



The
DAMASCUS
Parish

Drayton | Appleford | Milton
Sutton Courtenay | Steventon



2020 Report and accounts for the DAMASCUS Parochial Church Council

St Peter's, **Drayton**
St Peter & St Paul's, **Appleford**
St Blaise, **Milton**
All Saints', **Sutton Courtenay**
St Michael & All Angels', **Steventon**

Nurturing faith, bringing hope, and sharing love

Registered charity number 1175551

Introduction to the DAMASCUS Parish

The DAMASCUS Parish is a single parish, arising out of the five, growing, semi-rural villages of Drayton, Appleford, Milton, Sutton Courtenay and Steventon. The five parishes had been working together for over twenty years as a Group Ministry prior to the formation of the single parish in July 2017. Since the formation of the DAMASCUS Parish we have begun to take advantage of the exciting opportunities to work more collaboratively.

The Parish is situated between Abingdon and Didcot with boundaries abutting both towns. There are considerable numbers of professional people in the area, with Oxford University, Oxford Brookes University, Harwell, Culham, Didcot Power Station and Milton Park Enterprise Zone all in the locality. The easy access to Didcot Parkway Station means that many parishioners commute to London, Oxford, Reading, Swindon and beyond.

Aim and Purposes

The DAMASCUS Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Helen Kendrick, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The PCC is also specifically responsible for the churches of St Peter's Drayton, St Peter and St Paul's Appleford, St Blaise Milton, All Saints' Sutton Courtenay and St Michael and All Angels' Steventon and St Michael's Hall Steventon.

Our Vision and Mission

**Our vision is to be a living Christian presence at the heart of our communities
nurturing faith, bringing hope, and sharing love.**

We believe there are five mission priorities facing the Parish:

1. Reaching out to our existing communities and the huge influx of new residents.
2. Building a new community of faith within the Milton Heights development.
3. Re-invigorating our existing traditional churches to support mission and outreach.
4. Enabling outreach within our Schools to flourish and grow.
5. Developing a spirit of generosity and giving, where all the churches support mission where it is most needed.

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music, and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for

the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the five churches in the parish.

Achievements and Performance

Worship and prayer

This is the third full year of operation of the DAMASCUS Parish which formally came into existence on 1 July 2017. The PCC is keen to offer a range of services during the week and over the course of the year, so the service pattern and tradition in the five churches offer variety across the Parish as a whole and to enable the clergy team to cover services in all five churches. The Clergy team and PCC will continue to review the pattern of services. The intention at the beginning of 2020 was that at least one service is held in each church every Sunday, except for the fifth Sunday when there is a DAMASCUS Parish service in one of the five churches. Also, that mid-week services are held in two churches on different days of the week. All five churches are open during the day every day for our local community and visitors to enjoy and use for private prayer. However, the usual pattern of services had to be terminated in March 2020 because of the restrictions imposed on the Nation as a consequence of the Coronavirus Pandemic.

Our church buildings were shut from March 2020 until July 2020 and our worship moved online. Through the year the IT skills of both the clergy and the congregation have improved and the quality and sophistication of our online worship has developed. Most of our online worship is pre-recorded but a few services have been live streamed. Our weekly online service has continued through 2020 after the church buildings re-opened and in-person services resumed. The Ministry team provided service sheets for people to worship at home and these were delivered to all on the Electoral roll. For those people who have no access to the internet weekly worship material was posted to them. For all those with internet access, in addition to the DAMASCUS online worship they were directed to the Oxford Diocese online worship which gave an opportunity to explore how other churches worship.

All are welcome to attend our regular services, but for much of 2020 numbers at in-person services had to be restricted to ensure safe social distancing and on occasion a system for booking places had to be used and some services repeated to enable us to meet demand. From July 2020 we were able to re-open the churches each day for private prayer, with some special measures in place to keep everyone safe from coronavirus.

During 2020 there were 210 people on the Parish Electoral Roll.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey of life, though during 2020 COVID restrictions have meant that baptisms and weddings could not take place for much of the year, so the number of these events was much lower than usual. Funerals have continued throughout the year, though with some changes because of the COVID restrictions, most notably in the number of mourners who can attend; we have been able to offer a live stream for some funerals so that wider family could safely and legally be connected to the funeral. In the DAMASCUS parish we have celebrated 14 baptisms, 3 weddings and held 27 funerals in church during the year.

The Lent course this year was 'The Bible Course' by Dr Andrew Ollerton, an eight-session course to help you see the big picture of the Bible storyline from Genesis to Revelation. The course was very instructive and thought provoking, but unfortunately interrupted by the Coronavirus restrictions, so some the later sessions were by self-study. We ran an Advent course online via Zoom. The course was "Living is Christ, Dying is Gain" by Bishop Steven Croft. This is a four-session course looking at the letter to the Philippians. This was a course to help us in the new and challenging time we faced in 2020 to discover what it means to be a disciple of Jesus Christ.

Remembrance Sunday is usually well supported by the village communities and the schools, but this year no services could be held in our churches because of the second period of lockdown, however, the churches were open for private prayer and brief acts of remembrance were held at village war memorials.

We would like to thank our Rector, Reverend Helen Kendrick, our Associate Ministers Reverend Phil Sutton, Reverend Meg Heywood, Reverend Rosie Bruce and Reverend Dr Karen Hyde and all the Licensed Lay Ministers for their hard work leading, nurturing, inspiring and teaching us during this year.

The following paragraphs present points about worship specific to each of the five churches in the parish, but are necessarily more limited than usual because of the restrictions in place through much of 2020.

Drayton

Under usual circumstances the typical attendance at the main Sunday service is 28 adults, but with many members of the congregation self-isolating has been lower for much of 2020. The All Souls service was recorded and went online at the time it would usually have been held in church. Invitations for this service included an invitation for light an LED candle in the Lady Chapel. St Peter's Christmas Praise also went online at the normal time of the Carol service, this was an interactive event with members of the congregation sharing their favourite carol or Bible verse and saying why they chose it. It was good to be able to sing carols in our homes knowing that others were doing it at the same time.

The prayer group met in the church room for the first two months of 2020. From March the group held a virtual prayer meeting at the same time once a month in our homes. It was a great source of encouragement to many knowing that others were praying at the same time.

Pebbles is a group for parents and carers with babies and toddlers. It takes place on Wednesday mornings, but from March has moved 'online' with a session on Zoom from 10-10.30 am during term time. It has been a way of reaching out and connecting families and a 'Drayton Pebbles' Facebook page has been set up. There is a great team of helpers. Sue Icke leads the group.

The First Tuesday Connections Group was able to meet for the first three months of 2020. During lockdown Jean, Beryl, Ros and David have kept in weekly touch with members by phone. Everyone has benefitted from being able to still chat and have a laugh together. We look forward to when we can all meet up together again.

