



The
DAMASCUS
Parish

Drayton | Appleford | Milton
Sutton Courtenay | Steventon



2021 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

Introduction to the DAMASCUS Parish

The DAMASCUS Parish is a single parish, formed from 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 been building on the 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.**

Through:

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, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific 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.

It should be noted that for the first three months of 2021 the Rector, the Reverend Helen Kendrick was on sabbatical, followed almost immediately by an extended period of sick-leave.

Achievements and Performance

Worship and prayer

2021 was another year dominated by the Global Covid-19 Pandemic and our life of worship and prayer has been greatly impacted by this. For the first three months of 2021 our churches were once again closed for public worship and only re-opened on Palm Sunday. The PCC remained committed to offering 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 – particularly in the light of a reduction in the ministry team (through retirement). Our intention at the beginning of 2021 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. (Subject to Covid-19 restrictions).

Online worship was again offered on a weekly basis for the whole parish during the period of lockdown and, as we re-emerged from the lockdown, we combined both online and in-person worship where we had the technology. We offered a combination of pre-recorded and live-streamed services where possible.

The Ministry team continued to provide service sheets for people to worship at home where requested. 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 2021 numbers at in-person services remained lower than previously due to individual caution about gathering in buildings. We continued to follow government guidelines and follow all Covid-19 precautions as instructed or guided.

During 2021 there were 200 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 Covid-19 restrictions meant that baptisms and weddings could not take place in the first quarter of the year, so the number of these events was lower than usual. Funerals have continued throughout the year, though with some limitations, because of the COVID restrictions. We have been able to offer a live stream for some funerals so that wider family could safely be connected to the funeral. In the DAMASCUS parish we have celebrated 26 baptisms; 16 weddings and 30 funeral services in church during 2021.

Remembrance Sunday Services were once again held inside our church buildings in 2021 and they were well supported – although attendance was not as high as in previous years.

We also ran a parish wide in-person Advent Course using the 'And They Sang' material looking at the songs of Advent. This was much appreciated by all that attended.

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. In 2021 The Reverend Dr Karen Hyde successfully completed her curacy in the DAMASCUS Parish in July and took up her new post as part-time Chaplain to St Helen's and St Katherine's School in Abingdon.

The following paragraphs present points about worship and ministry specific to each of the five churches in the parish, but are necessarily more limited than usual because of the restrictions in place through the early part of 2021.

Drayton

It has been so encouraging to see how well St Peter's has risen to the challenge again this year of being the scattered church worshipping in our homes, to the gathered church worshipping in the building. Well done everyone!

Worship via Zoom

At the beginning of the year, it was decided by the PCC to close our churches for Sunday and midweek worship. In St Peter's we still wanted to meet as a congregation, so we rose to the challenge of Zoom services! It was so good to sing, share our thoughts on the Bible passage with one another in breakout rooms, and have a weekly agape together. Thanks to David Heywood and Victoria Griffiths who learnt about the technical side, provided us with an order of service on the screen! And naturally many of us stayed online to share a cup of tea or coffee 'after the service'!

This service was open to everyone in the parish, and it was especially good when we did it for the DAMASCUS service on the 5th Sunday of the month.

Worship online

The ministry team and Oxford Diocese continued to provide online recorded services until the middle of the year. The high light for me was interviewing Malcolm Ross and finding out about his faith and work, as he was usually behind the camera videoing everything and editing it afterwards.

Worship in Church

When we came back at Easter, we still wanted to sing and offer communion in both kinds. We decided to keep many of the restrictions in place to do this in order to keep everyone as risk free as possible. As the year went on, we were able to ease the restrictions. The numbers have been lower since before lockdown, but it has been a joy to see familiar faces come back – and one or two new faces added too.

Thursday Morning Communion

This service was cancelled throughout 2021 but plans were laid to have a new look, place, time and format beginning in 2022.

Prayer meeting

We continued to have weekly virtual prayer meetings in our homes for most of the year. In the summer we decided to start monthly prayer meetings in the church room again, as well the weekly home prayer meetings. The same format is used for both, so that those at home can join in with those in the church room. Being able to do this has encouraged us to have prayer as part of the church's life together.

Healing Team – Whilst church was closed, we held our Saturday evening Prayer meeting over Zoom. After Easter when we returned to church, we offered healing prayers in a socially distanced way at the back of church. As restrictions eased, we have resumed healing prayers with the laying on of hands on the second Sunday of the month in the Lady Chapel. The Healing Group meet on the day before that in prayer and preparation.

Discipleship Group – The group has met regularly throughout the year, initially via Zoom and since June, in person. Many topics have been discussed such as the various courses which have been held throughout the year, different types of retreat and fund raising both for the whole parish as well as St Peter's Fabric Fund.

Special services, called "Brolly Days", were held in July, August and September when different types of worship were explored. We had a Taizé service, one where music played a special role and one where Herman Stewart led us in Caribbean worship. They were all enjoyed by the congregation. We raised in excess of £2,500 by holding a gift day and Christmas Cracker weekend. This money was needed as the parish general fund has become seriously depleted. We have also been looking at ways to increase lay participation in church activities, for when Meg leaves. Some members of the congregation have attended a course on lay administration of communion. David Heywood attended one of our meetings to discuss an LCC Leadership Course which would be aimed at nurturing and sustaining St Peter's for the future. This will start in January 2022 and will be aimed at the LCC members as well as other people from the congregation.

We are in the process of updating our welcome leaflets, which will be distributed in the village as well as being available in church.

