

# **St Francis' Church Bramley**

**Financial Statements**

**31 December 2020**

prepared by

**RNS**

**Chartered Accountants**

Scunthorpe

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BRAMLEY ST FRANCIS**

I report to the PCC members on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 2 to 4.

**Responsibilities and basis of report**

As members of the PCC you are responsible for the preparation of the accounts in accordance with the Charity's Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mr J Heeney BA FCA  
RNS Chartered Accountants  
50-54 Oswald Road  
SCUNTHORPE  
North Lincolnshire  
DN15 7PQ

**St Francis' Church Bramley**  
**Analysis of receipts**  
**Period: 01 January 2020 to 31 December 2020**

				<b>Total</b>	
	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Current Year</b>	<b>Prior Year</b>
<b>Receipts</b>					
Envelopes Gift Aid	3,962.50			3,962.50	6,696.00
Standing Orders Gift Aid	17,210.00			17,210.00	14,320.00
Tax Reclaimed from Gift Aid	7,751.30			7,751.30	8,562.75
Envelopes Not Gift Aid	2,167.10			2,167.10	2,939.50
Standing Orders Not Gift Aid	3,055.00			3,055.00	2,205.00
Baptism Collection	190.88			190.88	588.53
Funeral Collection	37.06			37.06	228.52
Memorial Collection				-	-
Other Services Collection				-	338.62
Main Services Collection	2,344.11			2,344.11	8,002.89
Wedding Collection				-	22.20
Footprints	405.80			405.80	1,482.28
Individual Donations	2,203.00			2,203.00	1,420.00
Men's Group Donations				-	-
Sub-totals	39,326.75	-	-	39,326.75	46,806.29
One Off Grants	500.00			500.00	-
Other Funds Generated	576.95			576.95	2,579.20
Refunds	2,372.92			2,372.92	30.00
Catering Events	115.24			115.24	772.04
Sub-totals	3,565.11	-	-	3,565.11	3,381.24
Bank Interest	369.22			369.22	671.59
Investment Dividends	21.80			21.80	21.17
CBF Church of England Investment Fund recognised at market value	165.04			165.04	(0.23)
Sub-totals	556.06	-	-	556.06	692.53
Hall Lettings	3,800.00			3,800.00	10,980.00
Flowers			620.00	620.00	631.00
Donation St Francis Players	100.00			100.00	350.00
Magazine Sales	46.85			46.85	121.79
Magazine Income from Adverts	50.00			50.00	50.00
Fees-Wedding Services				-	680.00
Fees-Banns Publication				-	220.00
Fees-Funeral	7,462.00			7,462.00	6,523.00
Grant from The Joseph Rank Trust for the Youth Work Project		7,500.00		7,500.00	7,500.00
Fayres				-	723.21
Messy Church				-	73.45
Parochial Fees				-	724.00
Building for the Future		50.00		50.00	714.50
Sub-totals	11,458.85	7,550.00	620.00	19,628.85	29,290.95
Petty cash income				-	150.00
Misc Income	50.00			50.00	2,362.72
Sub-totals	50.00	-	-	50.00	2,512.72
<b>Receipts Grand Totals</b>	<b>54,956.77</b>	<b>7,550.00</b>	<b>620.00</b>	<b>63,126.77</b>	<b>82,683.73</b>
<b>Expenses (from over leaf)</b>	<b>67,081.12</b>	<b>10,746.26</b>	<b>4,739.50</b>	<b>82,566.88</b>	<b>96,575.94</b>
<b>Surplus/(Deficit) for the year</b>	<b>(12,124.35)</b>	<b>(3,196.26)</b>	<b>(4,119.50)</b>	<b>(19,440.11)</b>	<b>(13,892.21)</b>
<b>Balance at 1st January 2020</b>	<b>30,008.93</b>	<b>45,621.37</b>	<b>20,724.92</b>	<b>96,355.22</b>	<b>110,247.43</b>
<b>Fund Transfers</b>					
Transfer from restricted to general					
Transfer from designated to unrestricted	13,783.78	(13,783.78)			
Transfer from general to designated					
<b>Balance at 31st December 2020</b>	<b>31,668.36</b>	<b>28,641.33</b>	<b>16,605.42</b>	<b>76,915.11</b>	<b>96,355.22</b>

