

# **St Martin of Tours Parish Church, West Coker**

**Registered Charity Number: 1184593**

## **Annual Report**

**Year ending 31<sup>st</sup> December 2021**

### **Administrative Information**

St Martin of Tours Parish Church is situated in Church St, West Coker. It is part of the Diocese of Bath & Wells, within the Church of England. The correspondence address is 1 Manor Farmhouse, Gooseacre Lane, West Coker, Yeovil, Somerset, BA22 9BA

The Parochial Church Council is a charity registered with the Charity Commission.

**PCC Members** who have served since 25<sup>th</sup> May 2021 until the date this report was approved are:-

***Incumbent & Chairperson*** Rev. Colin Simpson

***Vice Chair*** Mrs Valerie Barker

***Wardens*** Mrs Susan Bonning

Mrs Patricia Ricketts

***Representatives on the Yeovil Deanery Synod***

Mrs Valerie Barker – Deanery Lay Chair

Mrs Jacqueline Gormer

### ***Elected Members***

Mrs Judy Beaty

Mrs Sylvia Bruce

Mrs Caroline Collins

Mr Michael Collins

Mrs Rita Coward

Mrs Barbara Hampshire

***Co-opted Member – Secretary***

Mrs Sandie Simpson

### **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### **Rector's report**

*To be included separately at the AGM*

### **Objectives and performance**

#### **Church Attendance - Secretary**

There were 46 members on the Electoral Roll. The average weekly attendance (including Collective Worship) counted during October was 26. During January we were only able to have one Holy Communion service before we

entered another lockdown. We were fortunate that we could resume our services on Easter Sunday with Holy Communion - 28 people attended. We hosted the Benefice Communion Services in May and on St. Stephen's Day.

A special service was held for the Commendation of Prince Philip – attended by 14 people. There was a School Leavers Service in July and School Collective Worship resumed on the second Tuesday of the month. October saw a well-attended Harvest, 43 people, and we were able to hold our Remembrance Service, slightly scaled down due to Covid considerations. 90 people joined us for the Carol Service. Two Messy Church Services were held in the Commemoration Hall.

All Communion services were led by Rev Simpson or Rev Turrell. Other services were led by the lay team of leaders, the 2 wardens, Val Barker, Alan Gormer & Jacky Gormer.

There was only one wedding and two Baptisms during the year. There were five funeral services within the church and three at the crematorium. There was one committal of ashes.

## **Review of the Year:**

### **The Parochial Church Council – Secretary**

The PCC has again worked together during the year for the greater good of the Church and in their wish to spread the Gospel throughout the wider parish, putting Mission at the heart of everything we do.

The P.C.C. met in May, July, September and November. The early part of the year meetings being restricted by Covid Lockdown.

Fund raising resumed this year. We had a very successful plant sale, the contribution to the village fete of refreshments in the church was very well received and the Quiz Night was great fun. The Summer lunch was an enormous success.

October heralded our Churchyard Tidy up Day – 35 people came to help clear-up our churchyard for the winter. Everyone worked extremely hard and were rewarded with tea and cake.

A new initiative started in September – Whichcraft? @ The Rectory. This is a craft and chatter session held on the second Tuesday of each month. So far the group has been well attended.

The Parish Share was paid in full in 2021.

The PCC wishes to express their thanks to all those who have helped in anyway with work in or around the church in 2021. The church could not operate without all those people who work tirelessly behind the scenes. We thank Rita for her playing of the organ and very much hope that she wishes to continue and to David Neal for his care of the bells. Everyone's help is very much appreciated.

### **Churchwardens Report on the Fabric of the Church**

Little has been done to the fabric of the church during 2021 due to Covid. The guttering was cleaned out as part of the first churchyard tidy up days.

We both have concerns about 3 areas of the church. Perhaps the easiest to deal with is the porch where the paint is falling off. Richard Griffin and his team assured Pat that it was not plaster just many layers of paint. If that is so we feel it is something we could deal with ourselves. The paint will probably fall off very easily and then the walls when clean would need covering with limewash.

The next area of concern is the drain pipe situated between the tower and the south aisle. The wall inside it does not get damp it gets very 'wet'. We think the down pipe situated there may be blocked but as it is concreted into the drain we cannot check it.

The last area of concern is the right wall of the Sanctuary where the paint has bubbled from the incursion of damp from the drain pipe outside.

We feel these problems need to be addressed as soon as possible.

## **FINACIAL REVIEW 2021 – Barbs Hampshire**

This year was again an unusual year for the St Martin's Treasurer role in that I didn't take over the Treasurer role until later in the year, so that meant I took some time to come to grips with the complicated accounting spreadsheet and its various tabs, and catch up with recording of all transactions from January 2021. I feel I am mastering it, I would like to record huge thanks to Alan Gormer for guiding me, his help has been invaluable.

We have not made any request for gift aid Tax refund for 2020 and 2021 Income, Alan Gormer has kindly volunteered to complete the necessary paperwork to claim the tax back from these two years.

