

Trustees 2021 Report & Accounts
for the Parochial Church Council of
St James the Great
Colwall



Annual Parochial Church Meeting
on 8th May 2022

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Aims and Purposes

St James Parochial Church Council (PCC) has the responsibility of cooperating with the Rector, the Reverend Melanie Horton, in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, social, evangelistic and ecumenical. The PCC is also responsible for of the church and the adjacent Ale House of St James the Great, Colwall.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church 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 the parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

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

In particular, we try to enable ordinary people to live out their faith as part of our parish community. **The vision for our church is:**

- To be a Christian family which reaches out to our village community:
 - Providing pastoral care for people living in the parish
 - welcoming and supporting families and young people, and those in special need - the lonely, elderly, bereaved, those with mental health issues.
 - Nurturing our communities spiritually through worship and prayer, learning about the gospel, and also enabling learning and new skills to enhance communities and care for the natural world
- To be a Christian family which is growing and developing its faith and spirituality both individually and corporately

To facilitate this work, it is important we maintain the fabric of the church, Ale House and churchyard.

Achievements and performance

Worship and Prayer – Rector's report

When worship resumed at church in person on Easter Day 2021 what we could do was still strictly limited. Congregational singing was not allowed, amateur choirs were restricted to 6, masks were required and social distancing had to be maintained. The common cup was still suspended and communion received in one kind only. Nonetheless, our first service together back in church on Easter day 2021 was a wonderful occasion. Covid measures notwithstanding, it was marvellous to see one another face-to-face and to experience our own personal resurrection on the day of our Lord's resurrection. We have been able to maintain worship continuously since then, although there have been some occasions that have had to be cancelled or operated differently. We took forays into outdoor services with a summer songs of praise in August (with typical August weather of wind rain and low temperatures!) and a Christmas village carol service on the West end grassed area. It was wonderful to have the Village School choir at the carol service to help lead our singing and to do the readings. The ticketed Christingle on Christmas Eve was a sell-out and the service seemed to hit just the right spot for those in attendance. It's so good to be able to commemorate important events like Saint James's Day, Harvest, Remembrance Sunday, and of course Christmas and Easter together in church. As Covid restrictions lifted we also saw the return of weddings and baptisms and had a busy summer catching up on those services postponed in the previous 18 months. Finally, it was also possible for school services to resume in church, and it was a great pleasure to host the year six leavers service in July. It was also a delight in October to welcome into church the whole of the village primary school- all 170 of them - and their parents along with iSing pop for two joyous sell-out concerts of Christian music

As well as our face-to-face worship we continued until the end of 2021 with weekly evening zoom services. These were a lifeline for those who were concerned about returning to worship in person and for some whose health conditions required extra caution remained their only worship throughout that period. Led by a variety of different people, using recorded hymns to sing along too and with offerings of biblical readings and poetry from different participants these offered a gentle and reflective way to end a Sunday evening as well as an opportunity to stay in touch with one another's news during the chat that followed our services.

The worship year ended as it began with an Easter service. And what a service! We had kept holy week prayerfully and quietly re-working all our services to offer space and time for reflection and prayer before we gathered for that greatest celebration of the Christian church. What a difference a year makes: the church

was packed; the Easter hymns rang out and our annual Easter egg hunt was back on. The feeling was buoyant, and I fancied that we felt something of the excitement and power of the first resurrection as we gathered to celebrate. Perhaps we needed to lose what we had had in order to gain it back again!

At the start of 2022 we met with our friends at CoCoChu for a joint six-week course on signs and wonders in John's Gospel. During Lent we met to work our way through the Church of England course Living in Love and Faith. Both were well attended occasions sparking lively and interesting conversations.

Thank You's and Goodbye's

Everything that we do is supported by an army of volunteers and so this is the moment I want to record my heartfelt thanks to everyone who offers of their time, skills, and talents to enrich our worship, to ensure its smooth running, and to make sure that our building is at its best and most comfortable to welcome all who come. So, thank you to, our audio-visual operators, our bellringers, our organists, choir members and other musicians, our cleaning team, our coffee team, our flower arrangers, our sacristans, who all those who lead intercessions, our assistant wardens, and not to forget the army of volunteers who are working tirelessly to keep our churchyard in good order and to balance the needs of visitors and the needs of its natural inhabitants!

