

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF RADFORD COVENTRY

England & Wales · Charity number 1174496

## Details

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Other names	ÔTHE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF RADFORD COVENTRY, ST FRANCIS CHURCH PCC, ST FRANCIS PCC, ST FRANCIS RADFORD
Status	Registered
Legal form	Other
Registered	2017-09-04
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	St. Francis Of Assisi C Of E Church Links Road Coventry CV6 3DQ
Phone	07727275157
Email	<a href="mailto:vicar@stfcov.org">vicar@stfcov.org</a>
Website	<a href="http://www.stfranciscoventry.org">www.stfranciscoventry.org</a>

## Activities

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**Objects:** PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH

**Activities:** Promoting the mission and ministry of the Church of England

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People Of A Particular Ethnic Or Racial Origin, The General Public/mankind

## Geography

- Coventry City

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£73,091	£78,096	-	-
2023-12-31	£50,460	£48,297	-	-
2022-12-31	£63,443	£32,189	-	-
2021-12-31	£56,725	£29,415	-	-
2020-12-31	£37,383	£33,757	-	-

## Trustees

Name	Role	Appointed
<b>Rev Agnes Ka Yee Palairet</b>	Chair	2023-01-24
Agnes Odoom		2025-05-18
Beauty Omosede Ekhosuehi		2025-05-18
Brenda Blount		2025-05-18
DAVID BRIGHTWELL		2017-04-16
Dr Michael Odichi-Dan Ugorji		2025-05-18
Iyindola Precious Akinjagunla		2025-05-18
KATE HUGHES		2017-06-08
Kate Beaumont		2025-05-18
Maria Prue		2025-05-18
Nwokeocha Nkem		2023-05-21
Ogechi Ugochi Ngemegwai		2019-04-06
PENELOPE ANN PHILLIPS		2017-06-08
Patience Okojie		2025-05-18
Priyanga Devmini Ugorji		2025-05-18
SUSAN ELIZABETH WILLIAMS		2017-04-16

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF RADFORD COVENTRY**

England & Wales - Charity number 1174496

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# Accounts

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**St. Francis of Assisi  
Links Road  
Radford  
Coventry**

**Diocese of Coventry**

## **ANNUAL REPORT 2024**

The Parochial Church Council (PCC) of St Francis presents its annual report and accounts in respect of the year to 31st December 2024

The PCC is a charity excepted from registration with the Charity Commissioners.

### **Background**

The PCC of St Francis has responsibility with the Vicar for promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical, in the Church of England parish, within the Deanery of Coventry North and Diocese of Coventry, together with the oversight of the Church Building of St. Francis, its two halls and grounds.

The new parish (pastoral scheme) will consist of a population of almost 20,000 people once it comes into place when the sale of St Nicholas is completed.

### **Membership**

Members of the PCC are either ex officio or elected by the APCM in accordance with the Church Representation Rules.

**Vicar:** Revd Aggy Palairt (Serving from 24<sup>th</sup> January 2023)  
**Wardens:** Sue Williams  
Priyanga Ugorgi

### **Representatives on the Deanery Synod** (serving until APCM 2026)

Sue Williams (Ex officio, Diocesan Synod, Bishops Council)  
Kate Hughes (PCC Secretary) (Licensed to Preach)  
David Brightwell (Electoral Roll Officer)  
Ogechi Ngemegwa (Treasurer) (Also Diocesan Synod)

### **Elected Members** (serving until APCM 2025)

Penny Phillips  
Patience Okojie  
Nkem Nwokeocha  
Beauty Ekhotisuehi  
Marie Prue  
Joanna Gerrard  
Stacey Fennell (Safeguarding Officer) (co-opted)

The PCC met 6 times during the year.

### **Standing Committee**

The Standing Committee of the PCC consists of the Vicar, Sue Williams (Churchwarden), Kate Hughes (PCC Secretary), Ogechi Ngemegwai (Church Treasurer), David Brightwell and Joanna Gerrard, and meets when needed during the year.

### **Church Membership (Electoral Roll)**

There are **56** members on the Electoral Roll as at the Annual Meeting, 20 resident and 36 not resident within the parish.

### **Officers**

Sue Williams and Priyanga Ugorji have continued to serve as **Wardens**. Kate Hughes, David Brightwell and Ogechi Ngemegwai have been the church's **Deanery Synod Representatives**. Sue Williams has also continued as our **Diocesan Synod Representative**. Kate Hughes acts as **Parish Information Officer**. Sue also continues sitting on **Bishop's Council**.

### **REVIEW OF THE YEAR**

In **2024**, St Francis welcomed many special visitors, including the Archbishop's Secretary for Appointments, Bishop Ruth, Bishop Sophie, and the Lord Mayor. We also welcomed Hill Farm Primary School for a talk about Christmas. Through St Francis Employability, visitors from various organisations came into the church to witness the incredible projects taking place within St Francis Church.

Many wonderful things happen at St Francis, but we also face significant challenges, primarily related to the building. Over the past year, we've dealt with a failed boiler, a sparking fuse box, cracked pavement, poor lighting, damaged wiring, a leaky roof, blocked toilets, crumbling plaster, broken fences, and no running water in the kitchen — just to name a few of our urgent concerns.

God is good! Through hard work and dedication, alongside the Diocesan Advisory Committee (DAC), tradesmen, St Francis Employability, and organisations such as Orbit and Fortem, we have transformed our church into a much safer space. We now have running water in the kitchen, a brand-new roof, two new boilers, repaired pavement with handrails, fully rewired lighting throughout the building, and functioning toilets. A huge thank you to everyone who has contributed to making St Francis a safer place for all!

The building itself is just one of my projects, but my true passion lies in building up the St Francis church family. Throughout 2023, I actively encouraged the congregation to discover their spiritual gifts, explore their areas of ministry, and step into active church roles. This year, I have seen those seeds slowly grow and mature, with new leaders emerging. For the first time in a long while, we are blessed with two wonderful Churchwardens and three Deputy Churchwardens. We have also welcomed new servers and members to the PCC, and our church family continues to grow numerically and spiritually. We've even had to bring out extra chairs on some Sundays

To strengthen our entire church family, we restarted Sunday school and launched a youth group, parents' group, and creative worship sessions on Wednesdays. In August, we welcomed our new Growing Faith Families Minister, who now works alongside the congregation to nurture and deepen the faith of our children, youth, and families.

Training is essential; this year, we invited diocesan staff to give talks at St Francis. These talks provided learning opportunities and allowed us to connect with people from other churches. Kate Hughes and I also attended the *Leading Your Church into Growth* (LyCiG) conference,

where we received expert guidance on leading our church into growth. I hope these programs will build our skills and confidence, empowering us to step into leadership roles and live out our faith in all aspects of life - whether at church, home, school, or the workplace. As we refine our lifestyle choices within the church, I am delighted to share that St Francis has been awarded the *Eco Church Bronze Award!*

### **What's Next?**

Not only is our church family growing, but so is the size of our parish. As of 1st May 2024, North and South Radford have united to form a single parish: Radford. We have gained many parishioners, schools, and a churchyard. Our mission field has expanded, and St Francis is set to benefit from the sale of St Nicholas' church building. Soon, we can begin dreaming of how this funding will help further our mission by improving or developing our existing buildings in 2025.

This year, we completed our *Natural Church Development* survey and identified worship development as one of our priorities. Our Wednesday evening services are creative and unique, making them the perfect setting to explore how we can make worship even more inspiring, innovative, and engaging, deepening our faith through heartfelt worship. With such a beautifully diverse congregation, intercultural worship will be a key area for exploration in 2025. We seek to better celebrate the richness of different cultures, languages, and backgrounds, ensuring everyone feels embraced and valued for who they are. I dream of seeing the vision of Pentecost reflected within our church — a place where people from all nations gather, worship in different languages, yet understand one another fully and unite in worship with the power of the Holy Spirit, through Jesus Christ our Lord.

Aggy Palairet (Vicar)

### **Other Activities and Social Events**

Along with the **weekly services, Holy Days, Easter and Christmas** we have also held various activities and Social Events. In January we held a **Bring & Share Lunch to celebrate Aggy's Birthday** and in July we held a **'95<sup>th</sup> Birthday celebration with Cake for Joan**.

Our **Monthly Dining Out Club** has continued to meet throughout the year with 10-14 of us going to various pubs and restaurants for a meal and get-together. At Christmas we enjoyed a Carvery at the Toby.

We have also held a **few courses** and joined with some **Diocesan courses** to help nurture folks faith and gifts. In January we joined a Diocesan Training Course set of 5 weeks called **"Stages of Life"** and in February **Rob Harrison gave a talk in church on the "Old Testament."** During Lent we held a **Lent Course** based on the film **"The Greatest Showman."** In June Aggy and Kate attended a **conference** in Swanwick entitled **"Leading Your Church into Growth."**

September saw Ed Palairet and Sue Williams launch a monthly **Youth Group** held on the second Sunday of each month following the All-Age Service. The youngsters aged 12+ enjoy pool, snooker, table tennis, table football, craft etc, share lunch together and participate in a 10 minute "Pause for Thought" activity. We have about 9 teenagers attend.

October saw us holding our annual **Pet Service** for St Francis Day which is always a fun, if somewhat noisy with a good array of animals. We welcome the Brownies and their parents along to this service. To tie in with St Francis Day we also held a **St Francis Day Supper** which was well attended and good to have our Methodist friends join us.

**October 13** we celebrated **Harvest Thanksgiving** and in November we launched our new monthly **“Worship/Praise Service.”** every third Wednesday of the month. Priyanga writes ... It has been a time of worshiping through songs, hymns, meditations and also a place to learn and develop our God given talents. We have an average of 6 attending every month.

December was a busy month what with **Advent & Christmas.** We combined our usual Advent Hush with the worship evening in December. Held a lovely **Christingle service** and had the pleasure of welcoming Bishop Ruth and our Lord Mayor to our **Crib Service.** We held our annual **Christmas Fayre** and our St Francis **“Choir”** sang Carols at Coundon Manor Care Home.

**Rainbows and Brownies** are all flourishing and enjoying lots of activities. Guides moved to collaborate with Guides at St Thomas to make one larger unit and also to help with leaders.

## **Fabric Report and Church Warden's Report**

### **Church**

New Boilers.

New Wiring and fuse box.

Cracked pavement repaired.

Handrails fitted

New Roof

Running Water to kitchen

Leaky toilet repairs.

Fire Extinguishers and Church Alarm System have both been serviced.

### **Hall**

New fence panels fitted.

General wear and tear and blockages in toilets

Nothing major just a few minor repairs.

**Grounds** have been maintained with volunteers during the week and several grounds working days both here and at St Nicholas.

### **Church Warden's Comments**

A Big thank you to Maria, Patience and Toyosi who have assisted us as Deputy Wardens over the past year. To Cassie and other folk who have run Sunday Club Sunday mornings.

Our thanks to Richard Tarver for playing the organ Sunday by Sunday, and for the opportunity for me to play my clarinet during Holy Week. Also the musicians (Aggy, Kartoon and Oliver who play at the monthly worship service.

Many thanks to Ogechi the Treasurer, Altar servers, those who have helped with flower arranging and decorating the church for Easter, Harvest and Christmas, Also to Kate, PCC Secretary, for all her assistance and her regular bi-monthly newsletters/updates, David the Sacristan and Electoral Roll Officer, Recky and team for their help with refreshments on Sunday mornings, and those who have assisted us in various other ways when needed.

It is a privilege to serve as churchwardens and one we do not take lightly.

Thanks be to God and to all who have supported us throughout the year.

**Sue Williams and Priyanga Ugorji, Church Warden**

**Deanery Synod**

In the past year Coventry North Deanery Synod has met 3 times. David Brightwell, Kate Hughes and Ogechi Ngemewa are the elected representatives from St Francis, and Sue Williams is an ex officio member as also a member of Diocesan Synod. A lot of every meeting is taken up with business, especially setting the Parish Share for each year, which is each parish's contribution towards paying the clergy. Coventry North is one of the poorest deaneries in the diocese, so although all the parishes pay their Share, we are subsidised by wealthier parishes in the diocese, and limited as to how many clergy posts we can afford to have. We meet each time at a different church in the Deanery (this year at St Paul's, Foleshill (twice) and St Laurence's Foleshill; the Area Dean is Gareth Irvine, Vicar of St Laurence's Foleshill.

As well as business, we usually have a talk or discussion at each meeting. In the past year we have had a presentation from our Interim Bishop Ruth; a Praise and Prayer session incorporating good news and mission opportunities for each parish; and a talk on National Safeguarding Standards by Sarah Price, the Diocesan Safeguarding Adviser. We also receive reports from Diocesan Synod and General Synod and get regular updates from the parishes about what is happening and what they are doing. The meetings are a chance to get to know clergy and laity from other parishes, which is one of the parts of being a Deanery Synod representative that I particularly value.

**Kate Hughes**

**Employability Report****Extract from St Francis Employability annual report****Statistics 2024**

## Welfare Support

- 1057 welfare support appointments for 350 different clients

## Employment Support

- 1052 employment support appointments
- 7242 hours of volunteering

## ESOL/Courses

- 1472 hours of ESOL teaching
- Clients speak 79 different languages
- 38 accreditations of work-based skills courses

## Food Support

- 2474 number of food parcels
- 766 households supported through food
- Average 50 meals a day at our café

## Key Highlights

- Establishing relationships with businesses, leading to a successful new roof and water supply into the kitchen
- Improvements to the outside play area and grounds through similar measures
- Equipping staff with professional development opportunities
- Developing the charity's structure
- Securing free bus passes for clients, allowing them to save a large sum of money
- Return visits through 'Business in the Community' (BITC)
- All services have grown - none have been lost, despite the increase in demand

The Parochial Church Council of the Ecclesiastical  
Parish of Radford, Coventry  
(St Francis of Assisi Church)

Financial Statements  
31 December 2024

**The PCC of the Ecclesiastical Parish of Radford, Coventry  
(St Francis of Assisi Church)  
Accounts for the year ended  
31<sup>st</sup> December, 2024**

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**Independent examiner's report to the PCC of the Ecclesiastical Parish of Radford, Coventry**

I report on the accounts for the year ended 31 December 2024 which are set out on pages 4 to 7.