**St Francis' Church Bramley**  
**Analysis of payments**  
**Period: 01 January 2020 to 31 December 2020**

	Unrestricted	Designated	Restricted	Total	
				Current Year	Prior Year
<b>Payments</b>					
Postage	127.84			127.84	48.02
General Church Supplies	106.53			106.53	115.89
Donations St Francis' Church	377.66			377.66	735.00
Stationery	178.93	64.90		243.83	256.19
Telephone	516.11			516.11	724.15
Fayres				-	76.39
Computer Software	132.47			132.47	-
<b>Sub-totals</b>	<b>1,439.54</b>	<b>64.90</b>	<b>-</b>	<b>1,504.44</b>	<b>1,955.64</b>
Insurance	768.11			768.11	737.58
Ministry retreats				-	-
Parochial Fee Payments	2,540.00			2,540.00	1,851.00
In Service Training				-	224.56
Catering & Hospitality	81.99			81.99	658.20
Water Supply Charges	1,262.05			1,262.05	1,333.57
Cleaning Materials	150.15			150.15	404.19
Electricity	2,737.92			2,737.92	1,653.30
Gas	530.43			530.43	746.83
Security	30.00			30.00	337.54
Routine Maintenance	191.16			191.16	747.71
Repairs	1,548.67			1,548.67	1,060.40
Travel				-	220.23
Books	112.98			112.98	396.10
Music	419.21			419.21	500.00
Candles	133.73			133.73	137.68
Communion Wine and Bread	27.38			27.38	186.20
Copyright Costs				-	302.00
Flowers			153.60	153.60	559.81
Website	1,785.99			1,785.99	267.14
Miscellaneous Items	592.78			592.78	2,605.05
Gardening	1,478.70			1,478.70	1,501.20
Copier	1,149.43			1,149.43	2,650.15
Furnishings				-	78.35
Building for the future		604.86	4,585.90	5,190.76	7,456.37
Organist				-	-
Funeral Expenses	1,036.50			1,036.50	2,240.00
Cleaner	1,720.00			1,720.00	2,792.22
Messy Church				-	227.51
Children's' Work	329.68			329.68	241.71
Youth Work				-	2,109.13
Men's Group				-	-
Baptism	250.07			250.07	19.48
Bereavement				-	-
Parish Training				-	250.00
Chruch Equipment	1,760.59			1,760.59	472.03
Visiting Clergy Expenses	1,105.10			1,105.10	1,480.00
Donations or Mission Giving				-	-
Footprints	225.32			225.32	1,127.07
Homeless Cafe		35.17		35.17	26.68
Youth Worker Expenses				-	201.29
<b>Sub-totals</b>	<b>21,967.94</b>	<b>640.03</b>	<b>4,739.50</b>	<b>27,347.47</b>	<b>37,802.28</b>
Parish Share	37,752.00			37,752.00	37,000.00
Governance Costs	5,921.64			5,921.64	5,113.15
Youth and Worship Leader Salary		10,041.33		10,041.33	14,704.87
<b>Sub-totals</b>	<b>43,673.64</b>	<b>10,041.33</b>	<b>-</b>	<b>53,714.97</b>	<b>56,818.02</b>
<b>Payments Grand Totals</b>	<b>67,081.12</b>	<b>10,746.26</b>	<b>4,739.50</b>	<b>82,566.88</b>	<b>96,575.94</b>

**St Francis' Church Bramley**  
**Balance Sheet (Church Of England)**  
**As of: 31 December 2020**

	<b>Total Funds</b>	<b>Prior Year Funds</b>
	<b>£</b>	<b>£</b>
<b>Fixed Asset Investment (at Market Value)</b>		
Shares in CBF Church of England Investment Fund	776.97	611.93
<b>Current assets</b>		
Cash at bank and in hand	76,138.14	95,743.29
	<u>76,138.14</u>	<u>95,743.29</u>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year		
<b>Net current assets less current liabilities</b>	<u>76,138.14</u>	<u>95,743.29</u>
<b>Total assets less current liabilities</b>	<u>76,915.11</u>	<u>96,355.22</u>
<b>Total net assets less liabilities</b>	<u>76,915.11</u>	<u>96,355.22</u>
<b>Represented by</b>		
<b>Unrestricted</b>		
Unrestricted - General fund	31,668.36	30,008.93
<b>Designated</b>		
Designated - Building for the Future	14,591.42	15,146.28
Designated - Lighthouse Café	171.47	206.64
Social Isolation Fund	1,549.32	1,614.00
Designated - Youth and Worship Leader Salary Fund	12,329.12	28,654.45
<b>Restricted</b>		
Restricted - Building for the Future	15,447.50	20,033.40
Restricted - Vicar's Discretionary Fund	-	-
Restricted - Flowers for Church	862.92	396.52
Restricted - Pastoral Training	295.00	295.00
<b>Funds of the church</b>	<u>76,915.11</u>	<u>96,355.22</u>

**Approved by the PCC on 26 March 2021 and signed on their behalf by Mr T Walker  
Deputy Chair of the PCC and Mrs R Morse, Treasurer to the PCC.**

**Mr T Walker**

**Mrs R Morse**

# Annual Meeting

Reporting on the year ending 31<sup>st</sup> December 2020  
to be held on Monday 17<sup>th</sup> May 2021, 7:15pm in church

## Contents

1. Agenda for the Bramley APM, APCM and PCC meetings .....	2
2. Minutes of the 2020 Annual Meeting.....	3
3. Statutory Reports .....	4
3.1 Governance.....	4
3.2 Electoral Roll Officer Report.....	6
3.3 Report on the proceedings of the PCC.....	6
3.4 Churchwardens' Report (includes the Fabric Report).....	7
3.5 Deanery Synod Report.....	8
3.6 Treasurer's Report.....	9
3.7 Financial Statements 31 December 2020.....	9
4. Ministry Reports .....	10
4.1 Footprints .....	10
4.2 Youth.....	10
4.3 Schools.....	12
4.4 St Francis Players .....	12
4.5 Mother's Union Report.....	12
4.6 Home Communion .....	13
4.7 Christian Aid.....	13
4.8 Pastoral Ministry.....	13
4.9 Homeless Cafe .....	14

## **1. Agenda for the Bramley APM, APCM and PCC meetings**

Monday 17<sup>th</sup> May at 7.15pm at St Francis' Church, Bramley.

- 1) Welcome, Worship and Prayer
- 2) Apologies for absence

### **Annual Parishioners' Meeting (Vestry Meeting)**

- 3) Minutes of the Vestry Meeting Monday 26<sup>th</sup> October 2020 at 7pm (see section 2)
- 4) Election of two Churchwardens

### **Annual Parochial Church Meeting (APCM)**

- 1) Minutes of the APCM of 26<sup>th</sup> October 2020 (see section 2)
- 2) Matters arising from the Minutes
- 3) Appointment of Tellers
- 4) Electoral Roll Officer's Report
- 5) Annual Reports
  - a) Report on the proceedings of the PCC (see section 3.3)
  - b) Churchwarden's Report and the Fabric Report (see section 3.4)
  - c) Deanery Synod Report (see section 3.5)
  - d) Treasurer's Report and financial statements (see section 3.6)
  - e) Review of Ministries (see section 4)
- 6) Elections of Parochial Church Council members
- 7) Appointment of an Independent Examiner. Proposed by the PCC: RNS Accountants, Scunthorpe
- 8) Other business

In line with Church Representation Rule M16(7) (ie. term of office), nobody who is a PCC member under Rule M15(1)(j) (ie. elected members of the laity) may hold office for a continuous period which exceeds six years.

