

**THE PARISH OF THE WOODFORD VALLEY  
WITH ARCHERS GATE**

comprising

All Saints' Woodford      St Andrew's Durnford      St Michael's Wilsford

and Archers Gate and Kings Gate in Amesbury civil parish

in the Diocese of Salisbury

**ANNUAL REPORT  
and  
FINANCIAL STATEMENTS  
of the  
PAROCHIAL CHURCH COUNCIL  
For the year ended 31 December 2023**

**Vicar:**

The Reverend Dr Michael Perry  
The Vicarage  
Middle Woodford  
Salisbury SP4 6NR

**Professional Advisers**

Bankers:                      HSBC, 19 Minster Street, Salisbury SP1 1TE  
                                     Lloyds Bank, 38 Blue Boar Row, Salisbury SP1 1DA

Investment Manager:      CCLA, 80 Cheapside, London EC2V 6DZ

Independent Examiner:   AJ Radice FCA, Guelder Cottage, Hanging  
                                     Langford, Salisbury SP3 4NW.

Registered Charity No. 1195656

# The Parish of the Woodford Valley with Archers Gate

## Annual Report for the year ended 31<sup>st</sup> December 2023

### Parochial Church Council (PCC)

<u>Ex-officio:</u>		<u>Note</u>
Incumbent:	The Reverend Dr Michael Perry (Chairman)	1,3
Licensed Lay Minister:	Mrs Sylvia Parrett (Vice Chairman)	1
Churchwardens:		
All Saints' Woodford:	Mr Giles Fletcher	1
	Mrs Helen Coombe	1
St Andrew's Durnford:	Mrs Julia Gallop	1
	Mr Peter Curtis	1
St Michael's Wilsford:	Vacant	
Representatives to Deanery Synod:	Mrs Margaret Knight	2,5
<u>Elected</u>	Mrs Rebecca Carson	4
	Mr Jeremy Coombe (dep. Ch'warden)	
	Mr Anthony Edwards	
	Mrs Vanessa Hawkings	
	Mrs Sarah Coate	
	Mrs Helen Hosier	1
	Mr James Iles	
	Mrs Elizabeth Le Sueur	1
	Canon Luke March	
	Mrs Suzanne Waters	
	Mr Antony Wells, (Treasurer)	

Note: 1. Member of the PCC Standing Committee; 2. PCC Safeguarding Officer;  
3. Member of Diocesan Synod; 4. Head, Woodford Valley Academy; 5. Electoral Role Officer

### Other Office Holders

Rev'd Patricia Powell	Honorary Associate Priest
Parish Administrator	Lucinda Holbrook (appointed 2 June 2023)
Lay Ministers	Mrs Sylvia Parrett
	Lt Col Hugh Keatinge
Lay Pastoral Assistants:	Mrs Suzanne Waters
Lay Worship Leaders:	Mrs Suzanne Waters
Sidesmen	
St Andrew's:	Canon Luke March, Mr Antony Wells, Mrs Suzanne Waters, Col Ian Stevens
St Michael's:	Lt Col Hugh Keatinge, Mr Simon Folkes
All Saints':	Mrs Sarah Coate, Mrs Jean Coates, Mrs Amanda Iles, Mr James Iles, Mr Joseph Studholme, Mr Stuart Whatley, Mrs Mary Wilson

## **Parishioners and Other Supporters of the Churches in the Woodford Valley**

At 31 December 2023 there were 119 (2022: 118) parishioners on the Electoral Roll.

The Church has a worshipping community of 87 (2022: 90). The total number of people who worshipped with us at Easter was 238 (2022: 183) whilst at Christmas it was 363 (2022: 250).

Regular donors to the parish total 46 (2022: 66) persons in addition to the donations received at the church services.

## **Objectives**

The Woodford Valley with Archers Gate PCC is responsible for co-operating with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical in this ecclesiastical parish. It also has responsibility for the maintenance of the churches within the parish. As part of the Diocese of Salisbury, the Church of England and the worldwide Anglican Communion, the PCC also has a responsibility to promote the mission of the Church locally, nationally and internationally.