The Care Team has met up for the first three months of the year and visits were carried out by all the members of the team to homes. However, from March COVID restrictions have meant the team has sadly been unable to visit people, but the team have kept in touch by phone. We continue to send cards on the anniversary of a baptism or bereavement and we send Parish Christmas cards to everyone who has contact with St Peter's through the year.

At St Peter's we hold a monthly Healing Service with laying on of hands which is open to everyone in the DAMASCUS Parish. These services were held in the first three months of 2020. From July, when the church building could re-open, we have instead been offering healing prayer in a socially distanced way. As the Healing Team have been unable to meet up in their usual way the evening before the Healing Service, the members of the team prayed for all those who have requested it, in their own homes.

The Discipleship Group has met regularly throughout the year, meeting via Zoom for most of the year. The planned "Start" course aimed at younger people who do not attend church did not take place due to lack of applicants and the pandemic. Three people completed the "Cup of Life" course which follows the outline of a 30 day retreat, they joined the course either online or by phone and thought it was beneficial. Seven people, who vary in both age and stage of their faith journey, completed their training as Faith Companions and five of these are now working with various members of the congregation. This year the group invited people were invited to write the name of a loved one on a Christmas tag and hang it on the Christmas tree in church. There was an excellent response to this idea. Throughout the year the group's concern has been to reach people who are shielding and have no access to the internet. Some success has been had with phone connections but this is still a work in progress.

Appleford

Under usual circumstances the typical attendance at the main Sunday service is 12 adults and two children. For Breakfast Church the congregation is usually much larger, this service is always lively including action hymns, short readings, family prayers and a thought for the day talk and breakfast. However, many of the regular congregation have been shielding since March and no in-person services could be held from March until September.

The Street Nativity could not be held because of COVID restrictions. However, like Sutton Courtenay knitted sheep were left around the village for children to find and return to a crib

service in the church yard. The carol service was repeated so that everyone who wished to could attend.

The Home Group consisting of 7-9 people continues to meet fortnightly throughout the year usually following set courses but adapting them when appropriate. For most of the year meetings have been virtually through Zoom.

Milton

Under usual circumstances the typical attendance at the main Sunday service is 12 adults and two children. However, our average attendance increased from July 2020 when we were able to return to in-person services and we hope this will continue as we return to 'normal' activities. During this period of social distancing, we have really benefitted from the flexibility of seating at Milton after the re-ordering of the church in 2017. Since March our Thought for the Day (Café church service) has changed to a short Morning Worship service. Our Family services have been particularly well attended and the children have been very willing contributors, we especially enjoy the thought-provoking prayers that they write for us.

We have continued to work with Milton Methodists. We again held two joint services on Covenant Sunday and St. Blaise Patronal Festival before the Coronavirus pandemic, but joint services were not possible later in the year. We were very pleased to welcome a few embers of Milton Methodists to our in-person services in July and August prior to the Methodist church resuming services.

The Remembrance Sunday Service had to be cancelled, but with the help of British Legion members we recorded a short act of Remembrance in church which was available online and there was a short act of remembrance at the war memorial on Remembrance Sunday. The church was still decorated for Remembrance Sunday, and the knitted poppy cascade around the porch door was much appreciated by the Milton community.

We had a successful Christingle service, with materials for making Christingles delivered to people at home, so they could safely make their Christingles at home and bring them to the service. The crib service was well attended drawing in families with young children and our the Children's Christmas trees in the church porch were brilliantly decorated by children and the 'young at heart' with decorations they had made. The usual Christmas Eve extravaganza was not possible in 2020, instead we held a carol service with a mix of traditional and contemporary readings and music. The service was entirely by candle light and the a lovely atmosphere. Whilst congregational singing was not permitted, but we could have a solo singer and we were lucky to have a professional singer in the village who performed for us and also thanks to a CD we had the choir from Kings College Cambridge singing for us. The church was as full as social distancing permitted and everyone appreciated this beautiful service.

Unfortunately, COVID restrictions have meant that Milton School have been unable to have services at St Blaise church this year, but we maintain links with the school and look forward to welcoming them to church in the future. Sadly we have also had no contact with Milton Park during 2020, as many companies continue to have most of their staff working away

from the office.

Sutton Courtenay

Under usual circumstances the regular attendance at Sunday services was relatively consistent at around 35 adults and two children. The monthly pattern of a mid-week Holy Communion, two Sunday Eucharists, and a Family Service plus a general worship service was maintained until 22 March when in-person services were suspended until July because of the Coronavirus pandemic. When services resumed in July the normal pattern of worship continued but with carefully managed seating and attendance was slightly reduced.

The Education Sunday service in February was held at the village primary school and was well attended.

On 1st November our All Souls' service moved to the afternoon and was recorded so that those unable to attend could see it online later in the evening. This was greatly appreciated. Our Act of Remembrance, including a bugler, happened in the Churchyard this year with wreaths being laid at later points in the day. The school came down to the church on the 11th November to lay their wreath and poppies. We were able to run all of our Christmas services using a booking system. These included two services of Nine lessons and Carols. A Longest night Service had a small congregation but was appreciated by all who attended. An Outdoor Crib service was the most successful with 100 adults and children attending. About 300 small knitted sheep had been knitted by members of the congregation and were left around the village for children to find, attach a name tag to and return to the outdoor crib – amazingly almost all the sheep managed to find their way to the stable.

For the first time in a while Midnight Mass happened at All Saints' with the final hymn being sung outside, very atmospheric. Christmas Family Eucharist was less well attended due to the change in government guidelines at the last minute. We were unable to have the annual Torchlight Procession due to safety and social distancing guidelines. The year ended with a Parish Communion on 27th December at which was nice to welcome members of our other churches.

Steventon

Under usual circumstances the regular attendance at services remains relatively consistent at around 34 adults and three children. Sunday School was held on the first Sunday of the month at the start of the year but attendance has remained low. We maintain links with the school and contact has continued, but there have been no services with the school during 2020 because of the COVID restriction.

Special services were held at Epiphany, Plough Sunday, Harvest and All Souls Day. The Remembrance Service had to be cancelled because of COVID restrictions but a short act of remembrance was held at the war memorial.

Evening prayer, held once a month, had a small but increasing attendance. This is a lay led service, and we are grateful to Mike Murray for this.

The planned celebrations for the 75th anniversary of VE Day were cancelled but a large tableau was organised outside the church doors with lots of bunting leading up to the church. This was much admired by passers by and the village community.

