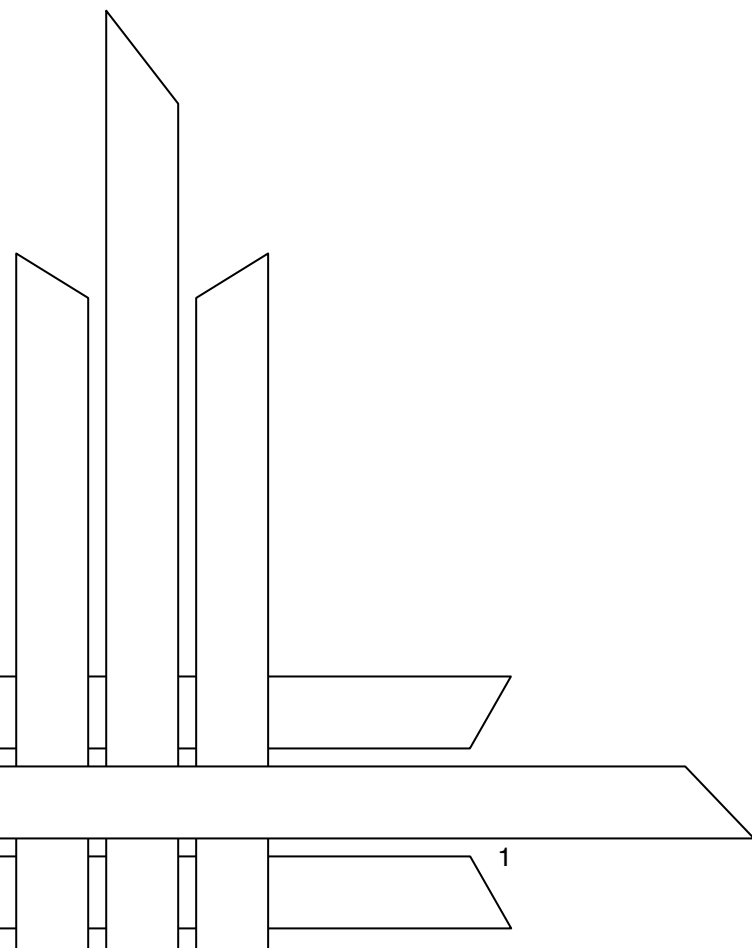


|St Marys|Pickersleigh|

Annual Report

St Mary's Pickersleigh PCC
For the year ended 31 December 2020



Celebrating Joyce's 100th Birthday with Holy Communion



Pickersleigh Bears' Christmas Party



Some of the contributors to our online services

Reference and Administrative Information

Name: St Mary's Church, Pickersleigh

Location: Sherrards Green Road, Malvern, WR14 2EE

Correspondence Address; 137 Madresfield Road
Malvern
WR14 2HD

Telephone: 01684 561506

Website: <https://sites.google.com/view/stmaryschurchpickersleigh>

Email: lynnsparkes@googlemail.com

Twitter: @WeAreStMarys

Bankers: Barclays, Malvern Link Branch, Malvern.

Independent Examiner: Mr Paul Lythgoe
145 Madresfield Road
Malvern
WR14 2HD

Structure, governance and management

The members of St Mary's PCC during 2020 were as follows:

Clergy

Revd Lynne Sparkes (*Vicar*)

Lay Reader

Andy Noble (*PCC Lay Chair*)

Church Wardens

Chris Beale

David Sparkes

Deanery Synod Representative

Angela Noble (*also PCC Treasurer*)

PCC members

Judy Green

Beth Thomas

Sarah McCarten-Williams (*PCC secretary until Sept 2020*)

Helen Weir (*PCC secretary from Oct 2020; Parish Safeguarding Officer*)

Claire Charley

Foreword

I don't imagine that any of us at the start of 2020 could have predicted how the year was going to turn out. I was reminded of a quote in J.R.R Tolkien's the Fellowship of the Ring: Frodo the young hobbit is lamenting that such evil days should have befallen the people of Middle Earth

"I wish it need not have happened in my time," said Frodo.

"So do I," said Gandalf, "and so do all who live to see such times. But that is not for them to decide. All we have to decide is what to do with the time that is given us."