Within this context the PCC aims to be a resource allowing all people who live in the parish to develop faith in Jesus, and to promote and increase Christ-centred community within the Woodford Valley and the new housing estates within our parish.

## **Events and Actions During the Year**

### **Church Services, Music, Study and Prayer**

In 2023 we held our regular pattern of service across the Parish, interspersed with more those which were more unusual.

On the 5<sup>th</sup> of February the Archbishop of Brazil and Bishop of the Amazon Marinez Rosa dos Santos Bassotto to our 10am Village Service. She shared with us about the work of the Anglican Church in Amazonia.

On the weekend of the 6/7<sup>th</sup> May we celebrated the coronation of King Charles, with a tent service on the 7<sup>th</sup>, with over eighty people from the community attending (more than at the Jubilee). Thanks go to the organisers of the tent and those who provided refreshments after the service. May also saw our second annual open air Rogation Service at St Andrew's.

In June we held our school baptism and confirmation service, this year with the new Bishop of Salisbury, Bishop Stephen. It seems to have left a strong positive impression on the Bishop. Nine children were confirmed and one younger child baptised. The service included the giving of tree saplings to each candidate, with the idea that they plant the tree as a symbol of their faith growing and God's care for all creation.

Our mid-week service saw a steady growth in numbers. Thanks go to Helen Coombe who has developed a good gathering for coffee chat and cake following the service, attended more generally by people beyond those who come to the service.

In terms of innovations in worship, 2023 saw the development of regular Choral Evensongs, alternating between two of our church buildings, St Michael's and St Andrew's. Particular thanks go to Peter Barrie the organist for leading the choir for these services. As the year progressed it became apparent that St Andrew's needed to host the majority of the choral evensongs in the autumn due to where annual events such as Remembrance and All Souls fell. However we have seen a rebalance of this following Christmas, again due to how annual events fell.

At Christmas the PCC opted to end the experiment of a non-Eucharistic service at 10.00am, planning to develop a contemporary 4.00pm evening service. The Wyle Valley Forest Church which the Vicar had engaged with opted to stop meeting due to lack of numbers.

Our attendance at Easter and in particular Christmas were well up on previous years. In general terms we have not seen a major decline in church numbers following the Pandemic, a common experience for churches across the country. Following the Pandemic however more people are primarily attending their local church building rather than traveling to the other two of their parish, and linked with this is a decline in regular weekly attendance.

With music we have been fortunate in having Peter Barrie to play for our evening services. Sincere thanks too go to Margaret Knight for covering organ playing for our morning services whilst we continue to look for a long-term organist.

Two study courses were held in the year, the *Money Makes Change* studies in Lent explored a Biblical ethic in our approach to money and finance whilst the *Travelling Light* course in Advent, reflected on the journeys undertaken in the Biblical Christmas story.

Throughout the year we held a number of occasional offices in our own parish with four baptisms, four marriages, five funerals and 4 burials / burial of ashes without a service in church. Sadly we also saw the death in December of Major-General James Templer, a former longstanding Churchwarden of our parish and someone who led on a number of practical projects. We give thanks for all that James did to build up the parish we have now.

## Amesbury

Our Parish stretches into Amesbury with Archers and Kings Gate where our Vicar continues to engage in pastoral work. During the year the Vicar continued to meet and work with the Methodist Minister of Amesbury Rosemary, the Baptist Minister Barry and the Roman Catholic Priest Fr Saji Mathew. As Ministers we also met with the Mayor of Amesbury, Dr Monica Devendran to discuss matters affecting Amesbury residents. Exploring closer work with the Methodist Church in our new estates, the vicar also met with a researcher for the local circuit.

In October the Priest in Charge (PiC) of Amesbury, Darren A'Court announced that he was leaving with his last service to be on 10 December 2023. In subsequent meetings with the local Bishop and Rural Dean it was concluded that there were no plans to merge our parishes. The current plan is to interview for a new PiC for Amesbury Parish in November 2024, to start in early 2025. The possibility of a lay evangelist / pioneer post to work across the boundaries of our two parishes was also mooted (perhaps part funded by the local Methodists) but no firm plans have been drawn up. In the meantime since 10 December 2023 our Parish has been providing part of the clergy cover needed at Amesbury, with the Revd Patricia Powell generally taking two 10.00am services per month and our Vicar taking assemblies in Amesbury School and occasional offices.