**Respective responsibilities of the PCC and the examiner**

The PCC consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioner section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts, and seeking explanations from the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

**Independent examiner's statement**

In connection with my examination, no matters have come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Gavin Kibble

1 Kineton Road, Coventry, CV2 3NR

28<sup>th</sup> February, 2025

## Statement of Financial Activities

For the year ended 31 December 2024

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
<b>Receipts</b>					
Incoming Resources from Donors	2	20,779	18,000	38,779	24,720
Income from Church Activities	3	34,312	-	34,312	25,740
<b>Total Receipts</b>		<b>55,091</b>	<b>18,000</b>	<b>73,091</b>	<b>50,460</b>
<b>Payments</b>					
Fundraising costs		-	-	-	427
Activities Directly Relating to the Work of the Church	4	69,654	8,442	78,096	47,870
<b>Total Payments</b>		<b>69,654</b>	<b>8,442</b>	<b>78,096</b>	<b>48,297</b>
<b>Excess of Receipts over Payments</b>		<b>(14,563)</b>	<b>9,558</b>	<b>(5,005)</b>	<b>2,163</b>
Cash at bank and in hand at 1st January		33,417	-	33,417	31,254
<b>Cash at bank and in hand at 31st December</b>		<b>18,854</b>	<b>9,558</b>	<b>28,412</b>	<b>33,417</b>

The statement of financial activities includes all gains and losses in the year. All income derives from continuing activities.

## Statement of Assets and Liabilities

As at 31<sup>st</sup> December 2024

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
<b>Monetary Assets</b>				
Cash at bank	18,854	9,558	28,412	33,417
<b>Total Monetary Assets</b>	<b>18,854</b>	<b>9,558</b>	<b>28,412</b>	<b>33,417</b>
<b>Other Assets</b>				
Unclaimed gift aid	3,525	-	3,525	1,083
<b>Liabilities</b>				
Sundry creditors	300	-	300	300

Approved by the Parochial Church Council on \_09/\_04/\_2025

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The notes on page 6 and 7 form part of these financial statements

## Notes to the Financial Statements

For the year ended 31<sup>st</sup> December, 2024

### 1 : Accounting Policies

#### a) Financial Statements

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards. The financial statements have been prepared on the receipts and payments basis under the historical cost convention.

#### b) Funds

Unrestricted (general funds) represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted funds are funds subject to specific restricted conditions imposed by donors.

The accounts include all of the transactions for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

### 2: Incoming Resources from Donors

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Planned giving (tax recoverable)	6,789	-	6,789	7,169
Other giving	9,954	-	9,954	7,664
Gifts and donations	575	-	575	396
Grants Received	-	18,000	18,000	8,500
Gift Aid recovered	3,461	-	3,461	991
	<b>20,779</b>	<b>18,000</b>	<b>38,779</b>	<b>24,720</b>

### 3: Income from Church Activities

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Hall hire	32,005	-	32,005	24,452
Fees to PCC	2,208	-	2,208	1,161
Other receipts	100	-	100	127
	<b>34,312</b>	<b>-</b>	<b>34,312</b>	<b>25,740</b>

## Notes to the Financial Statements (continued)

For the year ended 31<sup>st</sup> December, 2024

4 : Church Running Expenses	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	2024	2024	2024	2023
	£	£	£	£
Parish share	22,647	-	22,647	18,226
Staffing costs	-	3,442	3,442	669
Clergy Expenses	156	-	156	-
Church repairs and maintenance	29,138	5,000	34,138	6,056
Cleaning	-	-	-	-
Utility Costs	11,057	-	11,057	18,431
Insurance	2,753	-	2,753	2,876
Small value equipment	1,127	-	1,127	-
Worship	788	-	788	433
Other ordinary expenditure	619	-	619	292
Teaching Resources	238	-	238	-
Events	-	-	-	315
Publicity	-	-	-	296
Subscriptions	831	-	831	276
Independent Examination	300	-	300	-
<b>Total Church Running Expenses</b>	<b>69,654</b>	<b>8,442</b>	<b>78,096</b>	<b>47,870</b>

### 5 : Employees

There was 1 employee during the year (2023: nil). No employees received remuneration in excess of £60,000.

### 6: Related Party Transactions

There were no related party transactions during the year (2023: nil).

### 7: Movement of Restricted Funds

	Opening	Income	Expenditure	Closing
	Balance as at			Balance as at
	1.1.24			31.12.24
	£			£
Boiler Replacement	-	5,000	(5,000)	-
Growing Faith Minister	-	13,000	(3,442)	9,558
	-	<b>18,000</b>	<b>(8,442)</b>	<b>9,558</b>

Description of Restricted Funds :

- Boiler Replacement
- Employment of a Growing Faith Minister.

## Statement of Financial Activities (Prior Year)

For the year ended 31 December 2023

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
<b>Receipts</b>				
Incoming Resources from Donors	24,720	-	24,720	15,061
Income from Church Activities	25,740	-	25,740	21,072
<b>Total Receipts</b>	<b>50,460</b>	<b>-</b>	<b>50,460</b>	<b>36,133</b>
<b>Payments</b>				
Fundraising costs	427	-	427	-
Activities Directly Relating to the Work of the Church	47,870	-	47,870	32,189
<b>Total Payments</b>	<b>48,297</b>	<b>-</b>	<b>48,297</b>	<b>32,189</b>
<b>Excess of Receipts over Payments</b>	<b>2,163</b>	<b>-</b>	<b>2,163</b>	<b>3,944</b>
Cash at bank and in hand at 1st January	31,254	-	31,254	27,310
<b>Cash at bank and in hand at 31st December</b>	<b>33,417</b>	<b>-</b>	<b>33,417</b>	<b>31,254</b>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF RADFORD COVENTRY**

England & Wales - Charity number 1174496

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# Accounts

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Links Road  
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**Diocese of Coventry**

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The new parish (pastoral scheme) will consist of a population of almost 20,000 people once it comes into place when the sale of St Nicholas is completed.

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**Vicar:** Revd Aggy Palairt (Serving from 24<sup>th</sup> January 2023)

**Wardens:** Sue Williams

### **Representatives on the Deanery Synod** (serving until APCM 2026)

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Kate Hughes (PCC Secretary) (Licensed to Preach)

David Brightwell (Electoral Roll Officer)

Ogechi Ngemegwa (Treasurer) (Also Diocesan Synod, Bishops Council)

### **Elected Members** (serving until APCM 2024)

Lawrencia Asare

Patience Okojie

Nkem Nwokeocha

Penny Phillips

Joanna Gerrard (co-opted)

Sascha Eley

Natasha Church

Yousif Muma

Maria Prue

Stacey Fennell (Safeguarding Officer) (co-opted)

The PCC met 5 times during the year (either by Zoom or in church) including an Away Afternoon on 25th June at St Thomas's Church Hall. Keresley.

### **Standing Committee**

The Standing Committee of the PCC consists of the Vicar, Sue Williams (Churchwarden), Kate Hughes (PCC Secretary), Ogechi Ngemegwai (Church Treasurer), David Brightwell and Joanna Gerrard, and meets when needed during the year.

### **Church Membership (Electoral Roll)**

There are **51** members on the Electoral Roll as at the Annual Meeting, 17 resident and 34 not resident within the parish.

### **Officers**

Sue Williams has continued to serve as **Warden**. Kate Hughes, David Brightwell and Ogechi Ngemegwai have been the church's **Deanery Synod Representatives**. Sue Williams has also continued as our **Diocesan Synod Representative**, along with **Ogechi Negemwe**. Kate Hughes acts as **Parish Information Officer**. Sue and Ogechi have also continued sitting on **Bishop's Council**.

### **REVIEW OF THE YEAR**

The great event of this year was the Induction of our new vicar, Revd Aggy Palairret, on 24th January 2023. Aggy, her husband Edward and children Kaleb and Luke were given the warmest of welcomes to St Francis,

Aggy and the congregation gave time and care to getting to know each other, and discerning where God is leading us. We did what we could to maintain our ailing building and had a garden workday in August. After the interregnum our usual activities have been continued or resumed: a bring and share lunch at Pentecost (with plenty of red garments in evidence); our annual St Francistide pet service on 3rd October; a Harvest Supper on 8th October, to which we welcomed several of our Methodist friends; a very successful Christmas Fayre on 2nd December, which made over £1,000; and an Advent Bible study course on the theme of time. We also enjoyed joining with Employability for their Christmas Singalong on 15th September. On 16th September some of the PCC and members of the congregation spent a day at St Mary's Walsgrave, with Revd Clive Hicks helping us to discern the gifts that God gives to St Francis through us. We have also continued with our monthly "Dining Out" club, sampling the delights of local pubs and restaurants.

**Rainbows, Brownies and Guides** are all flourishing and enjoying lots of activities. And as you will see from their own report, the **St Francis Employability Project** has been busier than ever. Many people comment on the friendliness of the people at St Francis, and we are grateful for God's help that enables us, priest and people together, to continue to show the love and care of Jesus to the people of Radford. We know that God will continue to go with us as we move into the future with Aggy, our parish priest.

### **Vicar's Report**

On the evening of Tuesday 24<sup>th</sup> January 2023, I was licensed as the vicar of St Francis, Radford! It was truly wonderful to be surrounded by people who are important to me; the St Francis congregation, members of St Francis Employability (STFE), representatives from the wider community, my colleagues of various denominations, my family and the congregation of St Mary Redcliffe, my curacy church. What an exciting beginning (and who can forget that fire on Jubilee Crescent that evening)!

### **Relationships**

My first day was full of excitement. After taking my children to their schools, I talked with local people over breakfast at the Jubilee Junction. After that, I had conversations and prayed with STFE at St Francis and then I visited every shop at Jubilee Crescent. Some people were chatty, some were more reserved, but all took a keen interest in the possible cause of the fire the evening before.

Over the next few months, I had many wonderful conversations over a cuppa with the people of the parish and also with new colleagues. It is true that vicars drink a lot of tea and are blessed with delightful bakery treats. Sharing good food with good conversations continued to feature in all that we do, including at the PCC away day in June and the St Francis Family Away Day in September.

### **Repair**

I could not help but notice the number of building issues at St Francis Church. My conversation with the Diocesan Advisory Committee (DAC) and other diocesan staff helped me to discover our 2019 quinquennial report and paperwork. As the vicar of St Francis and the chair of trustee of STFE, I wanted to provide not only a safe space, but a space that is warm, welcoming and fit for purpose for all who come through our doors. It would take careful planning and time to repair everything. Since more recent deterioration was noticeable (buckets to catch rainwater, plaster falling from ceilings, lights no longer lighting), the PCC requested a new quinquennial report, which we are now using as an action list. Based on the new report, we have made some urgent repairs and sought quotes and advice from our architect, the DAC, heating, boiler, concrete, plumbing, roof, doors, electrical, pipe and environmental experts; I have probably missed a few others!

Much effort was put into funding applications and faculty requests to make these possible, and we installed a contactless giving point, as the current income would not be sufficient to do everything that has been identified as important and urgent.

### **Rejoicing**

In mid-February, St Francis vicarage was finally ready for my family to move into and so we say our fond farewell to the vicarage at St Mary's, Fillongley. Since then, school runs became much shorter and I gained more time to talk with parents and to connect with the schools in North Radford.

Our various child-friendly services are well attended by all ages. At our pet service, many children came with their many different pets. There were dogs of many different breeds, and the volume of their joyful tunes was certainly hard for the vicar to compete with.

In addition to our regular services, St Francis Church continues to work closely with St Francis Employability. We attended each other's events and hosted several joyful events together such as the Christmas Fayre and the Christmas Singalong.

It is also wonderful to worship and share life with our Methodist brothers and sisters: we had Harvest supper together and invited them to join in with various events, including our Advent and Lent courses.

Once a month, I celebrate Holy Communion at Coundon Manor Care Home. The staff and residents really enjoyed singing carols with the St Francis choir on Christmas Eve.

### **Rebuild**

This year, St Francis re-started the pastoral team, where the team actively pray and care for the people in the parish. Those who are in hospital are visited and those who cannot attend church due to mobility were given home communion.

The St Francis church family would love to see our children and families properly nurtured and grow in faith. There was no Sunday school and little provision for them back in January 2023 so one of our priorities was to rebuild the ministry for our families and youth. Throughout this year, special focus was given to including and inviting families to join in with the work and life of the church and we have seen an increase not only in numbers, but people growing in their faith with eight candidates confirmed at Coventry Cathedral this November.

In December, after much research and many conversations, surveys and working group meetings throughout the year, St Francis was granted £39k from Coventry Diocese to hire a Growing Faith Families Minister for a duration of three years.

### **To Conclude**

It has been a remarkable year, full of challenges, blessings and a sense that God is working in our midst. There is so much to be thankful for, I would like to thank God, the PCC, STFE, the pastoral team, the St Francis church family, my family, and my new colleagues for journeying with me and the people of Radford this year. May we see even more fruit in 2024 and may we continue to deepen our relationship with God through the Holy Spirit and Jesus Christ our Lord. Amen.

Aggy

### **Employability Report**

Throughout 2023, St. Francis Employability maintained its dedication to delivering vital services to Coventry residents.

Our array of services, which includes a community café, foodbank, and social supermarket, has been instrumental in providing essential food support to those facing food poverty. Additionally, our focus on income maximisation has been particularly critical amidst the ongoing challenges posed by the rising cost of living.

In addition to these core services, we have provided various forms of assistance, such as bus passes, SIM cards, fuel vouchers, food vouchers, and essential heating and cooking appliances, to individuals in need. Furthermore, our commitment extends to supporting newly arrived communities through migration-related projects.

We have also fostered strong relationships with key stakeholders and corporate organisations in Coventry, including Coventry Building Society, Orbit Housing, and Cadent Gas. These partnerships enhance our ability to serve the community professionally and effectively, advancing our mission of empowerment and support for all.

Selina Read (CEO)

## **Fabric Report and Church Warden's Report**

### **Church**

**Fire Extinguishers and Church Alarm System** have both been serviced.

**Toilet was blocked a couple of times**

Plus a few minor repairs

New **Church Notice Board**

**Doors stained**

We also have had the usual problems with the church roof.