Frodo's sentiment probably summed up the thoughts of many people regarding the pandemic, lockdown and the dramatic changes to our daily lives; "why did this have to happen, why now, why to us?"

It was in the responses that people made, that I found encouragement: people looking out for friends and neighbours; a new spirit of community as we stood on our doorsteps and clapped for carers, those carers themselves working with the sick and vulnerable; NHS staff on the frontline of the pandemic, supermarket staff; teachers; refuse collectors and many other key workers who in spite of the danger continued to serve their communities.

The pandemic showed us how dependent we all are upon one another, and that how we all need strong, healthy communities in order to flourish. It also showed us how important the physical presence of other people is to our own well being.

It was so good to meet in person as a church again when we were permitted to hold services at the start of July. However, the vulnerable still needed to shield and it was an immense joy to be able to meet outside Joyce's house to celebrate her 100th birthday with a service of Holy Communion - a happy and memorable occasion.

As the year drew to a close, the pandemic was still with us, but there was a glimmer of hope as the first members of St Mary's started to receive their vaccines. Again, I am reminded of another quote from Middle Earth, this time from Samwise Gamgee:

Even darkness must pass. A new day will come. And when the sun shines, it'll shine out the clearer.

Revd Lynne Sparkes

Introduction

St Mary's Pickersleigh became its own parish within the Diocese of Worcester in 2014 - a diocese that believes that the church exists to serve those who are not - or not yet - its members.

The Diocese is committed to mission in every aspect, seeking to bring the good news of God's love in Jesus to all who live in the cities, towns and villages, and to make the gospel relevant to their everyday lives.

The Diocese is currently promoting the idea of Kingdom People: where our churches should be communities in which the Kingdom is our core conversation. These Kingdom values should characterise our churches' lives and so bring good news to the lives of each of our communities.

The Kingdom values are:

1. Deeply rooted in prayer and study of the scriptures
2. Renewed and transformed by regular worship
3. Equipped to witness to the Gospel of love, compassion, justice and freedom
4. Dedicated to helping children, young people and young adults to belong and be nurtured in faith
5. Devoted to growing deeply as disciples, offering our time, talents and money to God
6. Resourced and released to minister to others
7. Ready to engage with and serve our community
8. Committed to making our buildings fit for purpose as a spiritual and community resource

Our annual report has been written with reference to the Kingdom values of the Diocese.

Objectives

The primary objective of the St Mary's PCC, in line with those of Church of England PCCs, is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC cooperates with the minister in promoting in the parish the whole mission of the Church of England, pastoral, evangelical, social and ecumenical.

Achievements and Performance

During the year St Mary's:

- Presented our vision for a new building for St Mary's to the community
- Received a grant from local councillor Paul Bennet
- Provided online services from Palm Sunday until Advent
- Delivered new sheets and prayer material to those unable to join online services
- Met socially online for quizzes
- Provided weekly Sunday School packs until the summer break
- Resumed in person services on July 5th
- Celebrated Joyce's 100th birthday with a service of Holy Communion outside her bungalow
- Distributed 40 Christmas craft packs to children from Great Malvern Primary school
- Received a grant from Malvern Town Council for new toys for Pickersleigh Bears.
- Submitted an application for MHDC local authority discretionary Covid grant scheme
- Went carol singing outside Joyce and Doreen's houses

Church Attendance

The Covid pandemic resulted in church worship being suspended twice during 2020 as well as restrictions on whether or not Holy Communion could take place.

From Palm Sunday onwards during the first lockdown, online services were created and posted on YouTube. In person services resumed at St Mary's on the first Sunday at which they were permitted (5th July). These services were recorded and posted online for those who were still having to shield.

Remembrance Sunday was the first Sunday of the second lockdown and again online services were created and posted on YouTube. In person services then resumed on the second Sunday of Advent, these in person services were not recorded or posted online.

This means that the church attendance figures are slightly more detailed than in previous years. Whilst the attendance at in person services can be counted, only the number of views is recorded for online services. More than one person may have been present for a single view, equally someone may have watched parts of the service more than once and others may just have briefly dipped in and out.