Pebbles – Is a group for parents and carers with babies and toddlers. It is well attended and much appreciated by the families who come along. It is a friendly, welcoming, supportive group. It still takes place on Wednesday mornings, from 10-11.30 am during term time. During 2021, we have had to be 'creative' in the ways we have reached out and connected families. From January-March 2021, we met on 'Zoom', then from April-July, our weekly meetings took place on the Millennium Green in Drayton and God blessed us with dry weather, except for one wet Wednesday! With easing of restrictions, we moved back into St Peter's for our sessions in September. The families enjoy singing, stories, including Bible stories, crafts and free play. Meg joined us for the 'Pebbles Nativity' in December and each child was given a lovely, knitted heart and a book telling the Christmas Story. 'Drayton Pebbles' Facebook page has also been set up. There is a great team of helpers. Sue Icke leads the group.

First Tuesday Connections – No meetings were held from January to November due to Covid-19 restrictions. However, we did contact our members by 'phone to check how they were during this period. In December we came together for a Christmas Party. The back of the Church was decorated, and seasonal food was served. Rosie and Kay entertained us with Christmas music, and we all enjoyed singing the carols. This meeting was very popular as most members had not been in touch with each for almost a year.

The Care Team – During the first six months of 2021 the Care Team had been unable to carry out any visits. In August things became easier and visits began again, with masks and social distancing. Cards continued to be sent marking, baptism, wedding and bereavements.

Appleford

Under usual circumstances the typical attendance at the main Sunday service is 12 adults and three 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. The Breakfast Church congregation grew through 2021 and has attracted new families, recently arrived in the village. A WhatsApp group has been created and communication between families is improving. We hope to build on this success in 2022.

For Mothering Sunday flowers and prayer cards were distributed widely across the village and for Easter, greeting cards and seeds were delivered to each home in the village. These were very well received and helped to remind people that the church community was still active and praying for the wider community.

The Street Nativity was extremely well attended, after a year's break because of Covid-19. The Appleford Community Project paid for the donkey and provided refreshments in the farmyard at the end which was much appreciated by all who attended.

Several people helped to knit hearts which were then distributed around the village for people to find and to be reminded of what lies at the heart of Christmas. The carol service was well attended with children and adults all playing a part, although some older members of the community continued to be cautious about church attendance with Covid-19 numbers rising in the local area at the end of the year.

Milton

Under usual circumstances the typical attendance at the main Sunday service is 10 adults, but for family services typical attendance is 15 adults and seven children. In March 2020, due to COVID, our Thought for the Day (Café church service) was changed to a short Morning Worship service, this continued through 2021, we hope to revert to a café church style in 2022. Our Family services have been particularly well supported 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, but with the restrictions of the COVID pandemic it was difficult for most of the year to hold joint services. We were pleased to welcome some members of Milton Methodists to the service on remembrance Sunday and we hope that in 2022 we can resume our programme of shared services.

Our Lent charity was Wateraid and members of the congregation took on a variety of water or health or environmental challenges to raise donations for Wateraid and contributed to their Jars for Change appeal.

The church was decorated for Remembrance Sunday, and the knitted poppy cascade around the porch door was much appreciated by the Milton community. We were pleased to welcome representatives the British legion and Milton Methodists to join in this well attended service.

We had a successful Christingle service, and the children (and adults!) enjoyed making their Christingles during this service. The crib service included a nativity play performed by the children and very much enjoyed by the rest of the congregation. It is many years since there have been enough children in the congregation to be able to have a nativity play. After the success of the carol service in 2020 we again held a Christmas Eve carol service by candle light with a mix of traditional and contemporary readings and music. This year congregational singing was possible even if it was muffled by masks. The church was beautifully decorated and as full as social distancing permitted; 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. The Reverend Phil Sutton has continued to lead weekly assemblies in the school and serves on the governing body. Sadly we have had no contact with Milton Park during 2021, as many companies continue to have most of their staff working away from the office.

Sutton Courtenay

During the first quarter of the year a couple of funerals took place with a zoom link for those who were unable to attend. As we were not open for Mothering Sunday, flowers and a card were delivered to the female members of the congregation. Services resumed, with restrictions, on 21st March which meant we could have the Easter services. We were grateful to Phillip Tovey who took the Palm Sunday and Easter Day services, both of which started outside before coming into the church building. During Holy Week there was a Tenebrae service on Zoom, a reflective Maundy Thursday service in church and Holy Hour on Good Friday. Helen was welcomed back on Sunday 11th April following her 3-month Sabbatical. The rest of the year continued with our normal pattern of worship of 1st Sunday Family Service, 2nd and 4th Sunday's Holy Communion, 3rd Sunday Morning Worship. Sunday 18th July was a beautiful leaving service for Rev Karen Hyde in the churchyard. Harvest Festival was followed by a community lunch served in the River Room. All Souls' Service was moved to the afternoon on 31st October followed by an afternoon tea which was very successful. Christmas services included a Carol Service, shared with Drayton, which was very atmospheric. Crib service was on Christmas Eve followed by a very wet Torchlight Procession in the early evening. Christmas Morning was well attended. Overall congregation numbers were beginning to get back to pre-pandemic level and there was a high level of community engagement with our 'What lies at the heart of Christmas' initiative tying into the national campaign.

Steventon

The church was closed for services for the early part of the year but once services started a greater part of the congregation returned. Some older members were naturally hesitant. Several young children continue to attend regularly and we have also welcomed some new regular attenders, people new to the village. The midweek service led by Jack Jarvis continues with regular attenders and the monthly Evening Prayer led by Mike Murray continues with an increasing attendance.

The Remembrance service was well attended and the service on All hallows was especially appreciated by the bereaved who were prevented from having an unrestricted funeral in church. Both Christmas and Easter services saw attendances above that of pre Covid levels.

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

The Lent appeal was for "Send a Cow". Money was raised by preparing and delivering soup for the 5 weeks of Lent. Simnel cakes and Easter cards were also made and delivered. This proved to be very successful and a well-oiled operation, raising £1,770.