I would like also to express on everyone's behalf but also personally my enormous thanks to my retired clergy colleagues, Anne Spargo, Bernard Ingram, Carl Attwood, Ken Withington, and Tim Wright and our reader Any Richardson. Their contribution to our worship adds a glorious diversity and reduces the pressure on me as Rector. Their wisdom, generosity, and skill is much appreciated.

It is always invidious on occasions such as this to name individuals but there are three people to whom I must express both personal thanks and thanks on behalf of the Church. Firstly thanks to Bill and to Martyn in their roles as churchwardens. These are big roles at the best of times and in the last two years with Covid they have been even bigger, and Bill and Martyn have risen tirelessly to all the challenges that we have faced and have been a constant presence and steadfast support. Thank you both so much.

As Bill reaches the end of his term as a warden additional thanks must go to him for all that he has done over longer than he ever intended!

Finally, my and our thanks go to Joy. Paid to be our parish administrator, what she does extends way beyond that both in terms of the hours she works and the scope of the things that she does. Quite simply she is the oil that keeps our parish life running and the wise counsel who offers both support and a restraining hand when

my flood of ideas is liable to overflow all boundaries of sense and possibility.
Thank you, Joy,

Thank you's are always a joy, goodbyes not so much. This year we said goodbye to Hilary and Paul Craven-Smith as they moved to Much Marcle, and we wish them much happiness in their new home. We also said goodbye to Eileen Thomas and Cicely and James Palmer. We are grateful to them for all that they gave to our life together both as a church and as a community. May light perpetual shine upon them

Final reflection

The last year like the one before it has been challenging in all sorts of ways as I reflect on what we couldn't do then and we can too now I want to give thanks to God and to science for bringing us through this time of trial. It is important to reflect on what the last two years have taught us. First of all it has been very clear that whatever might be happening God is still with us (Hebrews 13 v 6 'I will never leave you nor forsake you') What we have also learnt is that being church it's not all about the building. As Saint Paul said in his letter to the Christians in Corinth "you are the body of Christ". We are the body of Christ in this place, working with others, we were able to be the catalyst of great support and care for our community over the last two years. Through this time of difficulty, we have tried new things and done old things differently. Worship is not just doing what we have always done.... as God says to the prophet Isaiah 'behold I am doing a new thing'. This was not just a promise for ancient times but for us here and now in this day in our time. And finally, as all the familiar things were taken away and we were thrown back onto our reliance on our God we learnt that with God a way through can always be found. Who guessed three years ago that we would all become so familiar and competent at things like Zoom and Teams! Who knew that this technology would enable us to maintain our fellowship, to reach out to new people, and to worship together.

As we look to move forward into this coming year, we must not slip back into just doing what we did before, we must continue to adapt, to reach out, to work in new ways, to work together and to always give thanks to God trusting in God for our future.

Churchwardens report

This report covers another year during which, for reasons all too familiar to us, we have been unable to achieve a prolonged period of relative stability. That said, the ebb and flow of life in such an environment does present opportunities to get things done.

The report of our Quinquennial Inspection, production of which was delayed by the pandemic, was received in the summer. While the report does not contain any serious concerns, it does set out a long list of external masonry and stonework repairs/maintenance in need of attention in the next 24 months or so. Our architects, Caroe and Partners, have been engaged to scope, specify and seek tenders to address these works. On receipt of their advice, the PCC will consider how and when to start the remedial works.

One long-outstanding job has been completed: a shed in which to store our flower arranging equipment has been erected outside the chancel door. This has freed-up space at the back of the church to allow some modest re-ordering. Two weeks of de-cluttering (much of it into a skip!) during the summer has also paid rich dividends.

The general feeling of more “space” and “order” has been further enhanced by the complete renewal of the interior lighting. The use of LED fittings will not only reduce our energy bills, but also remove the need for ageing Churchwardens to scale tall ladders to replace bulbs every couple of months. The renewed lighting has, it would seem, been well-received, certainly by the Churchwardens!

Turning to the Churchyard, improvements have been made at the Flapgate Lane entrance where the area around the wheelie bins has been paved, much improving access in this notoriously damp patch. The Church has been accepted to join a Commonwealth War Graves Commission project to erect signs at churchyards which contain war graves. This is timely recognition since we have recently discovered an additional war grave in the Churchyard, that of a young RAF pilot who died on active service in World War II. The Churchyard is now officially the home of four War Graves and at least three War Memorials.

