sheila Ward

#### Elected PCC members:

Barbara Brittain

Abbie Cavalera (team safeguarding officer)

Peter Dingle

Bryony Dorrington

Bryan Hammond

Roland Oakley

# Independent Examiner's Report to the Trustees of St Petroc's Parochial Church Council

I report on the accounts of the church for the year ended 31 December 2021 which are set out on pages 1 to 18.

## Respective Responsibilities of Trustees and 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;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To 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 from 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

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

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; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

**Andrew Farr FCCA  
Dawe, Hawken & Dodd,  
Chartered Certified Accountants,  
52 Fore Street,  
Callington,  
Cornwall.  
PL17 7AJ**



Dated: 20<sup>th</sup> September, 2022

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts**

**STATEMENT OF FINANCIAL ACTIVITIES**

For the year ending 31 December 2021

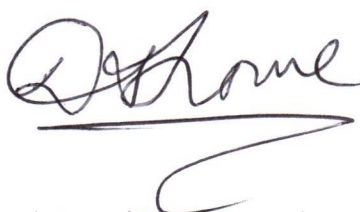
	Note	Unrestricted funds £	Restricted funds £	TOTAL 2021 £	TOTAL 2020 £
<b>INCOME AND ENDOWMENTS</b>					
Voluntary income	2(a)	45,424	207,307	252,731	163,364
Activities for generating funds	2(b)	16,614	0	16,614	7,445
Income from investments	2(c)	1,045	0	1,045	1,021
Church activities	2(d)	12,882	438	13,320	8,873
<b>TOTAL INCOME</b>		<b>75,965</b>	<b>207,745</b>	<b>283,710</b>	<b>180,703</b>
<b>EXPENDITURE</b>					
Church activities	3(a)	34,540	58,813	93,353	80,480
Church expenses	3(b)	13,373	9,183	22,556	20,968
Cost of generating funds	3(c)	3,206	2,017	5,223	2,659
Major repairs	3(d)	5,231	116,818	122,049	29,662
<b>TOTAL EXPENDITURE</b>		<b>56,350</b>	<b>186,831</b>	<b>243,181</b>	<b>133,769</b>
<b>NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS</b>		<b>19,615</b>	<b>20,914</b>	<b>40,529</b>	<b>46,934</b>
<b>NET GAINS ON INVESTMENTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>19,615</b>	<b>20,914</b>	<b>40,529</b>	<b>46,934</b>
<b>TRANSFER BETWEEN FUNDS</b>		<b>3,775</b>	<b>(3,775)</b>	<b>0</b>	<b>0</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>23,390</b>	<b>17,139</b>	<b>40,529</b>	<b>46,934</b>
Total funds brought forward		14,428	62,255	76,683	29,749
<b>Total funds carried forward</b>		<b>37,818</b>	<b>79,394</b>	<b>117,212</b>	<b>76,683</b>

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**BALANCE SHEET AS AT 31 DECEMBER 2021**

	Notes	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible	8	<u>8,740</u>	<u>0</u>
		8,740	0
<b>CURRENT ASSETS</b>			
Stock		419	613
Debtors and prepayments	9	2,456	0
Cash at bank and in hand		<u>116,856</u>	<u>76,683</u>
		119,731	77,296
<b>LIABILITIES</b>			
Creditors – amounts falling due within one year	0	<u>(11,259)</u>	<u>(613)</u>
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>117,212</u>	<u>76,683</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
Creditors – amounts falling due after one year		<u>0</u>	<u>0</u>
<b>TOTAL NET ASSETS</b>		<u>117,212</u>	<u>76,683</u>
<b>PARISH FUNDS</b>			
Unrestricted		37,818	14,428
Restricted		<u>79,394</u>	<u>62,255</u>
	11	<u>117,212</u>	<u>76,683</u>

Approved by the Parochial Church Council on 31<sup>st</sup> March, 2022 and signed on its behalf by:



Derek Lowe (PCC Treasurer)

The notes on pages 10 to 18 form part of these accounts.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Notes to the Financial Statements

For the year ended 31 December 2021

### 1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also the first year that they have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### ASSETS

#### Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

#### Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

#### Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts- in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Fixtures & Fittings 20 years
- Computers 3 years

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

### FUNDS

#### Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Notes to the Financial Statements

For the year ended 31 December 2021 (continued)

### Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

### Trust Fund

Monies are held on trust and invested by the Truro Diocesan Board of Finance. The PCC has no access to the capital amounts but does receive dividends which are recorded as income from investments in the accounts. Dividends received in the year were £1,045 (2020: £1,021).

