



**The Parish of All Saints and St Wistan
Wigston Magna**



**Wigston Magna Parochial Church Council
ANNUAL REPORT
for the year ended 31st December 2020**

ADMINISTRATIVE INFORMATION

This report is presented by the Parochial Church Council of the Ecclesiastical Parish of All Saints and St Wistan, Wigston Magna.

All Saints' Parish Church is located on Moat Street, Wigston Magna, and the Church of St Wistan is situated on Church Nook, Wigston Magna. The parish is part of the Wigston Benefice formed on 1st June 2014. The parish is in the Diocese of Leicester and its official correspondence address is:

The Rectory
8 Harrogate Way
Wigston
Leicestershire
LE18 3YB

The Revd Trevor Thurston-Smith SMMS is Incumbent (Rector) of the benefice.

The Revd Christopher Johnson is Associate Vicar of the benefice with delegated responsibility for St Thomas The Apostle, South Wigston.

Ms Julie Chaplin is licensed as a Reader by the Bishop of Leicester.

PAROCHIAL CHURCH COUNCIL FOR 2020

- **Aim and purposes**

Wigston Magna Parochial Church Council (PCC) has the responsibility of co-operating with the clergy of the Wigston Benefice in promoting the ecclesiastical parish and the whole mission of the Church - pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the All Saints Church Room, Bushloe End, Wigston Magna.

The Parochial Church Council is a charity registered with the Charity Commissioners (No.1176458).

The method of appointment of PCC members is set out in the Church Representation Rules (CRR) and membership of the PCC consists of the licensed clergy within the Benefice, the licensed Reader, Church Wardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC. Two members of the PCC sit on the deanery synod, providing the PCC with a link between the parish and the wider structures of the church. Customarily, the Chair of Wigston Magna PCC is taken by the Rector or by an elected Vice-Chair at his request or in his absence.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC met twice during the early part of the year before the Covid-19 lockdown, to deal with various aspects of parish life. Matters arising during the remainder of the year were dealt with by e-mail.

In order to fulfil its function the Council has the following sub committees:

Standing Committee

Membership: Rector, Church Wardens, Treasurer, Secretary and two members elected by the PCC. This committee sets the agenda for the PCC and conducts business on behalf of the full Council between meetings. The Committee is limited to expenditure of £500 on any single item.

Working Parties and ad hoc groups are appointed for the following matters:

- Finance Group

Individuals appointed to specific tasks on behalf of the Council:

- Safeguarding Co-ordinator for children, young people and Vulnerable Adults
- Church Room Bookings officer
- Electoral Roll Officer

The Council employs;

- An Organist

Persons serving on the Council during 2020

EX OFFICIO:	
The Revd Trevor Thurston-Smith	Rector
The Revd Christopher Johnson	Associate Vicar
Ms Julie Chaplin	Reader
Mr Patrick Thacker	Churchwarden/Deanery Synod Representative
Miss Winsum Wright	Churchwarden/Deanery Synod Representative
ELECTED:	
Mr Stan Rowland	Elected 2020
Mr Dennis Daw	Elected 2020
Mrs Brenda Towler	Elected 2018
Mr Stephen Warden	Elected 2018 (Treasurer)
Mrs Caroline Wordsworth	Elected 2018
Mr Bill Hardy	Elected 2019
Mrs Carol Munton	Elected 2019
Mrs Margery Whait	Elected 2019

Prior to the APCM on there are 61 parishioners on the Church Electoral Roll, of whom 52 are resident within the parish.

• Objectives and Activities

The PCC is committed to the following objectives and activities:

- Regular public worship open to all
- The provision of sacred space for personal prayer and contemplation
- Pastoral work, including visiting the sick and bereaved
- Teaching Christianity through sermons, courses and small groups
- Leading Collective Worship (Assembly) in schools
- Promoting Christianity through the staging of events and meetings and the distribution of literature
- Promoting the whole mission of the church through provision of activities for people of all ages and abilities
- Encouraging and enabling individuals to be faithful and effective disciples of Jesus Christ.

