

The Parish Church of St. Petroc, Bodmin

with the Church of St. Stephen, Nanstallon

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 on 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
	£	£	£	£	£	£
Incoming Resources						
Voluntary Income						
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	-	-	-
Activities for Generating Funds						
Income from Fundraising activities	7,338	107	7,445	17,416	1,055	18,472
Income from Investments						
Dividends	1,021	-	1,021	1,005	-	1,005
Interest	-	-	-	-	-	-
Income from Property	-	-	-	-	-	-
Church Activities						
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
Other Incoming Resources	-	-	-	2,085	1,665	3,750
Transfer from Other Funds	-	-	-	593	-	593
Total Receipts	58,451	122,251	180,703	84,945	24,715	109,660
Payments						
Cost of Generating Income	1,204	1,455	2,659	6,054	-	6,054
Church Activities						
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
Church Expenses						
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
Governance Costs	-	-	-	-	-	-
Major Capital Expenditure						
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	-	-	-	-	-	-
Transfer to Other Funds	-	-	-	-	593	593
Total Payments	55,895	77,874	133,769	85,364	31,521	116,885
Excess of Receipts over payments	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	-					
Transfer from Other Funds	7,025	-					
Total Receipts	33,027	19,180	2,500	6,170	6,500	9,100	9,750
Payments							
Cost of Generating Funds	50	-					
Church Activities							
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	
Regular Church Running Costs							
Admin Costs	-	-				188	
Cost of Trading	-	-				1,000	
Major Capital Expenditure							
Major repairs to other buildings	-	18,472					9,750
Transfer to Other Funds	-	-			1,000	1,025	
Total Payments	25,922	18,472	1,400	3,835	5,114	4,699	9,750
Excess of Receipts over payments	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)	All Churches Trust	Councillor Community Chest	Culture Recovery Fund	Childrens Work	Friends
Non-Recurring grants	500	5,000	14,750	300	22,500	-	-
Total Receipts	500	5,000	14,750	300	22,500	-	-
Payments							
Cost of Generating Funds					1,405	-	-
Church Activities							
Salaries/Honoraria		2,500	927		3,096	-	-
Mission & Evangelism costs	500	791		49		-	-
Regular Church Running Costs							
Major Capital Expenditure							
Major repairs to other buildings					1,440	-	-
Transfer to Other Funds			4,000		1,000	-	-
Total Payments	500	3,291	4,927	49	6,941	-	-
Excess of Receipts over payments	-	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
	£	£	£	£	£	£
Monetary assets						
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
Debtors	-	-	-	-	-	-
Other assets						
Shop stock at cost	613	-	613	720	-	720
Liabilities						
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			
Non-monetary assets						
Parish Centre						
Silver & Glassware						
Computers & office equipment						
Grand Piano						

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



Chairman 23rd February 2021



Treasurer 23rd 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', is written over the printed name.

M.S.T. JONES
Accountant