## 2 INCOME AND ENDOWMENTS

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
<b>2(a) Voluntary income</b>				
Planned giving: Gift aid donations	18,892	4,442	23,334	22,817
Tax recoverable	7,399	1,111	8,510	8,279
Other	4,637	440	5,077	5,244
Collections: (open plate)	3,397	0	3,397	2,507
Other giving: Recurring	1,522	0	1,522	760
Non-recurring	2,017	0	2,017	1,852
Grants: Major structural renewal	0	150,814	150,814	114,905
Other	5,400	4,500	9,900	7,000
Other incoming resources	2,160	46,000	48,160	0
	<u>45,424</u>	<u>207,307</u>	<u>252,731</u>	<u>163,364</u>
<b>2(b) Activities for generating funds</b>				
Fundraising	16,614	0	16,614	7,445
	<u>16,614</u>	<u>0</u>	<u>16,614</u>	<u>7,445</u>
<b>2(c) Income from investments</b>				
Dividends	1,045	0	1,045	1,021
	<u>1,045</u>	<u>0</u>	<u>1,045</u>	<u>1,021</u>
<b>2(d) Income from church activities</b>				
Book stall & magazines	697	0	697	108
Hall Lettings	6,295	0	6,295	3,516
Parochial fees	2,599	438	3,037	2,939
Other church activities	3,291	0	3,291	2,310
	<u>12,882</u>	<u>438</u>	<u>13,320</u>	<u>8,873</u>
<b>Total income</b>	<u>75,965</u>	<u>207,745</u>	<u>283,710</u>	<u>180,703</u>

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Notes to the Financial Statements

For the year ended 31 December 2021 (continued)

### 3 EXPENDITURE

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
<b>3(a) Church activities</b>				
Missionary and charitable giving	890	0	890	1,932
Ministry: diocesan parish share	22,000	0	22,000	17,300
Mission & evangelism costs	145	12,891	13,036	10,013
Expenses (clergy & staff)	1,444	1,280	2,724	3,070
Cost of Trading	2,862	0	2,862	5,391
Salaries/Honoraria (via Bodmin Way)	7,199	44,642	51,841	42,774
	<u>34,540</u>	<u>58,813</u>	<u>93,353</u>	<u>80,480</u>
<b>3(b) Church expenses</b>				
Administration costs	1,552	169	1,721	2,179
Cleaning	22	0	22	0
Utility costs	1,790	3,171	4,961	3,738
Insurance	3,326	1,855	5,181	5,058
Repairs & maintenance	3,892	3,278	7,170	6,536
Upkeep of churchyard	1,836	702	2,538	2,448
Upkeep of service	495	8	503	1,009
Depreciation on fixtures & fitting	460	0	460	0
	<u>13,373</u>	<u>9,183</u>	<u>22,556</u>	<u>20,968</u>
<b>3 (c) Raising funds</b>				
Cost of generating funds	3,206	2,017	5,223	2,659
	<u>3,206</u>	<u>2,017</u>	<u>5,223</u>	<u>2,659</u>
<b>3 (d) Major repairs</b>				
Major church repairs	5,231	116,392	121,623	0
Major repairs to other buildings	0	426	426	29,662
	<u>5,231</u>	<u>116,818</u>	<u>122,049</u>	<u>29,662</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>56,350</u>	<u>186,831</u>	<u>243,181</u>	<u>133,769</u>

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Notes to the Financial Statements

For the year ended 31 December 2021 (continued)

### 4 ANALYSIS OF EXPENDITURE

	2021	2020
	£	£
Independent examiner's remuneration*	0	0
	<u>0</u>	<u>0</u>

\* (fees payable to the PCC's examiner for the examination of the financial statements)

### 5 STAFF COSTS

The Bodmin Team Ministry cluster of five churches employs 9 staff members through a social enterprise company (Bodmin Way) set up to promote mission activities and community use of church premises across the team. The PCC contributes to the salaries through both general funds and those raised for special purposes.

The PCC (through Bodmin Way) also employs a full time Pioneer Minister as a key part of the church's outreach strategy into the Bodmin estates and surrounding areas. The Restricted Fund collates all receipts and payments in relation to this work. Monies to cover salaries are transferred to Bodmin Way who make the actual payments.

### 6 TRANSACTIONS WITH MEMBERS OF THE PCC DURING THE YEAR

The following shows transactions throughout the year relating to those who were members of the PCC at any time during the year. This includes payments to family members as well as PCC members themselves. Where salaries are involved, the figures are the contributions made to Bodmin Way (who pay the wages) by the PCC and do not necessarily reflect the final amounts paid to the PCC member. The church does not have a debit or credit card so PCC members often buy items on behalf of the PCC and reclaim the costs later.

PCC Member	Description	Amount
Barbara Brittain	Salary and reimbursement of PCC costs incurred	£6,482.87
Trevor Brittain	Commission payments	£6,915.33
Abbie Cavallera	Salary and reimbursement of PCC costs incurred	£3,876.36
Peter Dingle	Reimbursement of PCC costs incurred	£331.56
Bryan Hammond	Health & Safety Associates payments	£324.00
Revd Paul Holley	Expenses	£1,006.36
Revd Claire Jones	Expenses	£560.84
Derek Lowe	Reimbursement of PCC costs incurred	£1,173.58
Revd Elaine Munday	Salary, expenses and reimbursement of PCC costs incurred	£34,812.96
Muriel Nicholl	Reimbursement of PCC costs incurred	£198.97
Roland Oakley	Salary and reimbursement of PCC costs incurred	£2,454.63
Andrew Sadleir	Reimbursement of PCC costs incurred	£1,446.48