The service of Nine lessons and carols was held in the church yard, a shortened version and repeated so everyone could be accommodated. Both services were quite well attended and thanks to Terry Pearce, the choir master, for arranging for music and the choir outside. The Christmas Eve crib service was held outside and well attended. Midnight mass was held inside and the numbers were lower than usual. A great deal of effort was put into the Christmas decorations to turn the church 'inside out'. With a very willing and imaginative team of volunteers a huge tree was put up and decorated outside the church. A large crib was built which was gradually filled with near life size nativity figures. These figures were much admired and formed quite an attraction in the village. Large stars were constructed and hung along the Causeway leading to the church, put in place at the beginning of Advent. The cost of these was covered by donations from the village. There were many favourable comments about the decorations, an appreciation of what the church community was trying to contribute to the wider community. We gave each child at St. Michael's school a copy of a small book of the Christmas story to attempt to maintain our links with the school.

Social and fund raising

Social and fund-raising activities have been very much reduced in 2020 because of the COVID restrictions in place for much of the year. Many of the social activities provide outreach and mission opportunities within the village communities.

Drayton

We held our annual coffee morning and collection for the Children Society before we went into Lockdown. Our charity for Lent was Asylum and our Christmas appeal was split equally between PACT and Be Free Young Carers. We held a Christmas goods table throughout Advent in aid of St Peter's Fabric Fund.

Appleford

The monthly village coffee mornings which are well attended with a raffle being held and the 100 club being drawn, were held at the start of the year but then had to cease. The 100 club continued.

In October we could not hold a Harvest Supper but we did hold our Quiz virtually via Zoom and had a very enjoyable evening.

Milton

Our twice monthly tea and chat afternoons and offer an opportunity for companionship particularly for older villagers, ran until March, but then had to be suspended because of COVID restrictions.

To mark National Cream Tea Day in June we delivered cream tea packages to people at home.

Our Lent Charity was Just Finance and at Christmas we supported the Children's Society.

The craft group could not meet in person, but some were involved in mask making and all knitted sheep to provide the Rector with a flock of 100 sheep.

Working in partnership with the church, MICE (Miltonians in Community Events) have led in the promotion of a 100 Club from which the 'church' benefitted, both financially and socially. The 100 Club draw was one of the bits of normal life that continued in spite of the pandemic.

Sutton Courtenay

Fund raising this year has been severely limited by Covid restrictions. Nonetheless Community Cafe has continued mainly via Zoom. We did manage to make a collection for Macmillan Cancer in September. A Movie Matinee featuring the film "Yesterday" happened in January.

Our main fundraising came from the Sunday Cream Teas throughout August. This was very successful and enabled a lot of people to come and enjoy the newly completed River Room. Each week we had 30 to 40 people enjoying a summer afternoon tea both inside and outside.

Helen Kendrick managed a zoom link with the Orwell Society from the graveside instead of their annual visit in June. This included a reading by Richard Blair from his home.

We also reached out to the community. During this year the Rector challenged a number of groups to knit small woolly sheep. About 300 sheep made their way to the River Room where they were bagged up with a card and a booklet of Christmas reflections. The village was "sheep bombed" a week before Christmas and then families were seen regularly coming to the Outside Crib Scene to return the lost sheep. Alongside this there was a Christmas trail which raised money for Damascus Youth Project and Oxfordshire Mind.

The church received an anonymous donation from a villager who wanted to give something back to the village. This was used to produce about 80 hampers for singles, couples and families. These were greatly appreciated and generated many of positive responses.

A 200 club was started to help raise further funds for the River Room.

Steventon

Social and fund raising events were curtailed due to lockdown. Truck festival was cancelled and there was only one Barn dance. There were 2 Lent lunches, which were well attended, the remainder had to be cancelled.

A plant stall in June raised about £500, and cream teas, in place of the cancelled fete, raised about £1000.

Music

There are choirs at Drayton and Steventon who usually combine forces for joint and special services and for weddings.

Drayton

The choir at St. Peter's has been able to meet and sing during 2020 but only in limited circumstances. The number of singers has been limited to six, social distancing at the back of church, in between services being suspended. In December, these six choir members were able to go carol singing in the front gardens of people who have been isolating throughout the year.

Malcom Ross was able to record the choir singing a few hymns to be used for the online services. Some have been recording themselves singing hymns to be used as a virtual joint Damascus choir with the help of Bryony Landsbert. There is now a wide selection of hymns available for use in the online services.

Appleford

We continue to use our iPod and sound system to good effect supplementing this with an organist for special services.

Milton

We record our thanks to our organist Margaret Patching for selecting the hymns for our services and for her very loyal support playing the organ at St Blaise over many years. Having had a break from regular playing because of coronavirus restrictions, Margaret has decided to take a break from regular playing. Since the autumn we have effectively used music from CDs and whilst congregational singing has not been allowed, we have enjoyed choirs from around the world singing hymns for us via CDs and YouTube.

Sutton Courtenay

Singing Saints' continued to enhance our worship. During lockdown they recorded hymns to be used in the online worship. Once we were allowed, post lockdown, a small group of Singing Saints' contributed to our live worship. The church appreciates the time Paul Francis has spent with the group.

The church continues to be indebted to David King, John Napper and Patrick Salisbury for providing musical accompaniment.

Steventon

We continue to have a choir and are grateful to Terry Pearce for all his efforts, sadly not heard in the church since late March. The Steventon Choral Society joined forces with the

church choir for the shortened Nine lessons and carols. We thank them for their efforts in difficult circumstances. The bulk of the organ playing is done by Helen Pearce and she is supported by Michael Evans, Robert Thomas, and John Napper.

Bells

The bells in Drayton, Milton, Sutton Courtenay and Steventon were all rung regularly until March 2020 when all ringing was suspended because of Coronavirus restrictions. The bells at Appleford are unringable. Since July when the first lockdown restrictions were eased only extremely limited ringing for short periods (a maximum of 15 minutes was permitted) has been possible. The need to maintain 2m social distancing is a difficulty because adjacent bell ropes are not that far apart, so depending on the household configurations of the ringers and the need to keep households 2m apart, some strange, and not always musical, combinations of bells have occasionally been rung for special services.

At Drayton, Milton, Sutton Courtenay and Steventon a bell was tolled each evening through November at 6pm for the Archbishops call for national prayer. On Christmas day when the restrictions were eased slightly ringing on five or six bells was possible.

During this long period with no significant ringing pigeons have got into both Steventon and Sutton Courtenay bell chambers. At Steventon this was cleared up by the ringers and they have replaced the window netting on one window and a second will be re-netted in 2021. At Sutton Courtenay the clean up required was more extensive and complicated so will be carried out in Jan 2021 by a professional company who also re-netted the windows.

The new bell ropes for Steventon finally arrived in October and have been fitted, hopefully they will get more extensive use next year.

As we could only ring normally for two and half months of the year we were had few visiting bands. Similarly peals and quarter peals could only be rung at the start of the year so are very low in number, one quarter peal was rung at Drayton; one quarter peal and eleven peals were rung at Milton. Income to all the bell funds has been much reduced because they rely on the generous donations of visiting ringers, peal bands and from weddings.

Flowers

All the churches in the Parish are decorated for festivals and special occasions. We thank the many volunteer flower arrangers and those who organise flower rotas for all their efforts to make our churches look so beautiful.

