

Parishes of Bickleigh & Shaugh Prior

Annual Report, 2020

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Agenda for the Annual Vestry & Parochial Church Meetings
 for Bickleigh and Shaugh Prior to be held on Monday May 17th at 7.30 pm on Zoom.
 (as a result of COVID-19 social distancing measures)

Meeting Details: <https://us02web.zoom.us/j/84064973973?pwd=cHpRbjllVUI0Y3lCSm9uY3dxVDRFdz09>
 Meeting ID: 840 6497 3973
 Passcode: 267603

ANNUAL VESTRY MEETING

- To elect our Church Wardens for each parish

ANNUAL PAROCHIAL CHURCH MEETING

- Apologies
- Minutes of the previous APCM
- Matters arising

Each of the following will be undertaken for each Parish, which have been previously circulated and not read out. Questions may be asked on each report

Reports

- Electoral roll
- PCC
- Financial
- Deanery Synod
- Other

Elections

- Deanery Synod
- PCC members

AOB (to be notified to the Vicar in advance)

PCC OFFICERS

To elect the following officers for each Parish

- Treasurers
- Secretary of the Benefice PCC
- Vice-Chair of the Benefice PCC
- Electoral Roll Officers
- Appointment of Independent Examiners

Closing Prayers

Minutes of the 2019/2020 Annual Meeting **ANNUAL PARISH MEETING** and **PAROCHIAL CHURCH COUNCIL MEETINGS** for Bickleigh and Shaugh Prior, held on Thursday October 22nd at 7.30 pm

by Zoom

Chairman: Fr. Simon Rundell
Present: Parishioners (list in file)
Apologies: Maureen McLean, Sue Shapley

Election of Churchwardens for the Parish of Bickleigh

Sue Shapley, having resigned as Churchwarden, was thanked by Fr. Simon for all her work in various capacities. Andy Collins was willing to stand for re-election, and Ruth Smales was proposed by Lou Rundell, seconded by Karen Griffiths, and duly elected.

Election of Churchwardens for the Parish of Shaugh Prior

Paul Vann was willing to stand again and was duly elected. A vacancy still exists for a second Churchwarden.

Fr. Simon thanked all the Churchwardens for their work throughout the year.

Annual Parochial Church Council Meeting held on October 22nd 2020

1. **Apologies** as above
2. **Minutes of the previous APCM** accepted as a true record
3. **Matters Arising** Fr. Simon expressed his thanks to the two Electoral Roll Officers, Maureen Courtier and Dot Emony. Maureen has tendered her resignation.
4. **Reports:** see file.
 - **Financial:** Fr. Simon paid tribute to our two Treasurers, Mark Lindo and Diane Le Grys, who have both worked very hard to keep our finances on a sound footing.
 - **Diocesan Synod:** No report this year; DS has been rather “in abeyance”.
 - **Other reports:** Fr. Simon welcomed Frank Hartkopf to his first APCM as our licensed Reader. He then thanked all those who had written reports and said that he wished to register his thanks to all the people involved in the work of all four churches, visible or invisible by name in these reports.
 - **Lunch Club** is a very valuable area of Ministry
 - **Ladies Guild:** Fr. Simon said that he is dealing with the query about the funds left in the account after the death of Yvonne Gray; there has been a hold-up with the paperwork-death certificates have to be sent both of Yvonne and of Marilyn Endacott, the other signatory; he is negotiating with the executors of both estates, and apologised for the delay in clarification.
 - **Glenholt Community Market:** again, a very valuable area of mission. Karen Griffiths and Frank Hartkopf are going to see if something can be organised online.

- **Bible Groups** have proved very successful on Zoom. Fr. Simon particularly paid tribute to Karen Griffiths and Ruth Smales for their leadership of the Lent Groups – an important phase in discipleship.
- **Sarah Gard and the Choir** were thanked for their ministry within the church.

The Reports were all accepted.