Achievements and Performance

Items discussed at PCC meetings during 2020 included:

- Reports from Deanery Synod
- Approval of key policies – Safeguarding & Health and Safety
- Ongoing development of monthly 'New Fire Mass'
- Development of bi-monthly Sunday evening 'ABLAZE' Service
- Development of Café-Church-style worship
- Pattern of services for the major Festivals of Christmas and Easter
- Special services, prayer workshops and activities for the 'Thy Kingdom Come' initiative
- Special memorial Carol Service for funeral families
- Temporary Closure of St Wistan's and liaison with Oadby and Wigston Borough Council regarding possible future use.
- Church Room Heating

The Revd Trevor Thurston-Smith is a Foundation Governor at All Saints CofE Primary School, Wigston. The Rector leads Collective Worship in the school on a regular basis as well as visiting on other occasions. The School normally holds end of term services in All Saints Church three times a year. Groups from other local schools have visited the church

regularly. Normally several schools hold carol services in All Saints during December, but sadly this wasn't possible this year due to lockdown.

Throughout 2020 we have tried to offer a range of worship within our Inclusive Catholic tradition. While the Church had to be closed for public worship due to Covid-19 restrictions, alternative worship was offered on line (recorded services on 'You Tube', live Services on 'Zoom') with pointers to other on-line resources, and printed resources for each Sunday were posted out to those parishioners who were believed or known to be without internet access.

A Lent Course was begun on Wednesday afternoons, but had to be abandoned due to lockdown.

In July 2020 our second Wigston Benefice weekend residential Pilgrimage to the Shrine of Our Lady of Walsingham, Norfolk also had to be postponed until the equivalent dates in 2021.

The monthly service at Amberwood was replaced during the year by some on-line services, but sadly these were often marred by technical difficulties. On line or video-recorded school assemblies ('Collective Worship') have worked well, however, and now take place on a weekly basis. Our Benefice website has been maintained and a 'webmaster' keeps the event pages and Calendar up to date and a Facebook page has also been maintained.

RECTOR'S REPORT

To say that 2020 was a difficult year for everyone would be an understatement. Covid-19 and the resulting regulations were highly disruptive to the life of the church. Nevertheless, it was entirely right that the safety of worshippers (many of whom, in our case, are quite elderly and vulnerable) should be of paramount concern to those making decisions about worship and the temporary closure of churches at both national and local level.

As indicated above, for most people, worship had to be homebased for much of the year, and we had to use a mix of on-line resources (some national but most 'home-produced') and printed materials to enable people to still feel part of the worshipping community. As one would expect, this involved quite a steep learning-curve for all concerned, but confidence and competence grew steadily on all sides over the year.

As we emerge from lockdown, in common with other churches and many other organisations, we will need to review what has worked well in this new and challenging environment and what new practices we might wish to continue into the future as we emerge into what has been called 'hybrid church' – a combination of traditional 'in person' worship and on-line activity. ('Attendance at 'Zoom' Morning and Evening Prayer from Monday to Friday is often now three or four times what it was when held in church, and people seem to appreciate the opportunity to join in this daily round of prayer without having to leave home.)

Again, as with other bodies, the Church has taken a significant financial 'hit' as a result of Covid. This, coupled with some of the other challenges to which the pandemic has given rise, means that issues that would need to be considered in the next five or ten years have become all the more pressing for the Church at national, diocesan and benefice level. In Leicester this has resulted in the launch of the new initiative, 'Shaped by God Together' that will review and re-shape our approaches to ministry, buildings and finance. It is inevitable that this will result in significant changes, but I would encourage everyone to approach this in a positive and open-minded spirit and, of course, to take an active part wherever possible in the discussions around these issues.

A further unfortunate casualty of the lockdown was the planned 'St Wistan's Festival' scheduled to take place in June 2020. This would have not only been a major event for both church and community, but it was intended to be the 'springboard' for consultations with the public about St Wistan's Church and its future use.