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Notes to the Financial Statements

For the year ended 31 December 2021 (continued)

### 7 ANALYSIS OF TRANSFERS BETWEEN FUNDS

	Unrestricted	Restricted	Total
	£	£	£
Cultural Recovery Funds	3,774	(3,774)	0

The transfer between funds is for church and parish centre hire on multiple occasions for use of the facilities for the community purposes stipulated by the various donors. These include our weekly Time Together Café and storage and issue of food and fun bags to the most needy in our community

### 8 FIXED ASSETS

	Tangible	Fixtures & Fittings	Total
		£	£
Cost of valuation	At 1 January 2021	0	0
	Disposal	0	0
	Additions at cost	9,200	9,200
	At 31 December 2021	<u>9,200</u>	<u>9,200</u>
Depreciation	At 1 January 2021	0	0
	Withdrawn on disposals	0	0
	Charge for the year	460	460
	At 31 December 2021	<u>460</u>	<u>460</u>
Net book value	At 31 December 2021	<u>8,740</u>	<u>8,740</u>
	At 31 December 2020	0	0

Fixtures and fittings comprises installation of batteries in the Parish Centre to support previously installed solar panels.

### 9 CURRENT ASSETS

	2021	2020
	£	£
<b>Debtors (Unrestricted funds)</b>		
Tax recoverable	1,560	0
Other debtors	896	0
	<u>2,456</u>	<u>0</u>

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Notes to the Financial Statements

For the year ended 31 December 2021 (continued)

### 10 LIABILITIES

	2021	2020
	£	£
<b>Amounts falling due within one year</b>		
<b>(Unrestricted funds)</b>		
Accounts payable	272	0
Accruals for utility and other costs	253	0
Other creditors	613	613
	<u>1,138</u>	<u>613</u>
<b>Amounts falling due within one year</b>		
<b>(Restricted funds)</b>		
Accounts payable – building contractor	10,121	0
	<u>11,259</u>	<u>613</u>

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Notes to the Financial Statements**

For the year ended 31 December 2021 (continued)

**10 SUMMARY OF FUND MOVEMENTS**

	Pioneer Minister	Historic England	Beatrice Lang Trust	Brian Murtagh Trust	Cornwall Community Foundation	National Lottery	CAST Discovery (Catalyst)	All Churches Trust No.1	Councillor Community Chest	Cultural Recovery Fund	Children's Work	Friends (Heating)	Co-op Fun Bags
Balance at 1 January 2021	£ 14,336	£ 708	£ 1,100	£ 2,335	£ 1,386	£ 4,401	£ 1,709	£ 9,823	£ 251	£ 15,559	£ 445	£ 10,202	£ 0
Incoming resources	10,930	0	0	3,500	5,000	9,750	0	100	18,250	0	0	0	2,914
Resources expended	(25,286)	(708)	(595)	(2031)	(4,386)	(5,832)	(1,709)	(4,279)	(351)	(19,423)	0	0	(741)
Investment gains	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer between funds	11,600	0	(505)	0	(2,000)	(5,100)	0	(3,000)	0	0	0	0	0
Balance at 31 December 2021	£ 11,580	£ 0	£ 0	£ 3,804	£ 0	£ 3,219	£ 0	£ 2,544	£ 0	£ 14,386	£ 445	£ 10,202	£ 2,173
Balance at 1 January 2021	0	0	0	0	0	0	0	0	0	0	0	0	0
Incoming resources	286	5,540	3,500	2,200	1,000	99,774	500	1,000	1,000	7,000	1,000	20,000	10,000
Resources expended	(214)	(2,540)	(2,500)	(1,267)	(573)	(99,774)	(500)	(50)	(1,000)	(350)	(50)	(2,051)	(500)
Investment gains	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer between funds	0	(3,000)	(1,000)	(117)	(427)	0	0	0	0	0	0	0	0
Balance at 31 December 2021	£ 72	£ 0	£ 0	£ 816	£ 0	£ 0	£ 0	£ 950	£ 6,650	£ 950	£ 17,949	£ 9,500	£ 4,275

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Notes to the Financial Statements**

For the year ended 31 December 2021 (continued)

**SUMMARY OF FUND MOVEMENTS (continued)**

	Church of England Major Works	Unrestricted Funds	Restricted Funds	TOTAL
	£	£	£	£
Balance at 1 January 2021		14,428	62,255	76,683
Incoming resources	0	75,965	207,745	283,710
Resources expended	(10,121)	(56,350)	(186,831)	(243,181)
Investment gains	0	0	0	0
Transfer between funds	0	3,775	(3,775)	0
Balance at 31 December 2021	(10,121)	37,818	79,394	117,212

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Notes to the Financial Statements

For the year ended 31 December 2021 (continued)

### 11 SUMMARY OF ASSETS BY FUND

	Unrestricted funds	Restricted funds	Total
	£	£	£
Tangible fixed assets	8,740	0	8,740
Investment fixed assets	0	0	0
Current assets	30,216	89,515	119,731
Amounts falling due in one year	(1,138)	(10,121)	(11,259)
	<u>37,818</u>	<u>79,394</u>	<u>117,212</u>