The car park has also had some TLC. The potholes, humps, bumps and kerbs at the car park entrance have been levelled to reduce the risk to life and limb.

The role of Churchwarden requires a lot of supporting help from the entire church community; thank you all. Our particular thanks go to the Assistant Churchwardens, many of whom have other church duties: Jane and Syd Hill, Steve Hockett, Stuart and Carolyn Hands and Richard King for their Sunday Support. Joy Conlon’s masterful organisation has continued to keep us out of too much trouble, while Melanie’s advice, guidance and patience has been much appreciated.

Verger: The job of a Verger at St James includes the facilitation of specific services, namely weddings and funerals.

In this APCM year of 2021/22 we have been able to hold 6 weddings. We have also managed to conduct, 8 burial of ashes and 5 interments.

The Church and Ale House

The Ale House now has 6 smaller tables that match the larger trestle sized tables and are replacements for the rickety, old card tables. The new tables allow much more flexibility in arrangements and are much safer than the card tables. We also bought matching green and white checked tablecloths for all the tables.

Bookings in the Ale house are beginning to recover but only very slowly. Fortunately, there has been good support for the Ale House 100 so that provides much needed funds for the upkeep. If you haven't yet joined it is not too late as we would be very pleased to enrol you for the rest of the year. For a subscription of £10 your name is placed in the 10 draws between February and November with the chance of winning a first prize of £15 or a second prize of £5. Thank you very much to all of you who have already joined.

Church Bells

The last 12 months have been a period of consolidation for us following the various lockdowns over the last two years when bell ringing was very restricted. Once practises were permitted again, we changed our normal Monday evenings to Tuesdays when a few more could attend, but unfortunately, we could not accept visiting ringer's. During the year further relaxations allowed other district ringers to join us if wished, as a result we reverted to our usual Monday evenings

Very few weddings took place during the year, but we did welcome a couple of visiting bands. The first three-hour appeal had been arranged for the end of March but had to be postponed due to COVID with two of the visiting ringers.

After the sad death of the Duke of Edinburgh in April the Tenor Bell was tolled for the number of years of his life

Bell ringing is now returning to somewhere near normal, and our learners are doing very well. However, we do need new recruits (not only here in Colwall but nationwide). If interested come and visit us in the tower on Monday evenings but please contact me or any ringer before hand

Ministry and Pastoral Care

Admirals Café (for those who have dementia or other health issues)

After a long interval due to Covid and Government regulations, Admirals is again opening monthly having lost some customers but gained others both from the village and Ledbury. We still have our dedicated group of volunteers and a good number of supporters from the village who bake for us and contribute prizes for our raffle. We have received several very generous cash donations. The café could not possibly run as it does without these supports, especially that of our volunteer group, and Marcus and I would like to show our appreciation publicly to them. We have welcomed a variety of people and groups to provide entertainment. We are frequently joined by NHS professionals and occasionally by the police community support officer

We organise ourselves at our volunteers' meetings held every other month and we are grateful for the use of the rectory dining room for these and for the coffee and biscuits which miraculously appear on the table. Recently we have begun to consider how we can ensure continuity of the café in the event of adverse changes in personnel or conditions. We wish to prevent as far as possible any sudden closure or reduction in the service we can offer.

Visitors and always welcome as are anyone who would like to join us as a volunteer.

Mothers' Union:

Unfortunately, because of Covid 19 we held no meetings in 2021 until September when 12 of us happily met again to chat and have tea in the Ale House. The names of our friends who had died during the previous two years were read out: Marion Percy, Dorothea Marsh, Cicely and James Palmer, Jean Cox, Ellen Verdult and June Allen. Sylvia Loader, Diocesan Trustee (Marketing), visited with her wares and took Christmas orders. She spoke about living in Australia for so long, and the difficulties of meeting for MU events when travelling such large distances is so time consuming. In October we had a most interesting, illustrated talk from Rev. Andrew Talbot-Ponsonby about St. Luke, referring to myths, facts, and the Bible, which chronicles his travels in The Acts. In November Andria Lewis, retiring Diocesan President, visited, and enlightened us about that post. Now she is focused on helping the Clewer Initiative, in Hereford, which works to abolish modern slavery. Members brought favourite seasonal or Christmas readings to our December meeting and we sang carols.