Later in the year the churches were asked to organise events to fund raise. A very successful prayer vigil and gift day was held on 26th October.

A “Christmas Cracker” weekend was held on Saturday/Sunday 27/28th November. The main event was on the Saturday and there was a lovely warm atmosphere enhanced by Christmas lights and the aroma of glühwein. It was lovely to see friends and especially some Pebbles families.

Appleford

Due to Covid-19 restrictions only one or two coffee mornings were held during the summer months and due to illness and lack of volunteers no social or fundraising events were run during the year.

Milton

Our twice monthly tea and chat afternoons and offer an opportunity for companionship particularly for older villagers and we were pleased to be able resume these sessions in August. We incorporated our craft group sessions into the Tea and Chat afternoons and these became a hub of activity as we worked towards a craft fair at the end of November.

The craft and jigsaw fair in November was well supported and raised over £500 for the church funds, it reminded people what life was like before we had COVID and got our Advent and Christmas season off to an enjoyable and profitable start.

We restarted monthly film nights in September and although the number of people attending was small, the chance to watch a film with other people in a safe space without the need to travel was much appreciated.

Our Lent Charity was Wateraid and at Christmas we supported the Children’s Society.

There was good support for Oxford Historic Churches Ride and Stride – with a family visiting churches and well sponsored. We also had welcomers at St Blaise all day, who did a grand job tidying the churchyard and cleaning the church during quiet periods!

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 inspite of the pandemic.

Sutton Courtenay

Again this was limited due to the pandemic. The regular twice monthly Community Cafe restarted in July and has attracted a lot of new people in the past 6 months. Money raised at these events either go into the Fabric Fund or the River Room Fund. In September money was raised for Macmillan Cancer and December’s Charity was Flexicare. During August the now annual cream teas were very successful, raising funds for the River Room.

On October 2nd, Tim Budd gave a moving talk – In the Eye of the Storm – about the Air Disaster in which his father died. Funds raised were split between the Church and the Norwegian Red Cross.

On September 18th we finally had the Grand Opening of the River Room with Bishop Gavin, the Bishop of Dorchester.

In November a successful Jumble Sale was run in the Village Hall for the General Fund raising over £1000. Movie Matinees restarted in the Autumn.

In the Autumn the church was used for a variety of Concerts. Sunday 24th October was SYRINX led by Simon Salisbury. Saturday 11th December, a classical concert for young children led by Noriko Shorney, with a Christian theme. Finishing the year with an excellent concert by Nadia Edie on Saturday 18th December.

Once again we bought food and packed and delivered Christmas Hampers to nearly 100 individuals, couples and families in the week before Christmas. Money for this comes from a private donation.

The 200 Club continues to be run to raise money for the River Room. Hirings of the River Room continued to increase during the latter part of 2021 and are beginning to bring in new people to the church building for a variety of activities – from art classes to bridge. From a Dementia Café to private parties.

Steventon

Despite Covid restrictions there was a significant amount of fund raising and social activity albeit at a distance. The Lent lunches ,takeaway or eaten outside, were well supported and over £600 passed onto Christian Aid. We had a plant sale and book sale. A pasty sale raised about £300 for the church and other charities.

Some local professional singers used the church for a concert, very effective and gave the church a donation .

The newly formed Local History society held a very popular exhibition. Donations were requested rather than an admission fee and they kindly passed the money on to the Damascus parish.

The church fete was held in the churchyard where cream teas proved to be very popular. The theme of turning the church inside out continued with the crib mounted as a tableau on a flat bed truck. 50 lit stars were placed along the causeway and there was a good response to putting Advent window displays around the village. The crib was taken to two different sites on the new estates for carol singing. It was felt that this could have been better advertised but the stars and the tableau were much appreciated and many thanks to all those who helped to arrange these.

Music

There are choirs at Drayton, Steventon and Sutton Courtenay. The choirs at Drayton and Sutton Courtenay regularly combine forces for weddings and all three combine together for shared DAMASCUS Services.

Drayton

Singing in worship has gradually been restored over the year, as restrictions have been lifted. Choir members have joined with others singers to form a joint DAMASCUS choir for special services throughout the year. This included, for the first time, a shared carol service between Drayton and Sutton Courtenay. We also repeated our carol singing around the village, visiting those who are unable to worship in church. Kay Davis has led the music for several Morning Praise services and has brought some new songs into our worship. We continue to have a rota of willing and very accomplished organists. Many thanks to David K. Richard H. John N. Peter S. Andrew W. and also to William J., Matthew V. who play for special occasional services.

Appleford

Iris Ramkisson continues to choose and upload the hymns to the church iPod and the sound system is used to good effect. We do endeavour to book an organist for occasional special services (Christmas Carols etc).

Milton

We no longer have a regular organist so we effectively use music from CDs. Through the year we have experimented with some of the less well known hymns in our hymn book with the support of choirs from around the world via YouTube.

Sutton Courtenay

Singing Saints' have grown in number through 2021 and continued to enhance our worship including an excellent performance at the Carol Service in December, combined with singers from St Peter's Drayton. The church continues to be indebted to David King, John Napper and Patrick Salisbury for providing musical accompaniment. Patrick Salisbury stepped down in the Autumn and Barbara Vellacott has agreed to play the piano for some services.

Steventon

Steventon Church Choir consists of 6 sopranos, 2 altos 1 tenor and 2 basses. The organist is Helen Pearce. Keeping music going during the second lockdown and after was quite difficult. For services we had to have a rota of 6 singers per service spaced 2 metres apart. Since then we have remained very careful keeping our distance so that we are as safe as possible. We sing the communion hymn in front of the vestry so that we are not breathing any germs on the congregation as they pass to receive communion. We have limited our practices to one a month. For the Christmas carol service we were augmented by a few members of Steventon Choral Society and were able to put on a nice service with all the members being at least 1 metre apart. We would like to thank Rev Phil Sutton for all his support, and to all the members of the choir during a very difficult time. I hope that next years report will be a little more positive.