### **Hall**

**A new fence panel was fitted in June**

**General wear and tear and blockages in toilets**

**Nothing major just a few minor repairs.**

**Grounds** have been maintained with volunteers during the week and a grounds working day.

**Concrete paths** filled in

**Steps** painted with White Strip

**Outside Light** fitted.

### **Church Warden's Comments**

My thanks to Richard Tarver for playing the organ Sunday by Sunday, and for the opportunity for me to play the clarinet during Holy Week.

Many thanks to Ogechi the Treasurer, Altar servers, those who have helped with flower arranging and decorating the church for Easter, Harvest and Christmas, Also to Kate, PCC Secretary, for all her assistance, David the Sacristan and Electoral Roll Officer, Recky and team for her help with refreshments on Sunday mornings, and those who have assisted me in various other ways when needed.

I look forward this coming year in welcoming a fellow churchwarden to help share the load as St Francis moves into an exciting new phase of its life.

Thanks be to God and to all who have supported us throughout the year.

**Sue Williams, Church Warden**

### **Deanery Synod**

In the past year Coventry North Deanery Synod has met 3 times. David Brightwell and Kate Hughes are the elected representatives from St Francis, and Sue Williams and Ogechi Ngemegwa are ex officio members as members of Diocesan Synod. A lot of every meeting is taken up with business, especially setting the Parish Share for each year, which is each parish's contribution towards paying the clergy. Coventry North is one of the poorest deaneries in the diocese, so although all the parishes pay their Share, we are subsidised by wealthier parishes in the diocese, and limited as to how many clergy posts we can afford to have. We meet each time at a different church in the Deanery (this year at St Thomas, Keresley, St George, Coundon, and Holy Trinity; the Area Dean is Gareth Irvine, Vicar of St Laurence's Foleshill.

As well as business, we usually have a talk or discussion at each meeting. In the past year we have had presentations on Eco-Living and sustainability in churches and communities; engaging with Children, Youth and Families and in Schools, and feedback from a clergy retreat and its effect on mutual understanding of different traditions.

We also receive reports from Diocesan Synod and General Synod and get regular updates from the parishes about what is happening and what they are doing. The meetings are a chance to get to know clergy and laity from other parishes, which is one of the parts of being a Deanery Synod representative that I particularly value.

**Kate Hughes**

*The PCC of the Ecclesiastical Parish of Radford Coventry : Financial Statements for 2023*  
*Charity No. 1174496*

**The Parochial Church Council of the Ecclesiastical Parish  
of Radford, Coventry  
(St Francis of Assisi Church)**

**Financial Statements  
31 December 2023**

**The PCC of the Ecclesiastical Parish of Radford, Coventry**  
**(St Francis of Assisi Church)**  
**Accounts for the year ended**  
**31<sup>st</sup> December, 2023**

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*The PCC of the Ecclesiastical Parish of Radford Coventry : Financial Statements for 2023  
Charity No. 1174496*

**Independent examiner's report to the PCC of the Ecclesiastical Parish of Radford, Coventry**

I report on the accounts for the year ended 31 December 2023 which are set out on pages 4 to 7.

**Respective responsibilities of the PCC and the examiner**

The PCC consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioner section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts, and seeking explanations from the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

**Independent examiner's statement**

In connection with my examination, no matters have come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - 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.



Gavin Kibble

1 Kineton Road, Coventry, CV2 3NR

1<sup>st</sup> May, 2024

*The PCC of the Ecclesiastical Parish of Radford Coventry : Financial Statements for 2023*  
Charity No. 1174496

## Statement of Financial Activities

For the year ended 31 December 2023

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
<b>Receipts</b>							
Incoming Resources from Donors	2	24,720	-	24,720	15,061	-	15,061
Income from Church Activities	3	25,740	-	25,740	21,072	-	21,072
<b>Total Receipts</b>		<b>50,460</b>	<b>-</b>	<b>50,460</b>	<b>36,133</b>	<b>-</b>	<b>36,133</b>
<b>Payments</b>							
Fundraising costs		427	-	427	-	-	-
Activities Directly Relating to the Work of the Church	4	47,870	-	47,870	32,189	-	32,189
<b>Total Payments</b>		<b>48,297</b>	<b>-</b>	<b>48,297</b>	<b>32,189</b>	<b>-</b>	<b>32,189</b>
<b>Excess of Receipts over Payments</b>		<b>2,163</b>	<b>-</b>	<b>2,163</b>	<b>3,944</b>	<b>-</b>	<b>3,944</b>
Cash at bank and in hand at 1st January		31,254	-	31,254	27,310	-	27,310
<b>Cash at bank and in hand at 31st December</b>		<b>33,417</b>	<b>-</b>	<b>33,417</b>	<b>31,254</b>	<b>-</b>	<b>31,254</b>


The PCC of the Ecclesiastical Parish of Radford Coventry : Financial Statements for 2023  
Charity No. 1174496

**Statement of Assets and Liabilities**

As at 31<sup>st</sup> December 2023

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
<b>Monetary Assets</b>				
Cash at bank	33,417	-	33,417	31,254
<b>Total Monetary Assets</b>	<b>33,417</b>	<b>-</b>	<b>33,417</b>	<b>31,254</b>
<b>Other Assets</b>				
Unclaimed gift aid	1,083	-	1,083	-
<b>Liabilities</b>				
Sundry creditors	300	-	300	-

Approved by the Parochial Church Council on 04/05/2024

 Treasurer

The notes on page 6 and 7 form part of these financial statements

*The PCC of the Ecclesiastical Parish of Radford Coventry : Financial Statements for 2023*  
Charity No. 1174496

## Notes to the Financial Statements

For the year ended 31<sup>st</sup> December, 2023

### 1 : Accounting Policies

a) Financial Statements

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards. The financial statements have been prepared on the receipts and payments basis under the historical cost convention.

b) Funds

Unrestricted (general funds) represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted funds are funds subject to specific restricted conditions imposed by donors.

The accounts include all of the transactions for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

### 2: Incoming Resources from Donors

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Planned giving (tax recoverable)	7,169	-	7,169	4,699
Other giving	7,664	-	7,664	4,449
Gifts and donations	396	-	396	985
Grants Received	8,500	-	8,500	-
Gift Aid recovered	991	-	991	4,928
	<b>24,720</b>	<b>-</b>	<b>24,720</b>	<b>15,061</b>

### 3: Income from Church Activities

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Hall hire	24,452	-	24,452	20,527
Fees to PCC	1,161	-	1,161	545
Other receipts	127	-	127	-
	<b>25,740</b>	<b>-</b>	<b>25,740</b>	<b>21,072</b>

## Notes to the Financial Statements (continued)

For the year ended 31<sup>st</sup> December, 2023

4 : Church Running Expenses	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	2023	2023	2023	2022
	£	£	£	£
Parish share	18,226	-	18,226	18,206
Clergy and staffing costs	669	-	669	-
Church repairs and maintenance	6,056	-	6,056	3,630
Cleaning	-	-	-	654
Utility Costs	18,431	-	18,431	4,492
Insurance	2,876	-	2,876	2,834
Small value equipment		-	-	539
Worship	433	-	433	312
Other ordinary expenditure	292	-	292	41
Food	-	-	-	256
Events	315	-	315	950
Publicity	296	-	296	-
Subscriptions	276	-	276	-
Banking	-	-	-	275
	<b>47,870</b>	<b>-</b>	<b>47,870</b>	<b>32,189</b>

### 5 : Employees

There were no employees during the year (2022: nil).

### 6: Related Party Transactions

There were no related party transactions during the year (2022: nil).

*The PCC of the Ecclesiastical Parish of Radford Coventry : Financial Statements for 2023  
Charity No. 1174496*

**Financial Review and Reserves Policy**

*As detailed in the Statement of Financial Activities, total income for the year was £50,460 (2022 : £36,133). During the year the charity received major donations of:*

- *£8,500 from the Diocesan Board of Finance towards utility costs*

*Expenditure in the year of £48,297 (2022: £32,189) resulted in a net surplus of £2,163 (2022: £3,944).*

*The closing unrestricted funds were £33,417 (2022 : £31,254). The PCC wish to maintain reserves of at least 6 months of operating costs in order to cover significant anticipated building renovation costs. At the end of 2023 the charity held 8 months of reserves (2022: 10 months).*

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF RADFORD COVENTRY**

England & Wales - Charity number 1174496

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# Accounts

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**St. Francis of Assisi  
Links Road  
Radford  
Coventry**

**Diocese of Coventry**

## **ANNUAL REPORT 2022**

The Parochial Church Council (PCC) of St Francis presents its annual report and accounts in respect of the year to 31st December 2022

The PCC is a charity excepted from registration with the Charity Commissioners.

### **Background**

The PCC of St Francis has responsibility with the Vicar, (currently in Interregnum), for promoting the whole mission of the church, pastoral, evangelistic, social, ecumenical, in the Church of England parish, within the Deanery of Coventry North and Diocese of Coventry, together with the oversight of the Church Building of St. Francis, its two halls and grounds.

The new parish (pastoral scheme) will consist of a population of almost 20,000 people once it comes into place when the sale of St Nicholas is completed.

### **Membership**

Members of the PCC are either ex officio or elected by the APCM in accordance with the Church Representation Rules.

**Vicar:** Vacancy  
**Wardens:** Sue Williams

### **Representatives on the Deanery Synod (serving until APCM 2023)**

Sue Williams (Ex officio, Diocesan Synod, Bishops Council)  
Kate Hughes (PCC Secretary) (Licensed to Preach)  
David Brightwell (Electoral Roll Officer)  
Ogechi Ngemegwa (Treasurer) (Also Diocesan Synod, Bishops Council)

### **Elected Members (serving until APCM 2023)**

Lawrencia Asare  
Patience Okojie  
Nkem Nwokeocha  
Penny Phillips  
Joanna Gerrard (co-opted)  
Sascha Eley  
Natasha Church  
Kevin Read (co-opted)  
Keith Oliver  
Rea Oliver  
Stacey Fennell (Safeguarding Officer)

The PCC met 5 times during the year (either by Zoom or in church) and had a social evening in November.

### **Standing Committee**

The Standing Committee of the PCC consists of the Vicar (when appointed), Sue Williams (Churchwarden), Kate Hughes (PCC Secretary), Ogechi Ngemegwai (Church Treasurer), David Brightwell and Rea Oliver, and met several times during the year as needed.

### **Church Membership (Electoral Roll)**

There are **53** members on the Electoral Roll as at the Annual Meeting, 18 resident and 35 not resident within the parish.

### **Officers**

Sue Williams has continued to serve as **Warden** looking after and preparing for services, booking clergy cover along with a host of other responsibilities involved with an Interregnum. Kate Hughes, David Brightwell and Ogechi Ngemegwai have been the church's **Deanery Synod Representatives**. Sue Williams has also continued as our **Diocesan Synod Representative** and has been joined this year by Ogechi, who has also been elected for the next three years. Kate Hughes acts as **Parish Information Officer**. Sue and Ogechi have also continued sitting on the **Bishop's Council** – a very different experience and one which they are now getting to grips with.

### **REVIEW OF THE YEAR**

The great event of this year was that, after a second round of interviews in July, a new vicar was appointed for the parish of St Francis. Due to having to give notice in her present parish and problems with our vicarage, Revd Aggy Palairt was not inducted until 24 January 2023, but it was wonderful to have the prospect of our own parish priest again and she was given a great welcome.

In the meantime parish life continued, with the help of local clergy taking services on Sundays and special occasions – we are immensely grateful to them for their help, and they all seemed to enjoy being with us. Thanks to all the congregation helping, we maintained the normal life of the church, joining with the Methodists for a Lent course, 'Living Generously', produced by the diocese. In June we joined the Employability Project for a lunch celebrating the Queen's Platinum Jubilee, and had our APCM on 12 June. On a Saturday in September, the church was open in the morning for anyone wishing to pray for the late Queen and the royal family and sign a book of condolence, and on the day of her funeral the church bell was solemnly tolled. On 11 September we held a Songs of Praise in the church; Advent was marked by a lovely wreath, and twice during the weeks before Christmas we had an Advent Hush service – a quiet time of readings and reflection in preparation for the Nativity. On 3 December our Christmas Fayre was a great success, making nearly £1,000. And throughout the year the St Francis Dining Club has met every month at different local pubs and restaurants for an enjoyable time of fellowship.

**Rainbows, Brownies** and **Guides** are all flourishing and enjoying lots of activities. And as you will see from their own report, the **St Francis Employability Project** has been busier than ever. Many people comment on the friendliness of the people at St Francis, and we are grateful for God's help that has enabled us to continue to show the love and care of Jesus to the people of Radford. We know that God will continue to go with us as we move into the future with Aggy, our new parish priest.

## **Employability Report**

2022 was a very busy and exciting year for St Francis Employability, being the first year without any covid 19 restrictions for 2years we were able to plan forward more freely and explore more opportunities for us as a charity and our clients.

Throughout 2022 we have had 38 different staff members and 180 volunteers work with us across various roles to support our projects. We have continued to deliver under 7 key projects which have built our core service offer to the community. This has included our Reaching Communities project that provides community support helping members of the community with anything from benefit applications, school applications, bills, form filling, and much more. Our work club has continued with the computer area available for all to use with 121 support available for those needing it with job search, CV writing and job applications. Volunteering is also a part of our Reaching Communities project with 180 volunteers coming through our doors throughout 2022 to gain practical work experience, improve their confidence and gain workplace skills.

Our ESOL for All project has continued with numbers wanting to engage in ESOL support rapidly increasing. At the end of 2022 we had over 200 people on our class waiting lists. We did successfully gain funding to support these classes for the remainder of the year, however this has not allowed us to expand our delivery to meet the needs in the city. Within this project we have engaged with a significant number of clients across 63 different languages. The number of clients requesting ESOL is continuing to grow, and we are working on looking at how we can best support the highest number of students we can.

Our work with refugees in the city has also continued and expanded. We are continuing to work with Coventry City council very closely and are supporting newly arrived refugees in the city to learn English, gain skills accreditations, learn about employment in the UK and gain voluntary experience. We have successfully supported approximately 48 students through an Employability course and volunteering in the last year.

At the end of 2021 we also started a new project called Progress in Coventry and 2022 was the first full year that this was running. The project aims to support refugees who have come through the asylum route and recently gained their leave to remain with employment and housing. Our role is to support clients into volunteering and work experience placements.

