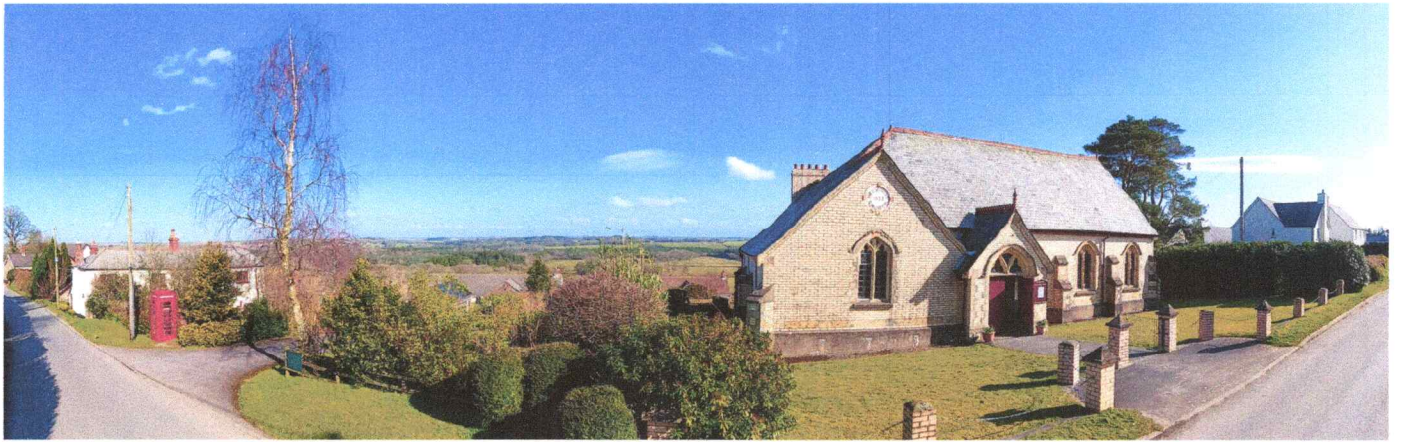




Petrockstowe Community Church, Petrockstowe

Annual Report and Financial Statements

**for the year ended
31st August 2024**

Petrockstowe Community Church is registered as a Charity with the Charities Commission
Charity No: 1204345

*Address for correspondence:
The Secretary, 8 Chapel Close, Petrockstowe, EX20 3HR*

Bankers:
National Westminster Bank, Launceston

Independent Examiner:
Mr Tim Cartwright,
Haddiport House,
Buckland Filleigh,
Beaworthy
EX21 5RW

Our web site:
www.petrockstowechurch.org.uk

Petrockstowe Community Church

Annual Report for the year ended 31st August 2024

This is the first annual report of Petrockstowe Community Church.

Petrockstowe Community Church was established at the first Special Congregational Meeting held on the 14th July 2023 as an unincorporated association. It is a Single Congregation Local Ecumenical Partnership (SCLEP) between the Church of England and the Methodist Churches in Petrockstowe.

Aim and Purpose

The trustees, which include the Rector of the Torridge Team (Church of England) and the Superintendent Minister of the West Devon Circuit (Methodist), have the responsibility to promote in the civil parish of Petrockstowe, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The trustees are responsible for maintaining the Methodist Church Building and the St Petroc's Churchyard.

Objectives and Activities

The Trustees are committed to enabling as many people as possible to worship at our Church, and to become part of our church family. When planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, and in particular the specific guidance on charities for the advancement of religion. Our services and worship put faith into practice through prayer and scripture, music and sacrament. We try to enable ordinary people to live out their faith as part of our church family, through:

- Worship and prayer: learning about the Gospel, and developing their knowledge of and trust in Jesus;
- Provision of pastoral care for people living in the parish; and
- Mission and outreach work.

Achievements and Performance

Worship and Prayer

Our church is a partnership providing an equal number of Anglican & Methodist services each month, which together with locally led services ensure that we hold at least one church service in Petrockstowe each week. The Trustees are keen to offer a range of services, not only on Sundays, but also during the week, that our community will find both beneficial and spiritually fulfilling. These include traditional services such as Maundy Thursday, Good Friday, our reflective Evening Prayer service, and times for the village to come together to reflect and pray, such as Service of Prayer following the outbreak of hostility in the Middle East. We continue to welcome young families into our church and have altered two pews to create family friendly areas within the church. We hold a Family Service every two months and in addition on special occasions such as Christmas Day these are all well attended.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. There has been one Funeral during the year but no Baptisms or Weddings, but we do hold annual services to celebrate or remember those that have died, been baptized or were married in the past two years.