Proposed by: Terry Walker      Seconded by: Rita Morse

- 9) Closing Prayer

### **Parochial Church Council Meeting (PCC)**

- 1) Elect vice chair, secretary, treasurer, ER officer and the Standing Committee.
- 2) Date of the next PCC meeting

## **2. Minutes of the 2020 Annual Meeting**

Held at St Francis' Church on Monday 26<sup>th</sup> October at 7:00pm

**Present:** Rev Canon Neil Bowler in the chair

Alan Taylor, Sylvia Graham, John Hibberd, Trish Stirling, Neil Fulcher, Yvonne Hellewell, Sue Wordsworth, Chris Leverton, Eileen Hanton, John Hanton, Anne Markham, Anne Walker, Nigel Morse, Rita Morse, Pauline Dodd, Brenda Duty, Janet Pashley, Sue Hibberd, Wyn Hibberd, Dan Fall, Irene Magill, Terry Walker, Annette Walker, Sue Watts and James Moore.

Attending via Zoom: Graham Watts, Judy Sutton, Judy Leverton, Joanne Clough, Ethan Massingham, Pam Massingham, Joyce Taylor, David Bowser, Carol Bowser and Rob Dunigan.

Rev. Canon Neil Bowler welcomed everyone to the meetings and opened the meetings in prayer.

**Apologies:** Catherine Charnock

### **Minutes of the Vestry Meeting**

1. Approval of the minutes of the Vestry Meeting held on 26<sup>th</sup> April 2019.  
Proposed by Anne Walker and Seconded by Rita Morse – AIF
2. Matters Arising from the Vestry Meeting – None
3. Election of Two Church Wardens:  
Terry Walker - Proposed by Sue Watts and Seconded by Irene Magill AIF  
Alan Taylor - Proposed by James Moore and Seconded by Graham Watts AIF.

### **Annual Parochial Church Meeting (APCM)**

1. Approval of the minutes of the APCM held on 26<sup>th</sup> April 2019.  
Proposed by Rita Morse and Seconded by James Moore  
Motion carried with one abstention.
2. Matters Arising from APCM Minutes – None
3. Appointment of Tellers  
John Hibberd and Terry Walker were duly elected.
4. Statutory Reports
  - a) Electoral Roll Officer's Report October 2020 (see attachment 3.2)  
Since the last APCM Katy Dunigan was appointed as the Electoral Roll Officer by the PCC. The Electoral Roll has been revised and Katy Dunigan has certified that as of 8<sup>th</sup> October 2020 there are 92 electors on the Roll, 55 are resident within the parish.
  - b) Report on the Proceedings of the PCC (see attachment 3.3).
  - c) Churchwardens Report and the Fabric Report (see attachment 3.4).
  - d) Deanery Synod Report (see attachment 3.5).
  - e) Treasurer's Report (see attachment 3.6).
5. Ministry Reports (see attachment 4).
  - 4.4 Outreach and Discipleship/Home Groups  
Neil Fulcher explained that a report which he had submitted on his completion of his two-year course on evangelism in July 2019 had not been included as part of the Outreach and Discipleship/ Home Groups Report. Although he had successfully completed the course he had not been licensed to work in the parish and diocese as an authorised evangelist.

John Hibberd explained that he was a member of St Peter's College and clarified information regarding appointment of evangelists and their role working in parishes.

The reports were received for information.

6. Elections of Parochial Church Council Members



There were 10 nominations for election to the PCC. The following were elected to serve as members of the PCC:

- 1) Judy Sutton -Proposed by Sue Watts and Seconded by Irene Magill
- 2) Dan Fall - Proposed by Sue Watts and Seconded by Irene Magill
- 3) Rita Morse - Proposed by Irene Magill and Seconded by Sue Watts
- 4) Anne Walker – Proposed by Irene Magill and Seconded by Wyn Hibberd
- 5) Chris Leverton -Proposed by Katy Dunigan and Seconded by Sue Watts
- 6) Irene Magill - Proposed by David Bowser and Seconded by Dan Fall
- 7) Yvonne Hellewell - Proposed by Sue Watts and Seconded by Judy Sutton.

All were duly elected as members of St Francis' PCC.

7. Appointment of Independent Examiner

Proposed by Rita Morse and Seconded by Anne Walker that RNS Chartered Accountants Scunthorpe be appointed. AIF.

8. Other Business

- a) Dan Fall took the opportunity to thank the church family for being so supportive of him and his family when he was unwell in 2019.
- b) Anne Markham updated her report on the homeless café and said that although the Sunday night cafes were on hold shoe box gift would be welcomed this year to give to Rotherham's homeless community and should be donated by the end of November.
- c) Footprints has in the past supported an appeal for small gifts for children from abusive homes now living in hostels. This would be difficult to support so an appeal was being made to the church family for gifts from 0 – 18 years of age, particularly for boys.
- d) Remembrance Service – In reply to a question by Graham Watts, the arrangements for Remembrance Sunday Services were outlined and this would be the only Sunday that the booking system would be used.
- e) Rev Canon Neil Bowler thanked St Francis Church for its support during his time as Assistant Priest in the Silverwood Mission Partnership and said he had very close ties to the church and would take with him fond memories of St Francis Church.