5. Elections

- **Deanery Synod** Yvonne Gray and Karen Griffiths had not been notified of any meetings this past year. Charles Hattersley was suggested as a possible replacement for Yvonne. Paul Vann will talk to Charles about that, and about whether he would be willing to stand as Churchwarden for S. Edward's.
- **PCC Officers** It was agreed to hold over the election of PCC Officers until the next PCC meeting on Nov. 19th.
- **PCC Members** Fr. Simon thanked everyone for their contributions over the past year.

Frank Hartkopf is now an ex-officio member of the PCC

S. Mary's: Maureen McLean, Samantha Lindo and Karen Griffiths were re-elected , and Sue Pike was thanked for agreeing to stand for a further 3 year term (or shorter).
 Sue Cannon: Proposed by Stuart Ryall, seconded by Grace Hooper
 Grace Hooper: Proposed by Stuart Ryall, seconded by Sue Cannon
 Jo Carpenter: Proposed by Janet Liddicoat, seconded by Chris Carpenter
 Rob Clark: Proposed by Lou Rundell, seconded by Karen Griffiths

All 4 were elected nem. con.

S. Edward's: No elections necessary. Diane LeGrys gave notice that she would be standing down as Treasurer at the next APCM, by which time she will have served in that capacity for 25 years. Fr. Simon remarked that the Benefice has benefited hugely from Diane's stewardship and contribution, and thanked her very much.

5. Any other business

None notified; but Fr. Simon wished to thank everyone for their hard work over a large range of activities in the two Parishes – including those not present at this meeting.

The Secretary thanked Fr. Simon on behalf of all our churches for the tremendous hard work he has put into online services (almost daily) and for the restoration of live services when possible.

6. Closing Prayers

The meeting ended at 8.30 pm

Vicar's Report of the Year

Fr. Simon Rundell SCP, Priest-in-Charge

Background

The PCCs of the parishes of Bickleigh and Shaugh Prior which comprise the **Roborough Team Ministry** have the responsibility of co-operating with the Priest-in Charge, the Revd Simon Rundell in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. It also has the responsibility for the maintenance of the Grade I listed Church buildings of S. Mary the Virgin, Bickleigh, S. Edward, King & Martyr, Shaugh Prior, including their respective Churchyards and the unlisted Church of S. Anne in Glenholt. The Parish also has a duty of care to the community which *usually* meets in the Church of England VA School, *Bickleigh Down Primary School* as the Church of S. Cecilia.

PCC Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

During the year, the following served as members of their PCCs: (Figure in brackets indicates year of end of Office)

Ex-Officio of all Councils

The Revd Simon Rundell	Team Rector
Frank Hartkopf	Reader
Revd Dr Michael Ellis	Permission to Officiate

BICKLEIGH PCC

Officers

Mrs Ruth Smales	Churchwarden
Mr Andrew Collins	Churchwarden
Mr Mark Lindo	Treasurer
Mrs Karen Griffiths	Deanery Synod

PCC

Mrs Janet Liddicoat (21)	Mrs Maureen McLean (22)
Mrs Sue Pike (23)	Mrs Jo Carpenter (22)
Mrs Samantha Lindo (22)	Mrs Ruth Smales (22)
Mrs Karen Griffiths (22)	Mr Rob Clark (22)

SHAUGH PRIOR PCC

Officers

Mr Paul Vann	Churchwarden
Mrs Diane Le Gry	Treasurer

PCC

Mrs Dot Emony	Mr Gordon Kellaway
Mrs Rebecca Hattersley	
Mrs Jo Vincent	

JOINT PCC

The Two PCCs continue to meet in a single meeting. Matters of common interest are discussed jointly. Matters of finance or fabric are voted on by the separate PCCs according to need. This has proved effective in improving the connection between both legal parishes.

Both Parochial Church Councils (PCCs) continue to be charities excepted from registration with the Charity Commission. As their individual incomes (receipts) do not exceed £100,000. Each PCC has produced its own Financial Statement.

For the purposes of charity law the Council of PCC members is also the Board of Trustees of the charity.