## Parish Involvement with Woodford School

Our Parish continued to have an integral involvement with our local Primary school. Members of the worship team led regular services and the Foundation Governors, as well as the Academy Trustees from the Parish played a full and active part in overseeing the life of the school. Mrs Margaret Knight stepped down as Chair of Governor's in the summer, and after a short locum period the post was filled by Mrs Jacqui Goodall, who was recruited from outside of the parish, and who has extensive experience of the education sector and in particular Church schools.

We held special services for the school at the key Festivals, including Ash Wednesday, Ascension Day Harvest, Easter and Christmas.

## Maintenance and Improvement of Church Buildings and Churchyards

The PCC continued in its work to maintain the church buildings and grounds. In regard to our churchyards, particular thanks go to Ian and Mary Stevens for their work in St Andrew's Churchyard and Lucinda Holbrook and her team in St Michael's churchyard. During the year we experimented

with a no-mow area in All Saints Churchyard to encourage wildlife.

In January the retaining wall close to the lych-gate of All Saints fell down, and has proved a complicated issue to put right,

## Pastoral Care and Outreach

Some members of the community have been unable to attend worship through sickness or disability and our Vicar the Revd Michael Perry, together with the Revd Patricia Powell and members of the church community have visited them both at home and in care homes. Regular home communions have been held.

## Administration

For the first five months of the year we were without an administrator, meaning much of the general administration had to be undertaken by the Vicar. Lucinda Holbrook was interviewed and appointed starting on 2 June. She has proved an able and efficient administrator for the parish. Two additional areas she has developed have been in the area of fundraising and magazine advertising.

## *The Bridge* Parish Magazine

This year Elizabeth Perry and Ness Hawkings took on the Editorship of the *Bridge* building on the strong legacy of Hugh Keating's with verve and imagination – our thanks to them both.

## Volunteers

Sincere thanks go to all those who have worked so hard to keep our buildings and grounds looking so beautiful and our churches worshipping well. Our Tower Captain Margaret and our team of bell ringers are greatly thanked for their dedicated ringing throughout the year. Grateful thanks goes to all those who clean the church buildings, have decorated them with flowers, have opened the buildings morning and night, made refreshments and have helped as sides people.

## Governance and Management

The PCC's appointment process is undertaken in line with the Church Representation Rules and the members are listed above. The PCC is a registered charity with the Charity Commission. The PCC met six times during the year, with the Standing Committee meeting on a monthly basis.

## Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 that is its duty to have regard to House of Bishop's guidance on safeguarding children and vulnerable adults.

## Planning for the Future

During 2023 connections were made to develop an interdenominational strategy for our outreach in Archers Gate and Kings Gate. Ideas from our Mission Action Plan were enacted in our parish life. We face the continuing challenge of maintaining our ancient buildings. In particular, there is a need to renew the lighting, heating and sound system of All Saints Woodford, alongside the need to ensure all our buildings are in good repair.

## Financial Report

### ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2023

A full detail of the Financial Activities and Balance Sheet can be found on pages 7-11.

I am pleased to report that in FY 2023, notwithstanding continuing pressures on our finances, the PCC has again registered a small surplus.

Factors contributing to this are summarised

The parish was the welcome beneficiary of a legacy of over £10,000. Given the pressing demands for the maintenance of our churches, this has been set aside in to a designated fund to cover repairs to the fabric of our three churches and churchyards.

At a total of £6,750, fund raising registered a significant increase over the previous year. Events included a concert and flower festival at St Andrews over the Coronation holiday weekend, the Peter Bailey Memorial Concert at Wilsford and a Burns Night dinner and ceilidh. Fund raising remains an important – even critical – source of revenue for the parish as well as delivering a popular series of community events.

The Bridge Magazine under new management and a now enhanced format showed significant increases in both revenues from donations and advertising and costs.

The Diocesan Share and other fees payable to the Diocese remains the dominant expenditure for the PCC.