9. The meeting was closed by Rev Canon Neil Bowler in prayer.

### **3. Statutory Reports**

#### **3.1 Governance**

St Francis is situated in Bramley, Rotherham. It is part of the diocese of Sheffield within the Church of England.

Registered charity No. 1173460

## St Francis' Church PCC Members from October 2020

Ex Officio Members			Number of Continuous Years as an Elected Member up to the APCM in May 2021
	Churchwarden	Alan Taylor Terry Walker	
	Deanery Synod (to 30 <sup>th</sup> June 2023)	Annette Walker Sue Watts	
	Lay Reader	Sue Watts	
Elected Members			
	Term ending in May 2021	James Moore Dan Fall Yvonne Helliwell	6 2 1
	Term ending in May 2022	Ethan Massingham Rita Morse Judy Sutton	4 1 3
	Term ending in May 2023	Chris Leverton Irene Magill Anne Walker	1 2 1
	Elected October 2020 For a 3-year term unless stated	Dan Fall 1-year term Yvonne Hellewell 1-year term Chris Leverton Irene Magill Rita Morse 2-year term Judy Sutton 2-year term Anne Walker	
Co-opted Members			
	Term ending in May 2021	Julia Fall	
PCC Officers			
	Vice Chair	Terry Walker (Elected)	
	Secretary	Irene Magill (Elected)	
	Treasurer	Rita Morse (Elected)	
	Electoral Roll Officer	Katy Dunigan (Elected)	
	Standing Committee	Alan Taylor (Ex officio) Terry Walker (Ex officio) Chris Leverton (Elected) Irene Magill (Elected) Rita Morse (Elected) Sue Watts (Elected)	

The method of appointment of PCC members is set out in the Church Representation Rules.

### **3.2 Electoral Roll Officer's Report May 2021**

I hereby certify that the numbers of electors on the Church electoral roll of Bramley Parish as revised (New roll year) for the APCM on May 17th 2021 was 86.

I hereby certify that out of the number of electors shown above 51 are resident within the parish.

*Katy Dunigan - Electoral Roll Officer*

### **3.3 Report on the proceedings of the PCC**

#### **PCC Report for the APCM**

The year 2020 has not been without its challenges. In March 2020 the first lockdown was imposed by the Government and this resulted in a shut-down of church and church services. As a result the PCC did not meet for 3 months. Following the successful use of Zoom to hold Sunday morning services, this technology, which most of the PCC had been unaware of until the lockdown, was used to enable meetings to be held. The first meeting via Zoom was in June 2020 and they have been held regularly by Zoom since then. When lockdown restrictions eased the PCC was able to meet in person and the APCM, which should have been held in April 2020, took place on 26<sup>th</sup> October in church. Some church members took part via Zoom.

There have been 12 meetings of the PCC during 2020, which have been well attended by the members. During the year, several members of the PCC resigned, as did both churchwardens. Neither vacancy was filled until the APCM in October, when Alan Taylor and Terry Walker were elected.

In May a request was received from Sunnyside Supplies Food bank, requesting that it use the hall while church use remained suspended. The PCC agreed unanimously to allow Sunnyside Supplies to use the hall until such time as the church needed to use the hall again. The food bank left at the beginning of November.

The Quinquennial inspection of the church took place in October 2019, but the report was not received until August 2020, delayed because of the Covid 19 pandemic.

Urgent work in the report, required to be done by early in 2020, has mainly been completed, but a significant amount of other work which should have been done by the end of 2020 is outstanding. As the lockdown eased the church re-opened in July for individual prayer, observing the strict government guidelines.

The church was eventually opened for communal worship in August, with two services of Holy Communion being held each week, on Thursday mornings celebrated by Rev Judy Leverton and Sunday afternoons celebrated by Rev Canon Neil Bowler.

Funeral services recommenced in November 2020, following the departure of Sunnyside Supplies. This enabled the numbers attending services in church to increase as the worship space was extended into the hall,

At the beginning of November 2020, the second lockdown in England began and communal worship was not permitted but the church could open for individual prayer. The PCC agreed that church would therefore remain open daily for one hour. Communal worship continued every Sunday via Zoom.

The Christingle Service was live streamed and was arranged by Dan Fall and Beth Henshaw, Centenary Project Worker at Thrybergh.

The PCC agreed that only one service for Christmas would take place on Christmas Eve and the service of Holy Communion was celebrated by Rev Canon Neil Bowler. This was his last service before he moved to Oxfordshire.

The Christmas Eve service was also the last service to be held in church as the third lockdown began in the New Year.

*Irene Magill – PCC Secretary*

### **3.4 CHURCH WARDEN'S REPORT JANUARY TO DECEMBER 2020**

The 2020 APCM saw the departure of our wardens Rita Morse and Sylvia Graham and the appointment of Terry Walker and Alan Taylor in their place. We are very grateful for their help and advice in so many areas of church life during this transition.

One of the duties of your Churchwardens is to present a report on the condition of Church building and its contents.

A Quinquennial report was carried out and a number of Fabric items requiring attention were identified. David Bowser arranged for a lot of the work to be carried out and all but one of the Category A jobs has been done. Our thanks go to David for all the work he has done in connection with this. In addition it has become apparent that the weight of the glass doors which separate the Worship Space from the Hall area is not being supported by the hinges and this will need addressing.

Due to the Covid19 pandemic the times we have been able to go in church has been minimal and so the Portable Appliance Testing (PAT) of church equipment due at the beginning of 2021 has not yet been carried out.

The Wardens are required to make sure that the various record books concerning the property of the church are kept up to date.

These are: the terrier – a list of land belonging to the church

the inventory – a list of all the items belonging to the church

the log book – a detailed record of all the alterations, additions and repairs carried out in relation to the church, its land and its contents.