Those who are unable to come to Church are not forgotten. In addition to the strong sense of fellowship that exists within our church and wider community, a team of volunteers take communion which has been blessed in church to those that are unable to physically be present.

A Fellowship Group is held every fortnight providing a time for exploration of the Gospel as members develop their knowledge and trust in Jesus.

On the 14th July 23 all existing members of Petrockstowe Methodist Church and those on the Electoral Roll of St Petroc's Church were received into membership of Petrockstowe Community Church. As a consequence they became both members of the Methodist Church and the Church of England, as well as becoming members of Petrockstowe Community Church (SCLEP). At that date our membership consisted of 37 people, three being clergy, six being members of Petrockstowe Methodist Church and twenty eight being on the Electoral Roll of St Petroc's Church. One name has been added during the year, and none were removed. Ten members of the church live outside of the parish.

The average Sunday attendance at the 11am Service on Sundays was 25, but this number increased significantly at Easter, Harvest and Christmas.

Deanery and Circuit

One trustee sits as a member of the Torrington Deanery (Church of England) and two trustees sit as members of the West Devon Circuit (Methodist Church). This provides Petrockstowe Community Church with a link with the churches around us, and also with the Diocese (Church of England) & District (Methodist Church) as a whole.

Church Fabric

The church building is vested in the Methodist Church and is managed by the Trustees for Methodist Purposes (TMCP). Petrockstowe Methodist Church Council acts as managing trustees on behalf of TMCP who have delegated the responsibility for the maintenance of the building to Petrockstowe Community Church.

We are delighted that our church building is open from 11:00am – 4:00pm each day. This provides an oasis of peace for anyone in the community to visit.

The presence of asbestos has been causing concern for some years, it has been agreed to include a decision on a long term solution within a proposed development plan. This plan will also address areas where our building is not disability friendly. The Trustees have approved setting £15,000 of our opening reserves aside as a 'Designated Fund' to assist with the costs of any development work.

No major work was carried out during the year, but fire safety has been improved with the installation of a 'panic bolt on the primary fire exit. A new sound system has been installed improving the accessibility of services for everyone using the building.

Following the formal closure of St Petroc's Church as a place of Worship on the 1st October 2023, the trustees have accepted responsibility for the maintenance of the St Petroc's Churchyard and have overseen the purchase and installation of a new bench in memory of Rev'd Dr Susannah Metz, who actively supported and encouraged the development of our new ecumenical church in Petrockstowe.

In the period between Petrockstowe Community Church being established and the formal closure of St Petroc's church, expenditure was incurred on repairing the Lighting Conductor following the damage caused by the lightning strike earlier in the year.

We are grateful to the Baxter Hall committee who allow us to maintain our church noticeboard on the wall of the village hall. This provides the detail of our church services and forthcoming events.

Mission and Evangelism

Helping those in need is a demonstration of our faith.

Our weekly Coffee Morning for parents / carers and toddlers is very popular. With the assistance of a grant from Torridge District Council activities can be more easily extended to the outdoors, as a shed has been

purchased to store the larger outdoor toys. We support the Torrington Foodbank with regular monthly donations of items that have been collected by our community. At our Harvest Festival the gifts of produce from our community were auctioned and a donation of £206.50 was made to the Farming Community Network. After the Remembrance Service we provide an opportunity for the whole community to come together and share in soup and a roll.

Our volunteers support the Methodist Church in the provision of Holiday Clubs in the village hall and an alternative to Halloween – Lightquest.

To help us with the objective of developing our knowledge we organized a Walk through the Bible event looking specifically at the Old Testament.

We provide a 'Welcome Pack' to new villagers, this is a booklet containing useful information and inviting them to come and meet us. This was delivered to 6 new households during the year.

Other Activities

The trustees organize several fundraising events during the course of the year, whilst raising funds for the church they also play an important role in maintaining our community. They provide opportunities for the community to gather together such as: Cream Tea, Vintage Tea, Cake Stalls, Bingo, Quiz Night. One of our regular fundraising activities is where our volunteers host a Market Day Coffee Morning at the Hatherleigh Methodist Church.