Review of the Year

This is the ninth full year of Fr. Simon's incumbency in the Roborough Team Ministry. It has been remained a year of huge challenge as a result of the COVID-19 Pandemic and especially the closure of the church buildings for public worship and its transfer online.

Electoral Roll

This information is now collated by Fr Simon on a database in accordance with GDPR guidelines.

ER by Church	Resident	Non-Resident
S. Mary	20	14
S. Anne	23	2
S. Cecilia	13	0
S. Edward	11	7

ER by Parish	Resident	Non-Resident
Bickleigh	56	16
	Total	72
Shaugh Prior	11	7
	Total	18

Since the previous APCM in Oct 2020, we note with sadness the passing of Mrs Marie German

May she rest in peace

And rise in glory

The Life of the Parish

As noted in the previous Annual Report, the enforced closure of church buildings at Lent 4 2020 dramatically changed the pattern of worship and pastoral care, not least because Fr Simon was in a more vulnerable category because of underlying health issues along with a substantial number of members of the Parish.

Worship therefore had to transfer online into an unknown and largely unexplored territory.

It was not a perfect solution, as we recognise that many are excluded from digital access by technology, income or understanding, but significant numbers of the parish have engaged over social media and others in 'digital poverty' have accessed the Parish through telephone conversations, the broadcasting of our worship over the phone or by accessing services offered by the Church of England or the BBC.

Morning and Evening Prayer was broadcast daily throughout lockdown and afterwards, with words displayed on screen so users could join in, or simply reflect on the daily prayer.

The Eucharist continued to be offered, initially from the Vicar's Study (currently resembling a TV studio) and from Sundays in July 2020 from the Churches without congregation. This has enabled the liturgical and spiritual life of the Churches to be continued in these difficult circumstances.

In September 2020 the PCC authorised the recommencement of a Said (Low) Mass across each of the three available Churches (S. Cecilia is currently in use by the school and therefore cannot be made COV-safe). Christmas Services were in both Digital and Analogue form, with an especially well received online service of Nine Lessons and Carols and a Christingle. In December 2020, the nation was locked down again, and the PCC voted to return to online only worship. At Palm Sunday 2021 the Church returned once more, but offering a hybrid of worship offered in both in-person and digital at the same time, although singing in Church is not yet permitted. This once more requires a rethinking of how best to present it in as cost-effective a solution as possible and some further bumps on the road should be expected. We do not have the resources of many churches to build these facilities permanently into the Churches, but for a moderate cost, and the application of some technical knowhow, this has been effected. The impact of all this on Church numbers, on the spiritual and worshipping life of the Parishes and our engagement with our local communities remains to be seen.

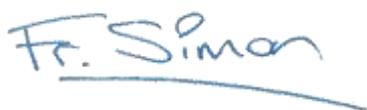
Bickleigh Down School remains locked into year-group bubbles, and so Fr Simon continues to deliver weekly videoed collective worship for use in classrooms (as the pupils cannot gather collectively). Many of these have been made available to members of the Parish through the weekly email newsletter on YouTube. They are very well received.

The Foundation Governors have continued to ensure the quality of education at the school, and following the retirement of Martin Hancock, we have been seeking to appoint a new Headteacher to take the school forward, maintaining its Church School Distinctiveness and close association with the Parish.

Fr Simon has been in Ministry for 20 years now, and he is still due a Sabbatical. Fr Simon's planned Sabbatical from August 2021 has been deferred until 2022 at the earliest.

Summary

The Annual Report for 2020 is a strange beast, not least because it features a less than complete year undertaken in interesting times. We must hold the faith and look forward to resurrection which comes each Easter and is a feature of church life, as we emerge from the tomb of Coronavirus.



Fr. Simon Rundell SCP

Priest-in-Charge

Financial Reports

Bickleigh PCC Treasurer's report and Common Fund commentary 2020

General

Well that was a challenging year and the start of 2021 looks like more of the same! A massive thank you to all of the generous givers who have maintained their support during a huge period of change for all of us.