Our My Coventry project has continued to be successful in delivering its outcomes successfully supporting 203 students through accredited skills courses and supporting 45 into employment. This project was due to end in December 2022 however towards the end of the year we were successfully granted a year extension on the project to continue to deliver integration and employment activities. It will now be ending in December 2023, and we hope to reach further 216 beneficiaries though this next year. We have held multiple awards events to celebrate the successes of these beneficiaries this year including a joint awards and Queens Jubilee celebration in the sun at the back of church.

We have continued to run our community café serving breakfast and lunch throughout the week and our food support offer of foodbank and our social supermarket have grown rapidly throughout the year with more people seeking out food support due to rising energy and food prices. We have served on average 300 lunches/week and have supported over 857 households through foodbank throughout 2022 and have given out 1204 number of social supermarket parcels. Our food support services are under huge demand and numbers rose rapidly throughout the year. We anticipate this will continue throughout 2023.

While we have continued to deliver our usual activities this year there have been many different and exciting things that have happened.

2022 was our first full year of supporting BNO's. We first made engagement with the community late in 2021 and worked to learn the types of support they needed. We found they primarily wanted help into employment, learning about life in the UK and also learning English. We sourced funding to be able to provide integration classes for newly arrived BNO's teaching them about UK culture, history and tradition. We also had many BNO's engage in our employment support and skills training with many finding successful employment opportunities as a result. Throughout 2022 we have engaged with 155 BNO's. We also planned and organised a BNO open day at the Coventry Building Society arena and invited multiple organisations, including schools, voluntary organisations, employment support agencies and more, that could offer support to the BNO community. We had over 150 BNO's attend this event learning more about what support there is within Coventry for them.

In February 2022 Russia began to attack Ukraine and Ukrainians started to seek refuge in the UK. We ensured that our services were accessible to newly arrived Ukrainians and their hosts ensuring they had the correct support in place to learn English, gain work experience, skills and also seek employment. We successfully engaged with 57 Ukrainians throughout 2022.

We started to build a relationship with the NHS and UHCW. We want to ensure that our clients have accessible routes into key employment sectors within Coventry and we are beginning to establish good relationships with employers to aid this. We held meetings with ladies that work within UHCW and who wanted to support us in helping clients into work and volunteering, they recognised the barriers our clients can face sometimes and supported us in looking at ways around these. The relationship has resulted in regular tours of the UHCW for our clients looking behind the scenes at the different roles they have within the hospital. They also had some bank admin positions available and created a private link for us to share with clients who we believe would be good for this role. We had 14 apply and 8 successfully gain employment within the role. We hope this relationship will continue within 2023.

We have also strengthened partnerships already held. Coventry Building Society have always been a big supporter of the work we do and this has continued throughout 2022. CBS have supported us with funding this year to cover our community support officer. They have also donated computers that have allowed us to upgrade the ones we had making them easier and faster to use. They also nominated us for the Kings award, an award that recognises the impact of volunteering and the support volunteers have provided us.

Joanna Gerrard

## **Fabric Report and Church Warden's Report**

### **Church**

**Church Alarm** – We had a new Key pad fitted plus maintenance.

**Church Bell Rope** – was fitted in May

**Fire Extinguishers and Church Alarm System** have both been serviced.

**Toilet was blocked a couple of times**

**The toilet in the church and church hall were refurbished free of charge** thanks to Nando's

Plus a few minor repairs

We also have had the usual problems with the church roof.

### **Hall**

**A new fence panel was fitted in June**

**General wear and tear and blockages in toilets**

**Nothing major just a few minor repairs.**

**Grounds** have been maintained with volunteers during the week.

### **Church Warden's Comments**

My thanks to Richard Tarver for playing the organ Sunday by Sunday, and for the opportunity for me to play the clarinet during Holy Week.

Many thanks to Ogechi the Treasurer, David Howarth for taking care of the weekly collections with me, David Brightwell for helping me with serving, and Joan for arranging the flowers with me. Also to Kate, PCC Secretary, for all her assistance, David the Sacristan and Electoral Roll Officer, Recky for her help with refreshments on Sunday mornings, and those who have assisted me in various other ways when needed.

We really need to find another church warden to share the load as St Francis moves into an exciting new phase of its life. This needs to be someone who is a communicant, attends regularly and is able to arrive by 9.30 am on a Sunday to set up and clear away following the service. Churchwardens are officers of the Bishop and it is a legal position where you are sworn in after making an oath and declaration. Please pray about this, and if you feel that God may be calling you to serve the St Francis family in this way, please talk to me (and the new Vicar when she arrives).

Thanks be to God and to all who have supported us throughout the year.

**Sue Williams, Church Warden**

**Deanery Synod Report 2022**

In the past year Coventry North Deanery Synod has met 3 times. David Brightwell, Ogechi Ngemegwai and Kate Hughes are the elected representatives from St Francis, and Sue Williams is a member because she is on Diocesan Synod (so is Ogechi now, so we can elect another member in 2023). A lot of every meeting is taken up with business, especially setting the Parish Share for each year, which is each parish's contribution towards paying the clergy. Coventry North is one of the poorest deaneries in the diocese, so although all the parishes pay their Share, we are subsidised by wealthier parishes in the diocese, and limited as to how many clergy posts we can afford to have. We meet each time at a different church in the Deanery; the Area Dean is Gareth Irvine, Vicar of St Laurence's Foleshill.

As well as business, we usually have a talk or discussion at each meeting. In the past year we have worked on the Deanery Mission Plan, looking at the resourcing of current and new clergy posts, church planting and the use of the diocesan Mission Hubs. We have had a presentation by the Intercultural Mission Enabler for the diocese, Neil Masih, on ways in which churches in our city of many diverse cultures can encourage people to come together in Christ. The third meeting of the year had a talk by Canon Mary Gregory from the cathedral, on the arts and reconciliation; she spoke of ways in which 'art in ministry can reach parts that others cannot reach'. At the same meeting Rob Harrison spoke about the ways the diocese will be encouraging and equipping lay ministry. We also receive reports from Diocesan Synod and General Synod and get regular updates from the parishes about what is happening and what they are doing. The meetings are a chance to get to know clergy and laity from other parishes, which is one of the parts of being a Deanery Synod representative that I particularly value.

**Kate Hughes**

# St Francis of Assisi Church

## 2022 annual accounts

Charity number: 1174496

Charity name: THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF RADFORD COVENTRY

Financial year end: 31 December 2022

Despite a challenging year, in recovery from the pandemic, without an incumbent and with significant changes to rentals, the charity has managed to maintain reserves as per the reserves policy and maintain a steady income.

Trustees (one the Treasurer):

Signature.....  
Date..... 31/03/2023

Signature.....  
Date..... 31-03-23

Independent examiner:

Signature .....  
Date..... 1<sup>st</sup> March 2023

St Francis of Assisi Income and Expenditure Accounts 2021

St Francis PCC January - December 2022

All Activities

	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
<b>Income</b>	<b>£27,309.55</b>	<b>£20,572.69</b>	<b>£20,714.02</b>	<b>£59,523.00</b>	<b>£15,531.00</b>	<b>£14,693.00</b>	<b>£25,483.00</b>	<b>£21,077.00</b>	<b>19096</b>	<b>6820</b>
<b>bf 2021</b>	<b>£27,309.55</b>	<b>£20,572.69</b>	<b>£20,714.02</b>	<b>£59,523.00</b>	<b>£15,531.00</b>	<b>£14,693.00</b>	<b>£25,483.00</b>	<b>£21,077.00</b>	<b>19096</b>	<b>6820</b>
giving	£4,699.00	£14,727.92	£5,644.06	£5,673.00	£4,181.00	£3,557.00	£14,255.00	178	£3,510.00	2825
tax efficient giving	£4,449.26	£3,776.93	£3,538.93	£9,417.00	£4,304.00	£5,724.00	£5,624.00	3763	5450	12726
other giving	£4,928.33	£0.00	£2,184.37	£984.00	£1,834.00	£1,387.00	£4,280.00	£1,472.00	£2,468.00	1323
reclaimed gift aid	£985.00	£703.00	£11.00	£1,274.00	£1,051.00	£1,089.00	£4,164.00	£1,018.00	£1,018.00	£20,649.00
fundraising	£20,527.54	£16,944.85	£21,862.37	£20,942.00	£21,021.00	£21,213.00	£21,388.00	£20,819.00	£39,168.00	2056
trading	£0.00	£0.00	£130.00	£2,529.00	£4,500.00	£5,174.00	£62,509.00	£45,177.00	£99,168.00	29
other income	£544.50	£232.00	£21.00	£21.00	£217.00	£5.00	£44.00	£2,853.00	£4,862.00	2905
interest	£544.50	£232.00	£21.00	£21.00	£217.00	£5.00	£44.00	£2,853.00	£4,862.00	2905
fees	£544.50	£232.00	£21.00	£21.00	£217.00	£5.00	£44.00	£2,853.00	£4,862.00	2905
fees retained	£544.50	£232.00	£21.00	£21.00	£217.00	£5.00	£44.00	£2,853.00	£4,862.00	2905
Expenditure	£7,326.05	£5,009.99	£4,692.06	£7,534.00	£4,733.00	£3,792.00	6179	4496	3779	2174
Premises costs	£41.00	£86.91	£11.01	£356.00	£1,085.00	£330.00	391	£812.00	£1,200.00	776
Support Costs	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Administration	£274.56	£1.86	£190.14	£9,718.00	£7,912.00	£8,665.00	6103	4125	35545	6855
banking	£3,630.36	£3,472.03	£2,092.85	£2,817.61	£4,534.00	£3,645.00	3045	£3,203.00	£3,302.00	£139.00
premises	£654.20	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Cleaning	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
publicity	£0.00	£708.65	£162.48	£4,172.34	£2,128.00	£3,252.00	£46,228.00	£29,465.00	15056	1580
resources	£539.46	£0.00	£0.00	£93,188.00	£1,029.00	£435.00	£864.00	£432.00	15	296
Equipment	£0.00	£0.00	£0.00	£396.00	£15,500.00	£13,947.00	£14,912.00	£30,123.00	10764	9531
project delivery	£256.14	£524.94	£0.00	£775.00	£199.00	£248.00	£1,452.00	£1,243.00	1301	417
food	£0.00	£0.00	£0.00	£750.00	£2,320.00	£2,281.00	£1,016.00	£1,590.00	1137	259
pastoral	£18,206.06	£17,599.00	£16,838.00	£16,209.00	£15,500.00	£13,947.00	£14,912.00	£30,123.00	10764	9531
Parish Share	£949.96	£1,199.00	£169.99	£750.00	£919.00	£248.00	£1,452.00	£1,243.00	1301	417
Other costs	£311.57	£813.46	£774.67	£2,529.00	£2,320.00	£2,281.00	£1,016.00	£1,590.00	1137	259
events	£0.00	£0.00	£1,736.32	£1,039.00	£40,160.00	£37,847.00	£82,225.00	£75,338.00	£74,227.00	£23,020.00
worship	£311.57	£813.46	£774.67	£2,529.00	£2,320.00	£2,281.00	£1,016.00	£1,590.00	1137	259
discipleship	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
to CF 2023	£31,253.82	£27,309.55	£20,572.69	£20,714.02	£12,479.00	£15,531.00	£57,040.00	£25,482.00	£21,077.00	£18,897.00

St Francis of Assisi Balance Sheet 2022

Balance sheet 2022

	Unrestricted funds	Restricted income funds	2013-2021								
			2021	2020	2019	2018	2017	2016	2015	2014	2013
	£	£	£	£	£	£	£	£	£	£	£
<b>Fixed assets</b>											
Tangible assets (Note 9)	-	-									
Investments (Note 10)	-	-									
<b>Total fixed assets</b>	-	-									
<b>Current assets</b>											
Stock and work in progress (Note 11)	-	-									
Debtors (Short term) investments	31,254	-	27,310	20573	20714	55777	60043	57040	25482	21077	18897
Cash at bank and in hand	31,254	-	27,310	20573	20714	55777	60043	57040	25482	21077	18897
<b>Total current assets</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Net current assets/(liabilities)</b>	31,254	-	27,310	20573	18274	55777	60043	57040	25482	21077	18897
<b>Total assets less current liabilities</b>	31,254	-	27,310	20573	18274	55777	60043	57040	25482	21077	18897
<b>Creditors: amounts falling due after one year (Note 12)</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Provisions for liabilities and charges</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Net assets</b>	31,254	-	27,310	20573	18274	55777	60043	57040	25482	21077	18897
<b>Funds of the Charity</b>											
Unrestricted funds	31,254	-	27,310	20573							
Restricted income funds (Note 13)	-	-	20,573								
Endowment funds (Note 13)	-	-									
<b>Total funds</b>	31,254	-	47,883	20573	20573	55777	60043	57040	25482	21077	18897

Signed by one or two trustees on behalf of all the trustees

Signature

## **St Francis of Assisi church**

### **Reserves statement 31<sup>st</sup> December 2022**

Our reserves position:

*Unrestricted funds*                      £31254 (previous year £27310)

*Ratio of reserves to annual operating expenditure: 10.5*

We intend to maintain reserves of 6 months operating cost in order to provide financial stability and develop our principal activities.

We currently hold 10 months reserves. This reflects our need to build reserves that will be allocated to the cost of renovating our building which is in a poor state of repair.

Coventry Diocese for the cost of our minister, and as income stabilises following the pandemic it is our intention to review the payments we are currently making, and to continue to increase them by a minimum of 1% each year.

**Independent examiners report on the accounts**

Report to The Trustees of The Parochial Church Council of the Ecclesiastical Parish of Radford Coventry (St Francis PCC) charity no. 1174496

On accounts for the year ended: 31<sup>st</sup> December 2022

*I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.*

*As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").*

*I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.*

*I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:*

- accounting records were not kept in accordance with section 130 of the Act or*
- the accounts do not accord with the accounting records*

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

Signature



Date 1<sup>st</sup> March 2023

Full name: Elizabeth Barbara Jackson

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF RADFORD COVENTRY**

England & Wales - Charity number 1174496

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# Accounts

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**St. Francis of Assisi  
Links Road  
Radford  
Coventry**

**Diocese of Coventry**

## **ANNUAL REPORT 2021**

The Parochial Church Council (PCC) of St Francis presents its annual report and accounts in respect of the year to 31st December 2021

The PCC is a charity excepted from registration with the Charity Commissioners.