We still maintain and support the Petrockstowe Tower Bell Ringers, even though we do not have our own bell tower. Our ringers now ring at several other local churches. Where possible they ring for local church services, weddings and funerals, but have also developed links with the local schools. Our Handbell Ringers, whilst primarily ringing for fun regularly visit the Okehampton Memory Café.

Our website (www.petrockstowechurch.org.uk) contains information about us and our activities. This together with our Facebook page and WhatsApp group continue to be a useful way of communicating with our parishioners and the wider community. They help us to extend a warm invitation for them to join us in church activities. Visitors to the area have found the website useful and have used the website to obtain details of, and in several cases then attend, services.

Financial Review

Whilst established in July, new bank arrangements were not put in place until October 2023. Up until October 2023 our two churches continued to report income and expenditure on a stand-alone basis within their financial accounts. Once the bank account was fully operational all the unrestricted and some restricted and designated funds were transferred as opening grants from Petrockstowe Methodist Church (£12,729) and St Petroc's Church (£15,488) to Petrockstowe Community Church (SCLEP).

Excluding the opening grants, total receipts on the unrestricted General Fund were £14,911, and payments from this fund were £16,907, giving a deficit of £1,996 which has been funded through a reduction in reserves. This is not considered a major issue as the expenditure included £2,385 of non-recurring items: The creation of the children's area in church, installation of the new sound system, improvements to the fire exit, improvement to the car park entrance, purchase of specific church accounting software and the faculty fee to permit items to be moved from the old St Petroc's Church Building into Petrockstowe Community Church.

We continue to be a church with a reliance on Fundraising, in that 24% of our income comes directly from our Fundraising activities. The trustees would like to thank the volunteers that organize and run these events as they play an important part of church life, financially but also provide an important link with our wider community. We have recently registered with Easy Fundraising, where we receive a donation when our 'supporters' make purchases on-line.

The trustees agreed to move £15,000 to a 'designated fund' for the future development of the church building. The proposed development is to improve accessibility to the building and better accommodate both the Methodist and Church of England ways of worship.

As a Local Ecumenical Partnership we contribute to both the Diocesan 'Common Fund' and the Methodist Circuit Assessment. We use the calculation recommended by Churches Together which works on the principle that the total to be paid should be comparable to that which a single denominational church would be asked to pay, and not attract either subsidy or unusual burden. The overall amount increased by 7.7% this year. So far we have been able maintain our practice of giving 100% of the amount requested.

Reserves Policy

The Trustees have resolved to maintain, if possible, a reserve equating to at least three months unrestricted payments to cover emergencies. This equates to £2,500 (The Methodist Assessment and Church of England Common Funds have been excluded from this calculation as they are considered gifts, should they be included then the figure would increase to £4,900). At Petrockstowe Community Church (SCLEP) we are in the fortunate position of having sufficient reserves of over £25,000 which are comfortably in excess of the required level of reserves.

Safeguarding

Under the agreement to form the Local Ecumenical Partnership, and in line with the recommendations of both church bodies, Petrockstowe Community Church has adopted and fully complies with the Methodist Policy and resources for Safeguarding, DBS Checks and training.

This provides full compliance with the Church of England duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Volunteers

One of the key strengths within our church is the number of people that want to be involved. Whether this is in cleaning the church or leading services, reading on a Sunday or running the refreshments at the Monday Tea & Tots Coffee Morning, providing the welcome at the door or one of many other jobs that need doing – they are all important in the life of this church. The Trustees would like to thank all those who volunteer and work so tirelessly to make our Church a lively and vibrant community, and particularly thank our Stewards & Churchwardens, Christine Cottle, Jenny Ward, Ann Luxton & David French.

Structure, Governance and Management

The method of appointment of our trustees is set out in our Constitution that was adopted on the 14th July 2023. The constitution was prepared by Churches Together and is approved by the Charities Commission, The Methodist Church and The Church of England. The Trustee meeting (Church Council) comprises the ministers of our church, up to 7 Trustees elected at the Annual Congregational Meeting and not more than 6 co-opted Trustees appointed by the elected trustees.

The Trustees are responsible for making decisions on all matters of general concern and importance, and for all financial matters. The Trustees have met five times since the 14th July 2023. The average level of attendance was 84%. To assist the Trustees there are a number of informal groups to assist with Leadership, Worship Planning, Events, Building and the proposed Development Project. Each report to the full Church Council where proposals are considered and appropriate decisions made.