The in person attendance at the 10am Sunday morning service had an average of 18 (15 adults and 3 children) before lockdown; and average of 15 (15 adults and no children) between lockdowns 1 and 2; and an average of 18 (17 adults and 1 child) after lockdown 2.

Online viewing figures were averaged 30 during the first lockdown and then averaged around 8 thereafter.

Our fresh expression of church, Pickersleigh Bears, had an average attendance of 27 (14 adults and 13 children) before the first lockdown and then an average attendance of around 30 (14 adults and 16 children) thereafter. It should be noted that Covid restrictions placed a maximum limit of 15 adults attending.


During 2020 one person was baptised at St Mary's, and sadly there were no marriages.

	2018	2019	2020 Before Lockdown 1	2020 Between lockdown 1 & 2	2020 After lockdown 2
Sunday 10am	23	21	18	15	18
Pickersleigh Bears	32	27	27	30	29

In person attendances at St Mary's

	2020 Before Lock-down 1	2020 Lock-down 1	2020 Between lock-down 1 & 2	2020 lockdown 2	2020 After lockdown 2
Sunday 10am	-	30	8	9	-

Online views of services posted on YouTube by St Mary's

 <p>Kingdom People love · compassion · justice · freedom</p>	<p>2. Renewed and transformed by regular worship</p>
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Safeguarding

During the year under review, the PCC of St Mary's Pickersleigh has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

- The following policies were revised and adopted at the PCC meeting in January 2020:
 - St Mary's Safeguarding Policy
 - Statement of Policy re: DBS
 - St Marys Ex-offenders Policy
- During 2020, children's work was seriously limited because of Covid 19. There was only one Family Craft Workshop, no Holiday Club but Pickersleigh Bears and Sunday School opened up when permissible and operated in a Covid secure manner.
- There were no safeguarding issues during the year; the email address was regularly checked and there were no issues raised.
- At the November PCC meeting, a new Social Media policy was adopted outlining the way in which St Mary's would use Social Media and IT communications. As part of this, two members of the Council agreed to take on the roles of monitoring the content on St Mary's Twitter and Facebook accounts.
- To comply with the new guidance from the Diocese, all but one PCC member completed the necessary C0 Safeguarding Training online by the end of 2020. The final member of the PCC will complete the training once it is possible to meet up inside.

Helen Weir
Parish Safeguarding Officer, St Mary's Pickersleigh



Financial Review

The Annual Accounts for St Mary's are presented at the end of this report. On our day-to-day activities we made a surplus of over £1300 – this is after having set a deficit budget and having the use of St Mary's severely reduced due to the pandemic. The reason for this is the take up of the Parish Giving Scheme. As payments were direct to the bank account (and not dependent on collections in church services) these continued. There was also a reduction in expenditure due to the building not being used (the utility bills are over £1000 less see 5(f)).

We were recipients of money from the Government as we furloughed our Childrens and Families worker (see 5(e)). We took the decision to move £30,000 from the Unrestricted Fund to the Designated Fund to show we were hoping to use it for the our new building project. We are also designating any money received from fundraising to the building fund. This includes the Ride and Stride undertaken by David in 2019, as the money was received in 2020 and sale of the Christmas cards.

We have paid our full allocation of Parish Share (£12,672). For 2021 the amount has remained the same. A new formula for calculating Parish Share will be unveiled in 2021.

Angela Noble
PCC Treasurer



**5. Devoted to growing
deeply as disciples,
offering our time,
talents and money to
God**

Reserves Policy

It is the policy of this church to hold in reserve the equivalent of two months' general running costs and an additional one month's salary costs. It is also our policy to hold an amount in reserve for repairs to the flat roofs that were identified in the quinquennial inspection of 2015. We are also holding an amount to meet an anticipated deficit in the 2021 budget. This deficit is anticipated because of uncertainty regarding income due to the restrictions being imposed by the pandemic.

The PCC believes that, at present, we have an amount in reserve sufficient to meet these needs. With the prospect of embarking upon alterations to the fabric of St Mary's, any funds in excess of those already identified will be held in reserve in anticipation of this work. This policy will be reviewed in twelve months' time.