Drayton

Flowers in church have been low key this year. When the church re-opened for private prayer an arrangement of garden flowers was put in the Lady Chapel, changing to potted plants in the winter. There was a small display at harvest on the chancel step and swags on

the pillars. Christmas was again kept simple with holly and yew with candles on the window sills and swags again on the pillars.

Appleford

The church has been closed for much of the year, but a variety of volunteers decorated the church for Christmas.

Milton

Whilst there is no flower arranging group at St Blaise, a variety of volunteers organised decoration of the church for Harvest and Christmas.

Sutton Courtenay

In the past year we have seen significant disruption to church services. Due to government restrictions, we were not able to provide flowers at Easter though we were able to help the congregation celebrate Harvest and Christmas. In the months in between we provided flowers where this could comply with government regulations. Once again we have seen the number of flower arrangers reduce, as some individuals are no longer able to contribute due to declining health. But the arrangers we have continue to provide a dedicated service, with most providing the flowers at their own expense despite their being funds available to compensate them.

Steventon

Mary Thompson leads a team of flower arrangers and the church was decorated for all the festivals except Easter. A lot of people help in the rota and at festivals. These occasions are much enjoyed by those doing the decorating and appreciated by the congregation. Flowers were done for the weddings, which helps to keep the flower fund afloat. When the church was closed decorations of flowers were put outside the church doors. Many thanks to all who contributed to this.

Schools

Within the DAMASCUS Parish there are four primary schools of which the three in Milton, Sutton Courtenay and Steventon are Church of England schools. The clergy and lay people are actively involved in a variety of ways – as governors, taking assemblies, helping to deliver the RE curriculum, *Open the Book*, and as reading volunteers.

Drayton

Over the year we were not able to build upon the contact made in 2019, due to the pandemic. Meg Heywood was asked to be a governor, to which she said yes. She started in September and went to a couple of governor meetings on Teams as well as an induction course!

Milton

Links with Milton School are strong. Reverend Phil Sutton is a Governor of St Blaise School, he has been going into school regularly leading assemblies and other activity sessions when Covid restrictions have permitted. Unfortunately, it has not been possible for the school to use or visit St Blaise this year because of COVID restrictions. Phil Sutton is continuing to work with the Headteacher and staff to use the church on a more regular basis as part its curriculum and community-based activities.

Sutton Courtenay

The Open the Book team continued to do weekly assemblies at Sutton Courtenay Primary School up until March. Katie Green did some video stories for the OTB team during the first lockdown to send to the school. Helen Kendrick went into school to do some craft activities with the children of key workers to help support the school. Karen Hyde has produced some videos of Godly Play Stories for the school to use.

The school has managed to visit the school a few times in the autumn. Once for a visit and activities in the River Room. A session on communion as part of their RE curriculum. Some of the children came down to the war memorial on 11th November to lay a wreath and poppies and to reflect.

At Christmas three sessions were run by Alison Budd telling the Christmas story using the Open the Book resources concluding with "I wonder" discussions. Whole school assemblies have not yet been allowed to start.

Steventon

The church maintains its relationship with Steventon School with the *Open the Book* assemblies being run when COVID restrictions permit. Reverend Phil Sutton is a Governor of Steventon School and has been going into School regularly, when COVID restrictions permit, to take assembly and to meet and support staff. Usually the School uses the Church on a regular basis but this has not been possible because of COVID restrictions.

Fabric

In all five churches routine maintenance has taken place, including clearance of drains and gutters and servicing of boilers, fire extinguishers, lightning conductors, roof alarms, CCTV, clocks, and organs. Two quinquennial inspection (at Sutton Courtenay and Steventon) have taken place this year. For each church other specific activity related to maintaining the building and churchyard is given in the following paragraphs.

Drayton

Smith of Derby dismantled and removed a clock hammer to their workshop, where a new hammer head wedge was made and reassembled in the bell tower in January 2020. The clock has been reliable throughout the year.

Due to the pandemic the organ has had only one of its two regular services carried out.

No major work has been necessary in 2020.

Appleford

The ground gutters around the church have been cleared of weeds and the yew trees were clipped. A roof tile was replaced, and some slipped tiles put back in place. A broken window rope was replaced. No major work was carried out in 2020.

Milton

The church building and its interior are in good condition following the major projects in recent years, so no major work has been necessary in 2020. Some work was carried out to improve the sound system quality and to make it easier to use it with electronic devices. We would like to record our thanks to Paul Browning for the many tasks he has ably and enthusiastically carried out to maintain the church and churchyard; to all those involved in cutting the churchyard grass and in the working group that got the hedge under control.

Sutton Courtenay

The major achievement of 2020 was the completion of the River Room with the keys handed over on the 22nd July. The Parish Office is now in full use and we look forward to getting the River Room in full use once the pandemic is over. Those who have seen the building have commented on its high quality and look forward to be able to use it. The building work did pause during the first lockdown, but they did manage to pick up working while keeping the workers and us safe. Some snagging issues have been sorted. The yew trees on the path leading to the River Room have now been trimmed. The main gate to the church was enlarged to allow access for emergency vehicles if required. The churchyard wall adjacent to the River Room has been rebuilt and new trees and whips have been planted along the boundary.

Robert Montgomery inspected the church in December and produced the quinquennial report. Immediate action needed to be taken in the tower where pigeons had gained access. This work is scheduled to be completed in January 2021 by Total Pest Control who will clear all pigeon guano and soiled floor coverings, clean the pigeon mess from the bell frame, bells and fittings, replaced the netting to stop the pigeons getting back in and fumigated and disinfected the area. Further work is required on woodworm, gutters, soakaways and some of the stonework round the windows.

We would like to thank David McKenzie, our Clerk of Works, for his work in monitoring and maintaining the church building.

Steventon

The Quinquennial inspection was carried out in September. Nothing urgent was reported but the next thing that may need doing is repointing on the church tower.

Early in the year part of the wall on the south side of the church yard fell down and this has been rebuilt. Some remedial work has been carried out to improve the sound system. New bell ropes have arrived and been fitted and some work has been done on the netting in the tower windows to keep the pigeons out.

Deanery Synod

Four members of the PCC were on Deanery Synod until the APCM (which was delayed until October this year). Following the APCM the number of representatives dropped to two and a vacancy which we hope to fill in 2021. These members provides the PCC with an important link between the parish and the wider structures of the church. Three meetings were held during 2020 – those in September and November by Zoom. The Revd Helen Kendrick is the Area Dean.