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# Accounts

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# The Parish Church of St. Petroc, Bodmin

## with the Church of St. Stephen, Nanstallon

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### Annual Report for 2020

The members of the Parochial Church Council were:

#### Clergy

Revd Paul Holley (Team Rector)  
Revd Elaine Munday (Team Vicar)  
Revd Claire Jones (Curate)

#### Wardens

Joanna Dingle  
Andrew Sadleir

#### Deanery Synod Representatives

Andrew Sadleir  
Derek Lowe  
Muriel Nicholl  
Sheila Ward

#### Safeguarding Officer

William Hazelton

#### Buildings, Churchyards and Events Manager

Roland Oakley

#### Elected members

Peter Dingle  
Bryony Dorrington  
Bryan Hammond  
Barbara Brittain

#### Coopted member

Lea Difford (Jan – July 20)

**Bankers:** National Westminster Bank. 1 Church Street, St Austell PL25 4AW

The church is registered with the Charity Commission under the registration number 1170555.

#### Introduction

St. Petroc's Church is part of the Bodmin Team Ministry, which includes the parishes of Lanivet, Lanhydrock and Cardinham. Responsibility for the mission church of St. Stephen, Nanstallon rests with the parish of St. Petroc, Bodmin. The total population served by the team is around 19,000. Coordination within the team is exercised by a monthly meeting of church wardens. Clergy and readers gather on a regular basis to plan their work. The team is also supported by an administrator, a Buildings, Churchyards and Events Manager and a Planner for Bodmin Way activities. Revd Elaine Munday is employed by the team as Pioneer Minister.

The day-to-day management of St Petroc's Church is exercised by the Standing Committee. This committee continually reviews safeguarding and other risk assessments and ensures that procedures are in place to manage those risks and minimise their impact of the life of our churches. The PCC pays appropriate attention to health and safety issues, and procedures are in place for reporting accidents. The PCC met throughout 2020 to conduct relevant business, most often through Zoom. The PCC and the Standing Committee monitor the annual budget closely so as to ensure short-term financial viability with actual financial results compared with budget forecasts reported to each PCC meeting. The assets of the churches are insured with levels reviewed annually and approved by the PCC. Appropriate internal controls are in place for handling income (cash and cheques) and for making payments as required. Members of St Stephen's Church Nanstallon manage their own day-to-day affairs and have a representative to the Wardens Meeting.

## **Team Rector's report**

How well have we navigated our way through the disruptions of 2020? Some things we have lost and some we have gained, but the balance of all this is hard yet to judge. From my perspective, the most glaring visible losses include our fledgling Sunday Celebration service, our youth work and a new music initiative. It was so disappointing to cancel our confirmation service for those who had enthusiastically prepared themselves. An alternative date was fixed, and this also had to be postponed. Our choir has had to cease, as have our ringers. I trust we shall regain much of the ground, but it will be challenging. Momentum takes time to build.

The less visible losses are even harder to assess. This is the impact of the pandemic on each member of the church. The physical and mental strain will have taken its toll, and it is hard to witness the suffering of those caught up in these lonely, grief-stricken times.

I want to be open about the hard realities that have afflicted us rather than sweep them up under the carpet. But I have to say we have seen other areas of the life of our church blossom beyond what we could imagine. The way in which Elaine and her team have responded to the many fellow-townfolk in dire need has been astounding. So many of our members have supported her in this, providing food and donations to help her keep up with the ballooning need. Elaine's relationship with the schools has also deepened as she has been able to support families under their care.

Church, team and social enterprise have been sourcing finance and people to help. And in this we have seen another astounding trend: our capacity to attract grant support. Trevor Brittain has led this effort with great effect and has helped to secure grants in excess of £150,000 from more than 20 funders. This has allowed us to provide staffing to help Elaine and to offer a café and network of support for those older members of our community. It has also enabled us to carry out significant improvements to our church and parish centre. Our Social Enterprise, Bodmin Way, has really come into its own in facilitating and managing much of this. Our horizons have lifted and we are looking to an ever more ambitious future in which our team makes more of an impact in our town and villages.

We have been able to draw some grant income towards our core finances, but overall we have lost revenue we would normally gain from church activities. However, the one key element that has remained consistent, and even improved, is the faithful regular financial giving of our congregation. We have needed this support since fund-raising events were limited and income from the hire of church and parish centre was curtailed. Our congregation has been very generous and faithful in their continued support. Despite the limitations we had a successful Christmas Tree Festival. Careful planning provided for a fresh approach in line with social distancing, and we were able to welcome many people and make a healthy profit.

In March 2020 I found myself and my colleagues transformed swiftly from being ministers to becoming film producers. It has been such a privilege to see how well the team has adjusted and to appreciate the many wonderful reflections and prayers that have been offered online. It has strengthened this ministry team and brought out new talents in both lay and clergy. We did our best to provide access to all this through a new phone service, which has proved particularly popular in the second lockdown. Our Facebook groups and pages have become very much more active, with a lot more prayer and support offered. The video-conferencing software Zoom facilitated our many and varied meetings, including PCC, the Searchers bible study group and the crochet and knitting group.