Although technically beyond the period covered by this report, when it became clear that the Festival would have to be cancelled yet again in 2021, I decided in consultation with the diocese that a small-scale information and consultation event would instead be held here at All Saints on Saturday 22nd May 2021. In parallel with this, the diocese has agreed to move forward in the legal process that will decide the future of the building. I am hopeful that the matter will be with the Church Commissioners from September 2021, but at the moment it's unclear how quickly they are processing 'Pastoral Schemes' and whether there is a backlog. In the meantime there is a lot of local interest in hopefully repairing and saving the building and exploring potential future uses, but this is a community project and separate from the PCC's decision to explore permanent closure. Whilst I'm sure we will want to work with the community in any initiatives that may emerge, we need to be quite clear that we will not be responsible for 'driving' this process or playing a key role in fundraising.

As always, I would like to thank my colleagues Fr Chris and Julie Chaplin for their respective ministries, their friendship and unstinting support, along with our Churchwardens, Patrick and Winsum and all members of the PCC.

It has been good in the past year to be able to welcome Fr Nick Baker as Curate and Paul Betts as a Contextual-based Ordinand on placement here for his final year of training. We now look forward to Paul also remaining with us as Curate from July onwards. I count myself as very fortunate to be surrounded by such a gifted, diverse and affable team.

So, although it has been a difficult year, good things have happened, and there are signs of interesting (if challenging) times ahead, but we move into God's future recognising that he alone is changeless, and trusting in his unfailing love and the guidance of the Holy Spirit.

Fr Trevor

SAFEGUARDING REPORT

Each year we are required to review and report to the APCM what tasks are outstanding or not fully implemented in relation to our work with children and young people and vulnerable adults.

These are:

- To ensure that copies of the latest policies and the Pocket Guide to Safeguarding are made available to volunteers.
- To ensure that volunteers undergo safeguarding training, including instruction on what to do if they receive information or have concerns about possible abuse. This should be renewed and updated as required.
- To ensure that volunteers and staff are aware of the expectations upon them, particularly in relation to social media and the use of text messaging with those under 18.
- To complete and update risk assessments for activities and to ensure that adequate insurance is in place for them.
- To clarify our first aid needs and to train volunteers as appropriate.
- To continue to ensure that consent forms for under 18s and contact details for volunteers are in place and up to date.
- To be sure that confidential details are kept securely and where they need to be shared are done so according to correct procedure and are GDPR compliant.

Ongoing matters will be monitored as appropriate. Other matters will be implemented over the next few months by church officers and the clergy.

Fr Trevor

All Saints Receipts and Payments Accounts to the Year Ended 31.12.19

Receipts and Payments

Receipts

	General fund	Restricted fund Roof Lights	Restricted fund Ordinands	Restricted fund Sound system	Total Funds 2019	Total Funds 2018
Personal Giving						
Personal Standing Order Giving	11,230.36				11,230.36	5,954.00
Bequeaths/Legacies	0.00				0.00	158,347.46
GA Envelopes; to buy	0.00				0.00	49.11
Publications	0.00				0.00	30.00
Candles	86.26				86.26	126.64
Donations	2,047.23				2,047.23	2,896.91
Donations	0.00				0.00	650.00
Ordinands Sponsor	0.00		1,200.00		1,200.00	2,510.20
	13,363.85	0.00	1,200.00	0.00	14,563.85	170,564.32
Collective Giving						
Offertory Collections	12,245.44				12,245.44	13,429.51
Gift Aid Received	4,907.24				4,907.24	17,276.23
Donations	116.00				116.00	151.96
Grants Received	-50.00				-50.00	0.00
Grants Received	1,000.00				1,000.00	0.00
	18,218.68	0.00	0.00	0.00	18,218.68	30,857.70
Other Income						
Church Room Income	4,761.28				4,761.28	3,670.05
Fund Raising	0.00				0.00	265.45
Weddings	5,570.50				5,570.50	3,896.00
Funerals	4,940.00				4,940.00	8,677.00
Roof light donations		240.00			240.00	0.00
Tax VAT refunds	0.00				0.00	1,205.90
Coffee mornings	1,470.14				1,470.14	1,345.54
Bank's error/movements	0.00				0.00	1,039.88
Special Events/Away days Restricted	1,600.00				1,600.00	0.00
Bank interest	225.69		0.10	3.20	228.99	0.00
Insurance claim	1,949.60				1,949.60	0.00
Grants received					0.00	1,400.00
Leics Diocese					0.00	225.00
Armistice Poppy week					0.00	1,491.82
	20,517.21	240.00	0.10	3.20	20,760.51	23,216.64
Total Receipts	52,099.74	240.00	1,200.10	3.20	53,543.04	224,638.66