In the short time we have been Wardens and ex officio members of the PCC it has been a pleasure to work with enthusiastic colleagues on our current PCC. We would place on record our thanks to our Administrator Katy, and our previous Wardens Rita and Sylvia, our cleaner Denise Gambles and gardener Pete Jackson who always provide us with a clean and well-kept church to come to.

The effect on our personal lives of Covid19 has been enormous, particularly in not being to meet up with family and friends for extended periods. It has also affected the mission and ministry of St Francis' in more ways than we have yet realised. Just not being able to gather in the church as usual, the singing in church, the coffee and chat. It must take a toll on our wellbeing.

We look forward to exciting times ahead as we engage with the Diocesan Strategy and the appointment of an Oversight Minister.

Alan Taylor and Terry Walker  
Church Wardens

### **3.5 Deanery Synod Report**

#### **Deanery Synod report for APCM 2021**

There were three Deanery Synod meetings in 2020; two of these were held on zoom due to covid-19 restrictions. The Deanery Synod representatives for Bramley had to be voted in at the APCM in 2020 which was unable to be held until October. Sue Watts and Annette Walker were duly elected to be St. Francis, Bramley representatives until the 2023.

The first meeting on the 12<sup>th</sup> February, 2020 was held at St Cuthbert's Church, Herringthorpe. The meeting was open to non-synod church members for a consultation on the new Deaneries Plan. Phil Batchford introduced the Rotherham part of the plan. He set it within the context of the ongoing Diocesan Vision which sets out the fresh model of church moving from parish boundary, parish church and paid parish priest to an emphasis on volunteer leaders, a range of meeting places and a smaller number of stipendiary clergy with an oversight role. The Oversight Ministers would provide an enabling role rather than a direct role. An Oversight Minister would be an area vicar/priest rather than the vicar/priest of one parish.

Within each Mission Area, local congregations will retain their distinctive characteristics and they would be served by a focal minister or a focal team. Our Mission Area, previously known as the Silverwood Mission Partnership, would be known as the Silverwood Mission Area. It would cover: Bramley, Thrybergh, Wickersley, Ravenfield, Hooton Roberts and Braithwell. It is planned that this Mission Area will have two Oversight Ministers – Reverend Peter Hughes and one who is yet to be appointed.

Following the presentation of the new Deaneries Plan, Deanery Synod representatives were urged to discuss the proposals at their respective PCC meetings and send their responses to Lyn Wortley, acting Area Dean and /or to Peter Rainford, the Lay Chair of Rotherham Deanery Synod.

The second meeting of Deanery Synod was held on the 16<sup>th</sup> July, 2020. The meeting took place on zoom due to the covid-19 pandemic restrictions. The main item was an update on the Diocesan Strategy. The Bishops' Senior Staff Team had met virtually to discuss Self Supporting Clergy, House for Duty posts, Associate Archdeacon (Transition Enabler) 5year fixed-term posts, an Interim Communications Officer with a fixed-term 12 month role and role descriptions for Oversight Ministers within the framework of the Diocesan Mission. The Sheffield Diocesan Mission is to grow a sustainable network of Christ-like, lively and diverse Christian communities in every place which are effective in making disciples and in seeking to transform our society and God's world.

The third meeting on the 18<sup>th</sup> November, 2020 was an open meeting held on zoom for deanery synod representatives and interested PCC members. Leah Marshall who has been working in refuges for the past 20 years gave a talk on South Yorkshire Women's Refuge. She spoke about the difficulties caused by the lock downs and about how workers had had to be creative in the ways in which they contacted women and families at risk.

Rita Morse reported that the Footprints families and workers at St Francis church, Bramley had collected toys and gifts for refuge children and mothers pre-covid. Rita offered to coordinate donations of toys and money for Christmas 2020 with other churches and Leah.

An update was also given on the responses by PCCs about the new Deanery Plan.

*Sue Watts*

*Deanery Synod Rep*

### 3.6 Treasurer's Report and Financial Statements

#### TREASURERS REPORT FOR APCM – Year ending 31/12/2020

What can I say – another particularly challenging year for St Francis'. I am extremely grateful for all the folks who have so sacrificially supported us through 2020. Lots of people switched from envelope and plate giving to standing orders which was an enormous help with cash flow. Even though church was closed we still had bills to pay – Electricity, Gas, wages for the Administrator and salary for Dan etc. Dan was furloughed for much of the year. After discussion with Katy, she suggested only doing essential tasks and that we could just pay her for the reduced hours she worked up until August when she returned to her usual contracted hours.

We had to draw on our reserves which is shown by the Current Assets heading on the Balance sheet. Net assets reduced by almost £20,000 but please do not worry about this – we do have matters in hand for the current year and we won't be 'going bankrupt' as it were.

Once again thankyou to all our church members for your financial support for our church.

Rita Morse

Church Treasurer

### 3.7 Financial Statements 31 December 2020

**Please see attached PDF**

#### St Francis' Church Reserves Policy (as at March 2021)

'Reserves' are the financial resources the PCC has available to use for the church's general purposes once it has met its recurring commitments. Monies given to the church for 'Restricted' purposes are accounted for separately outside of this policy as 'Restricted Funds'.

It is the policy of St Francis' Church to hold in reserves monies to cover:

- |  |   |              |
|--|---|--------------|
| 1  | A shortfall in budgeted annual income needed to cover budgeted annual expenditure   | 18750        |
| 2  | The cost of carrying out the 2019 quinquennial repairs, to be completed by the end of 2021  | 13500        |
| 3  | Unforeseen loss of, or reduction in, budgeted income calculated as a reasonable proportion of vulnerable income streams to ensure we can cover 2 months running costs and an additional 1 month of salaries | 10000        |
| 4  | Designated Funds  | 10500        |
| <b>Total reserves to be held relating to 2021 is</b> |   | <b>52750</b> |

The PCC presently have £1750 in reserves above what is required and will consider how these funds might best be used either in 2021 or 2022.