From July, we returned to church even though our Sunday worship had to take account of many restrictions upon us. We have dearly missed the opportunity to sing, particularly at Christmas, and our Eucharist has been somewhat clinical in atmosphere, but at least we could meet and continue until the end of the year. We were also pleased to get beyond the restriction on the church opening for private prayer.

Underlying all our various initiatives and struggles has been the faithful love and care offered between our members. Margaret and the lay pastoral ministers ensured that all our most vulnerable people were contacted on a weekly basis during the lockdown. Their supreme efforts were supported by Barbara, Robert and Sara as we developed the café initiative in the Autumn. Claire has since joined the effort to strengthen our pastoral care and to support those with complex needs.

Gains and losses. Love and loneliness. This novel mix of experiences has tested us all. It may be too early to assess the impact on our future, but what is clear is that we have many avenues we can pursue even if some of our aspirations have been curtailed.

*Revd Paul Holley, Team Rector*

### **Church Wardens report**

Least among the irksome difficulties posed by lockdown restrictions was the business of formally becoming (for Joanna) or remaining (for Andrew) a churchwarden. The enforced delay in holding first the Annual Meeting of Parishioners and then the commissioning service (with the Rector standing in for the Archdeacon) meant that, for a while at least, the Parish was technically bereft of churchwardens. Dare we say that, by dint of the seamlessness of the restoration, nobody seemed to notice?

Much of our churchwardenly presence over the past year has perforce been manifested online, with the comforting routine of fussing about with candles and microphones before, during and after Sunday services, suspended for months at a time. Happily, however, total closure of the church was confined to a relatively short period, and we have otherwise kept the church open for individual visitors – at first every 72 hours and later on a daily basis – even when Sunday worship had been curtailed. Perhaps Paul’s characterisation of our Covid-safe Eucharist as “somewhat clinical in atmosphere” is not unduly harsh, but it has at least enabled the more confident/less vulnerable core of our congregation to continue to meet. The unorthodox arrangement of seating - which has at least kept distanced those who wish to be distanced – and a politely choreographed communion routine with hand sanitiser on a pedestal have become, in their own weird fashion, a symbol of the congregation’s determination to keep calm and carry on.

The numerous detailed tasks – involving notices, hand-wash, tracing registers, hiding the hymn books *etc.* – necessary to keep the show on the road through these trying times, have not, of course, fallen entirely upon the wardens’ shoulders. Here, then, is as good a place as any to thank the many unsung heroes of the Parish, not all of them with official titles, who have played their part in the great St Petroc’s Church Covid Continuity project.

*Andrew Sadleir and Joanna Dingle, church wardens*

### **St Stephen’s report**

There is not much to report, as the Church has not held weekly services over the past year; with the exception of a few outdoor services in the autumn, Christmas Morning and Easter Morning services. The Remembrance service was held at the village Cemetery and organised by that committee.

The Church has remained open for private prayer, and had frequent visits for this purpose.

Throughout this period; The Church has been kept clean and ready should its use be required for funeral use. One was held recently.

The fabric of the Church is in good repair; and the grounds well maintained by Tony.

The congregation are still cautious about attending at the moment, but look forward to returning regularly when they feel more secure, and when they can enjoy worship that includes singing.

I hope this time will not be too far away.

*Judy Stott, focal minister St Stephen’s Nanstallon*

## **Buildings Group report**

Due to on-going Covid-19 restrictions, the Building Group have met periodically throughout 2020 via Zoom and have undertaken actions and discussed various matters as summarised below:

### **1. St. Petroc's Church:**

- Minor maintenance items have been carried out. The regular cleaning of roof gutters and sump clearance Works was carried out by Darren Orchard. Degradation of areas of copper roofing on the Bell Tower roof was discovered and temporary protection of the exposed timber substrate was immediately undertaken. Church Surveyor to view and consider actions for an urgent future Project.
- Provision of high level electrical cabling and equipment undertaken in order to facilitate lighting for Community Events as well as a future Project for CCTV coverage and 'streaming' of Services;
- Modifications carried out as a first step towards re-configuring speakers etc so as to provide enhanced sound quality throughout the Church
- Consideration underway to improving external floodlighting
- Meetings have been held with Church Surveyor to finalise a successful strategy for conservation repairs to the Church 'envelope' as well as a comprehensive Re-Ordering scheme that will upgrade and enhance all of its facilities and surroundings;
- A Meeting has been held with a Specialist Heating Contractor to ascertain a new viable and sustainable heating strategy for the Church, both now and for its future wide-ranging usage
- Routine Testing of Lightning conductor, Roof and Intruder alarms, together with maintenance and Servicing of Boiler and the Clock were undertaken in compliance with Regulations and insurers requirements..