The second largest item in expenditure is the cost of maintenance of our historic buildings and their surrounding churchyards totalling over £17,000. As well as the regular costs of grass cutting and maintenance of electrical, heating and other facilities in the 3 churches, principal expenditure in 2023 was on the preliminary costs relating to the restoration of the churchyard wall at All Saints church. This project is on-going and further significant costs are expected in 2024.

The net result for the year was a total surplus across the General, Designated and Endowment Funds of £12,977. In addition, with new management team at the Bridge magazine we have agreed to transfer of reserves from the Bridge to the general funds of some £12,500 considered no longer required to support the Bridge Magazine operation.

Although with the surplus generated in 2023, the parish is considered in a sound financial position, we continue to face financial strains with the continuing increases in Diocesan share and the costs of maintaining our churches.

## **Independent Examiner's Report to the PCC of Woodford Valley with Archers Gate.**

I report on the financial statements of the charity for the year ended 31 December 2023, which are set out on pages 7-10.

### **Respective Responsibilities of Trustee and Examiner**

The charity's trustee is responsible for the preparation of the financial statements. The charity's trustee considers that an audit is not required for this 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 financial statements 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; and
- state whether particular matters have come to my attention.

This report, including my statement, has been prepared for and only for the charity's trustee as a body. My work has been undertaken so that I might state to the charity's trustee those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustee as a body for my examination work, for this report, or for the statements I have made.

### **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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as trustee 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 financial statements 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:

- 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 financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

WOODFORD VALLEY WITH ARCHERS GATE PAROCHIAL CHURCH COUNCIL								
STATEMENT OF FINANCIAL ACTIVITIES								
YEAR ENDED 31st DECEMBER 2023								
				<u>General</u>	<u>Designated</u>	<u>Endowment</u>		
				<u>Fund</u>	<u>Funds</u>	<u>Funds</u>	<u>Total</u>	<u>2022</u>
REVENUES				£	£	£	£	£
Donations								
	Planned Giving			44,902			44,902	44,608
	Collections and Boxes			6,925	30		6,955	6,513
	Bequests and Other Gifts			16,283	12,156		28,439	15,853
Gift Aid Reclaim				8,340			8,340	13,170
Fund-raising Events				6,750			6,750	3,387
Fees				7,330			7,330	8,273
Investment Income				1,454			1,454	1,456
Grants etc				750			750	1,500
Bridge Church Magazine					4,865		4,865	2,621
Total Incoming Resources				92,734	17,051		109,784	97,381
RESOURCES EXPENDED								
Diocese Parish Share and Fees				60,204			60,204	59,365
Parish Administrator Salary				3,520			3,520	4,571
Parish Office & Travel exps				3,178			3,178	2,615
Church Supplies & Others				1,274			1,274	680
Organist fee				2,460			2,460	1,970
Utilities				2,747			2,747	2,806
Repairs & Maintenance				4,654			4,654	4,550
Churchyard Maintenance				7,767	4,792		12,559	4,630
Legal & Professional Fees				702			702	752
Insurance				6,659			6,659	6,195
Bridge Church Magazine					2,724		2,724	847
Charity Donations				732			732	1,224
Total Resources Expended				93,898	7,516		101,414	90,205
Net Resource Turnover - gain/(loss)				- 1,164	9,535	-	8,370	7,176
Profit/(Loss) on Investments				2,509		2,098	4,607	- 6,446
Net Movement of funds				1,345	9,535	2,098	12,977	730
Total funds brought forward				49,416	36,359	22,385	108,160	107,430
Total Funds carried forward				£50,761	£45,894	£24,483	£121,137	£108,160