On 30 January 2020, at Cumnor, the visiting speaker was from the Church Mission society. CMS has a large library and resources and is based in Oxford. For more information, see their website. The wording of the deanery's Mission Grant Application Forms and the criteria outlines were under review, and new forms/guidelines would be posted on the deanery website. Mission Grants applications to be submitted at least a week ahead of Deanery Standing Committee meeting dates to the Deanery Secretary. At the Diocesan Synod the new Diocesan Secretary, Mark Humphriss, had been introduced. The appointment of three full-time Associate Archdeacons had been proposed, and there had been a debate on how the Diocese is resourced and finances spent. It was noted that the Revd Canon David Tyler had been appointed as Associate Archdeacon and he will be moving to Abingdon and be a member of the Deanery Synod.

On 24 September 2020, by Zoom, the pastoral reorganisation of Dry Sandford, Wootton, Marcham and Shippon had been approved. It was agreed that Abingdon Deanery would retain 0.5% of the 2021 Parish Share rebate (payable January 2022) to offset the cost of providing the Dry Sandford transition arrangements. The Treasurer proposed setting up a working group to review future parish share allocation methodology, and he would talk to other deanery treasurers to find out how they were coping with costs where there is a mix of town and rural parishes. PCCs asked to consider forgoing some or all of their 2020 rebate (payable in January 2021) to build a Contingency Fund - a discretionary fund held at deanery level to help parishes who have lost significant fundraising or hall rental and fee income during the pandemic, and are operating at a significant deficit or are running low on reserves. The balance of the 2019 Mission Grant Fund was £2,125 and parishes were encouraged to apply via the Mission Grant Application Forms on the deanery website. Up to 50% of costs (to a maximum of £500) could be applied for. Grants for media equipment to film/stream church services (eg. cameras) would be considered as they are mission tools (not 'fabric'), and these can be applied for retrospectively for items already purchased. At the Diocesan Synod the presidential address had covered going from quarantine and returning to the now 'new normal', and a look at how parishes were balancing on-screen ministry with face-to-face.

On 26 November 2020, by Zoom, Shirley Northover stepped down as Lay Chair, and Sue Scott was elected to replace her. Michael Murray was welcomed as our new Representative from DAMASCUS. There was a presentation on Children's and Families' Ministry by Ian

MacDonald, a Diocesan Youth Adviser. He commended the amount of creativity and adaption arising from the past months of restrictions, and highlighted shifts that sought to reconnect young people and families in church and to ensure that connection was not lost at around the age of 11-14. The Synod voted unanimously to approve the 2021 Parish Share of £843.289. With some parishes weathering the Covid-19 financial storm better than others, PCCs were reminded to consider forgoing some or all of their 2020 rebate (payable 2021) to add to the Contingency Fund. This Fund not intended to be long term (only while the pandemic problems remain) and thereafter it will be closed with any balance left over redistributed back to the parishes who contributed. It was reported that, at the Diocesan Synod, Bishop Steven had addressed the casualisation of work, the inequity in the distribution of work, the recompense for work, and the fairness of working. There had been an inspiring presentation on (Parents and Children Together) which works in the area of adoptions, supporting families and victims of domestic violence.

Volunteers

We would like to thank all the volunteers who work so hard to make our five churches lively and vibrant communities. Particularly we thank welcomers, sidespersons, readers, intercessors, junior church leaders, those who assist with the financial processes, and all those who work behind the scenes who make for an efficient operation and ensuring we have well-presented buildings and churchyards.

Financial review

This financial review covers the period 1st January 2020 to 31st December 2020. Income again exceeded £250,000 resulting from the financing and completion of the River Room project at Sutton Courtenay church. At this level of income, it is a requirement that the account must be prepared and presented using the accruals method. Income and expenditure are recognised as soon as entitlement is established, e.g., gift aid must be recognised when the income is received even though the actual claim may be received in the subsequent year.

Accruals accounts consist of a SOFA (Statement of Financial Activities), a balance sheet, a cash flow statement, and further explanatory notes. The SOFA is on page 21, the balance sheet is on page 22, the cash flow statement is on page 23 and the notes on pages 24-34.

Total unrestricted income during 2020 was £132,930 a substantial fall on the previous year's income of £160,414 due primarily to the pandemic. Unrestricted expenditure fell from £174,068 to £156,267, reflecting a reduction in church expenses such as heating. This decrease was substantially less than the reduction in income and hence there has been a net deficit on unrestricted spending of £23,337. Consequently, the unrestricted funds carried forward to 2021 are £38,094 or £45,463 if designated funds are also included. Unrestricted funds have fallen consistently since the new parish was formed and are now close to the limit set by our reserves policy (see below).

The River Room has been financed from restricted funds. These have now been used to the extent that the carried forward value for this fund is a deficit of £32,282. This shortfall is covered by four loans which will be repaid over the next 10 years. By the end of 2020 there was £52,000 of loan finance to be repaid. The loan repayment is being financed through a 200 club and other fund raising. Projects of a lesser scale at Sutton Courtenay and Steventon have been financed wholly through restricted funds.

Investment funds, which are all endowment funds, improved from £598,587 to £626,405. Only the interest or dividends from these funds may be spent.

In summary, it is likely that sufficient finance will be raised to close the account on the River Room, but close attention will need to be paid to the level of unrestricted funds. Significant changes will be required to increase day to day income or reduce expenditure.

Reserves Policy

It is PCC policy to maintain a balance on free reserves (net current assets) which equates to at least two months unrestricted payments. This is equivalent to £30,000. It is held to smooth out fluctuations in cash flow and to meet emergencies.

It is our policy to invest short term balances with the CCLA Church of England Deposit Fund and longer term reserves in the CCLA Church of England Investment fund. However, the significant movements in funding for the Sutton Courtenay River Room has led to more cash being held in ordinary bank accounts.

Structure, governance, and management

The method of appointment of PCC members is set out in the Church Representation Rules. In the DAMASCUS Parish the membership of the PCC consists of the incumbent, other members of the clergy team, churchwardens, licensed lay ministers and members elected by those members of the congregation who are on the electoral roll of the parish. All those who are members of the congregations are encouraged to register on the electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding how the funds of the PCC are to be spent. Following an initial part year of operation from election in September 2017 to April 2018, the full PCC was elected at the Annual Parochial Church Meeting (APCM) in April 2018. Elections to fill vacancies on the PCC and to appoint Churchwardens and Pro-wardens took place in October 2020. The PCC met six times during 2020. Local Church Committees (LCC) have been established for each of the five churches with responsibility for considering local activity and provide local church feedback to the PCC and act as a forum for the PCC to consult with the congregations of each of the five churches. Each of the five LCCs provide a report to every PCC meeting. For each church Pro-Wardens, elected at the APCM, carry out roles ensuring the smooth running of their church and maintain order in the church and grounds.

A Standing Committee consisting of the incumbent, the churchwardens, the PCC Secretary, and the PCC Treasurer meet bi-monthly (in the months between PCC meetings) to transact business delegated to them by the PCC.

Most meetings during 2020 have been held virtually via Zoom because of Covid-19 restrictions.