In terms of fund-raising, the Afghan refugees in Hereford were the first to benefit from a generous gift in memory of Cicely Palmer, being monies donated at her memorial service - £512. The marmalade sale in April raised £575 (a record) for the MU Overseas Fund.

Choir

At the end of last year, the choir returned to the chancel, this time robed for each service. Some of our augmented friends sang with us at the outdoor carol service and on Christmas Day. We also sang at five weddings, All Saints Patronal Festival and All Souls evensong.

In the Autumn we returned to our weekly live choir practices in St Crispin's, although we had enjoyed our zoom "practices" during the various lock downs. A big thank to Sue, Marian, David, Mark, Helena, Kate, Sue Munday and Jane who keep our choir going.

Sadly, village church choirs are on the decline, and we do not want to be one of them. If you enjoy singing, please consider joining us. However, if you feel you cannot commit to Sundays, we would love you to become one of our augmented friends. Please speak to me, Sue or Marian and we can tell you more.

Orchestra

For Covid-19 reasons the orchestra did not meet at all in 2021, some members being unhappy about being unable to socially distance in our 'corner'. However, we were delighted to start again this year, playing in February at the service to celebrate the accession of The Queen to the throne, and in March on Mothering Sunday. I always enjoy the family service and the giving of pretty posies made by Mothers' Union members. We look forward to more regular orchestra contributions to services from now on, hoping everyone will stay well.

St James Flower Team

It has been good this past year to be able to once more get the flower team together doing arrangements in church. Apart from the regular Sunday arrangements we had three big weddings, and these are always quite hard work to do as time consuming yet it's always a pleasure to look around the church when we have finished and to see what we have created, teamwork goes a long way and I know we had some very appreciative brides. Harvest Festival then came along, and we decided to do it a little differently but keeping the essence of the occasion, so along with flowers of yellow and orange as befits the season, seasonal vegetables and wheat sheafs, we added some props as well and the church was so full of colour, it was fun to do and the congregation gave us some wonderful feedback.

I am very aware that there is a lot of concern about the use of floral foam (oasis) in flower arrangements as it's not biodegradable at all and I do feel quite strongly about this issue so we now try to use water in arrangements as much as possible and when we really do need to use it for example, in the archway for weddings and the pedestal, we are now using some that is 50% degradable and this we use as much as possible until it's literally falling apart! Luckily there is something new on the market that we will be looking into in due course.

Our flower team is now fourteen in total which is a good number, we enjoy being able to put flowers in church and tend to come away with a feeling of satisfaction as flowers seem to have a language of their own and it's a positive one.

Caring for the Environment

Churchyard report April 2022

As in the previous couple of years maintenance of the churchyard has fallen on a group of dedicated volunteers as the Community Payback Scheme is still unable to attend due to Covid issues. We do anticipate that they will be on hand to help as before in the future, but Covid does seem to be dragging its heels. We remain in contact with the Probation service. During the 2021 season contractors working for the Downs School kindly helped mow the grass on a number of occasions, and the Blandford family kindly organise trimming of the car park hedges.

We have held a regular series of working parties to cut the grass and maintain the wildflower areas through last year and during the start of 2022; a calendar of dates has been provided to try to promote attendance. We were fortunate to have most of the hedges round the churchyard cut for us but held a hedge cutting day to tidy up the interior hedges on the 19th February 2022.

Separate groups have also

- Maintained the Yew Tree cremation garden
- Repaired the fence at the far end
- Planned a composting area by the container
- Maintained the preaching cross and other monuments
- Installed a new bench in memory of Mark Clack.

We have held several sessions of plant and lichen identification and have roped off areas for spring and summer wildflower meadow protection. Colwall Orchard Group have been an enormous help with practical help in maintenance, wildflower and eco advice, and seed collection and distribution.

The entrance to the car park has been resurfaced, and further fly tipping and antisocial behaviour prevented (so far) by the use of the chain across the entrance overnight.