Bells

The bells in Drayton, Milton, Sutton Courtenay and Steventon were all rung regularly once COVID restriction were eased in the summer, with service ringing and some practices resuming. The bells at Appleford remain unringable.

In February Milton and Steventon tolled a bell 100 times to mark the death of Captain Sir Tom Moore. A bell was tolled at Milton in March for the National Day of Reflection. In April again bells tolled at Milton and Steventon this time to mark the passing of Claire Ward, the Tower Captain at Steventon and a ringer at all the DAMASCUS towers. Then in April a bell was tolled at Drayton, Milton, Sutton Courtenay and Steventon to mark the death of HRH the Duke of Edinburgh and also on the day of his funeral.

We are fortunate that three of our towers are ground floor so we can easily ensure good ventilation by opening an outside door allowing practices and longer periods of ringing to resume. By the end of the year 15 peals had been rung at Milton though ringing peals with outside doors open in December was pretty cold!

Following the long period of no ringing a few ringers have not returned and teaching learners has been impacted by the continuing need to consider social spacing which is not easy when teaching learners, however Steventon did have one new recruit in 2021.

In September 2021, for the first time in over 50 years, Steventon hosted the Branch striking competition. It was attended by 50 or 60 people and was one of the first large gatherings of ringers from the area in 18 months. It was a glorious day, with many enjoying the ability to socialise outside between the church hut, where afternoon tea was available, and the church. The ringers' service was led by Jack Jarvis. The small home band were delighted to be awarded third place out of six competing teams.

During the 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 during 2020 one window was re-netted then, during 2021 two further windows have been re-netted and hopefully this will keep the pigeons out. At Sutton Courtenay the clean-up required was more extensive and complicated and was carried out in Jan 2021 by a professional company who also re-netted the windows.

New bell muffles were ordered for Steventon and should arrive in Spring 2022.

As we continued to struggle with the restriction of the pandemic through 2021 we had very few visiting ringers. None of the towers had any quarter peals rung and only Milton had any peals rung (15). There was ringing for quite a number of weddings during the summer months, many deferred from 2020. Income to all the bell funds continues to be much reduced because they rely on the generous donations of visiting ringers and peal bands as well as 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

The church has been decorated for the festivals but kept simple with a pedestal arrangement and daffodils on the window sills at Easter. Harvest was a small arrangement on the chancel step and hops on the window sills and pillars.

For Christmas there were wreaths of the Advent and Pascal candles with holly and yew on the pillars and also on the window sills with candles.

Small arrangements are in the Lady Chapel and on the welcome table throughout the year. Pedestal arrangements at other times have only been done when requested by members of the congregation in memory of a loved one.

Appleford

The flower arrangers were delighted to begin flower arranging in church following the re-opening of the building at Easter and a small team keep the church decorated throughout the year. The Christmas arrangements were particularly beautiful. We are grateful to Richard Mathews who maintains the two tubs outside the church door with all year around blooms.

Milton

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

Sutton Courtenay

The Flower arranging team, under the leadership of Ann White, have continued to provide a dedicated service, with most providing the flowers at their own expense despite their being funds available to compensate them. We are grateful to Richard Mathews who maintains the two tubs outside the church door with all year around blooms.

Steventon

Steventon Church Flower Arrangers team have continued to provide flowers for the Church every Sunday. Around twelve volunteers join together to decorate the church for the main festivals of Easter, Harvest and Christmas. During 2021 there were seven weddings and two baptisms for which the team joined with the families to provide floral decorations. In October Mrs Liz Stork led a workshop to introduce some new volunteers to flower arranging in church. We are continuing to reduce the use of floral foam.

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

Drayton Community School

Over the year it was not possible to visit the school due to lockdown and restrictions put in place by Oxford County Council to stop the spread of Covid in the school. All the governors' meetings were online. But we did manage to participate in the Scarecrow trail that the school organized having a Mr Happy outside the church room and invited the families to the Christingle. We continue to hold them in our prayers.

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

During the first part of the year we were unable to go into the school to do the OTB assemblies. Alison Budd went into the school on two occasions to record some of the OTB stories including the set of Easter stories for the school to use in their assembly slot. The OTB assemblies restarted in school on September 16th when the team were given a warm welcome back. Helen had Year 6 attend the River Room to do a workshop on Pilgrimage and Prayer and went to the school for the End of year service. Finally Year 3, 4 and 5 came to the Church for the Christmas Experience. Year 6 had a separate session in school. Helen Kendrick, Rita Atkinson and Bryony Landsbert continue to serve as Foundation Governors.

Steventon

Rev Sutton continues as a governor and continues to offer support and advice to the school and takes weekly assemblies. Open the book continues on a regular fortnightly basis. The Children's Ministry Team continue to plan the family breakfast service, held once a month. The school Christmas service was held outside by the village hall. The crib, on a truck was taken down and much appreciated. The Christingle service was initially cancelled as the school had been unable to prepare it. A notice put on the Steventon Community Facebook page prompted a lot of requests for it to be put on and a service was duly held which was very well attended.

The Steventon Community Facebook page has proved a very valuable tool in spreading information about what events and things the church is offering and is being used more and more.

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. No quinquennial inspections 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

Throughout the year regular maintenance agreements were carried out. Smith of Derby replaced a motor in the clock winding mechanism and boiler needed a repair at the end of the year. We also carried out extensive work on all our yew trees. This has enabled better access to some of the graves. It has also improved the light and security in the churchyard.