Administrative information

The Ministry team

Clergy

Parish Rector – The Reverend Helen Kendrick

Associate Priest (Half-Time Stipendiary) – The Reverend Phil Sutton

Associate Priest (House for Duty) – The Reverend Meg Heywood

Associate Priest (SSM) - The Reverend Rosie Bruce

Assistant Priest (SSM) – The Reverend Dr Karen Hyde

Licensed Lay Ministers

Dr Tim Budd

Mr Jack Jarvis

Mrs Alex Landsbert

Authorised Preacher

Mr Paul James

The DAMASCUS Parish is part of the Abingdon Deanery within the Diocese of Oxford within the Church of England. The correspondence address is The Rectory, 3 Tullis Close, Sutton Courtenay, Abingdon, Oxfordshire OX14 4BD. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission, with registered charity number 1175551.

PCC members who have served at any time from 1 January 2020 until the date this report was approved are:

Ex Officio members:

Incumbent: The Reverend Helen Kendrick (Chairman)

Associate Minister: The Reverend Meg Heywood

Associate Minister: The Reverend Phil Sutton

Associate Priest: The Reverend Rosie Bruce

Assistant Priest: The Reverend Dr Karen Hyde

Licensed Lay Minister: Dr Tim Budd

Licensed Lay Minister: Mr Jack Jarvis

Churchwarden: Dr Hilary Otterburn

Churchwarden: Mrs Nicola Turner

Mrs Anne Brownson representative in Deanery Synod (until 21 Oct 2020)

Mr Anton King representative in Deanery Synod

Mrs Alex Landsbert representative in Deanery Synod (until 21 Oct 2020)

Mrs Faye Rees representative in Deanery Synod (until 21 Oct 2020)

Mr Michael Murray representative in Deanery Synod (from 21 Oct 2020)

Elected members:

Mrs Roz Green (until 21 Oct 2020)

Mr Robert Green (until 21 Oct 2020)

Mrs Valerie Cross

Mrs Linda Johnson
Mrs Joy Browning (until 2 September 2020)
Dr Elaine Maxwell (from 21 Oct 2020)
Mrs Alison Budd (from 21 Oct 2020)
Mr Fred Cabbage (until 21 Oct 2020)
Professor David King
Mrs Jane Hornsby
Ms Claire Ward

Co-opted members

Mrs Sue Harris, Secretary
Mr Martin Blogg, Treasurer
Mrs Sue Jenkins, Safeguarding Officer

Local Church Committee members from who have served at any time from 1 January 2020 until the date this report was approved are:

Appleford LCC: Elizabeth Duffield, William Finch, Roz Green (Pro-Warden), Sue Helby, Anne Hounslow, Linda Payne, Iris Ramkissoon.

Drayton LCC: Valerie Cross (Pro-Warden), Sally Dixon, Sue Harris, Sue Icke, Linda Johnson (Pro-Warden), Anton King.

Milton LCC: Joy Browning (Pro-Warden), Anne Brownson, Audrey Devall, Elaine Maxwell, Janet Money, Margaret Patching, Janet Taylor, Nicola Turner (Pro-Warden).

Sutton Courtenay: Alison Budd (Pro-Warden), Tim Budd, Fred Cabbage (Pro-Warden), Sue Jenkins, David King, Alex Landsbert, David McKenzie, Vivienne Maunders, Phil Stubbley, Mary Warrington.

Steventon: Alan Binning (Pro-Warden), Diana Bowder, Doreen Goddard, Jane Hornsby, Jack Jarvis, Andrew Loutit, Hilary Otterburn (Pro-Warden), David Sandford, Tony Sloggett, Claire Ward.

DAMASCUS PARISH
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL
CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF DAMASCUS

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2020 which are set out on pages 21 to 34.

Responsibilities and basis of report

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

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

Signed



Caroline Webster, FCA

Ross Brooke Ltd
Suite I, Windrush Court, Abingdon Business Park, OX14 1SY

Date: 26/7/21

DAMASCUS PARISH
STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31 December 2020

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
INCOME AND ENDOWMENTS							
Voluntary income	2a	110,831	-	362,003	-	472,834	450,358
Activities for generating funds	2b	4,103	-	6,855	-	10,958	27,475
Church activities	2c	9,562	-	-	-	9,562	14,288
Dividends, interest, income from property etc.	2d	2,076	-	11,872	-	13,948	15,038
Other incoming resources	2e	6,358	-	414	-	6,772	12,639
TOTAL INCOME		132,930	-	381,144	-	514,074	519,798
EXPENDITURE							
Church activities	3a	122,218	-	615	-	122,833	134,253
Church expenses	3b	31,967	-	15,736	-	47,703	64,938
Costs of generating income	3c	-	-	764	-	764	6,860
Major capital expenditure	3d	-	-	403,697	-	403,697	398,228
Other expenditure	3e	2,082	-	48	-	2,130	-
TOTAL EXPENDITURE		156,267	-	420,860	-	577,127	604,279
NET INCOME/EXPENDITURE BEFORE INVESTMENT GAINS		- 23,337	-	- 39,716	-	- 63,053	- 84,481
NET GAINS ON INVESTMENTS					27,818	27,818	68,959
NET INCOME/EXPENDITURE		- 23,337	-	- 39,716	27,818	- 35,235	- 15,522
TRANSFER BETWEEN FUNDS		- 120	-	120	-	-	-
NET MOVEMENT IN FUNDS		- 23,457	-	- 39,596	27,818	- 35,235	- 15,522
Total funds brought forward		61,551	7,369	120,347	598,587	787,854	803,376
Total fund carried forward		38,094	7,369	80,751	626,405	752,619	787,854

DAMASCUS PARISH BALANCE SHEET AT 31 DECEMBER 2020

	Notes	2020 Total £	2019 Total £
FIXED ASSETS			
Tangible	6	608	811
Investments	7	626,405	598,587
		<u>627,013</u>	<u>599,398</u>
CURRENT ASSETS			
Debtors and prepayments	8	22,753	25,365
Short-term deposits		77,543	95,424
Cash at bank and in hand		83,555	127,962
		<u>183,851</u>	<u>248,751</u>
LIABILITIES			
Creditors - amounts falling due in one year	9	15,245	33,295
NET CURRENT ASSETS/(LIABILITIES)		<u>168,606</u>	<u>215,456</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		795,619	814,854
Creditors - amounts falling due after one year	10	43,000	27,000
TOTAL NET ASSETS		<u>752,619</u>	<u>787,854</u>
PARISH FUNDS			
Unrestricted	11	45,463	68,920
Restricted	12	80,751	120,347
Endowment		626,405	598,587
		<u>752,619</u>	<u>787,854</u>

Approved by the Parochial Church Council on 12 July 2021 and signed on its behalf by:

The Revd Helen Kendrick (Chair) HG Kendrick

Nicola Turner (Treasurer) Nicola Turner

DAMASCUS PARISH
CASH FLOW STATEMENT AT 31 DECEMBER 2020

	2020		2019	
	£	£	£	£
Net cash from operating activities	-	128,236	-	109,390
Cash flows from investing activities				
Dividends, interest and rent from investments	13,948		15,038	
Interest paid	-		-	
Proceeds from sale of:				
Tangible fixed assets	-		-	
Tangible fixed investments	-		-	
Purchase of:				
Tangible fixed assets for the use of the PCC	-		-	
Fixed asset investments	-		-	
Cash flows from financing activities				
Loans (outstanding balances)	52,000		50,000	
Net cash provided by/ (used in) investing activities		65,948		65,038
Change in cash and cash equivalents in the reporting period	-	62,288	-	44,352
Cash and cash equivalents at 1 January		223,386		267,738
Cash and cash equivalents at 31 December		161,098		223,386
Reconciliation of net income/(expenditure) before investment gains				
Net income before investment gains 31 December	-	63,053	-	84,481
Adjustment for:				
Depreciation charges		203		203
Dividends, interest and rent from investments	-	13,948	-	15,038
Decrease/(increase) in debtors		2,612	-	20,211
(Decrease)/Increase in creditors	-	54,050		10,137
Net cash provided by/(used in) operating activities	-	128,236	-	109,390
Analysis of cash and cash equivalents				
Cash in hand		83,555		127,962
Notice deposits (less than 3 months)		77,543		95,424
		161,098		223,386

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 ACCOUNTING POLICIES

The Parish is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under The Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 and with the Regulations "true and fair view" provisions, together with FRS102 as the applicable accounting standard and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)). The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown as fair value.

The financial statements are prepared on a going concern basis. There are no material uncertainties in respect of the charities ability to continue as a going concern for the foreseeable future.

ASSETS

Consecrated and benefice property

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. All expenditure incurred during the year on such property is written off as expenditure in the SOFA and separately disclosed

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life (normally 20 years) other than when insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year and cost at least £1,000. The Parish computer comes within this scope and has been depreciated over 5 years.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC available for spending on general purposes of the PCC. They include designated funds that have been set aside by the PCC for specific purposes.

Restricted Funds

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

Endowment Funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income.

INCOME

Collections and planned giving are recognised when received by or on behalf of the Parish. Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised. Grants and legacies to the church are accounted for as soon as the Parish is notified of its legal entitlement and the amount due. Funds raised by fund-raising events are accounted for as gross. Sales of books and magazines are accounted for gross.

INVESTMENT INCOME

Interest on bank balances is accounted for on an accruals basis with interest recognised in the period to which the interest relates.

Dividend income is recognised on the date the share interest becomes ex-dividend or when the right to the dividend can be established.

EXPENDITURE AND LIABILITIES

Liabilities are recognised as expenditure as soon as there is a legal and constructive obligation and settlement is probable and quantifiable.

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

2 INCOME AND ENDOWMENTS

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
2(a) Voluntary income					
All other giving and voluntary receipts, including Special Appeals (recurring and one-off)	5,766	40,886	-	46,652	84,350
Collections at services	9,080	1,136	-	10,216	19,270
Collections at services for charity	1,181	-	-	1,181	-
Gift Aid recovered	20,079	8,978	-	29,057	67,714
Grants (include recurring and one-off)	7,695	308,440	-	316,135	203,323
Other planned giving	2,853	438	-	3,291	3,666
Legacies received (capital value)	-	-	-	-	-
Tax efficient planned giving	64,177	2,125	-	66,302	72,035
	<u>110,831</u>	<u>362,003</u>	<u>-</u>	<u>472,834</u>	<u>450,358</u>
2(b) Activities for generating funds					
Gross income from fundraising activities	4,103	6,855	-	10,958	27,475
	<u>4,103</u>	<u>6,855</u>	<u>-</u>	<u>10,958</u>	<u>27,475</u>
2(c) Church activities					
Additional wedding and funeral fees	511	-	-	511	1,031
Gross income from trading (e.g. hall lettings, magazine, bookstall). NOT fundraising.	1,834	-	-	1,834	3,477
Statutory fees retained by the PCC (weddings, funerals etc)	7,217	-	-	7,217	9,780
	<u>9,562</u>	<u>-</u>	<u>-</u>	<u>9,562</u>	<u>14,288</u>
2(d) Dividends, interest, income from property etc.					
Dividends, interest, income from property etc.	2,076	11,872	-	13,948	15,038
	<u>2,076</u>	<u>11,872</u>	<u>-</u>	<u>13,948</u>	<u>15,038</u>
2(e) Other incoming resources					
Other incoming resources	6,358	414	-	6,772	12,639
	<u>6,358</u>	<u>414</u>	<u>-</u>	<u>6,772</u>	<u>12,639</u>
TOTAL INCOME	<u>132,930</u>	<u>381,144</u>	<u>-</u>	<u>514,074</u>	<u>519,798</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

3 EXPENDITURE

	Unrestricted funds £	Designated funds	Restricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
3(a) Church activities						
<i>Clergy and staff expenses</i>	7,299	-	-	-	7,299	6,805
<i>Diocesan parish share contribution</i>	103,957	-	-	-	103,957	106,269
<i>Mission giving and donations</i>	2,730	-	-	-	2,730	11,330
<i>Salaries, wages and honoraria</i>	8,232	-	615	-	8,847	9,849
	<u>122,218</u>	<u>-</u>	<u>615</u>	<u>-</u>	<u>122,833</u>	<u>134,253</u>
3(b) Church expenses						
<i>Mission and evangelism costs</i>	245	-	798	-	1,043	761
<i>Church running expenses</i>	25,124	-	13,541	-	38,665	52,837
<i>Church utility bills</i>	5,435	-	1,397	-	6,832	9,457
<i>Costs of trading</i>	-	-	-	-	-	-
<i>Independent examiner's costs</i>	960	-	-	-	960	1,680
<i>Depreciation on church equipment</i>	203	-	-	-	203	203
	<u>31,967</u>	<u>-</u>	<u>15,736</u>	<u>-</u>	<u>47,703</u>	<u>64,938</u>
3(c) Costs of generating income						
<i>Costs of fundraising activities</i>	-	-	764	-	764	6,860
	<u>-</u>	<u>-</u>	<u>764</u>	<u>-</u>	<u>764</u>	<u>6,860</u>
3(d) Major capital expenditure						
<i>Major repairs to the church building</i>	-	-	2,856	-	2,856	18,353
<i>New building work</i>	-	-	400,841	-	400,841	379,875
	<u>-</u>	<u>-</u>	<u>403,697</u>	<u>-</u>	<u>403,697</u>	<u>398,228</u>
3(e) Other expenditure						
<i>Other outgoing resources/ payments</i>	2,047	-	48	-	2,095	-
<i>Governance costs</i>	35	-	-	-	35	-
	<u>2,082</u>	<u>-</u>	<u>48</u>	<u>-</u>	<u>2,130</u>	<u>-</u>
TOTAL RESOURCES EXPENDED	<u>156,267</u>	<u>-</u>	<u>420,860</u>	<u>-</u>	<u>577,127</u>	<u>604,279</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