### **2. Parish Centre**

- Upgrading of Communications equipment etc was carried out with view to supporting the Church 'streaming' facility etc;
- Southwest Drains (Bodmin) sluiced the drain at SW corner and reconstructed the gully to ease future rodding ability.
- A Grant funded array of solar/PV panels fitted to rear roof slope. Consideration being given to addition of Battery storage using further Grant Funds
- A measured Survey of the Premises has been undertaken and issued to Church Surveyor so as to consider upgrading and re-configuring the Premises that will enhance its usage by Hirers etc

### **3. St Thomas Chapel**

- A Grant funded Contract to conserve and stabilise the masonry walling of the Chapel was undertaken by local specialist Contractor, Heritage Cornwall Ltd.

### **4. Layby markings**

- Meetings with local County Councillor resulted in Public Notice being on display for the creation of 'Loading/Unloading' bays adjacent to the East gateway, so as to facilitate unobstructed parking by hearses, Events vans etc.

### **5. Funding**

- The Group maintain close contact with Trevor Brittain regarding their need for and accessibility of available Grants.

*Bryan Hammond, chair*

## **Safeguarding report**

As a Church called to love God and love our neighbour, we are called to ensure so far as is possible that Church and Church life is “safe.”

There is accordingly a continuous programme of maintaining safeguarding training and doing DBS checks. This past year has seen in addition the formation, and sometimes sadly (because of the Covid pandemic) the halting of a number of new initiatives.

This has meant that:

- A number of new people have undertaken safeguarding training – initially some has been face to face, but now it is all on line or on zoom
- There have also been a number of people requiring DBS checks

As we emerge from “lock down”, and there is more home visiting and meeting up with people in person, the need for such safeguarding will become all the more acute.

*William Hazelton, Safeguarding Officer*

## **Deanery synod report**

Due to the pandemic there were no deanery synod meetings during 2020.

*Revd Paul Holley, Team Rector and Rural Dean*

Parish of St Petroc, Bodmin  
with St Stephen, Nanstallon

(Charity Number: 1170555)

Annual Accounts

for January to December 2020

Parish of St Petroc, Bodmin with St Stephen, Nanstallon

Receipts & Payments Funds for the year ended 31 December 2020

Receipts	2020			2019		
	General Fund £	Restricted Fund £	Total £	General Fund £	Restricted Fund £	Total £
<b>Incoming Resources</b>						
<b>Voluntary Income</b>						
Tax efficient Planned Giving	18,816	4,001	22,817	16,906	4,000	20,906
Other Planned Giving	3,924	1,320	5,244	3,024	1,440	4,464
Other Collections at services	2,507	-	2,507	10,295	-	10,295
All other recurring giving/donations	760	-	760	1,505	-	1,505
All non-recurring giving/donations	1,832	20	1,852	872	100	972
All Tax Recovered through Gift Aid	7,279	1,000	8,279	7,326	1,000	8,326
Legacies Received	-	-	-	-	1,100	1,100
Recurring Grants	2,500	4,500	7,000	2,500	12,000	14,500
One-off grants	3,857	111,049	114,905	-	-	-
<b>Activities for Generating Funds</b>						
Income from Fundraising activities	7,338	107	7,445	17,416	1,055	18,472
<b>Income from Investments</b>						
Dividends	1,021	-	1,021	1,005	-	1,005
Interest	-	-	-	-	-	-
Income from Property	-	-	-	-	-	-
<b>Church Activities</b>						
Parochial Fees	2,685	254	2,939	4,483	2,354	6,838
Book Stall & Magazines	108	-	108	1,163	-	1,163
Hall Lettings	3,516	-	3,516	8,615	-	8,615
Income from other church activities	2,310	-	2,310	7,156	-	7,156
<b>Other Incoming Resources</b>	-	-	-	2,085	1,665	3,750
<b>Transfer from Other Funds</b>	-	-	-	593	-	593
<b>Total Receipts</b>	<b>58,451</b>	<b>122,251</b>	<b>180,703</b>	<b>84,945</b>	<b>24,715</b>	<b>109,660</b>
<b>Payments</b>						
<b>Cost of Generating Income</b>	1,204	1,455	2,659	6,054	-	6,054
<b>Church Activities</b>						
Mission Giving, Grants & Donations	1,932	-	1,932	5,676	-	5,676
Parish Share paid to Diocese (MMF)	17,300	-	17,300	23,000	-	23,000
Salaries/Honoraria	8,042	34,732	42,774	10,494	24,372	34,866
Expenses (clergy & Staff)	1,833	1,237	3,070	2,739	1,239	3,978
Mission & Evangelism costs	414	9,599	10,013	867	-	867
<b>Church Expenses</b>						
Insurance	5,058	-	5,058	4,927	-	4,927
Cleaning	-	-	-	-	-	-
Admin Costs	1,991	188	2,179	2,337	-	2,337
Maintenance	6,536	-	6,536	8,373	-	8,373
Upkeep of Service	1,009	-	1,009	843	-	843
Upkeep of Churchyard	2,448	-	2,448	2,448	-	2,448
Gas/Oil	1,759	-	1,759	3,697	-	3,697
Electric	1,568	-	1,568	2,576	-	2,576
Water	411	-	411	462	-	462
Cost of Trading	4,390	1,000	5,390	6,300	-	6,300
<b>Governance Costs</b>	-	-	-	-	-	-
<b>Major Capital Expenditure</b>						
Major repairs to the church building	-	-	-	-	-	-
Major repairs to church hall	-	29,662	29,662	4,569	5,318	9,887
New building work to the church	-	-	-	-	-	-
<b>Transfer to Other Funds</b>	-	-	-	-	593	593
<b>Total Payments</b>	<b>55,895</b>	<b>77,874</b>	<b>133,769</b>	<b>85,364</b>	<b>31,521</b>	<b>116,885</b>
<b>Excess of Receipts over payments</b>	2,556	44,377	46,934	- 419	- 6,807	- 7,225