Administrative Information

The Church is situated at The Village, Petrockstowe, Devon, EX20 3HQ.

It is a Local Ecumenical Partnership between the Petrockstowe Methodist Church and the Parochial Church Council of St Petroc's Church.

It is part of the Torridge Team of Churches within the Church of England Torrington Deanery in the Diocese of Exeter and part of the West Devon Methodist Circuit in the South West Peninsula District of the Methodist Church.

The correspondence address is c/o The Secretary at 8 Chapel Close, Petrockstowe, EX20 3HR.

Petrockstowe Community Church is registered as a Charity with The Charities Commission: Registered Number 1204345 .

Trustees who have served from 14th July 2023 until the date this report was approved were:

Ex Officio Trustees

Rev'd Martin Warren	Rector of the Torridge Team of Churches	Joint Chair
Rev'd Chris Jackson	Superintendent Minister West Devon Methodist Circuit	Joint Chair
Rev'd Catherine Duff	Curate: Torridge Team of Churches	

Elected Trustees – 3 year term unless stated otherwise.

Mrs Christine Cottle	1 Year Term - Church Steward & Joint Treasurer
Mrs Jenny Ward	1 Year Term - Church Steward
Mrs Ann Luxton	1 Year Term - Church Warden
Mr David French	1 Year Term - Church Warden & Joint Treasurer
Mrs Ali Gooch	
Mr Chris Smith	Resigned 18 th June 2024
Mrs Lise Linney	

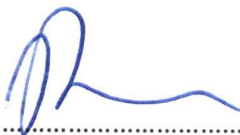
Co-opted Trustees : 1 Year Term appointed by Trustees

Mr Les Cutter	Torrington Deanery Representative	Lay Vice Chair
Mrs Ruth James	West Devon Methodist Circuit Representative	
Mrs Dee French	Secretary to the Trustees	
Mr Alan Hunkin		
Mr Andy Gooch		
Mrs Kate Cutter		

Approved by the Trustees on 24th October 2024 and signed on its behalf by:



Rev'd Martin Warren (Chair)



Mr David French (Joint Treasurer)



Mrs Christine Cottle (Joint Treasurer)



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Independent Examiner's Report

Report to the trustees of	Petrockstowe Community Church		
On accounts for the year ended	31 st August 2024	Charity no (if any)	1204345
Set out on pages	8-12		

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 Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

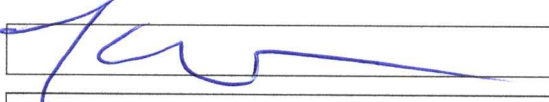
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 material matters have come to my attention which gives 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

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Date: 23/10/24

Name: Tim Cartwright

Relevant professional qualification(s) or body (if any):

AAT

Address: Haddipport House, Buckland Filleigh, Beaford, EX21 5EW

Petrockstowe Community Church
Financial Statements for the year ended 31 August 2024
Receipts and Payments a/c

	Note	Unrestricted General Fund £	Designated Fund £	Restricted Fund £	TOTAL 2024 £
Receipts					
Voluntary receipts					
Regular giving	1	8,877	0	80	8,957
Other voluntary receipts	2	28,675	100	1,882	30,657
Activities for generating funds	3	4,022	0	768	4,790
Investment income	4	490	0	0	490
Income from church activities	5	332	0	0	332
Other receipts		0	0	0	0
Total receipts		42,396	100	2,730	45,226
PAYMENTS					
Cost of generating funds	6	569	0	0	569
Church activities	7	16,338	100	2,632	19,070
Other costs		0	0	0	0
Total payments		16,907	100	2,632	19,639
Excess of receipts over payments		25,489	0	98	25,587
Transfers					
Transfers between funds		(15,016)	15,000	16	0
Excess of receipts over payments (after transfers)		10,473	15,000	114	25,587
Net movement in funds		10,473	15,000	114	25,587
Reconciliation of Funds					
Total funds at 1 January		0	0	0	0
Total funds at 31 December		10,473	15,000	114	25,587

Petrockstowe Community Church**Financial Statements for the year ended 31 August 2024****Statement of Assets and Liabilities at 31st August 2024**

Unrestricted General fund £	Designated Fund £	Restricted Fund £	Total 2024 £
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Cash Funds