Significant clearing of overgrown trees and shrubs in the North End have improved the area hugely, and the yew tree that had spread over the roof near the boiler room has been dealt with. The yew tree over the garden of remembrance has had the lower dead branches removed and looks much better.

The review of the bin provision resulted in a second bin being installed at the car park entrance to the graveyard which is helping to keep the area designated for future burials clear. Repairs to the damaged gate at Flapgate Lane were completed with new paving slabs laid in the immediate area.

It is planned to install a defibrillator facility by the gate from the car park.

We know that the churchyard is used by a wide range of the public, including many who have travelled from far away. It is held in great affection by churchgoers, villagers, and visitors alike. The churchyard has the potential to be a valuable community asset for both wildlife and the public. Many see it as a place of peace and quiet contemplation, as well as where their relatives are laid to rest.

If anybody wishes to help in any way with planning and maintenance, please contact Carol on 07494 435032 or the Church office on 01684 540330 Mon-Thurs 9am to 12 noon.

Mission and Evangelism

The Clock continues to be an important means of communication for the community. The variety of information, advertising and ‘what’s on’ is appreciated by all our readers. This was especially important during the periods of lockdown over the past 2 years.

During 2021 we published the magazine bi-monthly, enabling us to keep our readers informed of the limited activities and meetings that were able to take place. We are very grateful to the group of volunteers who continued to deliver to households and businesses during this time.

From January 2022 we returned to monthly editions of the magazine (11 issues with December/ January being a double edition)

We always welcome new copy—so if you have an interesting/ topical/subjects please do send them to thecolwallclock@gmail.com

Welcomers:

Not many weeks pass without someone asking for a Welcome Pack. Thank you to all those Welcomers who keep a lookout for people moving into the village. Your welcome and the pack are much appreciated. Thank you also to Joy who updates and prints the packs for us.

On the **Church Website**, newer and updated pages have been produced in a mobile-friendly form and some of the most used pages of standing information have been converted. As a virtual memorial to Chris Sennett, his library of

sermons has been indexed.

Mark has run the church website for ten years in much the same way as it was set up by Chris Sennett, but with increasing age and other commitments Mark would like to hand over at least part of this important communication role. Mark's suggested action is:

- Provide the programme of future services and events on the church's pages on A Church Near You (ACNY). Nominate members of the Ministry Team to maintain the ACNY pages in a way that reflects the church's mission and outreach.
- Retain on the church's own website the administration and history pages and the library of sermons.
- Find a new website manager able to take a fresh approach.

Church Development Group

The vision for our church continues to be:

- To be a Christian family which reaches out to our village community:
- To be a Christian family which is growing and developing its faith and spirituality both individually and corporately
- For the church building to provide a warm, welcoming and worshipful space to enable this vision and ensure our Christian heritage is sustained for current and future generations
- For the churchyard to be a place for peace and reflection especially for those with family members buried there, and to be a safe place for wildlife

The Church Development Project

The ongoing impacts of Covid have continued to limit progress on the development project. Grant Agency funding has continued to be diverted in many cases to community and business relief of the heavy health, financial and social impacts, and particularly favouring larger centres of population to get the greatest gain. So, our efforts (and most especially Ian's) have been focused on developing an Appeal Brochure for the village and wider community to inform them of the vision and proposals and to assess the level of financial support they might give.

Our new community projects have progressed well – the Churchyard and Tourism projects and the Centre for the Arts. Last year an Arts Festival was

organised in the summer, and a Christmas Craft Fair in late November - both very successful with good feedback.

For the churchyard, following the consultation session in June 2021 which was led by Caring for God's Acre, a Churchyard Team was set up to care for the churchyard and look for ways to advertise it as a place for peace and quiet reflection, and a place of considerable local historic interest together with the church. We have a rep on the Marches' Churches Tourism group and again looking for ways to promote St James as a welcoming and interesting place for tourists. And we have Colin Fenn from the Monuments and Memorials Society, who is researching our churchyard monuments. We are planning to put together a leaflet about the monuments in the churchyard, and hopefully putting on events offering tours of the churchyard to the public.

We have around 25 people in the churchyard group from across the whole village community, and we have partnered with Colwall Orchard Group to restore the central area of the churchyard as a summer wildflower meadow, leaving the flowers to bloom and seed, before mowing back for the autumn. We have had a training and survey session on the plants, fungi and lichens here. Paths are mown through this area and other parts of the churchyard to give access for Quiet Walks and for easier access to family graves. Plans are being developed to enhance the habitat for other wildlife.