**WOODFORD VALLEY WITH ARCHERS GATE PAROCHIAL CHURCH COUNCIL**

**BALANCE SHEET AT 31 DECEMBER 2023**

							2022	
					£	£	£	£
<b>Fixed Assets</b>								
	Investments at Market Value					53,181		48,574
<b>Current Assets</b>								
	Cash at Banks							
	General Account			66,486			56,011	
	Planned Giving Account			1,472			3,575	
						67,958		59,586
<b>Total Assets</b>						<b>£121,138</b>		<b>£108,160</b>
<b>Represented by</b>								
	General Fund							
	At 1 January 2023			49,416			47,772	
	Transferred from Designated Funds			12,431				
	Surplus/(Deficit) for the year			1,345			1,644	
						63,192		49,416
<b>Designated Funds (see below)</b>								
	At 1 January 2023			36,359			34,337	
	Transfer to General Fund		-	12,431				
	Surplus/(Deficit) for the year			9,535			2,022	
						33,463		36,359
<b>Endowment Funds</b>								
	At 1 January 2023			22,385			25,321	
	Profit on Investments			2,098			- 2,936	
						24,483		22,385
<b>Total Funds</b>						<b>£121,138</b>		<b>£108,160</b>
<b>Designated Funds</b>								
	Choir			-			- 178	
	Bells			686			656	
	Bridge Magazine			3,000			13,468	
	All Saints Re-ordering			2,189			2,189	
	St Andrew's Maintenance			9,819			9,819	
	Repairs (Thody Legacy)			10,373			10,373	
	Fabric Repairs			7,364			-	
	Sudan Collection			32			32	
	<b>Total</b>					<b>£33,463</b>		<b>£36,359</b>

# WOODFORD VALLEY WITH ARCHERS GATE PAROCHIAL CHURCH COUNCIL

## Notes to Financial Statements for the year ended 31st December 2023

### 1. Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Statement of Recommended Practice: Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) issued on 16 July 2014 and the Charities Act 2011. They have been prepared under the historic cost convention except for investments which are shown at market value at 31 December 2023. The PCC considers that the charity has the ability to continue as a going concern.

#### Funds

The General Fund represents the fund of the Parochial Church Council which is not subject to any restriction regarding its use. Designated Funds are either from or for specific projects. The capital of Endowment Funds is not available for revenue expenses.

#### Incoming Resources

All income is recognized when received. Income Tax and Value Added Tax recoverable are not accrued.

#### Resources Used

All expenditure is accounted for when incurred.

### 2. Incoming Resources and Resources Used

Full information appears in the detailed accounts, available from the Honorary Treasurer.

### 3. Staff Costs

Members of the Parochial Church Council

The Chairman's reimbursed working expenses	£2,465
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Others

Organists' Fees	£2,460
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Administrator's salary	£3,250
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### 4. Investments

The historical cost of investments was £11,668 and the market value at 31 December 2023 was £53,181 (2022 £48,574).

### 5. Related Trusts

The Vicar and Churchwardens of Woodford as trustees are the owners of the original site of Woodford Valley Church of England Primary Academy and the curtilage of Woodford Village Cross. They hold a long lease of the school car park.

## 6. Risk Management

The Parochial Church Council is responsible for risk management, which is kept under review, and also for safeguarding, health & safety, disabled access and protection of children & vulnerable adults.

## 7. Contingent Liabilities

No contingent liabilities are recorded at 31 December 2023.

## 8. Funds Analysis

### Investments

Endowment Funds	£24,233	
General Fund	<u>£28,948</u>	
Total		£53,181

### Cash at Bank and Deposits

General Fund	£34,495	
Designated Funds	<u>£33,463</u>	
Total		<u>£67,958</u>

Total Funds at 31 December 2023	<u>£121,138</u>	(2022 £108,160)
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## 9. Designated Funds

At 31 December 2023, the Designated Funds were subject to the following adjustments:

1. The deficit balance on the Choir Fund was written off and charged to the General Fund.
2. The balance of the Bridge Magazine Designated Fund was reduced to £3,000 which is considered adequate reserve for the Bridge Magazine operation. The excess reserve of £12,609 was released to General Fund.
3. A Fabric Repairs Designated Fund was set up to be applied to the substantial costs expected covering the repairs necessary to the three churches and their churchyards. The £11,156 balance of the legacy received from Canon Ann Philp, together with a further donation received in respect of repair costs, was applied to this Fund and the costs incurred relating to the cost of rebuilding the wall at All Saints churchyard totalling £4,792 were charged to the Fabric Repair Fund.