Bank current account	3,057	0	114	3,171
Bank deposit account	3,489	0	0	3,489
Bank 35 day notice deposit account	3,464	5,000	0	8,464
Bank 95 day notice deposit account	463	10,000	0	10,463
Total Funds	10,473	15,000	114	25,587

Less

Liabilities

Net Assets

0	0	0	0
10,473	15,000	114	25,587

Statement of Movement in Funds for the year ended 31st August 2024

Fund	Opening Balance	Incoming Funds	Outgoing Funds	Transfers	Closing Balance
Memorial Bench Designated Fund	0	100	100	0	0
Memorial Bench Restricted Fund	0	382	382	0	0
Churchyard Restricted Fund	0	1,817	1,719	16	114
Methodist Assessment Restricted Fund	0	30	30	0	0
Tea & Tots Outdoor Play Restricted Fund	0	400	400	0	0
Building Development Designated Fund	0	0	0	15,000	15,000
Building Development Restricted Fund	0	100	100	0	0
General Fund Unrestricted Funds	0	42,396	16,907	(15,016)	10,473
Total Funds	0	45,225	19,638	0	25,587

Petrockstowe Community Church

Financial Statements for the year ended 31 August 2024

Notes to the Financial Statements

	Unrestricted General fund £	Designated funds £	Restricted funds £	TOTAL 2024 £
1 Regular giving				
Planned giving	3,880	0	80	3,960
Collections at services	2,550	0	0	2,550
Other recurring donations	404	0	0	404
Income tax recovered	2,043	0	0	2,043
	8,877	0	80	8,957
2 Other voluntary receipts				
Grants	28,178	100	1,032	29,310
Non-recurring donations and appeals	497	0	850	1,347
	28,675	100	1,882	30,657
3 Activities for generating funds				
Gross income (Fundraising activities)	4,022	0	768	4,790
	4,022	0	768	4,790
4 Income from investments				
Interest received	490	0	0	490
	490	0	0	490
5 Income from church activities				
Statutory fees - weddings, funerals, etc.	332	0	0	332
	332	0	0	332
	42,396	100	2,730	45,226

Financial Statements for the year ended 31 August 2024

Further notes to the Financial Statements

	Unrestricted General fund £	Designated Fund £	Restricted Fund £	TOTAL 2024 £
6 Cost of generating funds				
Cost of Fundraising	569	0	0	569
	569	0	0	569
7 Church activities				
Mission giving and donations	70	0	0	70
Common Fund/ Assessment / Team costs	9,622	0	30	9,652
Church running expenses	1,416	0	400	1,816
Church utility costs	796	0	0	796
Church insurance	853	0	0	853
Maintenance costs	861	0	0	861
Churchyard Maintenance - Chapel	993	0	0	993
Churchyard Maintenance – St Petroc's	60	100	2,102	2,262
Governance & Licences	497	0	0	497
Building Development Costs	1,170	0	100	1,270
	16,338	100	2,632	19,070
	16,907	100	2,632	19,639

The **designated** funds relate to funds set aside by the Trustees to offset expected expenditure:

Memorial Bench – Funds to meet the cost of a bench to be placed in the Churchyard in memory of Rev'd Dr Susannah Metz.

Building Development – Funds to meet the expected cost when improving the church building.

The **restricted** funds relate to funds that have been given, and can only be used, for that specific purpose:

Memorial Bench – Funds to meet the cost of a bench to be placed in the Churchyard in memory of Rev'd Dr Susannah Metz.

Churchyard – Funds to meet the cost of maintaining the St Petroc's Churchyard

Methodist Assessment – Funds to meet the cost of maintaining membership of the Methodist Church

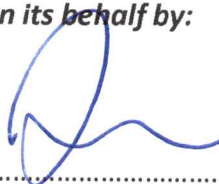
Building Development - Funds to meet the expected cost when improving the church building.

1. The financial statements of the Trustees have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
2. The following assets are recognised but not valued in the Statement of Assets and Liabilities: moveable church furnishings held by the Church Wardens on special trust for the Parochial Church Council of St Petroc's Church which would require a faculty for disposal.

Approved by the Trustees on 24th October 2024 and signed on its behalf by:



.....
Rev'd Martin Warren (Chair)



.....
Mr David French (Joint Treasurer)



.....
Mrs Christine Cottle (Joint Treasurer)