### **Background**

The PCC of St Francis has responsibility with the Vicar, (currently in Interregnum), for promoting the whole mission of the church, pastoral, evangelistic, social, ecumenical, in the Church of England parish, within the Deanery of Coventry North and Diocese of Coventry, together with the oversight of the Church Building of St. Francis, its two halls and grounds.

The new parish (pastoral scheme) will consist of a population of almost 20,000 people once it comes into place when the sale of St Nicholas is completed.

### **Membership**

Members of the PCC are either ex officio or elected by the APCM in accordance with the Church Representation Rules.

**Vicar:** Vacancy  
**Wardens:** Sue Williams

### **Representatives on the Deanery Synod** (serving until APCM 2023)

Sue Williams (Ex officio, Diocesan Synod, Bishops Council)  
Kate Hughes (PCC Secretary) (Licensed to Preach)  
David Brightwell (Electoral Roll Officer)  
Ogechi Ngemegwa (Treasurer) (Also Diocesan Synod, Bishops Council)

### **Elected Members** (serving until APCM 2022)

Lawrencia Asare  
Patience Okojie  
Nkem Nwokeocha  
Joan Merritt  
Penny Phillips (co-opted)  
Joanna Jackson  
David Howarth (co-opted)  
Mick Fennell  
Alex Eley  
Louis Messi  
Kevin Read  
Stacey Fennell (Safeguarding Officer)

The PCC met 5 times during the year.

### **Committees**

The PCC operates through a number of committees or groups which meet between full meetings of the PCC or on an occasional basis.

- Standing Committee
- Parish Profile Group
- Worship/Ministry Group (on hold at present)
- Link Group (with Methodists) (on hold at present)

### **Church Membership (Electoral Role)**

There are **64** members on the Electoral Roll as at the Annual Meeting, 20 resident and 44 not resident within the parish.

### **Officers**

Sue Williams has continued to serve as **Warden** looking after and preparing for services, booking clergy cover along with a host of other responsibilities involved with an Interregnum.. Kate Hughes, David Brightwell and Ogechi Ngemegwai have been the church's **Deanery Synod Representatives**. Sue Williams has also continued as our **Diocesan Synod Representative** and has been joined this year by **Ogechi** who has also been elected this triennial. Sue has also continued as our **Cathedral Parish Partner**. Kate Hughes acts as **Parish Information Officer**. It has been an honour this year too that Sue and Ogechi have also been elected onto **Bishop's Council** – a very different experience and one which they are just getting used to.

## **REVIEW OF THE YEAR**

The mixture of lockdown and an interregnum has made this time rather strange. Our churchwarden has worked very hard to keep services going, but it hasn't always been possible in lockdown to find a priest to celebrate for us and Zoom services weren't always very successful. However, we are very grateful for those who have helped us.

In spite of all the problems, we have continued to observe the seasons, with a lovely Advent wreath, Midnight Mass at Christmas, a Lent course (courtesy of the Diocese) and more recently a beautiful Easter service.

**Rainbows, Brownies and Guides** has continued via Zoom) initially during lockdown and now back face to face. All units are flourishing and we have lots of girls.

The Diocesan online Lent course, 'Journey into Prayer', was attended by several members of the congregation, for excellent weekly talks on Contemplation using Scripture, Praying the Examen, Praying with Icons, Centering Prayer and Lectio Divina. Selina Read did a great job of providing online Sunday worship for our children, who of course have not been allowed in church during lockdown. The PCC and Standing Committee adapted to Zoom meetings, and the Parish Profile group (Sue, Kate, Ogechi, Kevin, David Brightwell, David Howarth and Messi, with a contribution on our Projects from Selina) worked hard to put together a really

good booklet (parish profile) about the life and needs of our parish. The advertisement for our new vicar is in the *Church Times* now.

And throughout this time our projects have been keeping going as far as possible, and the Food Bank, Social Supermarket and the 5 Doors Down outreach have been helping many people, supported by members of the congregation as well as the paid staff. We need to be grateful for all the help we have had to keep going as the body of Christ in Radford – for the members of the St Francis family and for the grace and love of God.

### **Church Wardens Comments**

My thanks to Richard Tarver for playing the organ, Sunday by Sunday and to Sue for playing the clarinet during Holy Week.

Many thanks to Ogechi the Treasurer, David Howarth and Sue for taking care of the weekly collections, David & Sue for serving and Joan and Sue for arranging the flowers. Also to Kate, PCC Secretary for all her assistance, David the Sacristan and Electoral Roll Officer, Recky for her help with refreshments on Sunday mornings, and those who have assisted me in various other ways when needed.

## **Fabric Report and Church Warden's Report**

### **Church**

#### **Boiler Service**

#### **Major Boiler Fix (October)**

**Fire Extinguishers and Church Alarm System** have both been serviced.

Plus a few minor repairs as needed.

### **Hall**

**Nothing major just a few minor repairs.**

**Grounds** have been maintained with volunteers during the week.

### **Church Warden's Comments**

My thanks to Richard Tarver for playing the organ Sunday by Sunday, and for the opportunity for me to play the clarinet during Holy Week.

Many thanks to Ogechi the Treasurer, David Howarth for taking care of the weekly collections with me, David Brightwell for helping me with serving, and Joan for arranging the flowers with me. Also to Kate, PCC Secretary, for all her assistance, David the Sacristan and Electoral Roll Officer, Recky for her help with refreshments on Sunday mornings, and those who have assisted me in various other ways when needed.

We really need to find another church warden to share the load and to support each other, especially while the Interregnum continues. This needs to be someone who is a communicant, attends regularly and is able to arrive by 9.30 am on a Sunday to set up and clear away following the service. Churchwardens are officers of the Bishop and it is a legal position where you are sworn in after making an oath and declaration.

Thanks be to God and to all who have supported us throughout the year.

**Sue Williams, Church Warden**

### **Deanery Synod Report 2021**

In the past year Coventry North Deanery Synod has met 3 times. David Brightwell, Ogechi Ngemegwai and Kate Hughes are the elected representatives from St Francis, and Sue Williams is a member because she is on Diocesan Synod. A lot of every meeting is taken up with business, especially setting the Parish Share for each year, which is each parish's contribution towards paying the clergy. Coventry North is one of the poorest deaneries in the diocese, and limited as to how many clergy posts we can afford to have. When Liz was Area Dean, we did a lot of work on making our parish finances and administration more efficient, in order to be the church better. The Area Dean is now Gareth Irvine, the vicar of St Laurence's Foleshill.

As well as business, we usually have a talk or discussion at each meeting. In the past year we have worked on the Deanery Mission Plan, looking at the resourcing of current and new clergy posts, church planting and the use of the diocesan Mission Hubs. We have had a presentation on clergy wellbeing and how we can better support them in all the particular stresses of the job; and we have received reports from the Diocesan Synod and General Synod. We also get regular updates from the parishes about what is happening and what they are doing. Before Covid-19 we had some social occasions, such as a Christmas meal together; hopefully these will gradually be resumed as church life gets back to normal. The meetings are a chance to get to know clergy and laity from other parishes, which is one of the parts of being a Deanery Synod representative that I particularly value.

**Kate Hughes**

### **Diocesan Synod Report**

Four Associate ministers have been offered/nominated for posts at **Mission Hub Churches**. (St Pauls, Leamington, St Laurence's Foleshill (accepted), St John's Westwood). Anticipate full recruitment by end 2022).

**Promoting a Safer Church.** All PCC's are being asked to adopt Promoting a Safer Church (or else produce their own policy that takes account of it). This can be downloaded from the Diocesan website. The safeguarding Dashboard indicates that this has been done by 98% of parishes.

**Safer Recruitment and People Management (SRPM)** practice guidance was released (implementation date January 2022). The principals are not significantly different to previous guidance; however, there is greater detailed requirements in each step of the process for roles which have 'substantial contact' with children, young people and vulnerable adults. The 'people management' section is also an addition especially for voluntary roles which focus on the ongoing support and monitoring.

**Supporting parishes.** The team have provided generic advice regarding safeguarding policy and practice such as safer activities to all parish safeguarding officers and clergy in the diocese.

**Ogechi**

## **Employability Report**

### **Summary - 2021**

2021 has been a successful year but not without challenge as we recovered many of our services from the effects of the pandemic. 2021 has been a year of recovery and growth for St Francis Employability. Pre pandemic our projects attracted people from across the city and through creative new ways of engaging with our community and with new projects we established during the year 2020, we continued to do so. 2021 was a year where we brought our community back to face-to-face delivery for most of it. We worked to recover existing service while also growing on newly discovered needs of the community following a difficult year. We had many new opportunities in 2021 with new projects starting and new client groups engaging with our services allowing us to expand what we offer and develop the work we do further.

The growth in what we have to offer has let to growth within our team and as of December 2021 we employed 31 members of staff in various positions including cleaners, tutors, playworkers, support officers and volunteer coordinators.

### **Projects:**

#### **Reaching communities**

Our core activities – including our workclub, volunteering, community café and employment and community support – having taken place through online or different methods of delivery throughout 2020 have all now been brought back to the church and are being delivered face to face bringing the life back to the church building. Our community café is once again serving breakfast and lunch and we have acquired some more surplus food donations making our meals more exciting, including M&S and Greggs. Volunteers are once again in the building supporting us with running the café, managing reception, and supporting with cleaning, grounds, admin and more! Volunteers started to come back properly in August 2021, from then to the end of December we engaged with 80 new volunteers.

Our employment and community support officers are also extremely busy supporting everyone now wanting face to face appointments again. We saw an influx of people approaching us with employment and community support needs following the lifting of restrictions and as the effects of the pandemic began to take full effect, with rising food and energy prices and with many people having lost their jobs. In the past year we have supported over 300 people through approximately 1500 appointments.

We have also introduced friendship groups to our reaching communities project with a sports club and craft club starting, reaching out to those who enjoy it as a hobby but also want to meet new people and make friends.

#### **5 doors down**

5doors down has grown into a core activity of ours with it working closely alongside our reaching communities' activities to ensure we provide holistic and wrap around support for all our clients and volunteers. We continue to act as a foodbank and social supermarket recognising the need for more long-term support in many families, especially coming out of the pandemic. In 2021 we have seen our social supermarket numbers grow and fall as many families have joined us but also as many have made significant progress through working

with our community support officer to secure employment and also financial stability. Over 2021 we have had 93 families sign up to the social supermarket, currently with 33 engaging with us at one time. The households engaging with us have varying needs from support with employment, debt, housing, English language, benefits and more. We like to provide a holistic service where we address their need for food support but also the underlying reasons they need to rely on the support. We regularly get deliveries from Fareshare to support with the food we need for our families and also receive surplus food donations from Marks and Spencer, Greggs and Tesco that add to the food we can offer.

### **ESOL for All**

Having been delivered online for the duration of 2020 we were really excited to be able to bring back face to face ESOL delivery towards the second half of 2021. Our ESOL classes are open to all including refugees, asylum seekers and EU citizens which is not the case for all provisions in Coventry, making them a vital provision in our community.

We have seen the numbers of people needing ESOL lessons sore with more people being referred to for English lessons than we have capacity for. We currently have an assessment and waiting list process but are having to look at expanding our classes to meet the demand. We have 8 lessons currently at different levels, each with up to 18 students in them.

### **LEAP**

LEAP is an ESOL project which started as a pilot in September 2020 to April 2020 and then began for a second round in September 2021.

This project focused on teaching English to extremely low-level learners who had been present in the community for a long time. To the end of 2021 we had engaged with Over 200 learners to engage them in ESOL provisions to begin to support them to learn English and integrate better within the city. Currently the second round of the provision is going well, and we hope this will lead to more funding support for our wider St Francis lessons moving forward.

### **My Coventry**

My Coventry is a project that began in January 2021 and is due to end in December 2022 and focuses on supporting third country nationals into employment and to integrate within the city. Initially My Coventry got off to a rocky start. As we began to delivery, we went into a lockdown which restricted the types of courses and activities we could offer. Under the project we offer accredited ESOL employability, accredited IT, Civic orienteering and accredited work-focused courses such as food hygiene and health and safety. Much of the first 2 quarters was online or working around strict restrictions.

Although having to contend with restrictions and lockdowns and having a rocky start at the beginning the project has had many successes. During 2021 we engaged with 79 clients through the project and saw many successes with employment, education and training opportunities with these clients. We have supported many participants into courses and employment support and also many into work with clients achieving employment in teaching, engineering and social care positions.

Moving into 2022 we are feeling positive about the growth of this project and hope to make up lost targets from the beginning of 2021. We are engaging with new client groups such as people on BNO visas from Hong Kong and also Ukrainian refugees who are keen to get involved in the projects activities.

**BNO support**

In 2021 we learned of a new group of migrants coming to the UK from Hong Kong on British National's Overseas visas. We were very keen to work with this client group and explore their support needs. Initially it was a challenge to make contact with this group of clients. Many are very wealthy and move to more affluent areas of Coventry and surrounding areas, they are also dispersed throughout the city making it harder to connect with them. We eventually made contact with a small group of clients, introducing ourselves and having conversations about the support we could offer them and how we could work with them moving forward.

The need of this client group is very different to client groups we have worked with before. They are a very wealthy and highly educated group and although needed some support with employment and English we found their biggest barriers are with housing, mortgages and integration. We have since put on integration classes to support them with understanding life in the UK, accessing services and navigating our systems. These have been very well attended and very well received by the clients with lots of positive feedback. To the end of 2021 we had started engaging with approximately 30 BNO clients. Many have also engaged with the My Coventry Provisions we offer.

**RTOF – Coventry Connects**

Coventry connects is a new project that began in November of 2021. Its primary aim is to support newly awarded refugees with housing and employment. We are a partner on this project managed by Coventry City Council and alongside ACH and Spring Housing. Our aim on the project is to support with volunteering meeting outcomes on intermediated employment. This fund is different from other projects we have been part of before and is outcome based. Through this project we were able to employ a volunteer coordinator whose role is to source external placements for volunteers on the project.