It is also our policy to accumulate £1000 annually between quinquennials to contribute to likely building works identified at the next quinquennial inspection.

Prepared by RNS Chartered Accountants

## 4. Ministry Reports

A selection of some of the ministries that we are involved in.

### 4.1 Footprints

#### Footprints

We continued to run at full capacity with a waiting list for new families to join until March 2020 when everything stopped due to the Coronavirus pandemic. The children all received a Christmas Present and card in December 2020. We also collected Christmas Gifts for children spending Christmas in emergency shelters.

Katy Dunigan

### 4.2 Youth

#### 2020 Youth Work report



2020 has been not been a “typically good” year, however there has still been plenty of good to celebrate in how we’ve shown and shared the love of Jesus with Young people.

January saw us launch a new younger youth group, Roots, on Friday evenings for those in year 5-8. We played group games, had snacks, shared a gospel message and then talked & prayed about what we had learnt. It was also an opportunity to grow young leaders; as we had 4 teens helping at the group as part of their DoE award.

We also had our annual pilgrimage to Sheffield for the Breathe Deep youth conference. This event is always a massive highlight for our young people and we see their faith grow because of it. This year was made even more special as I got together and led worship with a band made up entirely of young people (besides myself). The members of our discipleship group, Vision, also banded together to buy a dinosaur costume especially for the day (see photo)!

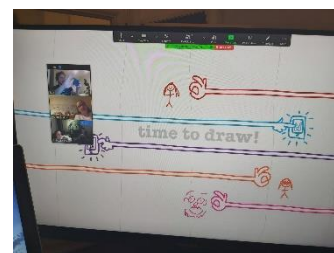
During this time, I continued to provide 121 support at Bramley Sunnyside Juniors for 2 particularly vulnerable year 5 pupils. We met once a week for an hour to talk and play games, and was an opportunity for them to share how they were feeling and develop a positive relationship with a male role model.





Unfortunately the pandemic, lockdown, and myself being placed on furlough meant most of the youth activities had to stop. However, just before I went on furlough we established a joint WhatsApp group for all the young people in our groups (FNY & Vision & DoE volunteers) so they could keep in contact and support one another through the lockdown. I also organised 121 pastoral support for those that needed it with another member of the Centenary Project.

As lockdown lifted, I returned to work part-furlough (10 hours out of 20) and, with the nicer weather, the Vision group began to meet in person on the church field. It was encouraging for them to see everyone and pray together. As the weather got colder, we began to meet via Zoom at the YP's request and invited the whole chat group to join each week on Sunday evenings. It has been a great time of fellowship and helped us maintain our relationships; supporting and encouraging each other. We have also used the time to study the bible and find new ways to engage with God in our everyday lives.



Throughout this time I've been helping facilitate the Churches online services and livestreams, all this culminated in myself and the CPW for Thrybergh, Beth Henshaw, hosting and leading an online Christingle service. Over 60 people signed up online to receive a "Christingle kit" given via their child's school, or collected in person from the church. We then all joined via Zoom to celebrate the Christingle service together, with people even joining from both parishes and even elsewhere in the country!

God has been faithful throughout this year and it's been really encouraging to see how our YP have not only leaned on Jesus, but grown in their faith and relationship with Him.





**Dan Fall**

#### **4.3 Schools**

The Open Book Group did a presentation at Bramley Sunnyside Junior School on the 3 Kings which was well received. There was a programme arranged for the remainder of the school year which has not been able to be fulfilled.

James

#### **4.4 St Francis Players**

St Francis Players had a social gathering in January for pie and peas. We were grateful to Pam Jackson for stepping in and playing for us when Bessie was unwell, but we have not been able to meet since March.

James and Maureen

#### **4.5 Mother's Union**

##### **MOTHERS' UNION REPORT FOR 2020**

There isn't a lot to report this year. Our last meeting was in February 2020 when we held our AGM. We were all set to have our usual lunch out in April when along came Lockdown 1, we're hoping to be able to have that lunch some time this summer. As most of our members are Senior Citizens we have only been able to keep in touch via the Sunday zoom services and by telephone for those who are unable to access the internet. We're hoping to be able to get back to some sort of normality soon and who knows we may even be able to hold our famous Strawberry Cream Tea in July!!!

Anne Walker Branch Co Ordinator.

#### 4.6 Home Communion

There were no Home Communion in 2020. We only did one Nursing Home visit and that was to Silverwood Nursing Home in January.

#### 4.7 Christian Aid

There were just 3 Lent Lunches this year but £926 was raised. There were no further fund raising events but we hope that online giving made up some of the shortfall.

Maureen Moore

#### 4.8 Pastoral Ministry

Pastoral ministry is offered at St Francis church through distinct yet interwoven strands:

1. **Confidential Prayer Team** who pray for emergency prayer requests and very confidential prayer requests
2. **Thursday Morning Prayer services** which pre-covid were held in church but are now held online using ZOOM. At these a monthly prayer request list is used which previously would have been displayed on prayer request cards on the church prayer board.
3. **Pastoral Visitors' Team** who pre-covid consisted of 9 church members, all with DBS certificates. They offered support through home visits, phone calls, text messages, emails and informal chats in the local community. Some of the team were able to facilitate dental and hospital appointments and some also arranged coffee outings. The aim of the pastoral team is to support church members and, where possible, people in the community with love and discretion through friendship, encouragement and prayer.
4. **Pastoral Support Teams** When the covid-19 pandemic resulted in the first national lockdown in March 2020, I and two other church members decided to prayerfully put all on the church electoral roll, plus other church attenders into a pastoral team with a team leader. Telephone numbers were given to team leaders who explained the purpose of the teams, numbering from 5-10 people, to continue the link to church as the Body of Christ and to prevent social isolation as far as possible. Team leaders only passed on the phone number of any group member with their permission. Initially, group leaders were in touch with their members on a weekly basis but over the course of the year when Rotherham had been placed in different tier restrictions this was adjusted by the leaders to suit their own group's preferences. Any difficult situations were referred to me or Annette Walker so that we could 'signpost' those needing extra support to appropriate professional service providers.