Appleford

The churchyard continues to be maintained by Mr Field and voluntary helpers. No major work was carried out in 2021 to the building.

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 2021. We have undertaken some major clearing work in the churchyard to reclaim the north corner of the churchyard from brambles and ivy. 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

We would like to thank David McKenzie for all the work he has done over the past few years as he stepped down from the role during the Autumn. We have appointed a new Clerk of Works, Brian Blakeman. The major incident this year was the flagpole coming down from the Tower roof in a storm on 31st October 2021. Most work this year has been general maintenance. We continue to be very grateful for all the hours John Napper contributes to the upkeep of the churchyard and to our team of volunteer church and River Room cleaners.

Steventon

Nothing to report except some gutter cleaning and minor electrical repairs.

Deanery Synod

We have had only two representatives on Deanery Synod in 2021 (permitted number 4). These members provide the PCC with an important link between the parish and the wider structures of the church. The Revd Helen Kendrick is the Area Dean.

Five meetings of the Deanery Synod have been held over the past twelve months, and I am sure the synod is glad to be back to meeting in person, and to have Helen back firing on all cylinders. The most recent meeting was held in St Swithun's Church in Kennington, a fascinating church built in the 1950s to replace the (now deconsecrated) smaller Norman church next door. Unusually for an Anglican parish church it has a central altar on a dais, surrounded by a circular communion rail with a large crucifix with a suffering Christ suspended over.

The highlight of the year was a visit by Bishop Gavin, Bishop of Dorchester to a meeting held in person in Cumnor and on zoom. Following his presentation, in response to questions from the floor he reiterated the Diocese's support for the rich network of rural churches in Oxfordshire, and the importance that he places on the role of the parish church and its physical and spiritual function, as the *bedrock, the basic unit of unit of mission and worship* in the heart of rural villages. He also recognised the increasing challenges of funding churches' parish share, and announced that the Diocese was reviewing finances to ensure that they are sustainable, understandable, fair (with an element of resource sharing) and as simple as possible.

The Diocesan treasurer, Martin Steel, has put in a lot of hard work to make the arrangements for the parish share in the deanery much clearer, so that the relationship between cost and provision of clergy and parish share contribution is much more transparent. Changes to make the payment of occasional office fees back to parishes more timely, and to allow for a shared contingency fund to provide emergency relief to parishes in particular need. Synod members also had the opportunity to vote for Diocesan reps to General Synod.

Discussions were also held in meetings in small breakout sessions, discussing matters such as online provision of services during covid restrictions, and parishes reported on progress of their exploration of the Living in Love and Faith initiative. A presentation was also received from the Diocesan New Congregations Enabler with regard to the greenhouse initiative, supporting new mission opportunities for spiritual engagement with those who might not typically attend a regular church service, perhaps via shared spaces meeting such as parent and toddler / foodbank / cream tea café.

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 2021 to 31st December 2021. Whilst income has not exceeded £250,000 we continue to prepare and present the accounts using the accruals method. Income and expenditure are therefore 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 2021 was £158,554 an increase on the previous year's income of £132,930 due partly to easing of COVID restrictions and partly to some success with a stewardship campaign. Unrestricted expenditure fell from £156,267 to £151,090, following a review of expenditure that allocated some building specific expenditure to restricted funds rather than unrestricted funds. This small decrease in unrestricted expenditure together with the improvement in unrestricted income in the last quarter of 2021 has led to a small net gain in unrestricted funds of £7,445. Consequently, the unrestricted funds carried forward to 2022 are £45,539. During 2021 all designated funds were either spent on their designated purpose or transferred to a restricted fund. This resolves a difference in practice that was inherited when the five individual church PCCs were brought together as the DAMASCUS Parish.

This is the first year since the new parish was formed that the balance of unrestricted funds has not fallen. However, the balance remains close to the limit set by our reserves policy (see below). With anticipated increases in energy costs and as some of the donations received in response to the stewardship campaign were one off donations, it is unfortunately likely we will see our unrestricted funds decrease again in 2022 and we will face some difficult challenges with regard to further cost cutting.

Some of the restricted funds also have balances that will be too low for the anticipated 2022 expenditure and fund raising for some church fabric funds is essential.

The River Room has been financed from restricted funds. This shortfall now reduced to £20,688 has been covered by four loans which are being repaid over the next 9 years. The final bills for the building work were paid in 2021 and the final grants were claimed. By the end of 2021 there was £43,000 of loan finance to be repaid. The loan repayment is being financed through a 200 club, lettings and other fund raising. Lettings are growing and the River Room is being well used.

Investment funds, which are all endowment funds, improved from £626,405 to £693,036. For most of these funds only interest or dividends may be spent.

In summary, it is likely that sufficient finance will be raised to meet the cost of the River Room and bring that fund into credit within the period of the loans. However, close

attention will need to be paid to the level of unrestricted funds. Significant changes will be required during 2022 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.

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. The PCC met eight times during the year - a mixture of remote zoom meeting and in-person meetings in the River Room. The Local Church Committees (LCC), with responsibility for considering local activity and provide local church feedback to the PCC and who act as a forum for the PCC to consult with the congregations of each of the five churches continued to meet in the alternative months to the PCC. Again, a mixture of in-person and zoom meetings. 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, the PCC Treasurer and the two Associate Priests with parochial responsibility meet bi-monthly (in the months between PCC meetings) to transact business delegated to them by the PCC.