We again paid £12,000 off our loan to East Coker, we already have the 2022 payment in the bank, with approx. £2,000 already towards the final payment in 2023.

Our Parish Share was £13,732.44 (£12,558.00) which we paid in full – although the end of year accounts show we paid £12,558, which is a full month less than the total, because we have no bank statements from January to April, with only rough print outs from the bank, but with one or two weeks missing. I have no paper evidence that payments were made and received, so we have to assume the parish share for March 2021 was paid as it is a DD.

The running expenses for the church was just under £1000, which is another decrease from previous years. We did have a credit with the electricity suppliers, and this has helped keep the running costs down.

It is worth noting the electricity costs will go up – our current supplier is Total Gas & Power and their monthly bills are around £80 on average, I have online access to our account and will be submitted regular meter readings so our payments are accurate.

Our parochial fee income of £2572 which is slightly higher than last year this was mostly due to a number of funerals/burial of ashes that took place. We did have one wedding at St Martin's in the summer.

The proceeds from the sale of the Old School Room have been invested in a CCLA deposit account which is accessible. The balance remains £ 57,390. Interest received from the two CBF Deposit Funds during 2021 amounted to £66.96.

Our fund-raising activities amounted to £5833, which is £2181 more than 2020, this is not surprising really as we have been able to open our church, and hold fundraising events such as Lent Lunches and Winter Warmer, a quiz night, plant sale etc. We have been able to send donations to Tearfund and Royal British Legion.

Our net income is £25,765 and our net payments were £31,226, a deficit of (£5,461), a decrease in the deficit figure from 2020. We did agree a draw down from our reserve account at the last AGM, but we have not had to do this during 2021.

At the end of the year the balance in our General bank account was £ 2,085.92 and in our Roof Fund bank account £ 14,247.45. The Roof Fund account is dedicated to the repayment of the East Coker loan. Our total monies in our various accounts amounts to £82,486.01.

I have submitted mandates to allow me to be a signatory on our bank accounts and to allow me to have access to online banking. Both are yet to be actioned by Nat West.

## **SAFEGUARDING REPORT 2021 - Mick Collins**

Safeguarding remains everyone's responsibility and it is on the agenda at St. Martin's PCC meetings. We must continue to do all we can to ensure we are providing a safe, inclusive and nurturing environment for all children and vulnerable adults within our church community and Benefice. Our policy carefully outlines our procedures should any case arise.

The Acorns stay and play fun and social group for babies, toddlers and grown-ups takes place in West Coker School. This presents as a safe environment under the governance of the school. Any volunteer helpers will require DBS clearance. [Disclosure and Barring Service]

The weekly CRB Newsletter always states my role as Safeguarding Officer with my contact number should any issues occur that people feel they need to report. To-date, no body has contacted me.

## **DEANERY SYNOD 2021 - reps for WCPCC Jacky Gormer and Val Barker (Lay Dean)**

Synod met for the first time after the COVID pandemic at the end of June. The meeting took place in St John's Church as an Act of Worship to welcome members of the new Synod who were meeting for the first time. We also said Goodbye to James Dudley-Smith who was retiring as Area Dean, having completed his six-year 'stint'.

In October we were pleased to hold our meeting at St Peter's and to hear about and view their new community hall. This was completed just before 'lockdown'. We were all impressed with the functionality, but also the beauty of the new building. It is proving to be a huge asset to the Westfield community.

### **Zambia Companion Link – Jacky Gormer**

There is not really much to report at present because of covid here in the UK and there in Zambia and also change of personnel at St Peter and the cathedral at Ndola. Fr Leonard Tembo who was both Dean and priest at St Peter has transferred to a teaching post at the seminary in Kitwe. There is now Deacon Mangai in the priest's house at St Peter but that is all I know at present. Jacqueline Clough used to keep me updated with news from Beauty who led the music group at St Peter but Beauty had to move away to find work. I have no email or FB contacts at St Peter at present.

We were going with Jacqueline Clough to Wells on Saturday 30<sup>th</sup> April for a Zambia Link meeting when we were hoping to get news and contact details but we just heard yesterday that it is postponed until June, quote-

'due to both low numbers and unexpected unavailability of two of our speakers.

However, we will reschedule for an evening in June when we can feedback on an upcoming trip to Zambia, hopefully have all of our speakers and will have much more information about this year's Lambeth Conference and visits from the Zambian Bishops.'