4 STAFF COSTS

	2020	2019
	£	£
Parish administrator	3,120	1,697
Cleaner	2,292	2,292
Groundsman	1,230	1,230
Gravedigger	110	-
Organist	2,035	4,110
Vergers	60	-
Bell ringers		520
	<u>8,847</u>	<u>9,849</u>

Note: All staff above are self-employed

The number of individuals in receipt of staff payments was as follows:

Parish administrator	1	2
Cleaner	3	3
Groundsman	1	1
Organist	8	11
Vergers	1	-

None of the Trustees received any remuneration or employee benefits during the year. The lay trustees, where applicable, who acted as agents to the PCC in making approved payments on its behalf, were reimbursed for these expenses on presentation of suitable documentary evidence.

Clergy working expenses were reimbursed in accordance with Church of England guidelines.

There were no related party transactions.

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

5 TRANSFER OF FUNDS

	Unrestricted £	Restricted £	Total £
Apportionment of deposit fund interest	- 120	120	-

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

6 TANGIBLE FIXED ASSETS

	Office equipment £	Total £
Cost of valuation		
At 1 January 2020	811	811
Additions	-	-
Disposals	-	-
At 31 December 2020	<u>811</u>	<u>811</u>
Depreciation		
At 1 January 2020	-	-
Charge for the year	<u>203</u>	<u>203</u>
At 31 December 2020	<u>203</u>	<u>203</u>
Net book value at 31 December 2020	<u>608</u>	<u>608</u>
Net book value at 31 December 2019	<u>811</u>	<u>811</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

7 INVESTMENTS

	Market value at 31st December 2019 £	Additions £	Disposals £	Market value at 31st December 2020 £	Change in value Jan 1 to Dec 31 2020 £
Milton Milton - Church Lands	536,268	-	-	559,822	23,554
Drayton Bradfield Trust	8,994	-	-	9,613	619
Drayton Clerk's Piece	796	-	-	847	51
Drayton Miss Emma Hyde for maintenance of church fabric	2,218	-	-	2,357	139
Drayton Hyde's charity for psalmody	762	-	-	811	49
Steventon 627485002S - ENDOWMENT FUND	29,111	-	-	31,113	2,002
Steventon 627485001 S - N01 INVESTMENT FUND	20,438	-	-	21,842	1,404
	598,587	-	-	626,405	27,818

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

8 DEBTORS

	2020	2019
	£	£
HMRC Gift Aid	16,012	22,625
Statutory fees due	-	178
Collections to be banked	568	2,562
Fund raising to be banked	565	-
Parish share rebate	2,625	-
Grants from Oxford Diocese	1,560	-
Miscellaneous debtors	1,423	-
TOTAL	<u>22,753</u>	<u>25,365</u>

9 CREDITORS falling due within one year

	2020	2019
	£	£
Accounts examination costs	960	900
Diocesan Loan repayment	6,000	23,000
Individual 1 loan	1,000	-
Individual 2 loan	1,000	-
Individual 3 loan	1,000	-
Architects fees for River Room	-	1,796
Clergy expenses	707	2,836
100 club prizes	36	-
Mission giving	1,478	-
Parish Administrator	1,040	-
Miscellaneous creditors	2,024	4,763
TOTAL	<u>15,245</u>	<u>33,295</u>

10 CREDITORS falling due after one year

	2020	2019
	£	£
Diocesan Loan repayment	21,000	27,000
Individual 1 loan	9,000	-
Individual 2 loan	9,000	-
Individual 3 loan	4,000	-
TOTAL	<u>43,000</u>	<u>27,000</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

11 UNRESTRICTED FUNDS

	Brought Forward £	Income £	Expenditure £	Transfer £	Carried forward £
General funds	61,551 *	132,930	156,267	- 120	38,094
Designated funds					
Drayton pew removal	6,664	-	-	-	6,664
River room (designated)	705	-	-	-	705
	<u>7,369</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,369</u>

*** Reconciliation of 2019 and 2020 balances**

Closing unrestricted fund balance from 2019 accounts	59,682
Income from charity collections at service incorrectly recorded as NonPCC funds in 2019 accounts when expenditure was from PCC unrestricted funds	1,869
Opening unrestricted fund balance 2020	61,551

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

12 RESTRICTED FUNDS

	Brought Forward £	Income £	Expenditure £	Transfer £	Carried forward £
Drayton fabric	4,245	740	696	7	4,296
Drayton Carpenters legacy	1,269	-	-	-	1,269
Drayton Bells	2,730	135	-	5	2,870
Drayton Clerk's Piece	348	-	-	-	348
Drayton Hydes for Psalmody	617	-	-	-	617
Appleford fabric fund	7,847	1,315	403	-	8,759
Milton bells	11,984	626	311	21	12,320
Milton building	7,647	1,253	-	14	8,914
Milton Church Lands	29,929	11,737	4,077	59	37,648
Sutton Courtenay Fabric	6,200	5,682	6,190	9	5,701
Sutton Courtenay River Room	16,158	353,155	401,595	-	- 32,282 *
Sutton Courtenay Ringers	2,452	76	-	-	2,528
Sutton Courtenay Choir	-	-	-	-	-
Sutton Courtenay Fun Day	3,641	4,737	798	-	7,580
Steventon Fabric	3,760	1,409	2,064	-	3,105
Steventon Churchyard	18,170	74	3,612	-	14,632
Steventon Tower	3,415	186	1,114	5	2,492
Steventon Church Repair	- 65	19	-	-	- 46
	120,347	381,144	420,860	120	80,751

*** Sutton Courtenay River Room**

This fund has a negative end of year balance because the building work has been paid whilst fund raising continues. This negative balance is covered by loans from four sources, repayable over periods of up to 10 years and will be repaid by future fund raising. Plans are in place to cover the repayments. At 31/12/2020 the total of loans was £52,000. The loans are not PCC funds so do not appear as part of the balance for this fund. The loan cash and the repayment liability does appear in the balance sheet.

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

SUMMARY OF ASSETS BY FUND

	Unrestricted funds £	Restricted funds £	Endowment funds £	TOTAL 2020 £
Tangible fixed assets	608	-	-	608
Investment fixed assets	-	-	626,405	626,405
Current assets	103,100	80,751	-	183,851
Liabilities				
<i>Amounts falling due in one year</i>	- 15,245	-	-	- 15,245
<i>Amounts falling due after one year</i>	- 43,000	-	-	- 43,000
	<u>45,463</u>	<u>80,751</u>	<u>626,405</u>	<u>752,619</u>