Sue Watts  
Pastoral Care Coordinator  
Confidential Prayer Coordinator  
Lay Reader

## 4.9 Homeless Café

On Sunday 22nd March 2020 it was Bramley St Francis turn to provide a hot meal for the homeless at the Sunday night cafe at the Lighthouse in Rotherham. However as we all know we were going into Lockdown and staff from the Lighthouse asked us not to go into the kitchen as they had a lot of vulnerable people and they didn't want to put them at risk.

So we decided to produce food bags with a cheese and a ham sandwich, a bag of crisps, 2 chocolate biscuits and a banana plus we took pump flasks and made everyone who came a hot drink. Some people took bags away for people who were isolating and they were all very appreciative.

Sadly that was the last meal provided at the cafe but we were given permission to drop off shoeboxes for the homeless for Christmas. Although Toni and myself had to work in our homes separately and couldn't do the teamwork we normally enjoy, we still used social media and people were so generous with gifts or money which enabled us to purchase the relevant items.

In total we took 48 shoeboxes to the Lighthouse for Men in Rotherham and 60 shoeboxes for women to Lighthouse for women. Both centres were over the moon at the generosity of the people of Bramley and Hellaby and sent us 2 amazing thank you emails.

To date we have not heard when the Sunday night cafes will be recommencing but hopefully it will be later this year.

Thanks  
Anne.

Anne Markham

# **St Francis' Church Bramley**

**Financial Statements**

**31 December 2020**

prepared by

**RNS**

**Chartered Accountants**

Scunthorpe

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH  
COUNCIL OF THE ECCLESIASTICAL PARISH OF BRAMLEY ST FRANCIS**

I report to the PCC members on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 2 to 4.

**Responsibilities and basis of report**

As members of the PCC you are responsible for the preparation of the accounts in accordance with the Charity's Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mr J Heeney BA FCA  
RNS Chartered Accountants  
50-54 Oswald Road  
SCUNTHORPE  
North Lincolnshire  
DN15 7PQ

**St Francis' Church Bramley**  
**Analysis of receipts**  
**Period: 01 January 2020 to 31 December 2020**

				<b>Total</b>	
	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Current Year</b>	<b>Prior Year</b>
<b>Receipts</b>					
Envelopes Gift Aid	3,962.50			3,962.50	6,696.00
Standing Orders Gift Aid	17,210.00			17,210.00	14,320.00
Tax Reclaimed from Gift Aid	7,751.30			7,751.30	8,562.75
Envelopes Not Gift Aid	2,167.10			2,167.10	2,939.50
Standing Orders Not Gift Aid	3,055.00			3,055.00	2,205.00
Baptism Collection	190.88			190.88	588.53
Funeral Collection	37.06			37.06	228.52
Memorial Collection				-	-
Other Services Collection				-	338.62
Main Services Collection	2,344.11			2,344.11	8,002.89
Wedding Collection				-	22.20
Footprints	405.80			405.80	1,482.28
Individual Donations	2,203.00			2,203.00	1,420.00
Men's Group Donations				-	-
Sub-totals	39,326.75	-	-	39,326.75	46,806.29
One Off Grants	500.00			500.00	-
Other Funds Generated	576.95			576.95	2,579.20
Refunds	2,372.92			2,372.92	30.00
Catering Events	115.24			115.24	772.04
Sub-totals	3,565.11	-	-	3,565.11	3,381.24
Bank Interest	369.22			369.22	671.59
Investment Dividends	21.80			21.80	21.17
CBF Church of England Investment Fund recognised at market value	165.04			165.04	(0.23)
Sub-totals	556.06	-	-	556.06	692.53
Hall Lettings	3,800.00			3,800.00	10,980.00
Flowers			620.00	620.00	631.00
Donation St Francis Players	100.00			100.00	350.00
Magazine Sales	46.85			46.85	121.79
Magazine Income from Adverts	50.00			50.00	50.00
Fees-Wedding Services				-	680.00
Fees-Banns Publication				-	220.00
Fees-Funeral	7,462.00			7,462.00	6,523.00
Grant from The Joseph Rank Trust for the Youth Work Project		7,500.00		7,500.00	7,500.00
Fayres				-	723.21
Messy Church				-	73.45
Parochial Fees				-	724.00
Building for the Future		50.00		50.00	714.50
Sub-totals	11,458.85	7,550.00	620.00	19,628.85	29,290.95
Petty cash income				-	150.00
Misc Income	50.00			50.00	2,362.72
Sub-totals	50.00	-	-	50.00	2,512.72
<b>Receipts Grand Totals</b>	<b>54,956.77</b>	<b>7,550.00</b>	<b>620.00</b>	<b>63,126.77</b>	<b>82,683.73</b>
<b>Expenses (from over leaf)</b>	<b>67,081.12</b>	<b>10,746.26</b>	<b>4,739.50</b>	<b>82,566.88</b>	<b>96,575.94</b>
<b>Surplus/(Deficit) for the year</b>	<b>(12,124.35)</b>	<b>(3,196.26)</b>	<b>(4,119.50)</b>	<b>(19,440.11)</b>	<b>(13,892.21)</b>
<b>Balance at 1st January 2020</b>	<b>30,008.93</b>	<b>45,621.37</b>	<b>20,724.92</b>	<b>96,355.22</b>	<b>110,247.43</b>
<b>Fund Transfers</b>					
Transfer from restricted to general					
Transfer from designated to unrestricted	13,783.78	(13,783.78)			
Transfer from general to designated					
<b>Balance at 31st December 2020</b>	<b>31,668.36</b>	<b>28,641.33</b>	<b>16,605.42</b>	<b>76,915.11</b>	<b>96,355.22</b>