Electoral Roll

The annual parochial church meeting was delayed until the 25th October, with the annual revision of the electoral roll preceding this. At the end of 2020, there were 21 names on the electoral roll, of these, 14 lived within the parish boundaries.



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New Building Project

The year started on a positive note with an open evening about the project. This was well attended by our architects, Herlig Marles, local councillors, the Archdeacon of Worcester, representatives of other local organisations, as well as by local people. The evening allowed a discussion about our plans to take place and we received positive and constructive feedback. This was about 4 weeks before lockdown.

Our project was reliant upon obtaining grants for about 50% of the costs. Lockdown changed the nature of grant funding overnight, with many organisations, including the National Lottery Reaching Communities fund, suspending grant applications, or moving to only providing grants for projects that supported people and communities cope with the effects of Covid and lockdown.

We also received news that we hadn't been successful with our application for a loan and grant from the Co-op Foundation, nor with our application to the National Churches Trust.

These events meant that it was extremely unlikely that we would be able to secure the remaining 50% of funding that was needed. The PCC took the decision to scale back our plans so that our project was more inline with the funds that we had in hand. This was seen as the only possible way to improve St Mary's in the near future.

Four possible options were put before the PCC based upon the costings that had been provided by a quantity surveyor for the original project. The PCC was in favour of the options that provided an enlarged entrance; a new vestry/office at the front of the building and improved fencing and grounds.

At the end of the year we approached Herlig Marles with the PCC's revised plan and asked if they would be able to produce a scheme that matched both this plan and our budget. This work will commence in 2021.



8. Committed to making our buildings fit for purpose as a spiritual and community resource

Fabric

Making St Mary's Covid Secure

The main item undertaken with the fabric of St Mary's during the year was making the building Covid secure, so that it could still be used both as a church as well as by other community groups.

Hand sanitisers were installed by all entrances and exits and the folding doors were opened to allow for a one-way system. The windows were kept slightly opened to allow increased ventilation. Extra signage was displayed to advise people of the need to sanitise or wash hands, regarding social distancing, as well as the requirement to follow the one-way system. The tap for the hand-wash sink in the kitchen was replaced and an additional soap dispenser mounted by it.

Community use of St Mary's

As a dual-purpose building, St Mary's has been well used throughout the week by local community groups. This benefits our local community and the income generated by it is about 20% of our total annual income.

The first lockdown meant that no-one was permitted to use the building. When it became apparent that this lockdown was coming to an end, some of the groups who had used St Mary's had vulnerable members and they indicated that they would be unlikely to resume their activities in St Mary's for several months.

However, other groups who had previously met in schools were now unable to do so and were looking for new premises in which to meet. This meant that St Mary's was able to meet their needs.

Pickersleigh Bears and the Community Café resumed in September and along with a support group were permitted to continue operating until the Christmas break. Other groups, including the newly arrived ones, however had to cease meeting during the second lockdown.



Kingdom People

love · compassion · justice · freedom

**8. Committed to making
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Work with Children and Young People

We were able to hold a family craft workshop in the February half-term prior to lockdowns. However, lockdown meant that we were unable to continue the majority of our work with children and young people, and so had to place Sarah, our children and families worker on furlough. We continued to distribute weekly Sunday School activity packs until the summer break. In September, Sarah moved to Oxford and so we were left without a children and families worker. It was felt that a replacement should be sought once it was possible to re-establish our full children's work programme.

Pickersleigh Bears resumed in September, although its numbers were limited by Covid restrictions to 15 adults. Pickersleigh Bears was able to operate throughout the Autumn until Christmas. We were very grateful to receive a generous donation that enabled a Pickersleigh Bears Christmas party to take place.

As the year progressed and it became clear that it would not be possible to hold our popular family craft workshops, it was decided to make up and distribute Christmas craft packs to primary school aged children. A small team assembled the craft packs that were then distributed outside St Mary's, to children on their way home from Great Malvern Primary School. In all, forty craft packs were distributed.