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 (until July 2021)

Licensed Lay Ministers

Dr Tim Budd (Licensed until September 2021 and then PTO)
Mr Jack Jarvis (PTO)
Mrs Alex Landsbert (PTO)

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 2021 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 (until 18th July 2021)
Licensed Lay Minister: Dr Tim Budd (until September 2021)
Licensed Lay Minister: Mr Jack Jarvis
Licenced Lay Minister: Mrs Alex Landsbert
Churchwarden: Dr Hilary Otterburn
Mr Anton King representative in Deanery Synod
Mr Michael Murray representative in Deanery Synod

Elected members:

Mrs Valerie Cross
Mrs Linda Johnson
Mrs Nicola Turner (Hon. Treasurer)
Dr Elaine Maxwell
Mrs Alison Budd
Professor David King

Mrs Caroline Miller
Mr Tony Sloggett

Non-voting members

Mrs Sue Harris, Secretary
Mrs Sue Jenkins, Safeguarding Officer

Local Church Committee members who have served at any time from 1 January 2021 until the date this report was approved are:

Appleford LCC: Elizabeth Duffield, William Finch, Sue Helby, Linda Payne, Iris Ramkissoo, Jacob Shepherd and the Reverend Helen Kendrick. There are currently no pro-wardens in Appleford.

Drayton LCC: Valerie Cross (Pro-Warden), Sally Dixon, Sue Harris, Sue Icke, Linda Johnson (Pro-Warden), Anton King and the Reverend Meg Heywood

Milton LCC: Mike Blanch, Pat Capuzzimati, Elaine Maxwell (Pro-Warden), Janet Money, Janet Taylor, Nicola Turner (Pro-Warden) and the Reverend Helen Kendrick

Sutton Courtenay: Brian Blakeman (Clerk of Works); Alison Budd (Pro-Warden), James Bye, Tim Budd (until May 2021), Fred Cubbage (Pro-Warden until March 2021), Sue Jenkins, David King, Alex Landsbert, David McKenzie (until November 2021), Vivienne Maunders, Malcolm Ross; Phil Stubleby, Mary Warrington and the Reverend Helen Kendrick

Steventon: Alan Binning (Pro-Warden), Diana Bowder, Doreen Goddard, Jack Jarvis, Andrew Loutit, Caroline Miller; Mike Murray; Hilary Otterburn (Pro-Warden), Terry Pearce; David Sandford, Tony Sloggett, the Reverend Phil Sutton

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 2021 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

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

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

Date: 24 May 2022

DAMASCUS PARISH
STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31 December 2021

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total 2021 £	Total 2020 £
INCOME AND ENDOWMENTS							
Voluntary income	2a	128,904	-	53,698	-	182,602	472,834
Activities for generating funds	2b	9,668	-	11,298	-	20,966	10,958
Church activities	2c	16,084	-	2,813	-	18,897	9,562
Dividends, interest, income from property etc.	2d	1,603	-	11,938	-	13,541	13,948
Other incoming resources	2e	2,295	-	80	-	2,375	6,772
TOTAL INCOME		158,554	-	79,827	-	238,381	514,074
EXPENDITURE							
Church activities	3a	125,265	-	4,730	-	129,995	122,833
Church expenses	3b	23,656	-	19,257	-	42,913	47,703
Costs of generating income	3c	133	-	960	-	1,093	764
Major capital expenditure	3d	-	705	32,765	-	33,470	403,697
Other expenditure	3e	2,036	-	484	-	2,520	2,130
TOTAL EXPENDITURE		151,090	705	58,196	-	209,991	577,127
NET INCOME/EXPENDITURE BEFORE INVESTMENT GAINS		7,464	- 705	21,631	-	28,390	- 63,053
NET GAINS ON INVESTMENTS					66,631	66,631	27,818
NET INCOME/EXPENDITURE		7,464	- 705	21,631	66,631	95,021	- 35,235
TRANSFER BETWEEN FUNDS		- 19	- 6,664	6,683	-	-	-
NET MOVEMENT IN FUNDS		7,445	- 7,369	28,314	66,631	95,021	- 35,235
Total funds brought forward		38,094	7,369	80,751	626,405	752,619	787,854
Total fund carried forward		45,539	-	109,065	693,036	847,640	752,619

DAMASCUS PARISH

BALANCE SHEET AT 31 DECEMBER 2021

	Notes	2021 Total £	2020 Total £
FIXED ASSETS			
Tangible	6	405	608
Investments	7	693,036	626,405
		<u>693,441</u>	<u>627,013</u>
CURRENT ASSETS			
Debtors and prepayments	8	21,097	22,753
Short-term deposits		89,160	77,543
Cash at bank and in hand		93,666	83,555
		<u>203,923</u>	<u>183,851</u>
LIABILITIES			
Creditors - amounts falling due in one year	9	15,724	15,245
		<u>188,199</u>	<u>168,606</u>
NET CURRENT ASSETS/(LIABILITIES)			
		<u>188,199</u>	<u>168,606</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
Creditors - amounts falling due after one year	10	34,000	43,000
		<u>847,640</u>	<u>752,619</u>
TOTAL NET ASSETS			
		<u>847,640</u>	<u>752,619</u>
PARISH FUNDS			
Unrestricted	11	45,539	45,463
Restricted	12	109,065	80,751
Endowment		693,036	626,405
		<u>847,640</u>	<u>752,619</u>

Approved by the Parochial Church Council on 9 May 2022 and signed on its behalf by:

The Revd Helen Kendrick (Chair) H Kendrick

Nicola Turner (Treasurer) Nicola Turner

DAMASCUS PARISH
CASH FLOW STATEMENT AT 31 DECEMBER 2021

	2021		2020	
	£	£	£	£
Net cash from operating activities	-	34,813	-	128,236
Cash flows from investing activities				
Dividends, interest and rent from investments	13,541		13,948	
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)	43,000		52,000	
Net cash provided by/ (used in) investing activities		56,541		65,948
Change in cash and cash equivalents in the reporting period		21,728	-	62,288
Cash and cash equivalents at 1 January		161,098		223,386
Cash and cash equivalents at 31 December		<u>182,826</u>		<u>161,098</u>
Reconciliation of net income/(expenditure) before investment gains				
Net income before investment gains 31 December		28,390	-	63,053
Adjustment for:				
Depreciation charges		203		203
Dividends, interest and rent from investments	-	13,541	-	13,948
Decrease/(increase) in debtors		1,656		2,612
(Decrease)/Increase in creditors	-	51,521	-	54,050
Net cash provided by/(used in) operating activities	-	34,813	-	128,236
Analysis of cash and cash equivalents				
Cash in hand		93,666		83,555
Notice deposits (less than 3 months)		89,160		77,543
		<u>182,826</u>		<u>161,098</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

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 2021

2 INCOME AND ENDOWMENTS

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2021 £	Total 2020 £
2(a) Voluntary income					
All other giving and voluntary receipts, including Special Appeals (recurring and one-off)	16,825	28,808	-	45,633	46,652
Collections at services	12,691	2,483	-	15,174	10,216
Collections at services for charity	1,557	-	-	1,557	1,181
Gift Aid recovered	21,646	5,359	-	27,005	29,057
Grants (include recurring and one-off)	5,034	12,363	-	17,397	316,135
Other planned giving	1,973	-	-	1,973	3,291
Legacies received (capital value)	-	1,000	-	1,000	-
Tax efficient planned giving	69,178	3,685	-	72,863	66,302
	<u>128,904</u>	<u>53,698</u>	<u>-</u>	<u>182,602</u>	<u>472,834</u>
2(b) Activities for generating funds					
Gross income from fundraising activities	9,668	11,298	-	20,966	10,958
	<u>9,668</u>	<u>11,298</u>	<u>-</u>	<u>20,966</u>	<u>10,958</u>
2(c) Church activities					
Additional wedding and funeral fees	2,392	30	-	2,422	511
Gross income from trading (e.g. hall lettings, magazine, bookstall). NOT fundraising.	1,443	2,783	-	4,226	1,834
Statutory fees retained by the PCC (weddings, funerals etc)	12,249	-	-	12,249	7,217
	<u>16,084</u>	<u>2,813</u>	<u>-</u>	<u>18,897</u>	<u>9,562</u>
2(d) Dividends, interest, income from property etc.					
Dividends, interest, income from property etc.	1,603	11,938	-	13,541	13,948
	<u>1,603</u>	<u>11,938</u>	<u>-</u>	<u>13,541</u>	<u>13,948</u>
2(e) Other incoming resources					
Other incoming resources	2,295	80	-	2,375	6,772
	<u>2,295</u>	<u>80</u>	<u>-</u>	<u>2,375</u>	<u>6,772</u>
TOTAL INCOME	<u>158,554</u>	<u>79,827</u>	<u>-</u>	<u>238,381</u>	<u>514,074</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

3 EXPENDITURE

	Unrestricted funds £	Designated funds	Restricted funds £	Endowment funds £	Total 2021 £	Total 2020 £
3(a) Church activities						
<i>Clergy and staff expenses</i>	4,252	-	11	-	4,263	7,299
<i>Diocesan parish share contribution</i>	107,093	-	-	-	107,093	103,957
<i>Mission giving and donations</i>	8,270	-	257	-	8,527	2,730
<i>Salaries, wages and honoraria</i>	5,650	-	4,462	-	10,112	8,847
	<u>125,265</u>	<u>-</u>	<u>4,730</u>	<u>-</u>	<u>129,995</u>	<u>122,833</u>
3(b) Church expenses						
<i>Mission and evangelism costs</i>	-	-	6,327	-	6,327	1,043
<i>Church running expenses</i>	14,551	-	11,800	-	26,351	38,665
<i>Church utility bills</i>	8,002	-	1,130	-	9,132	6,832
<i>Costs of trading</i>	-	-	-	-	-	-
<i>Independent examiner's costs</i>	900	-	-	-	900	960
<i>Depreciation on church equipment</i>	203	-	-	-	203	203
	<u>23,656</u>	<u>-</u>	<u>19,257</u>	<u>-</u>	<u>42,913</u>	<u>47,703</u>
3(c) Costs of generating income						
<i>Costs of fundraising activities</i>	133	-	960	-	1,093	764
	<u>133</u>	<u>-</u>	<u>960</u>	<u>-</u>	<u>1,093</u>	<u>764</u>
3(d) Major capital expenditure						
<i>Major repairs to the church building</i>	-	-	4,839	-	4,839	2,856
<i>New building work</i>	-	705	27,926	-	28,631	400,841
	<u>-</u>	<u>705</u>	<u>32,765</u>	<u>-</u>	<u>33,470</u>	<u>403,697</u>
3(e) Other expenditure						
<i>Other outgoing resources/ payments</i>	2,001	-	484	-	2,485	2,095
<i>Governance costs</i>	35	-	-	-	35	35
	<u>2,036</u>	<u>-</u>	<u>484</u>	<u>-</u>	<u>2,520</u>	<u>2,130</u>
TOTAL RESOURCES EXPENDED	<u>151,090</u>	<u>705</u>	<u>58,196</u>		<u>209,991</u>	<u>577,127</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

4 STAFF COSTS

	2021	2020
	£	£
Parish administrator	4,992	3,120
Cleaner	1,557	2,292
Groundsman	1,230	1,230
Gravedigger	210	110
Organist	1,913	2,035
Vergers	210	60
Bell ringers	-	-
	<u>10,112</u>	<u>8,847</u>

Note: All staff above are self-employed

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

Parish administrator	1	1
Cleaner	3	3
Groundsman	1	1
Gravedigger	2	1
Organist	5	8
Vergers	4	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 2021