Very many thanks to all the Development Group (Bill, Christine, Ian, Steve, Mike, Martyn, Melanie) for all their hard work, especially to Ian for all the work on the Appeal Brochure; and Mike and Christine who have now stepped down to focus on other areas.

Ecumenical Relationships

St James Aston Link Activities

Sadly, we were not able to welcome our friends to Colwall during 2021, but have kept in contact by regular phone messaging.

They are all well and we look forward to meeting up when the current situation allows.

We have supported them through our charity giving, and the proceeds of the Village Quiz (postponed from November 2021 but held in March 2022)

It is hoped that we can invite them to our Patronal Festival this year, when we can meet face to face and catch up with all our news.

FINANCIAL REVIEW

FINANCIAL REVIEW FOR 2021

In 2020, Colwall PCC registered with the Charity Commission. Our registered charity number is 1192443.

With the Covid pandemic still affecting all aspect of life impacting people's income and our ability to run fund-raising events, our budget expectation was a £7,385 deficit by year end. But thanks to the continued generosity of church members, and a further grant of £7,336 by Herefordshire Council Discretionary Fund, we achieved a surplus on normal income and expenditure of £728. With a legacy, and donations via The Friends of St James and Flower Funds, the overall surplus was £5,370.

Income:

The Parish Giving Scheme: 46 households continued in the scheme throughout 2021- there were no new joiners. Collections and envelope giving continued lower this year as people transferred to making more regular donations by bank transfer.

Fund Raising: there were three events in 2021: the highly successful Arts Festival in the summer and the Christmas Craft Fair, and the Christmas coffee morning raised £2,555 (including small income from printing and coffee sales). Donations from the Bishop's Gift Day Appeal were £2,245.

Church Fees (Weddings, Funerals): We had 5 weddings this year, and 20 funerals/cremations – fees up by 76% since 2020, so getting close to pre-Covid levels.

The Ale House: was re-opened from April onwards. After lettings of £2153, there was a surplus on normal income of £700. The previous impact of Covid on this business activity gave rise to a final £7,336 grant from the Herefordshire Council Discretionary Fund. Consequently, this allowed investment in repairs to the car park, and placing an order for a new cupboard for safe, attractive and tidy storage for tables and other items.

Legacies: We received a legacy of £4,463 (from Dorothea Marsh). Legacies are an important aspect of church giving, as many people in later life may wish to contribute to the ongoing mission of the church for future generations – see our St James legacy leaflet.

Expenditure:

Major costs (Parish Share Offer £50,300, Parish Administrator, Insurance, church maintenance) were very little changed from 2020, save for clergy expenses (paid via the Deanery) which were covered by our previous year's expenses balance with the deanery. With the reduced use of the church buildings during the year, there was lower expenditure on electricity and water, organist fees and sanctuary expenses. Churchyard expenditure included around £3,000 for the shed and fencing (money previously donated for this), removal of the yew tree close to the church and oil tank, and making the Flapgate Lane entrance drier and tidier with stone paving. For a second year, the Community Payback Team could not get here without their minibus transport which was against the Covid rules.

We have contributed £2,350 to mission and charity (2020 £2,600) from PCC funds, £1,671 from special collections and charity fund raising, and £2,019 from weddings and funerals.

Our CBF investments increased in value by £1,482 in 2021, so together with our income surplus of £6,908 this year, our total funds now stand at £151,845 (2020 £144,993), an increase of £6,852.

If anyone who would like to see a copy of the full detailed accounts or have any questions to ask on these accounts, please do not hesitate to contact me on 01684 541215.

Reserves Policy

The PCC has a policy of retaining reserves to cover a year's normal income which is presently around £85,000. Approximately 54% of the reserves are held in investments with the CBF, and 46% in cash on deposit and current accounts at bank.

My thanks to the Finance Committee for their expertise and support. We have met quarterly to review progress and assess any significant impacts of investment and income changes. Actions on any items of an exceptional nature are recommended for approval at the PCC meetings.