Kingdom People

love · compassion · justice · freedom

4. Dedicated to helping children, young people and young adults to belong and be nurtured in faith

Deanery Synod Report

Deanery Synod met twice in 2020. The first time was in February at the Priory when the synod shared what mission activities were happening in their parishes. The meeting then split into small groups and discussed the questions from the Open Conversations that were taking place around the Diocese. David Sparkes resigned as Lay Chair and he was thanked for his service

The second time was via Zoom in October. Peter Buchanan was elected as Lay Chair of the Synod. There were updates on the mission activities discussed in February and reports of the activities that had continued or started during the Lockdown periods. There was then a discussion about the proposed merger of the Malvern and Upton Deaneries. This merger would be taking place in February 2021.

Angela Noble
Deanery Synod Representative



7. Ready to engage with and serve our community

Independent Examiner's Report to the members of St Mary's Church, Pickersleigh, Parochial Church Council.

I report in the accounts for the year ended 31st December 2020.

Respective Responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider 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 accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of the Independent Examiner's Statement

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 the records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. Which give me reasonable cause to believe that in any material respect the requirements
 - To keep accounting records in accordance with s. 130 of the 2011 Act; or
 - To prepare accounts which accord with these accounting records have 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.

Signature:



Date: 20 March 2021

Mr P.E. Lythgoe

Address: 145 Madresfield Road
Malvern
WR14 2HD

St Mary's Pickersleigh PCC
Financial statements for the Year ended 31 December 2020

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Receipts & Payments account					
Receipts					
Voluntary Receipts					
Regular Giving					
Planned Giving	13,984	-	-	13,984	15,061
Collections and other giving	1,006	95	-	1,101	1,774
Income tax recovered	2,620	-	-	2,620	2,831
Other voluntary receipts (see note 5a)	751	181	350	1,282	1,284
Activities for generating funds (see note 5b)	2,650	65	-	2,715	7,583
Receipts from church activities (see note 5c)	723	-	250	973	1,915
Investment income (see note 5d)	841	-	-	841	604
Other Income (see note 5e)	361	458	14,435	15,254	15,545
	<u>22,936</u>	<u>799</u>	<u>15,035</u>	<u>38,770</u>	<u>46,597</u>
Payments					
Church activities					
Diocesan parish share	12,672	-	-	12,672	12,600
Other payments (see note 5f)	8,906	120	7,108	16,134	23,198
Major Expenditure (see note 5g)	-	-	200	200	6,182
	<u>21,578</u>	<u>120</u>	<u>7,308</u>	<u>29,006</u>	<u>41,980</u>
Excess of Receipts over Payments	1,358	679	7,727	9,764	4,617
Transfers between funds	(30,025)	30,025	-	-	-
	<u>(28,667)</u>	<u>30,704</u>	<u>7,727</u>	<u>9,764</u>	<u>4,617</u>
Bank current and deposit accounts					
1st Jan	34,007	441	183,470	217,918	213,301
Bank current and deposit accounts					
31st Dec	<u>5,340</u>	<u>31,145</u>	<u>191,197</u>	<u>227,682</u>	<u>217,918</u>
Statement of Assets and Liabilities					
Cash Funds					
Bank current account & Cash in hand	5,340	30,749	-	36,089	27,135
CBF Deposit Fund	-	396	190,921	191,317	190,508
Shared Interest Fund	-	-	276	276	275
	<u>5,340</u>	<u>31,145</u>	<u>191,197</u>	<u>227,682</u>	<u>217,918</u>
Other Monetary Assets					
Communications Officer Grant	-	-	-	-	1,500
Income tax recoverable	373	-	-	373	586
	<u>373</u>	<u>-</u>	<u>-</u>	<u>373</u>	<u>2,086</u>
Liabilities - National Insurance					
	-	-	-	-	77

**St Mary's Pickersleigh PCC
Financial statements for the Year ended 31 December 2020**

Total
2020

Notes

- The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.
- The movements in designated and restricted funds during the year were:

	Balance B/Fwd	Receipts	Payments	Transfer	Balance C/Fwd
	£	£	£	£	£
Restricted:					
St Mary's Building Fund	178,389	100	(200)	-	178,289
Community Café	172	-	-	-	172
Projector Fund	1,107	-	-	-	1,107
Pickersleigh Bears	280	250	(100)	-	430
Childrens Work	46	-	-	-	46
Communications Officer	(49)	2,584	(1,871)	-	664
Childrens and Families Worker	2,549	11,851	(5,037)	-	9,363
Workshops	700	250	(100)	-	850
Shared Account	276	-	-	-	276
	<u>183,470</u>	<u>15,035</u>	<u>(7,308)</u>	<u>-</u>	<u>191,197</u>
Designated:					
St Mary's Building Fund	441	704.00	-	30,000.00	31,145.00
Harvest - Tear Fund appeal	<u>441</u>	<u>95.00</u>	<u>(120.00)</u>	<u>25.00</u>	<u>-</u>
		<u>799.00</u>	<u>(120.00)</u>	<u>30,025.00</u>	<u>31,145.00</u>

St Mary's House fund is to be used for the development of St Mary's Church Building.

The Community Café fund is for the establishment and running for a community café.

The Projector fund is for the improvement of multimedia facilities.

Last year there was a National Insurance category for money to be paid to HMRC. This year there is not an outstanding liability and last years figure has been added to the Childrens and Families worker category.

- PCC fees only include the fees from marriages and funerals that are due to St Mary's. St Mary's acts as an agent in regard to the portion of the fees
- In accordance with the Statement of Recommended Practice only funds under the PCC's control have been included in the accounts.

St Mary's Pickersleigh PCC
Financial statements for the Year ended 31 December 2020

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
5 (a) Other voluntary receipts					
Donations	751	181	350	1,282	1,284
	<u>751</u>	<u>181</u>	<u>350</u>	<u>1,282</u>	<u>1,284</u>
5 (b) Activities for generating funds - receipts					
Hall Lettings	2,650	-	-	2,650	7,012
Events	-	65	-	65	571
	<u>2,650</u>	<u>65</u>	<u>-</u>	<u>2,715</u>	<u>7,583</u>
5 (c) Receipts from Church Activities					
Pickersleigh Bears	186	-	250	436	191
Community Café	388	-	-	388	748
Cattle Country	-	-	-	-	163
Lent Books	40	-	-	40	-
PCC Fees	109	-	-	109	813
	<u>723</u>	<u>-</u>	<u>250</u>	<u>973</u>	<u>1,915</u>
5 (d) Receipts from investments					
Bank interest	841	-	-	841	604
	<u>841</u>	<u>-</u>	<u>-</u>	<u>841</u>	<u>604</u>
5 (e) Other income					
Insurance Claim	-	-	-	-	1,845
Grants	-	458	10,500	10,958	13,700
Coronavirus Job Retention Scheme	361	-	3,935	4,296	-
	<u>361</u>	<u>458</u>	<u>14,435</u>	<u>15,254</u>	<u>15,545</u>
5 (f) Church activities - payments					
Donations to charities	1,750	120	-	1,870	594
Clergy expenses	968	-	-	968	1,103
Church running expenses					
Utility Bills	1,609	-	-	1,609	2,681
Insurance	778	-	-	778	766
Fundraising Costs	169	-	-	169	111
Governance Costs	45	-	-	45	138
Administration	645	-	-	645	170
Other Items	198	-	-	198	239
Cost of services					
Organist Salary	-	-	-	-	100
Altar requisites, music, etc	711	-	-	711	1,351
Flowers	50	-	-	50	103
Cleaning Church					
Cleaning Materials	223	-	-	223	358
Administrator salary	624	-	-	624	936
Communications Officer Salary	-	-	1,871	1,871	2,808
Childrens and Families Worker	-	-	5,037	5,037	7,517
Printing & Stationary	273	-	-	273	532
Repairs and Maintenance of Building and Grc	370	-	-	370	776
Children's Work	55	-	-	55	1,164
Pickersleigh Bears	200	-	100	300	357
Community Café	238	-	-	238	798
Holiday Club	-	-	-	-	116
Workshops	-	-	100	100	480
	<u>8,906</u>	<u>120</u>	<u>7,108</u>	<u>16,134</u>	<u>23,198</u>
5 (g) Major Expenditure					
Repairs to church buildings	-	-	-	0	5,700
Building Work	-	-	200	200	482
	<u>-</u>	<u>-</u>	<u>200</u>	<u>200</u>	<u>6,182</u>