	General fund	Restricted fund Roof Lights	Restricted fund Ordinands	Restricted fund Sound system	Total Funds 2019	Total Funds 2018
Payments						
Suppliers						
Photocopier	2,716.71				2,716.71	5,850.17
Utilities	5,176.17	240.00			5,416.17	7,949.76
Smiths (Clocks)	0.00				0.00	249.60
Chubb Security	5,265.73				5,265.73	424.86
Viking Direct (Stationery/consumables)	49.46				49.46	260.90
E-Bound AVX Ltd - Alarms	819.18				819.18	145.46
Redemptorist Publications	216.26				216.26	289.40
Website charges	230.00				230.00	266.00
Licences (Music Aud, vid, includes 201	236.30				236.30	658.08
Bank charges/errors	0.00				0.00	123.50
Insurances	12,515.19				12,515.19	8,744.68
Gift Aid envelopes	288.58				288.58	0.00
Plumbing/Heating	220.00				220.00	0.00
Electricians	1,891.40				1,891.40	0.00
Organ Tuner	452.40				452.40	0.00
Christian Resources (candles etc)	68.25				68.25	1,615.66
Carpenter	75.00				75.00	0.00
In Shape magazine	20.00				20.00	0.00
	30,240.63	240.00	0.00	0.00	30,480.63	26,578.07
Church Administration						
Candles Purchased	1,000.68				1,000.68	0.00
Fundraising costs	0.00				0.00	349.42
Church Maintenance	5,264.91			48.99	5,313.90	4,824.01
Church Rooms Maintenance	13,765.29				13,765.29	481.87
Diocesan fees	5,988.94				5,988.94	4,157.60
Parish Gift	20,000.00				20,000.00	15,000.00
RSCM Subs	140.00				140.00	137.00
Special events/away days	3,104.00				3,104.00	0.00
Charities/Mission	389.00				389.00	0.00
Refund (wedding)	0.00				0.00	100.00
Contribution to Deanery	20.00				20.00	0.00
Charity donations given					0.00	1,491.30
Digital piano					0.00	579.00
Armistice Poppy event					0.00	200.00
	49,672.82	0.00	0.00	48.99	49,721.81	27,320.20
Personnel						
Architect	0.00				0.00	8,178.00
Bell Ringers remuneration	435.00				435.00	690.00
Church room cleaner	1,196.84				1,196.84	1,101.78
Clergy/Readers fees + expenses	3,001.99				3,001.99	4,556.24
Auditor	60.00				60.00	60.00
Organist fee	3,045.00				3,045.00	3,915.00
Reimbursements	0.00				0.00	468.90
Verger remuneration	900.00				900.00	1,020.00
Ordinands exps (Sponsored)	489.76		1,201.23		1,690.99	3,494.24
	9,128.59	0.00	1,201.23	0.00	10,329.82	23,484.16
Total Payments	89,042.04	240.00	1,201.23	48.99	90,532.26	77,382.43
Surplus/(Deficit)	-36,942.30	0.00	-1.13	-45.79	-36,989.22	147,256.23
Transfers between funds	0.00		0.00		0.00	0.00
Reconciliation of funds						
Total funds at 01.01.19	158,299.98	0.00	1.13	1,639.08	159,940.19	12,683.96
Movement in the year	-36,942.30	0.00	-1.13	-45.79	-36,989.22	147,256.23
Total funds at 31.12.19	121,357.68	0.00	0.00	1,593.29	122,950.97	159,940.19
					0.00	

Agreed to bank statement

Statement of Assets and Liabilities

Cash

Cash at bank	122,950.97
Petty cash	
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	122,950.97