The end of 2021 marked the beginning of this project, and we are excited to see how it grows and the opportunities that arise from it.

# St Francis of Assisi Church

## 2021 annual accounts

Charity number: 1174496

Charity name: THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF RADFORD COVENTRY

Financial year end: 31 December 2021

Despite a challenging two years, during the pandemic, the charity has managed to maintain reserves as per the reserves policy and maintain a steady income.

**Trustees (one the Treasurer):**

Signature.....  
Date.....27/05/2022.....

Signature.....S.E. Williams.....  
Date.....29/05/2022.....

Independent examiner:

Signature .....  
Date.....26th May 2022

St Francis of Assisi Financial Accounts 2021 – trading account

St Francis Employability January - December 2021

All Activities

<i>bf 2020</i>	£20,572.69	
<i>Income</i>	£36,152.70	
		£56,725.39
<i>Expenditure</i>		
Administration	£86.91	
phone/Internet	£0.00	
banking	£1.86	
premises	£8,482.02	
Cleaning	£0.00	
publicity	£0.00	
resources	£64.20	
Equipment	£0.00	
		£17,599.00
<i>Parish Share</i>		
staff	£0.00	
training	£0.00	
travel	£644.45	
food	£524.94	
pastoral	£0.00	
events/outreach	£1,199.00	
worship	£813.46	
discipleship	£0.00	
		£29,415.84
		£27,309.55

Further Information

Income:

PLANNED GIVING	£3,000.40
GIFT AID PLANNED GIVING	£4,597.92
UNPLANNED GIVING	£776.53
DONATIONS	£10,130.00
FUNDRAISING	£703.00
GRANTS	£0.00
TRADING	£0.00
RENTS	£16,944.85
	£36,152.70
<i>Premises costs</i>	
CHURCH GAS	£1,805.58
CHURCH ELECTRICITY	£1,239.65
HALL GAS	£1,251.18
HALL ELECTRICITY	£586.38
WATER	£127.20
PREMISES SURVEYS & ARCHITECT	£354.00
INSURANCE	£2,738.83
SECURITY	£79.20
PREMISES REGULATION & LEGAL	£300.00
	£8,482.02

£29,415.84 £27,309.55 to cf to 2022

St Francis of Assisi Income and Expenditure Accounts 2021

	2021	2020	2019	2018	2017	2016	2015	2014	2013
<b>Income</b>	<b>£20,572.69</b>	<b>£20,714.02</b>	<b>£59,523.00</b>	<b>£15,531.00</b>	<b>£14,693.00</b>	<b>£25,483.00</b>	<b>£21,077.00</b>	<b>19096</b>	<b>6820</b>
<b>bf 2020</b>	<b>£14,727.92</b>	<b>£5,644.06</b>	<b>£5,673.00</b>	<b>£4,181.00</b>	<b>£3,557.00</b>	<b>£1,000.00</b>	<b>178</b>	<b>9797</b>	
giving	<b>£3,776.93</b>	<b>£3,538.93</b>	<b>£9,417.00</b>	<b>£4,304.00</b>	<b>£5,724.00</b>	<b>£5,624.00</b>	<b>3763</b>	<b>£3,510.00</b>	<b>2825</b>
reclaimed gift aid	<b>£0.00</b>	<b>£2,184.37</b>	<b>£984.00</b>	<b>£1,834.00</b>	<b>£1,387.00</b>	<b>£4,280.00</b>	<b>£1,472.00</b>	<b>5450</b>	<b>12726</b>
fundraising	<b>£703.00</b>	<b>£11.00</b>	<b>£1,274.00</b>	<b>£1,051.00</b>	<b>£1,089.00</b>	<b>£4,164.00</b>	<b>£1,018.00</b>	<b>£2,468.00</b>	<b>1323</b>
trading	<b>£16,944.85</b>	<b>£21,862.37</b>	<b>£20,942.00</b>	<b>£21,021.00</b>	<b>£21,213.00</b>	<b>£21,388.00</b>	<b>£20,819.00</b>	<b>£20,649.00</b>	<b>3419</b>
other income	<b>£0.00</b>	<b>£130.00</b>	<b>£52,529.00</b>	<b>£4,500.00</b>	<b>£5,174.00</b>	<b>£62,509.00</b>	<b>£45,177.00</b>	<b>£39,168.00</b>	<b>2056</b>
interest		<b>£13.41</b>	<b>£21.00</b>		<b>£5.00</b>	<b>£44.00</b>		<b>£102.00</b>	<b>29</b>
fees		<b>£232.00</b>	<b>£297.00</b>	<b>£217.00</b>	<b>£536.00</b>	<b>£2,518.00</b>	<b>£2,853.00</b>	<b>£4,862.00</b>	<b>2905</b>
fees retained	<b>£56,725.39</b>	<b>£54,330.16</b>	<b>£150,660.00</b>	<b>£52,639.00</b>	<b>£53,378.00</b>	<b>£139,265.00</b>	<b>£100,820.00</b>	<b>£95,304.00</b>	<b>£41,900.00</b>
<b>Expenditure</b>	<b>£5,009.99</b>	<b>£4,692.06</b>	<b>£7,534.00</b>	<b>£4,733.00</b>	<b>£3,792.00</b>	<b>6179</b>	<b>4496</b>	<b>3779</b>	<b>2174</b>
Premises costs	<b>£86.91</b>	<b>£11.01</b>	<b>£356.00</b>	<b>£1,085.00</b>	<b>£330.00</b>	<b>391</b>	<b>£812.00</b>	<b>£1,200.00</b>	<b>776</b>
Support Costs	<b>£0.00</b>	<b>£0.00</b>							
Administration									
phone/internet									
banking	<b>£1.86</b>	<b>£190.14</b>							
premises	<b>£3,472.03</b>	<b>£2,092.85</b>	<b>£9,718.00</b>	<b>£7,912.00</b>	<b>£8,665.00</b>	<b>6103</b>	<b>4125</b>	<b>35545</b>	<b>6855</b>
Cleaning	<b>£0.00</b>	<b>£2,817.61</b>	<b>£1,565.00</b>	<b>£4,534.00</b>	<b>£3,645.00</b>	<b>3045</b>	<b>£3,203.00</b>	<b>£3,302.00</b>	<b>£139.00</b>
publicity	<b>£0.00</b>	<b>£0.00</b>							
resources	<b>£708.65</b>	<b>£162.48</b>							
Equipment	<b>£0.00</b>	<b>£4,172.34</b>							
project delivery	<b>£0.00</b>	<b>£0.00</b>	<b>£93,188.00</b>	<b>£2,128.00</b>	<b>£3,252.00</b>	<b>£46,228.00</b>	<b>£29,465.00</b>	<b>15056</b>	<b>1580</b>
food	<b>£524.94</b>	<b>£0.00</b>	<b>£396.00</b>						
pastoral	<b>£0.00</b>	<b>£100.00</b>	<b>£775.00</b>	<b>£1,029.00</b>	<b>£435.00</b>	<b>£864.00</b>	<b>£432.00</b>	<b>15</b>	<b>296</b>
Parish Share	<b>£17,599.00</b>	<b>£16,838.00</b>	<b>£16,209.00</b>	<b>£15,500.00</b>	<b>£13,947.00</b>	<b>£14,912.00</b>	<b>£30,123.00</b>	<b>10764</b>	<b>9531</b>
Other costs	<b>£1,199.00</b>	<b>£169.99</b>	<b>£750.00</b>	<b>£919.00</b>	<b>£248.00</b>	<b>£1,452.00</b>	<b>£0.00</b>	<b>2130</b>	<b>993</b>
events	<b>£813.46</b>	<b>£774.67</b>	<b>£2,529.00</b>	<b>£2,320.00</b>	<b>£2,281.00</b>	<b>£1,016.00</b>	<b>£1,243.00</b>	<b>1301</b>	<b>417</b>
worship	<b>£0.00</b>	<b>£1,736.32</b>	<b>£1,039.00</b>		<b>£1,246.00</b>	<b>£2,032.00</b>	<b>£1,590.00</b>	<b>1137</b>	<b>259</b>
discipleship									
to CF	<b>£29,415.84</b>	<b>£33,757.47</b>	<b>£134,059.00</b>	<b>£40,160.00</b>	<b>£37,847.00</b>	<b>£82,225.00</b>	<b>£75,338.00</b>	<b>£74,227.00</b>	<b>£23,020.00</b>
	<b>£27,309.55</b>	<b>£20,572.69</b>	<b>£20,714.02</b>	<b>£12,479.00</b>	<b>£15,531.00</b>	<b>£57,040.00</b>	<b>£25,482.00</b>	<b>£21,077.00</b>	<b>£18,897.00</b>

**Balance sheet 2021**

	Unrestricted funds		Restricted Income funds									
	£	£	£	£	2020	2019	2018	2017	2016	2015	2014	2013
<b>Fixed assets</b>												
Tangible assets (Note 9)	-	-	-	-								
Investments (Note 10)	-	-	-	-								
<b>Total fixed assets</b>	-	-	-	-								
<b>Current assets</b>												
Stock and work in progress	-	-	-	-								
Debtors (Note 11)	0	-	-	-								
Cash at bank and in hand	27,310	-	-	-	20573	20714	55777	60043	57040	25482	21077	18897
<b>Total current assets</b>	27,310	-	-	-	20573	20714	55777	60043	57040	25482	21077	18897
<b>Creditors: amounts falling due within one year (Note 12)</b>	-	-	-	-		2440						
<b>Net current assets/(liabilities)</b>	27,310	-	-	-	20573	18274	55777	60043	57040	25482	21077	18897
<b>Total assets less current liabilities</b>	27,310	-	-	-	20573	18274	55777	60043	57040	25482	21077	18897
<b>Creditors: amounts falling due after one year (Note 12)</b>	-	-	-	-								
<b>Provisions for liabilities and charges</b>	-	-	-	-								
<b>Net assets</b>	27,310	-	-	-	20573	18274	55777	60043	57040	25482	21077	18897
<b>Funds of the Charity</b>												
Unrestricted funds	27,310				20573							
Restricted income funds (Note 13)	-											
Endowment funds (Note 13)	-											
<b>Total funds</b>	27,310	-	-	-	20573	20573	55777	60043	57040	25482	21077	18897

## **St Francis of Assisi church**

### **Reserves statement 31<sup>st</sup> December 2021**

Our reserves position:

*Unrestricted funds*                      £27310 (previous year £20573)

*Ratio of reserves to annual operating expenditure: 11.14*

We intend to maintain reserves of 6 months operating cost in order to provide financial stability and develop our principal activities.

We currently hold 11 months reserves. This is due to an unexpected and unusual donation of £10000 towards the end of 2021, which has not yet been designated. We expected it to be designated in 2022.

We are also aware that we under pay Coventry Diocese for the cost of our minister, and as income stabilises following the pandemic it is our intention to review the payments we are currently making, and to continue to increase them by a minimum of 1% each year.

**Independent examiners report on the accounts**

Report to The Trustees of The Parochial Church Council of the Ecclesiastical Parish of Radford Coventry (St Francis PCC) charity no. 1174496  
On accounts for the year ended: 31<sup>st</sup> December 2021

*I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.*

*As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").*

*I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.*

*I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:*

- accounting records were not kept in accordance with section 130 of the Act or*
- the accounts do not accord with the accounting records*

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

Signature



Date 26<sup>th</sup> May 2022

Full name: Elizabeth Barbara Jackson

# St Francis of Assisi Church

## 2021 annual accounts

Charity number: 1174496

Charity name: THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF RADFORD COVENTRY

Financial year end: 31 December 2021

Despite a challenging two years, during the pandemic, the charity has managed to maintain reserves as per the reserves policy and maintain a steady income.

**Trustees (one the Treasurer):**

Signature.....  
Date.....27/05/2022.....

Signature.....S.E. Williams.....  
Date.....29/05/2022.....

Independent examiner:

Signature .....  
Date.....26th May 2022

St Francis of Assisi Financial Accounts 2021 – trading account

St Francis Employability January - December 2021

All Activities

<i>bf 2020</i>	£20,572.69	
<i>Income</i>	£36,152.70	
		£56,725.39
<i>Expenditure</i>		
Administration	£86.91	
phone/Internet	£0.00	
banking	£1.86	
premises	£8,482.02	
Cleaning	£0.00	
publicity	£0.00	
resources	£64.20	
Equipment	£0.00	
		£17,599.00
<i>Parish Share</i>		
staff	£0.00	
training	£0.00	
travel	£644.45	
food	£524.94	
pastoral	£0.00	
events/outreach	£1,199.00	
worship	£813.46	
discipleship	£0.00	
		£29,415.84
		£27,309.55

Further Information

Income:

PLANNED GIVING	£3,000.40
GIFT AID PLANNED GIVING	£4,597.92
UNPLANNED GIVING	£776.53
DONATIONS	£10,130.00
FUNDRAISING	£703.00
GRANTS	£0.00
TRADING	£0.00
RENTS	£16,944.85
	£36,152.70
<i>Premises costs</i>	
CHURCH GAS	£1,805.58
CHURCH ELECTRICITY	£1,239.65
HALL GAS	£1,251.18
HALL ELECTRICITY	£586.38
WATER	£127.20
PREMISES SURVEYS & ARCHITECT	£354.00
INSURANCE	£2,738.83
SECURITY	£79.20
PREMISES REGULATION & LEGAL	£300.00
	£8,482.02