Parish of St Petroc, Bodmin with St Stephen, Nanstallon

Restricted Funds for the year ended 31 December 2020

Receipts	Restricted Fund						
	Pioneer Minister	Historic England	Beatrice Laing Trust	Brian Murtagh Trust	Cornwall Community Foundation	National Lottery	BA Carbon Fund
Tax Efficient Planned Giving	4,001	-					
Other Planned Giving	1,320	-					
Other giving/donations - non recurring	-	-		20			
Tax Recovered through Gift Aid	1,000	-					
Recurring Grants	4,500						
Non-Recurring grants	14,819	19,180	2,500	6,150	6,500	9,100	9,750
Fundraising activities	107	-					
Parochial Fees	254	-					
<b>Transfer from Other Funds</b>	7,025	-					
<b>Total Receipts</b>	<b>33,027</b>	<b>19,180</b>	<b>2,500</b>	<b>6,170</b>	<b>6,500</b>	<b>9,100</b>	<b>9,750</b>
<b>Payments</b>							
<b>Cost of Generating Funds</b>	50	-					
<b>Church Activities</b>							
Salaries/Honoraria	24,634	-	1,100	-	1,000	1,475	
Expenses (clergy & Staff)	1,237	-					
Mission & Evangelism costs	-	-	300	3,835	3,114	1,010	
<b>Regular Church Running Costs</b>							
Admin Costs	-	-				188	
<b>Cost of Trading</b>	-	-				1,000	
<b>Major Capital Expenditure</b>							
Major repairs to other buildings	-	18,472					9,750
<b>Transfer to Other Funds</b>	-	-			1,000	1,025	
<b>Total Payments</b>	<b>25,922</b>	<b>18,472</b>	<b>1,400</b>	<b>3,835</b>	<b>5,114</b>	<b>4,699</b>	<b>9,750</b>
<b>Excess of Receipts over payments</b>	7,105	708	1,100	2,335	1,386	4,401	-
Bank accounts at 1st January 2020	7,231	-	-	-	-	-	-
Bank accounts at 31st December 2020	14,336	708	1,100	2,335	1,386	4,401	-

Receipts	Restricted Fund						
	Tesco Bags of Help	CAST Discovery (Catalyst)	AllChurches Trust	Councillor Community Chest	Culture Recovery Fund	Childrens Work	Friends
Non-Recurring grants	500	5,000	14,750	300	22,500	-	-
<b>Total Receipts</b>	<b>500</b>	<b>5,000</b>	<b>14,750</b>	<b>300</b>	<b>22,500</b>	<b>-</b>	<b>-</b>
<b>Payments</b>							
<b>Cost of Generating Funds</b>					1,405	-	-
<b>Church Activities</b>							
Salaries/Honoraria		2,500	927		3,096	-	-
Mission & Evangelism costs	500	791		49		-	-
<b>Regular Church Running Costs</b>							
<b>Major Capital Expenditure</b>							
Major repairs to other buildings					1,440	-	-
<b>Transfer to Other Funds</b>			4,000		1,000	-	-
<b>Total Payments</b>	<b>500</b>	<b>3,291</b>	<b>4,927</b>	<b>49</b>	<b>6,941</b>	<b>-</b>	<b>-</b>
<b>Excess of Receipts over payments</b>	-	1,709	9,823	251	15,559	-	-
Bank accounts at 1st January 2020	-	-	-	-	-	445	10,202
Bank accounts at 31st December 2020	-	1,709	9,823	251	15,559	445	10,202

Parish of St Petroc, Bodmin with St Stephen, Nanstallon

Statement of Assets and Liabilities at 31 December 2020

	2020			2019		
	General Fund	Restricted Fund	Total	General Fund	Restricted Fund	Total
	£	£	£	£	£	£
<b>Monetary assets</b>						
PCC Current account	14,428	51,608	66,036	11,870	7,231	19,101
PCC Restricted account	-	10,647	10,647	-	10,647	10,647
Parish Centre account	-	-	-	-	1	1
Cash	-	-	-	-	-	-
Total monetary assets	14,428	62,255	76,683	11,870	17,879	29,749
<b>Debtors</b>						
	-	-	-	-	-	-
<b>Other assets</b>						
Shop stock at cost	613	-	613	720	-	720
<b>Liabilities</b>						
Arrears to MMF (2018)	6,995	-	6,995	6,995	-	6,995
Arrears to MMF (2019)	24,650	-	24,650	24,650	-	24,650
Arrears to MMF (2020)	25,680	-	25,680			
<b>Non-monetary assets</b>						
Parish Centre						
Silver & Glassware						
Computers & office equipment						
Grand Piano						