**Approved by the PCC ..... and signed on their behalf by Rev. C.G. Simpson**

**Chairperson ..... Rev. C. G. Simpson**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN OF  
TOURS, WEST COKER.**

(Registered Charity No.1185493)

**RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2021**

	2021		2020	
	£	£	£	£
<b>RECEIPTS</b>				
Planned giving – General Fund			12,885	
Planned giving	6,887			
Tax Efficient Planned giving	5,419			
Planned Giving – Restricted Fund				
Planned giving	400			
Tax Efficient Planned giving	2,680			
 Collections, donations and other giving			3,193	
Parish council grant – grass cutting	1,000			
Donations – General Fund	695			
Donations – Restricted Fund	130			
 Income tax recovered	-		2,863	
Annual fete and events			3,652	
General Fund	576			
Restricted Fund	5,258			
 Parochial fees	3,506		3,264	
Other receipts	191		265	
<b>Investment income</b>				
Bank interest and dividends received			610	
General Fund	12			
Restricted Fund	68			
 <b>TOTAL RECEIPTS</b>		26,822		26,732
 <b>PAYMENTS</b>				
Donations and grants to charities	300		1,413	
Mission and Evangelism	123		255	
Parish share	13,732		13,675	
 Church running expenses			2,125	
Light and heat	598			
Organ tuning	198			
Other church expenses	222			
Electrical repairs and certificate	450			
 Churchyard maintenance	(84)		60	
Support costs	116		178	
 Administration (incl staff costs)			4,331	
Bank charges – restricted fund	31			
Coker Ridge Benefice – administration costs	800			
Salaries and wages	2,030			
 Governance costs – Quinquennial Survey	725		-	

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN OF  
TOURS, WEST COKER.**

(Registered Charity No.1185493)

**RECEIPTS AND PAYMENTS ACCOUNT (Continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

	2021		2020	
	£	£	£	£
Other			1,270	
Insurance	1,201			
New notice board for churchyard	606			
Other – keys cut and printing cards	94			
 Loan repayments	 12,000		 12,000	
 <b>TOTAL PAYMENTS</b>	 <hr/>	 33,142	 <hr/>	 35,307
		<hr/>		<hr/>
NET (EXPENDITURE)		(6,320)		(8,575)
CASH FUNDS AS AT 1 JANUARY 2021		90,544		99,119
		<hr/>		<hr/>
CASH FUNDS AS AT 31 DECEMBER 2021		84,224		90,544
		<hr/>		<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST  
MARTIN OF TOURS, WEST COKER.**

(Registered Charity No. 1185493)

**STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2021**

**CASH FUNDS**

	<b>2021</b>	<b>2020</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Bank Current Account	2,086	4,388
CBF Deposit Account	10,500	10,500
Bank Current Account – roof fund	14,248	17,940
OSR Trust Fund CBF Deposit Account	57,390	57,390
Cash in Hand	-	326
	<hr/>	<hr/>
At 31 DECEMBER 2021	84,224	90,544
	<hr/>	<hr/>

**CBF INCOME SHARES DODGE CHURCHYARD**

	<b>2021</b>
Balance brought forward	4,935
Investment growth	2,114
	<hr/>
Balance carried forward	7,049
	<hr/>

**LOAN FROM EAST COKER PCC**

	<b>2021</b>	<b>2020</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Balance carried forward	24,000	36,000
	<hr/>	<hr/>





**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST  
MARTIN OF TOURS, WEST COKER.**

**ACCOUNTS FOR THE YEAR ENDED**

**31 DECEMBER 2021**

**REGISTERED CHARITY NUMBER 1185493**

Acorn Accounting for Business Limited  
Room C2  
17 The Park  
Yeovil  
Somerset  
BA20 1DN

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN OF  
TOURS, WEST COKER.**

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 Administration (incl staff costs)			 4,331
Bank charges – restricted fund	31		
Coker Ridge Benefice – administration costs	800		
Salaries and wages	2,030		
 Governance costs – Quinquennial Survey	 725		 -

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN OF  
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**(Registered Charity No.1185493)**

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST  
MARTIN OF TOURS, WEST COKER.  
(Registered Charity No. 1185493)  
STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2021**

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN OF  
TOURS, WEST COKER.**

**INDEPENDENT EXAMINER'S REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

I report on the accounts of the The Parochial Church Council of the Ecclesiastical Parish of St Martin of Tours, West Coker. for the year ended 31 December 2021 which are set out on the attached pages.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

- \* examine the accounts under section 145 of the 2011 Act;
- \* follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- \* state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- \* to keep accounting records in accordance with section 130 of the 2011 Act; and
- \* to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

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

**HM Lambshead ICPA**

**ACORN ACCOUNTING FOR BUSINESS LIMITED**

Room C2

17 The Park

YEOVIL

Somerset

BA20 1DN

11 October 2022

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST  
MARTIN OF TOURS, WEST COKER.**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**1. ACCOUNTING POLICIES**

The accounts have been prepared on a Receipts and Payments basis in line with the Statement of Recommended Practice Accounting and Reporting by Charities Act 2011 and SORP'S 2008 Regulations.

**Certificate of Approval**

I approve these accounts and confirm that they include a complete record of all relevant income and associated expenses and that I have made available all records and information for their compilation.

Signed: B Hampshire

Date: 11/10/22

B Hampshire (Mrs)  
Treasurer