£29,415.84 to cf to 2022

St Francis of Assisi Income and Expenditure Accounts 2021

	2021	2020	2019	2018	2017	2016	2015	2014	2013
<b>Income</b>	<b>£20,572.69</b>	<b>£20,714.02</b>	<b>£59,523.00</b>	<b>£15,531.00</b>	<b>£14,693.00</b>	<b>£25,483.00</b>	<b>£21,077.00</b>	<b>19096</b>	<b>6820</b>
<b>bf 2020</b>	<b>£14,727.92</b>	<b>£5,644.06</b>	<b>£5,673.00</b>	<b>£4,181.00</b>	<b>£3,557.00</b>	<b>£1,000.00</b>	<b>178</b>	<b>9797</b>	
giving	tax efficient giving	£3,776.93	£3,538.93	£9,417.00	£4,304.00	£5,724.00	£5,624.00	£4,463.00	£3,510.00
reclaimed gift aid	other giving	£0.00	£2,184.37	£984.00	£1,834.00	£1,387.00	£4,280.00	3763	5450
fundraising		£703.00	£11.00	£1,274.00	£1,051.00	£1,089.00	£4,164.00	£1,472.00	£2,468.00
trading	rents	£16,944.85	£21,862.37	£20,942.00	£21,021.00	£21,213.00	£4,164.00	£1,018.00	£20,649.00
other income	insurance claims	£0.00	£130.00	£52,529.00	£4,500.00	£5,174.00	£62,509.00	£45,177.00	£39,168.00
interest			£13.41	£21.00	£5.00	£44.00	£44.00	£102.00	29
fees	fees retained		£232.00	£297.00	£17.00	£536.00	£2,518.00	£2,853.00	£4,862.00
	<b>Expenditure</b>	<b>£56,725.39</b>	<b>£54,330.16</b>	<b>£150,660.00</b>	<b>£52,639.00</b>	<b>£53,378.00</b>	<b>£139,265.00</b>	<b>£100,820.00</b>	<b>£41,900.00</b>
Premises costs	utilities	£5,009.99	£4,692.06	£7,534.00	£4,733.00	£3,792.00	6179	4496	2174
Support Costs	Administration	£86.91	£11.01	£356.00	£1,085.00	£330.00	391	£812.00	776
	phone/internet	£0.00	£0.00						
	banking	£1.86	£190.14						
	premises	£3,472.03	£2,092.85	£9,718.00	£7,912.00	£8,665.00	6103	4125	6855
	Cleaning	£0.00	£2,817.61	£1,565.00	£4,534.00	£3,645.00	3045	£3,203.00	£139.00
	publicity	£0.00	£0.00						
Delivery costs	resources	£708.65	£162.48						
	Equipment	£0.00	£4,172.34						
	project delivery	£0.00	£0.00	£93,188.00	£2,128.00	£3,252.00	£46,228.00	£29,465.00	1580
	food	£524.94	£0.00	£396.00					
	pastoral	£0.00	£100.00	£775.00	£1,029.00	£435.00	£864.00	£432.00	15
Parish Share		£17,599.00	£16,838.00	£16,209.00	£15,500.00	£13,947.00	£14,912.00	£30,123.00	10764
Other costs	events	£1,199.00	£169.99	£750.00	£919.00	£248.00	£1,452.00	£0.00	2130
	worship	£813.46	£774.67	£2,529.00	£2,320.00	£2,281.00	£1,016.00	£1,243.00	1301
	discipleship	£0.00	£1,736.32	£1,039.00		£1,246.00	£2,032.00	£1,590.00	1137
		£29,415.84	£33,757.47	£134,059.00	£40,160.00	£37,847.00	£82,225.00	£75,338.00	£74,227.00
	to CF	£27,309.55	£20,572.69	£20,714.02	£12,479.00	£15,531.00	£57,040.00	£25,482.00	£21,077.00

**Balance sheet 2021**

	Unrestricted funds		Restricted Income funds		2020	2019	2018	2017	2016	2015	2014	2013
	£	£	£	£	£	£	£	£	£	£	£	£
<b>Fixed assets</b>												
Tangible assets (Note 9)	-	-	-	-								
Investments (Note 10)	-	-	-	-								
<b>Total fixed assets</b>	-	-	-	-								
<b>Current assets</b>												
Stock and work in progress	-	-	-	-								
Debtors (Note 11)	0	-	-	-								
Cash at bank and in hand	27,310	-	-	-	20573	20714	55777	60043	57040	25482	21077	18897
<b>Total current assets</b>	27,310	-	-	-	20573	20714	55777	60043	57040	25482	21077	18897
<b>Creditors: amounts falling due within one year (Note 12)</b>	-	-	-	-		2440						
<b>Net current assets/(liabilities)</b>	27,310	-	-	-	20573	18274	55777	60043	57040	25482	21077	18897
<b>Total assets less current liabilities</b>	27,310	-	-	-	20573	18274	55777	60043	57040	25482	21077	18897
<b>Creditors: amounts falling due after one year (Note 12)</b>	-	-	-	-								
<b>Provisions for liabilities and charges</b>	-	-	-	-								
<b>Net assets</b>	27,310	-	-	-	20573	18274	55777	60043	57040	25482	21077	18897
<b>Funds of the Charity</b>												
Unrestricted funds	27,310	-	-	-	20573							
Restricted income funds (Note 13)	-	-	-	-								
Endowment funds (Note 13)	-	-	-	-								
<b>Total funds</b>	27,310	-	-	-	20573	20573	55777	60043	57040	25482	21077	18897

## **St Francis of Assisi church**

### **Reserves statement 31<sup>st</sup> December 2021**

Our reserves position:

*Unrestricted funds*                      £27310 (previous year £20573)

*Ratio of reserves to annual operating expenditure: 11.14*

We intend to maintain reserves of 6 months operating cost in order to provide financial stability and develop our principal activities.

We currently hold 11 months reserves. This is due to an unexpected and unusual donation of £10000 towards the end of 2021, which has not yet been designated. We expected it to be designated in 2022.

We are also aware that we under pay Coventry Diocese for the cost of our minister, and as income stabilises following the pandemic it is our intention to review the payments we are currently making, and to continue to increase them by a minimum of 1% each year.

**Independent examiners report on the accounts**

Report to The Trustees of The Parochial Church Council of the Ecclesiastical Parish of Radford Coventry (St Francis PCC) charity no. 1174496  
On accounts for the year ended: 31<sup>st</sup> December 2021

*I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.*

*As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").*

*I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.*

*I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:*

- accounting records were not kept in accordance with section 130 of the Act or*
- the accounts do not accord with the accounting records*

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

Signature



Date 26<sup>th</sup> May 2022

Full name: Elizabeth Barbara Jackson

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF RADFORD COVENTRY**

England & Wales - Charity number 1174496

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# Accounts

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# Annual General Meeting

Sunday 23<sup>rd</sup> May 2021

following our Sunday service

## **Agenda:**

### **Chaired by Sue Williams (Churchwarden)**

#### **Annual Meeting of Parishioners Churchwardens'**

Apologies

Appointment of Churchwardens

#### **Annual Parochial Church Meeting**

1. Approval of the minutes of the Annual Meeting held on 11.10.20
2. Matters Arising not on the agenda
3. Presentation and Adoption of the Revised Church Electoral Roll
4. Churchwardens' Report on the Fabric, Goods and Ornaments of the Church
5. Financial Statements for 2020
6. Annual Report 2020

7. Appointment of Independent Examiner for Accounts
8. Report on the proceedings of the Deanery Synod
9. Elections:   a) 9 members to Parochial Church Council  
                  b) Safeguarding Officer
10. Looking ahead
11. Date of next years AGM

**Parochial Church Council**

A short meeting to elect officers (Vice-Chair, Secretary, Treasurer, Electoral Roll Officer and Standing Committee).

**MINUTES OF THE ANNUAL GENERAL MEETING HELD AT ST FRANCIS CHURCH  
on Sunday 11 October 2020 in church**

The Annual General Meeting and Vestry Meeting were held in church on 11th April 2020 after the 10.30 Eucharist. The meeting was chaired by Churchwarden Sue Williams, who opened the proceedings with prayer.

**Annual Meeting of Parishioners**

Present: Sue Williams  
Nana Agyeman  
Lawrencia Asare  
Bob Cooper  
Richard Grant  
Christine Harris  
David Howarth  
Kate Hughes  
Joanna Jackson  
Joan Merritt  
Melinda Nagy

Ogechi Ngemegwai  
Nkem Nwokeocha  
Patience Okojie  
Penny Phillips  
Maria Prue  
Kevin Read  
Selina Read  
Rekha Thakrar

1. **Apologies:** Mick Fennell, Stacey Fennell, Lynda Howarth, Julie Whelan.

## 2. **Appointment of Churchwardens**

The two churchwardens were elected nem.con.

Sue Williams            Proposed by David Howarth    Seconded by Kate Hughes.

Kevin Read             Proposed by Sue Williams    Seconded by Kate Hughes.

## **Annual Parochial Church Meeting**

### 1. **Approval of the minutes of the Annual Meeting held on 7 April 2019.**

The Minutes were accepted.

### 2. **Matters Arising not on the Agenda**

There were no matters arising.

### 3. **Adoption of the Church Electoral Roll**

The new Electoral Roll was presented. As at 30 September 2020 the roll stood as follows:

66 members            20 resident and 46 non-resident.

Ten members were added this year.

The adoption of the Electoral Roll was agreed by all, and David Brightwell, our Electoral Roll Officer, was thanked for his work on keeping the electoral roll up to date.

4. **Churchwardens' Report on the Fabric, Goods and Ornaments of the Church**

Sue Williams presented the Churchwardens' written report. Sue Williams (Churchwarden), Penny Phillips (Treasurer) and Kate Hughes (PCC Secretary) were thanked for their contribution.

5. **Financial Statements for 2019**

The Financial Report was accepted nem. con.

6. **Annual Report**

This report, consisting of general information and a review of the past year, had been approved by the PCC, was made available at the meeting and was presented by Sue Williams. Acceptance of the report was proposed by Christie Harris, seconded by Penny Phillips and agreed nem. con.

7. **Deanery Synod Report**

Sue presented the Deanery Synod Report.

8. **Elections**

(a) **Deputy Churchwardens:** to be appointed by the PCC.

(b) **Deanery Synod Representatives:** David Brightwell, Kate Hughes and Ogechi Ngemegwai were elected nem. con.

**(c) Parochial Church Council**

Churchwardens and Deanery and Diocesan Synod Representatives (Sue Williams, Kevin Read, David Brightwell, Ogechi Ngemegwai and Kate Hughes) are ex-officio on the PCC. The following people had been proposed as our allowed 9 elected members, so no election was needed.

Lawrencia Asare	Proposed Sue Williams	Seconded Joan Merritt
Patience Okojie	Proposed Ogechi Ngemegwai	Seconded Kate Hughes
Nkem Nwokeocha	Proposed Ogechi Ngemegwai	Seconded Kate Hughes
Joan Merritt	Proposed Alex Eley	Seconded David Howarth
Penny Phillips	Proposed Sue Williams	Seconded Kevin Read
Joanna Jackson	Proposed Kate Hughes	Seconded Selina Read
David Howarth	Proposed Sue Williams	Seconded David Brightwell

Two additional members of PCC will be co-opted .

**(d) Safeguarding Officer:** Stacey Fennell was re-elected as Safeguarding Officer.

**9. Appointment of Independent Examiner**

This will be dealt with by the PCC.

10. **Chairman's Address**

Instead of a Chairman's Address, Selina Read and Joanna Jackson gave a spoken report on our Projects, which include working with the City Council on housing for the homeless, funded by Nationwide Building Society. Other projects include the **Step** Employability Course, which is now online; **Building Bridges** partnering with many other groups; **ESOL** across Coventry, now online; working with long-standing migrants with Adult Education; **Skills** such as Health and Safety training; **5 Doors Down** which has led to the Food Bank and Social Supermarket; **Arabian Bites** which is temporarily closed but hopes to rebuild after lockdown.

11. **Opportunity to raise items concerning the work of the church for consideration by PCC**

There was no other business.

12. **Date of next Annual Meeting**

To be decided by the PCC.

The Chair Sue Williams thanked everyone for coming.

Maria Prue proposed a vote of thanks to Sue and all who make the church the Kingdom in action. This was endorsed by all present.

**Parochial Church Council**

The next meeting of the PCC will be on Wednesday 18 November 2020 at 7.00pm, when officers will be elected.

Signed ..... Date .....

**St. Francis of Assisi  
Links Road  
Radford  
Coventry**

**Diocese of Coventry**

## **ANNUAL REPORT 2020**

The Parochial Church Council (PCC) of St Francis presents its annual report and accounts in respect of the year to 31st December 2020. The PCC is a charity excepted from registration with the Charity Commissioners.

### **Background**

The PCC of St Francis has responsibility with the Vicar, for promoting the whole mission of the church, pastoral, evangelistic, social, ecumenical, in the Church of England parish, within the Deanery of Coventry North and Diocese of Coventry, together with the oversight of the Church Building of St. Francis, its two halls and grounds.

The new parish consists of a population of almost 20,000 people.

### **Membership**

Members of the PCC are either ex officio or elected by the APCM in accordance with the Church Representation Rules.

**Priest In Charge** Revd Liz Jackson (from October 2013-August 2020))

**Priest In Charge**

Vacancy (from August 2020))

**Wardens:**

Sue Williams

Kevin Read

**Representatives on the Deanery Synod** (serving until APCM 2023)

Sue Williams (Ex officio, Diocesan Synod)

Kate Hughes (PCC Secretary) (Licensed to Preach)

David Brightwell (Electoral Roll Officer)

Ogechi N (Treasurer)

**Elected Members** (serving until APCM 2021)

Lawrencia Asare

Patience Okojie

Nkem Nwokeocha

Joan Merritt

Penny Phillips

Joanna Jackson

David Howarth

Mick Fennell (co-opted)

Alex Eley (co-opted)

Stacey Fennell (Safeguarding Officer) (co-opted)

The PCC met 4 times during the year.

## Committees

The PCC operates through a number of committees or groups which meet between full meetings of the PCC or on an occasional basis.

- Standing Committee
- Parish Profile Group
- Worship/Ministry Group
- Link Group (with Methodists) (on hold at present)

In addition the Vicar and church wardens meet monthly, the Treasurer and the Vicar meet 3 times a year and clergy staff meet weekly, although this year has been far from normal this hasn't happened.

## Church Membership

There are **64** members on the Electoral Roll as at the Annual Meeting, of whom **44** are not resident within the parish.

## Officers

Sue Williams served as **Warden** until 11.10.20 when Kevin Read joined her, looking after and preparing for services. Kate Hughes, David Brightwell and Ogechi Ngemegwai have been the church's **Deanery Synod Representatives**. Sue Williams has also continued as our **Cathedral Parish Partner** and **Diocesan Synod Representative**. Kate Hughes acts as **Parish Information Officer**.

## **REVIEW OF THE YEAR**

This look back at what has been happening at St Francis but won't cover a whole year, only the period since the last APCM on 11 October 2020.