**St Francis' Church Bramley**  
**Analysis of payments**  
**Period: 01 January 2020 to 31 December 2020**

	Unrestricted	Designated	Restricted	Total	
				Current Year	Prior Year
<b>Payments</b>					
Postage	127.84			127.84	48.02
General Church Supplies	106.53			106.53	115.89
Donations St Francis' Church	377.66			377.66	735.00
Stationery	178.93	64.90		243.83	256.19
Telephone	516.11			516.11	724.15
Fayres				-	76.39
Computer Software	132.47			132.47	-
<b>Sub-totals</b>	<b>1,439.54</b>	<b>64.90</b>	<b>-</b>	<b>1,504.44</b>	<b>1,955.64</b>
Insurance	768.11			768.11	737.58
Ministry retreats				-	-
Parochial Fee Payments	2,540.00			2,540.00	1,851.00
In Service Training				-	224.56
Catering & Hospitality	81.99			81.99	658.20
Water Supply Charges	1,262.05			1,262.05	1,333.57
Cleaning Materials	150.15			150.15	404.19
Electricity	2,737.92			2,737.92	1,653.30
Gas	530.43			530.43	746.83
Security	30.00			30.00	337.54
Routine Maintenance	191.16			191.16	747.71
Repairs	1,548.67			1,548.67	1,060.40
Travel				-	220.23
Books	112.98			112.98	396.10
Music	419.21			419.21	500.00
Candles	133.73			133.73	137.68
Communion Wine and Bread	27.38			27.38	186.20
Copyright Costs				-	302.00
Flowers			153.60	153.60	559.81
Website	1,785.99			1,785.99	267.14
Miscellaneous Items	592.78			592.78	2,605.05
Gardening	1,478.70			1,478.70	1,501.20
Copier	1,149.43			1,149.43	2,650.15
Furnishings				-	78.35
Building for the future		604.86	4,585.90	5,190.76	7,456.37
Organist				-	-
Funeral Expenses	1,036.50			1,036.50	2,240.00
Cleaner	1,720.00			1,720.00	2,792.22
Messy Church				-	227.51
Children's' Work	329.68			329.68	241.71
Youth Work				-	2,109.13
Men's Group				-	-
Baptism	250.07			250.07	19.48
Bereavement				-	-
Parish Training				-	250.00
Chruch Equipment	1,760.59			1,760.59	472.03
Visiting Clergy Expenses	1,105.10			1,105.10	1,480.00
Donations or Mission Giving				-	-
Footprints	225.32			225.32	1,127.07
Homeless Cafe		35.17		35.17	26.68
Youth Worker Expenses				-	201.29
<b>Sub-totals</b>	<b>21,967.94</b>	<b>640.03</b>	<b>4,739.50</b>	<b>27,347.47</b>	<b>37,802.28</b>
Parish Share	37,752.00			37,752.00	37,000.00
Governance Costs	5,921.64			5,921.64	5,113.15
Youth and Worship Leader Salary		10,041.33		10,041.33	14,704.87
<b>Sub-totals</b>	<b>43,673.64</b>	<b>10,041.33</b>	<b>-</b>	<b>53,714.97</b>	<b>56,818.02</b>
<b>Payments Grand Totals</b>	<b>67,081.12</b>	<b>10,746.26</b>	<b>4,739.50</b>	<b>82,566.88</b>	<b>96,575.94</b>

**St Francis' Church Bramley**  
**Balance Sheet (Church Of England)**  
**As of: 31 December 2020**

	<b>Total Funds</b> <b>£</b>	<b>Prior Year Funds</b> <b>£</b>
<b>Fixed Asset Investment (at Market Value)</b>		
Shares in CBF Church of England Investment Fund	776.97	611.93
<b>Current assets</b>		
Cash at bank and in hand	76,138.14	95,743.29
	<u>76,138.14</u>	<u>95,743.29</u>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year		
<b>Net current assets less current liabilities</b>	<u>76,138.14</u>	<u>95,743.29</u>
<b>Total assets less current liabilities</b>	<u>76,915.11</u>	<u>96,355.22</u>
<b>Total net assets less liabilities</b>	<u>76,915.11</u>	<u>96,355.22</u>
<b>Represented by</b>		
<b>Unrestricted</b>		
Unrestricted - General fund	31,668.36	30,008.93
<b>Designated</b>		
Designated - Building for the Future	14,591.42	15,146.28
Designated - Lighthouse Café	171.47	206.64
Social Isolation Fund	1,549.32	1,614.00
Designated - Youth and Worship Leader Salary Fund	12,329.12	28,654.45
<b>Restricted</b>		
Restricted - Building for the Future	15,447.50	20,033.40
Restricted - Vicar's Discretionary Fund	-	-
Restricted - Flowers for Church	862.92	396.52
Restricted - Pastoral Training	295.00	295.00
<b>Funds of the church</b>	<u>76,915.11</u>	<u>96,355.22</u>

**Approved by the PCC on 26 March 2021 and signed on their behalf by Mr T Walker  
Deputy Chair of the PCC and Mrs R Morse, Treasurer to the PCC.**

**Mr T Walker**

**Mrs R Morse**