COLWALL PAROCHIAL CHURCH COUNCIL

ACCOUNTS SUMMARY FOR THE YEAR ENDED 31ST DECEMBER 2021

(General , Designated and Restricted accounts aggregated)

INCOME		<u>2021</u>	<u>2020</u>
		£	£
Collections		1,790	1,622
Planned Giving (Parish Giving Scheme, envelopes, banker's order)		41,978	39,794
Tax recovered		11,048	11,883
Other voluntary receipts		10,778	17,295
-			
includes:			
Legacy	4,463		
Admiral's Café	495		
Donations (incl Bishop's Gift Day Appeal)	5,510		
Friends of St James and Flowers Funds	310		
Fund raising receipts		17,430	12,733
-			
includes:			
Ale House rents and A/H 100 Club, together with support from Hfds Council Business Disc Fund (£7,336)	10,139		
Magazine sales and adverts (Clock)	4,736		
Fund Raising Events	2,555		
Investment income		1,975	2,250
Church fees		7,222	4,106
Heritage Lottery Awards for All: projector grant (2019)		-	-
Magazine (net of expenditure)			
Property (Ale House) income less costs			
General donations			
Admirals Café			
		92,220	89,683
EXPENDITURE			
Diocesan Offer and Deanery Quota		50,300	54,428
Other payments		36,550	28,346
-			
includes:			
Contributions to Mission and Charities	2,350		
Ale House expenses (incl car park repairs)	5,007		
Magazine printing	2,339		
Churchyard	3,523		
Office, admin and administrator	11,398		
Insurance (church)	3,085		
Maintenance, power, organ/music, other	8,848		
		86,850	82,774
		86,850	82,774
(DEFICIT) SURPLUS FOR THE YEAR		5,369	6,908
Add Unrealised Gains/(Losses) on Investments		1,482	3,309
ADJUSTED (DEFICIT) SURPLUS FOR THE YEAR			
		6,852	10,217

BALANCE SHEET AS AT 31ST DECEMBER 2021

	<u>2021</u>	<u>2020</u>
Balance at 1 January	144,993	134,775
Add		
surplus	6,852	10,217
Balance at 31 December	151,846	144,993

FUND BALANCES

Friends of St James	8,331	8,021
Organ	5,331	5,331
Fabric (designated)	134,794	128,096
Flower	1,782	1,889
Bells	1,608	1,656
Church Development Fund	-	-
	151,846	144,993

INVESTED IN:-

CBF shares and deposits	81,907	80,425
Lloyds Bank Plc	3,287	5,237
Santander	13,355	16,434
Cafcash Deposits	59,449	48,562
Debtors less Creditors	- 6,154	- 5,666
	151,846	144,993

ADMINISTRATION AND GOVERNANCE

Church Electoral Roll

The Electoral Roll has been updated as of 29 March 2022 and stands at 127. This is a decrease from 2021 as several parishioners have moved away from the parish.

GDPR

All confidential records and personnel information is kept in a locked metal filing cabinet in the parish office or password protected computer.

Baptism, Marriage & Funeral registers remain locked the Vestry Safe or when in use in the locked filing cabinet in the parish office.

Safeguarding

The PCC have adopted the updated the Church of England Safeguarding Policy and are compliant with its regulations of displaying relevant notices. There is a file at the back of church in which all the relevant information is available to be seen. We keep a register of all regulated activities organised and run by St James Church.

All Adults who work with young people and vulnerable adults have DBS certificates, and we regularly check this list and update/ renew as necessary.

The website is now compliant with CofE Safeguarding requirements.

The Parish of St James is now registered with the CofE Safeguarding Portal. This enables all Safeguarding data for the parish to be recorded and updated on a regular basis.

Our safeguarding action plan has been updated and ready for PCC approval at the APCM

Health and Safety

Fire Safety: all fire signs and extinguishers are in place and serviced in early 2021, with replacement's purchased as advised by contractors. Evacuation procedures are explained at any non-regular event.

First Aid: first aid boxes and accident books in the Church, Ale House, Belfry and Parish Office are checked regularly. No accidents have been reported in the last year.

Electrical Appliances: are checked annually – report details in the Parish Office.

Child and Vulnerable Adult Protection: Joy Conlon is the relevant Officer and no incidents have been reported.

Pest Control: Red Kite is contracted to carry out regular annual checks in the Church and Ale House.