5 TRANSFER OF FUNDS

	Unrestricted £	Designated £	Restricted £
Apportionment of deposit fund interest	- 19	-	19
Transfer of Drayton Pew Fund to Drayton Fabric Fund	-	- 6,664	6,664
	<u>- 19</u>	<u>- 6,664</u>	<u>6,683</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

6 TANGIBLE FIXED ASSETS

	Office equipment £	Total £
Cost of valuation		
At 1 January 2021	608	608
Additions	-	-
Disposals	-	-
At 31 December 2021	<u>608</u>	<u>608</u>
Depreciation		
At 1 January 2021	-	-
Charge for the year	<u>203</u>	<u>203</u>
At 31 December 2021	<u>203</u>	<u>203</u>
Net book value at 31 December 2021	<u>405</u>	<u>405</u>
Net book value at 31 December 2020	<u>608</u>	<u>608</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

7 INVESTMENTS

	Market value at 31st December 2020 £	Additions £	Disposals £	Market value at 31st December 2021 £	Change in value Jan 1 to Dec 31 2021 £
Milton Milton - Church Lands *	559,822	-	-	616,930	57,108
Drayton Bradfield Trust	9,613	-	-	10,988	1,375
Drayton Clerk's Piece	847	-	-	967	120
Drayton Miss Emma Hyde for maintenance of church fabric	2,357	-	-	2,694	337
Drayton Hyde's charity for psalmody	811	-	-	925	114
Steventon 627485002S - ENDOWMENT FUND	31,113	-	-	35,564	4,451
Steventon 627485001 S - N01 INVESTMENT FUND	21,842	-	-	24,968	3,126
	626,405	-	-	693,036	66,631

* This is the valuation provided in the 2020 statement of funds and used in the 2020 accounts, but has subsequently been found to be incorrect and the value should have been £560,602.91

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

8 DEBTORS

	2021	2020
	£	£
HMRC Gift Aid	13,317	16,012
Gift aid accrued in 2020 not yet received	368	-
Statutory fees due	15	-
Collections to be banked	1,771	568
Fund raising to be banked	1,074	565
Parish share rebate	2,164	2,625
Grants from Oxford Diocese	1,034	1,560
Miscellaneous debtors	1,354	1,423
TOTAL	<u>21,097</u>	<u>22,753</u>

9 CREDITORS falling due within one year

	2021	2020
	£	£
Accounts examination costs	900	960
Diocesan Loan repayment	6,000	6,000
Individual 1 loan	1,000	1,000
Individual 2 loan	1,000	1,000
Individual 3 loan	1,000	1,000
Mission and evangelism costs	942	-
Clergy expenses	72	707
100 club prizes	-	36
Church running expenses	583	-
Mission giving	2,035	1,478
Parish Administrator	-	1,040
Organist	175	-
Miscellaneous creditors	2,017	2,024
TOTAL	<u>15,724</u>	<u>15,245</u>

10 CREDITORS falling due after one year

	2021	2020
	£	£
Diocesan Loan repayment	15,000	21,000
Individual 1 loan	8,000	9,000
Individual 2 loan	8,000	9,000
Individual 3 loan	3,000	4,000
TOTAL	<u>34,000</u>	<u>43,000</u>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

11 UNRESTRICTED FUNDS

	Brought Forward £	Income £	Expenditure £	Transfer £	Carried forward £
General funds	38,094	158,554	151,090	- 19	45,539
Designated funds					
Drayton pew removal	6,664	-	-	- 6,664	-
River room (designated)	705	-	705	-	0
	<u>7,369</u>	<u>-</u>	<u>705</u>	<u>- 6,664</u>	<u>0</u>

UNRESTRICTED FUNDS IN 2020

	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>

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

12 RESTRICTED FUNDS

	Brought Forward £	Income £	Expenditure £	Transfer £	Carried forward £
Drayton fabric	4,296	4,705	4,302	6,665	11,364
Drayton Carpenters legacy	1,269	-	-	-	1,269
Drayton Bells	2,870	-	-	1	2,871
Drayton Clerk's Piece	348	25	-	-	373
Drayton Hydes for Psalmody	617	24	-	-	641
Appleford fabric fund	8,759	3,661	1,333	2	11,089
Milton bells	12,320	675	198	2	12,799
Milton building	8,914	1,557	274	2	10,199
Milton Church Lands	37,648	11,509	3,924	8	45,241
Sutton Courtenay Fabric	5,701	3,117	4,266	1	4,553
Sutton Courtenay River Room	- 32,282	41,709	30,115	-	- 20,688
Sutton Courtenay Ringers	2,528	457	2,628	-	357
Sutton Courtenay Choir	-	-	-	-	-
Sutton Courtenay Fun Day	7,580	9,512	6,235	2	10,859
Steventon Fabric	3,105	2,511	4,921	-	695
Steventon Churchyard	14,632	9	-	-	14,641
Steventon Tower	2,492	355	-	0	2,847
Steventon Church Repair	- 46	1	-	-	- 45
	80,751	79,827	58,196	6,683	109,065

RESTRICTED FUNDS IN 2020

	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

DAMASCUS PARISH
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

SUMMARY OF ASSETS BY FUND

	Unrestricted funds £	Restricted funds £	Endowment funds £	TOTAL 2021 £
Tangible fixed assets	405	-	-	405
Investment fixed assets	-	-	693,036	693,036
Current assets	94,858	109,065	-	203,923
Liabilities				
<i>Amounts falling due in one year</i>	- 15,724	-	-	- 15,724
<i>Amounts falling due after one year</i>	- 34,000	-	-	- 34,000
	<hr/> 45,539	<hr/> 109,065	<hr/> 693,036	<hr/> 847,640 <hr/>