The mixture of lockdown and an interregnum has made this time rather strange. Our churchwardens have worked very hard to keep services going, but it hasn't always been possible in lockdown to find a priest to celebrate for us and Zoom services weren't always very successful. But we are very grateful for those who have helped us, especially Fr Tim Brooke and Canon John Eardley.

In spite of all the problems, we have continued to observe the seasons, with a lovely Advent wreath, Midnight Mass at Christmas, a Lent course (courtesy of the Diocese) and more recently a beautiful Easter service.

The Diocesan online Lent course, 'Journey into Prayer', was attended by several members of the congregation, for excellent weekly talks on Contemplation using Scripture, Praying the Examen, Praying with Icons, Centering Prayer and Lectio Divina. Selina Read did a great job of providing online Sunday worship for our children, who of course have not been allowed in church during lockdown. The PCC and Standing Committee adapted to Zoom meetings, and the Parish Profile group (Sue, Kate, Ogechi, Kevin, David Brightwell, David Howarth and Messi, with a contribution on our Projects from Selina) worked hard to put together a really good booklet about the life and needs of our parish. The advertisement for our new vicar is in the *Church Times* now.

And throughout this time our projects have been keeping going as far as possible, and the Food Bank, Social Supermarket and the 5 Doors Down outreach have been helping many people, supported by members of the congregation as well as the paid staff. We need to be grateful for all the help we have had to keep going as the body of Christ in Radford – for the members of the St Francis family and for the grace and love of God.

## **Church Wardens Comments**

Our thanks to Richard Tarver for playing the organ, Sunday by Sunday and to Sue for providing the power point services and booking clergy on a Sunday during the vacancy.

Many thanks to Ogechi the Treasurer, David Howarth and Sue for taking care of the weekly collections, servers and flower arrangers. Also to Kate, PCC Secretary for all her assistance, David the Sacristan and Electoral Roll Officer, and those who help in any other ways when needed, especially during this interregnum.

Many thanks also to the volunteers who do jobs around the church and grounds when needed.

Thanks be to God and to all who have supported us throughout the year and we look forward to good things to come when we appoint a new Vicar and as we ease out of lockdown restrictions.

## **Kevin Read and Sue Williams, Churchwardens**

### **Electoral Roll**

On 9<sup>th</sup> May there were **64** people on the Electoral Roll of which **20** were resident and **44** non resident. 2 people (non resident) were removed and no names were added.

David Brightwell  
**Electoral Roll Officer**

## **Deanery Synod Report 2021**

Since our last APCM, the Deanery North Synod has met twice, in November and January. Revd Gareth Irvine, vicar of St Laurence's Foleshill, was commissioned as Area Dean at the November meeting. The meetings have followed the usual pattern of business, especially the Parish Share paid by each parish towards the cost of their clergy, a talk on a range of subjects, and a time of sharing of events in the parishes.

In November the talk was by Archdeacon Barry Dugmore on the new Diocesan Mission and Growth Strategy, which aims to have 150 new worshipping communities by 2030, including 5 church plants in urban areas, missional communities and Church in School. The January talk was given by Chris Edwards, the Chief Operations Officer of Hope. He spoke to us about what Hope is, what it does and what it will do in the future. You can find out more about Hope on their website: [hopecoventry.org](http://hopecoventry.org). The next Deanery Synod meeting is on 17 May, so I may be able to add a bit more information to this report verbally at our APCM!

**Kate Hughes**

## **Diocesan Synod 2018-2021: Triennium Review**

As the current triennium comes to an end it is encouraging to look back at the work done over the last three years. This summary contains an overview of some of the key decisions and discussions of Diocesan Synod. It is by no means exhaustive! We give thanks for the progress of the last three years and look forward to the joys and challenges of the next stage of our diocesan life.

### **Motions Passed:**

- (a) Approval of DBF annual budgets, receipt of annual report and financial statements, appointment of auditors
- (b) Noting of DBE annual report and financial statements
- (c) Pauper funerals (Nov 18)
- (d) Deanery synod scale of representation (Nov 19)
- (e) Covenant for Clergy Care and Wellbeing (June 20)
- (f) Growth Strategy (Nov 20)
- (g) Appointment of Chapel of Unity Trustees (Nov 20)
- (h) Deanery representation in diocesan synod elections and form of voting method (Nov 20)
- (i) Urban Hope representation on deanery synod (Nov 20)
- (j) Updated Parsonages Management Scheme (Nov 20)
- (k) Updated Quinquennial Inspections scheme (Nov 20)
- (l) Delegation of +C duties to +J during the sabbatical period (Mar 21)

### **Key Discussions:** □

- (a) Whole Diocese strategy and shared objectives
- (b) Godly Communication strategy
- (c) Safeguarding culture and use of the parish dashboard system

- (d) Living in Love and Faith
- (e) Generous Relationships and Parish Giving Scheme
- (f) EQuip Hub
- (g) Revised Churchyard Regulations
- (h) Growth Strategy
- (i) Parish Share review process
- (j) 2021 elections

**Questions received from Synod Members about:**

- (a) Progress towards Eco Diocese award (Nov 18)
- (b) Awareness of Farming Community Network (Mar 19)
- (c) Awareness of Places of Worship Security Fund (Jun 19)
- (d) During the pandemic: recognition of clergy as key workers, access of clergy to church buildings (Jun 20)  
Practical and strategic steps to change systems and culture with regards to appointment of ethnic minority clergy to a variety of parish contexts (Jun 20)
- (e) Government funding to help parishes during lockdown (Nov 20)
- (f) Financial rationalisation and efficiency savings plan (Nov 20)
- (g) Number of people of BAME heritage in the vocations process and amongst senior Diocesan and Bishop's staff (Mar 21)
- (h) Encouragement to vote in upcoming local elections (Mar 21)

A background image showing a pair of hands gently holding a white flower with a yellow center. The image is slightly blurred and has a soft, warm tone. The hands are positioned on the right side of the frame, with the fingers supporting the flower from below and the sides. The flower is the central focus, with its petals clearly visible.

St Francis PCC

The Parochial Church Council of the Ecclesiastical Parish of  
Radford Coventry  
1174496

Annual Accounts 2020  
January 1st 2020 to 31st December 2020

1. Statement of Income and Expenditure a. Notes
2. Reserves statement a. Notes to reserve statement
3. Statement of Financial Accounts
4. Balance Sheet
5. Independent Examiners Statement

## Notes to accounts 2020

2020 was the first full year of separation of St Francis Employability and the PCC accounts. Previous years reflect the fact that the projects were being run by the PCC through the PCC charitable registration. 2019 was the year that the PCC registered as a separate charity and St Francis Employability was established.

**St Francis Church**

**PCC**

**Accounts 2020**

**Charity no. 1174496**

1. Income and Expenditure 2020 (against previous years)
2. Statement of Financial Activities (for Charity Commission submission)
3. Balance Sheet (for Charity Commission submission)
4. Reserves Statement



## Notes

1. Rents remained high, despite pandemic because of a grant from National Lottery to support premises costs to enable continuation of projects.
2. Equipment costs include purchase of sheds for storage and tables for hall
3. In addition it is important to note that the Employability projects contribute towards the running costs and mission of the church in the following way in 2020:

	<i>Expenditure</i>		<b>£17,448.33</b>
<i>premises costs</i>		£12,819.03	
<i>Delivery costs</i>	resourcing	£1,784.37	
	staff	£0.00	
	equipment	£820.02	
	pastoral costs	£186.72	
<i>cost of supporting church</i>		£1,838.19	

*Premises costs: cleaning, repairs, caretaker and cleaner costs, maintenance, health and safety, security costs*

*Cost of supporting church: provision of church related events, children's work, Sunday school and discipleship resources.*



St Francis Church		Charity No (if any)	1174496	<b>CC17a</b>
<b>Annual accounts for the period</b>				
Period start date	<b>04/03/2020</b>	<b>To</b>	Period end date	

## Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
<b>Incoming resources from generated funds</b>							
Voluntary income	11378.36	S01	11,378	-	-	11,378	16,074
Activities for generating funds	21862.37	S02	21862.37	-	-	21,862	29,347
Investment income	13.41	S03	13	-	-	13	21
<b>Incoming resources from charitable activities</b>							
	232	S04	232	-	-	232	45,695
<b>Other incoming resources</b>							
	3896.54	S05	3,897	-	-	3,897	-
<b>Total incoming resources</b>			37,383	-	-	37,383	91,137
<b>Resources expended (Notes 4-8)</b>							
<b>Costs of Generating Funds</b>							
Costs of generating voluntary income	14238.01	S07	14,238	-	-	14,238	19,173
Fundraising trading costs	-	S08	-	-	-	-	486
Investment management costs	-	S09	-	-	-	-	19,436
<b>Charitable activities</b>							
	19518.98	S10	19518.98	-	-	19,519	51,041
<b>Governance costs</b>							
	-	S11	-	-	-	-	-
<b>Other resources expended</b>							
	-	S12	-	-	-	-	-
<b>Total resources expended</b>			33,757	-	-	33,757	90,136
<b>Net incoming/(outgoing) resources before transfers</b>			3,626	-	-	3,626	1,001
<b>Gross transfers between funds</b>							
	-	S15	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>			3,626	-	-	3,626	1,001
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>			3,626	-	-	3,626	1,001
<b>Total funds brought forward</b>							
		S20	-	-	-	-	-
<b>Total funds carried forward</b>			3,626	-	-	1,001	1,001

## Section B Balance sheet

		Note	Unrestricted funds	Restricted income funds	Endowment funds	Total this year 2020	Total last year 2019	2018	2017	2016	2015	2014	2013
			£	£	£	£	£						
			F01	F02	F03	F04	F05						
<b>Fixed assets</b>													
<b>Tangible assets</b>	(Note 9)	B01	-	-	-	-	-						
		B02	-	-	-	-	-						
<b>Investments</b>	(Note 10)	B03	-	-	-	-	-						
<b>Total fixed assets</b>		B04	-	-	-	-	-						
<b>Current assets</b>													
<b>Stock and work in progress</b>		B05	-	-	-	-	-						
<b>Debtors</b>	(Note 11)	B06	0		-	-	-						
<b>(Short term) investments</b>		B07	-	-	-	-	-						
<b>Cash at bank and in hand</b>		B08	20,573	-	-	20,573	20,714	55,777	60,043	57,040	25,482	21,077	18,897
<b>Total current assets</b>		B09	20,573	-	-	20,573	20,714	55,777	60,043	57,040	25,482	21,077	18,897
<b>Creditors: amounts falling due within one year</b>	(Note 12)	B10	-	-	-	-	2,440						
<b>Net current assets/(liabilities)</b>		B11	20,573	-	-	20,573	18,274	55,777	60,043	57,040	25,482	21,077	18,897
<b>Total assets less current liabilities</b>		B12	20,573	-	-	20,573	18,274	55,777	60,043	57,040	25,482	21,077	18,897
<b>Creditors: amounts falling due after one year</b>	(Note 12)	B13	-	-	-	-	-						
<b>Provisions for liabilities and charges</b>		B14	-	-	-	-	-						
<b>Net assets</b>		B15	20,573	-	-	20,573	18,274	55,777	60,043	57,040	25,482	21,077	18,897
<b>Funds of the Charity</b>													
<b>Unrestricted funds</b>		B16	20,573			20,573	-						
		B17	-			-	-						
<b>Restricted income funds (Note 13)</b>		B18	-	-		-	-						
<b>Endowment funds (Note 13)</b>		B19			-	-	-						
<b>Total funds</b>		B20	20,573	-	-	20,573	-	55,777	60,043	57,040	25,482	21,077	18,897

<b>St Francis Employability Reserves Statement 31<sup>st</sup> December 2020</b>				
Our reserves position:				
	<b>Current Year 2020</b>	<b>Previous Year 2019</b>	<b>Previous Year 2018</b>	<b>% Increase / (Decrease)</b>
<b>Unrestricted Funds (Reserves)</b>	20573	18274	16225	27% <sup>1</sup>
Restricted / Designated Funds:	0	0	43298	100%
- Building Fund				
- Education Fund				
- Others				
Endowment Funds				
<b>Total Funds[1]</b>	20573	20714	59523	-10% <sup>2</sup>
<b>Ratio of Reserves<sup>[2]</sup> to Annual Operating Expenditure<sup>[3]</sup></b>	5.52	6.1		
<p>The reserves that we have set aside provide financial stability and the means for the development of our principal activity. We intend to try to maintain our reserves at a level which is at least equivalent to 6 months normal operating.</p>				
<p>We intend to use the reserves in the following manner in 2021:</p>				
<p>a. as a buffer against unexpected repairs to building</p>				
<p>b. as a buffer against unforeseen circumstances resulting in a drop in income</p>				
<p>The PCC regularly (annually) reviews the amount of reserves that are required to ensure that they are adequate to fulfil our continuing obligations.</p>				
<b>Notes to reserves statement.</b>				
<p>1. The increase in reserves held at end of 2020 is in line with our policy to hold 6 months reserves, for the purposes described above. Due to the pressures of managing finances during a pandemic our reserves has dropped by 10% meaning we currently hold 5.52 months reserves. It is our aim to increase this back to 6 months in 2021.</p>				
<p><a href="#">[1] Total funds include unrestricted, restricted, designated and endowment funds.</a></p>				
<p><a href="#">[2] Unrestricted Funds.</a></p>				
<p><a href="#">[3] Charitable Activities and Other Operating and Administration Expenses.</a></p>				



Report to the trustees/ members of	The Parochial Church Council of the Ecclesiastical Parish of Radford Coventry (St Francis PCC)		
On accounts for the year ended	31st December 2020	Charity no (if any)	1174496
	Set out on pages 1 to 4		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2020**.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

**Responsibilities and basis of report**


I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

- accounting records were not kept in accordance with section 130 of the Act
- or
- the accounts do not accord with the accounting records

**Independent examiner's statement**

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

Signed:  Date: 05/05/2021

Name: ROBERT THORNE FCCA

Relevant professional qualification(s) or body (if any): THE CHARTERED ASSOCIATION OF CERTIFIED ACCOUNTANTS

Address: 4 WOODRIDGE AVENUE  
ALLESLEY GREEN  
COVENTRY CV5 7PN