Slips, Trips and Falls: a careful eye is kept on potential hazards. The new path at the West door enables easy, safe access into the churchyard.

Risk Assessments: these are overseen by Martyn Steer (warden and H&S Officer).

PCC MEMBERS IN 2021

Elected Members:

Chairman:	Rev Melanie Horton (Rector)
Churchwardens:	Bill Clucas (vice-chairman) Martyn Steer (from Sept 2020)
Treasurer:	Richard King
Secretary and	Joy Conlon
Electoral Roll Officer:	Joy Conlon
Deanery Synod Rep:	Sue Humphrey Marcus Allen
Others:	Carol Pearce Jonathan Pearce Christine Bagust Ian Baker Michael Hakes Steve Hockett (Fundraising Coordinator)

Ex Officio Invitees

Assistant Wardens:	Stuart and Carolyn Hands, Jane Hill
Readers:	Andy Richardson

Declaration

The trustees declare that they have approved the trustees report above.

Signed on behalf of the charity's trustees.

Signature(s)

8th May 2022

St James the Great Colwall

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2021 £	Total 2020 £
INCOME AND EXPENDITURE ACCOUNT					
Income					
Parish Giving Scheme	30,090			30,090	29,037
Other planned and gift aid donations	11,888			11,888	10,756
Non-gift aid collections	1,790			1,790	1,622
Tax recovered	11,048			11,048	11,883
Other voluntary receipts (note 4a)	10,468	310	0	10,778	17,295
Fundraising receipts (note 4b)	17,430			17,430	12,733
Investment income (note 4c1)	1,975			1,975	2,250
Insurance Claim - Ale House	-			0	0
Church fees	7,222			7,222	4,106
Awards for All: projector grant	-			0	0
	91,910	310	0	92,220	89,683
Expenditure					
Diocesan offer and deanery quota	50,300			50,300	54,428
Other payments (note 4d)	36,395	155	-	36,550	28,346
	86,695	155	0	86,850	82,774
Surplus for the year	5,215	155	0	5,370	6,908
Transfers between funds	0		0		
Adjusted Surplus	5,215	155	0	5,370	6,908
Unrealised Gains/(Losses) (note 4c2)	1,482	-	-	1,482	3,309
Overall Surplus	6,697	155	-	6,852	10,217

BALANCE SHEET

Balance at 1 January	128,097	16,897	0	144,993	134,776
Add Overall Surplus	6,697	155	0	6,852	10,217
Balance at 31 December	134,794	17,052	0	151,845	144,993

Represented by

CBF deposits and shares	81,907			81,907	80,425
Lloyds Bank	3,287			3,287	5,237
Santander	13,355			13,355	16,434
CAF	42,397	17,052	0	59,449	48,562
Debtors (note 5a)	750	0	0	750	1,100
	141,697	17,052	0	158,749	151,758
Creditors (note 5b)	(6,904)	0	0	(6,904)	(6,766)
	134,793	17,052	0	151,845	144,993

Independent Examiner's Report to the PCC of the Church of St James the Great, Colwall for the Year Ended 31st December, 2021

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St James the Great, Colwall on the annual report for the year ended 31st December 2021 as set out above.

Responsibilities and basis of report As the PCC, 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 accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts do not accord with the accounting records; or
- statutory fees were not accounted for correctly; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out

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.

Luke Keegan ACMA
Greendawn Accounting Limited
1A The Homend
Ledbury
HR8 1BN

LUK

27th April 2022

Rev. Melanie Horton
Rector

Melanie Horton

Richard King
Treasurer

R King

Date:

8/5/22

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF COLWALL PCC

I report on the accounts of the PCC for the year ended 31st December 2021 which are attached.

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 this year (under Section 144 of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the 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 statements below.

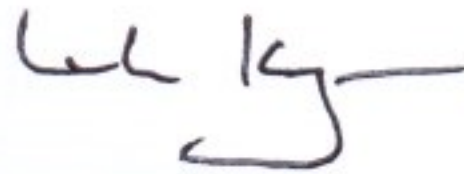
Independent examiner's statement

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, comply with the accounting requirements of the Charities 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.



Luke Keegan
Chartered Management Accountant
1A The Homend
Ledbury
Herefordshire
HR8 1BN

Dated

27th April 2022