Funds

General fund	121,357.68
Restricted fund - Lights	0.00
Restricted fund - Ordinands	0.00
Restricted fund - Sound System	1,593.29
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	122,950.97

Other assets

Pending tax reclaim - General Fund	Gift Aid =	£	1,659.62
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Liabilities

RSCM Subscription	£143.00	Paid in January 2020
LOROS donation	£169.68	Banked in 2019 but paid out in 2020
Organist and cleaning	£436.78	Paid in January 2020

Notes

- 1) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the R&P basis.
- 2) The assets are recognised but not necessarily valued in the Statement of Assets and Liabilities;
 - a. All moveable church furnishings held by the Church Wardens on special trust for the PCC which will require a faculty for disposal.
 - b. All items of sacristy and decoration which have a historical or intrinsic value above a nominal £1.
- 3) No remunerations were made to members in connection to their trustee role on the PCC.
- 4) A new restricted fund was created in the year - the roof light fund. For a fee of £12.50 a week, donors can pay for the steeple to be illuminated to remember a loved one

SJA Warden

PCC Treasurer.

31-3-2020

Mrs Caroline Wademan
8 Heards Close
Wigston
Leicester
LE18 3SW
6th March 2020

Dear Sir/Madam

I am writing to you after completing an Independent Examination of the financial statements of Wigston Magna PCC.

The treasurer had a good system for finding expenses and everything was filed in an orderly manner. Cash takings were banked regularly and analysed out well. The day to day bookkeeping job was being done well.

However, the statement of accounts given to me did not agree back to the bank statements so were in essence a list of receipts and payments.

After some work between myself and the treasurer, a set of financial statements was produced that agrees back to the bank statements. I have no concerns that anything untoward has taken place I just think that the treasurer needed some more support to produce a set of accounts.

The total receipts were £54k and the total payments were £91k (leaving a deficit of £37k) and therefore I would suggest whether a simple church accounting package should be bought? Maybe this is something the treasurer can discuss with John Orridge? He will have a better idea as to whether other churches of a similar size, use an accounting package and whether it would be suitable for your needs.

One concern I would like to specifically mention is the practice I noted of signing blank cheques. PCC cheques require 2 or 3 signatures and if cheques are pre signed then this control is not in place. This practice must cease and the financial controls should be reviewed as soon as possible.

The treasurer and I have arranged to spend some time setting up 2020 so that an accurate set of accounts can be produced for next year's Independent Examination.

I have enjoyed having an insight into the life of All Saints and hope that I have been some help.

Yours faithfully



Mrs Caroline Wademan

Mr Geoffrey Warner
Independent Examiner of Finances
For Wigston Magna Parochial Church Council

27 March 2021

To the Trustees

I have completed an Independent Examination of the financial statements for 2020 of Wigston Magna PCC. I did this both in the absence of and in the presence of the Treasurer, Mr Stephen Warden.

The treasurer's system of document filing was an understandable and logical system. Receipts were banked regularly and categorised well. The day to day bookkeeping job was being done efficiently given Mr Wardens personal domestic circumstances. The statement of accounts were reconciled well to agree back to the bank statements. This made the whole process of validation much quicker and easier.

I have to make comment on the over spend of £36,360.32. The treasurer explained there were agreed projects completed and yet to complete which would use some of the large reserve I noted. The reduced receipts all churches are experiencing due the Covid 19 pandemic of 2020 has aggravated the final sums. Also the St Wistans church situation, which I understand is beyond the PCCs authority, continues to create significant expenditures relative to receipts. This will also contribute to the above overspend.

The PCC is still in a reasonably financial stable position even after the yet to be started agreed projects expenditure and 12 months of reduced receipts all due to the 2018 legacy providing a large reserve fund to call on. Beyond that, In common with previous year's independent examiners, I urge the PCC to show restraint on expenditure to at the least match the previous year's average receipts excluding the legacy of 2018.

In summary, I find the 2020 PCC accounts to be a fair and true representation of the trusts finances.

Yours faithfully



Geoffrey Warner.