Approved by the Parochial Church Council and signed on its behalf by:



Chairman 23<sup>rd</sup> February 2021



Treasurer 23<sup>rd</sup> February 2021

# Parish of St Petroc, Bodmin with St Stephen, Nanstallon

Financial statement for the year ended 31 December 2020

## Accounting Policies

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

## Funds

**General funds** represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC.

In addition a number of **Restricted funds** are included within the accounts. These are for any receipts donated for specific purposes. These include grants received and money donated for Pioneer Ministry.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

## Statement of Assets and Liabilities

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

- ◆ Movable church furnishings held by the churchwardens on special trust for the PCC and 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.
- ◆ Investments held beneficially by the PCC.

The following assets are recognised and a monetary value given as part of the description in the Statement of Assets and Liabilities:

- ◆ Amounts owing from the Inland Revenue where a formal claim has been made.
- ◆ Any other amounts owing to the PCC including church hall lettings and insurance claims.
- ◆ Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.
- ◆ Closing bank balances as shown in the receipts and payment account.

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

- ◆ Any loans or overdrafts advanced to the PCC.
- ◆ Any arrears of Mission & Ministry Fund.
- ◆ Creditors for goods or services where the supply has been received and invoiced by 31 December.

## Honorary Treasurer's Report for the Year 2020

### General Fund

This fund is used for the day-to-day running of St Petroc's and St Stephen's churches, including St Petroc's Parish Centre and the Church Shop. Key points during the year were:

1. Our general fund shows a surplus for the year of £2,556. This small surplus was retained because of the continued uncertainties over future income with the ongoing Coronavirus pandemic.
2. We were unable to meet our full payment to the Diocese of Truro in respect of the Mission & Ministry Fund (MMF). Our shortfall was £25,680 against a total payment due for the year of £42,980 (60%). This is added to the amount of £31,645 owing for the previous years, making a total outstanding of £57,325.
3. We received no legacies during the year.
4. We are very grateful to Bodmin Town Council for their grant of £2,500 towards the upkeep of the churchyard.
5. The Bodmin Team Ministry cluster of five churches employs a Team Administrator and Buildings & Events Manager (both part time) through a social enterprise company (Bodmin Way) set up to promote community use of church premises across the team.
6. Thanks to the government furlough scheme and a number of grants received, the cost of salaries during the period of the Covid pandemic was offset by £3,357.

### Restricted Fund

This is for monies raised for specific purposes. Key points during the year were:

1. The Bodmin Team Ministry (through Bodmin Way) employs a full time Pioneer Minister as a key part of the churches outreach strategy into the Bodmin estates and surrounding areas. The Restricted Fund collates all receipts and payments in relation to this work, although actual salary payments are made by Bodmin Way.
2. We are very grateful for the following grants towards the work of the Pioneer Minister:
  - a. £7,500 from the Joseph Rank Foundation;
  - b. £3,000 from the Diocese of Truro;
  - c. £1,500 from the Trigg Minor and Bodmin Deanery.A number of parishioners are also making regular contributions towards this work.
3. We are very grateful to a number of grant providers who provided funds held in Restricted Accounts for specified purposes in support of the church's work in the local community.
4. In addition a grant was received from Historic England for safety works on St Thomas's Chapel (a Grade 1 Listed ruin) and a grant from the British Airways Carbon Fund for installing solar panels on the Parish Centre.

### Other Funds

There are a number of other accounts associated with the church which do not form a formal part of the PCC accounts. These are:

1. Tower Accounts (x2) – held by bell ringers for fees and fundraising.
2. Trust Fund – monies held on trust and invested by the Truro Diocesan Board of Finance. The PCC has no access to the capital amounts but does receive dividends.

**On other matters:**

The church is registered with the Charity Commission as a charity in its own name. The Charity Number is 1170555.

The church has a Reserves Policy in relation to the General Fund, requiring it to keep sufficient cash to meet three months of general spending (approx. £10,000). This was temporarily increased to £13,000 for the year-end to protect against the continued uncertainties over future income with the ongoing Coronavirus pandemic. There is no Reserves Policy in relation to the Restricted Fund.

I would like to thank all those who have helped during the year in the collecting, counting and recording of monies received and in administering the Stewardship Scheme. These are very time-consuming tasks and without this help it would have been impossible to prepare these accounts.

Derek Lowe,  
Hon Treasurer,  
February 2021



# EXCALIBUR

BUSINESS SERVICES

M.S.T. Jones  
20 Bawden Road, Bodmin, Cornwall PL31 1PT

**PARISH OF ST. PETROC, BODMIN**

**with ST STEPHEN, NANSTALLON**

**YEAR ENDED 31ST DECEMBER 2020**

I have examined the records of the above, and hereby certify that the Accounts present a true and fair record of the Church's financial activity for the year.

A handwritten signature in black ink, appearing to read 'M.S.T. Jones'. The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

**M.S.T. JONES**  
**Accountant**