I can report that even after cancelling virtually all fundraising events and we have still been able to contribute a little to third party collections, this year totalling £206. We have been most fortunate that we haven't had major Church Building repairs in 2020 but we are storing up problems for the future as more ongoing maintenance is needed, particularly the roof, ceilings, organ and clock at St Mary's and the floor and WC at St Anne's. Gift Aid Claims made during the year have assisted our position and the most recent claim has generated £4,480 in 2021 which has been partially used to lessen our common fund shortfall for 2020, as detailed in the notes and below.

Pandemic – Financial Impact and our response

This continues to have a substantial effect as traditionally only 16% of our income came from regular standing order income, not dependent on Churches being open. We understand that many parishioners will have suffered changing financial circumstances however we have lost large elements of plate and envelope giving, weddings, baptisms, Friends of St Marys fund raising, funerals, St Anne's Hall rentals, community markets etc. Many of our parishioners are, understandably, isolating for their own safety and this did not change much during the summer when lockdown rules were eased.

In income terms we only generated around 60% of last years' total - £51,238 2019 and £30,635 in 2020 a drop of £20,603. This is a massive reduction.

The net result of this was that after a good period to March 2020 we had generated a decent surplus of over £11,000, however the remainder of 2020 reduced this to a final cumulative outcome of £8,391 surplus demonstrating a consistent erosion and deficit of income over expenditure since lockdown started.

To exacerbate this position, we incurred additional pandemic related costs, mainly IT and PPE related, essential expenditure to ensure we offer the fullest online presence possible. The start of 2021 is equally disappointing and does not give us the boost we normally see and need resulting from the Christmas period. People simply have not given as generously for online services as they do for physical services, nor does everyone have access to online technology.

We need to try to improve this as we have again a significant shortfall in our Common Fund payments.

We have taken various actions to restore donations but more still needs to be done:

- Setting up on line giving function on our website giving page with regular reference to this at services and news sheets.
- Information and appeals to parishioners on website and weekly parish news sheets.
- Mailshot to all envelope givers with focus on those not online with reminder they can pay by standing order, providing forms and guidance for this.

The initial response was good with several generous envelope givers sending cheques to catch up missed weeks, albeit this has now tailed off a little and we need to send reminders. We hope that weddings, baptisms etc postponed from 2020 can take place in 2021 and that the St Anne's income from groups, rentals etc. can be quickly restored. At the start of 2021 with the pandemic impact continuing longer than expected, we are starting a fundraising and giving committee to look at ideas and financial stewardship, more details to follow.

We have managed to retain resources within our margin of safety policy (highlighted at last APCM at MIN £16k) and at the end of 2020 was standing at £22,537, albeit we will have various commitments and maintenance/repairs and common fund as detailed in this report to pay from this.

Common fund 2020

The Diocese assessment for us in 2020 was £29,852.

We had forecast (pre-pandemic) to pay around £20,000 in 2020 (67%) but paid £4,976 (paid July 20) with a further £4,000 paid in February 2021 towards 2020 assessment. This total of £8,976 equates to 30% of our obligations for 2020, not ideal but an increase on last year (£5,000) and given the circumstances is a step in the right direction. The Diocese currently appear accepting of this position as we are of course not alone in our struggles at present. We do however need to improve our contribution levels.

Summary

We can all see the detrimental impact the pandemic has had on our finances. It has shone an uncomfortable light on the mix of our income and how this is worse for a parish such as ours which has relied on income from baptisms, weddings, fund raising and St Anne's hall income to make up the deficit in regular giving receipts. We had all of course hoped to see these activities outside of regular church services restored by now but we hope that we can all see a light at the end of the tunnel with the vaccine programme etc.

We have to look forward with optimism but we will all be asked to consider our contributions and whether we can manage increases, we make no apology for this to keep our wonderful Parish funded and together. Please visit our website to review the giving options. With the continued forbearance of the Diocese on our common fund shortfall together with our estimates for 2021 and our reserves for we believe we can be reassured about the financial stability of the parish, but things do need to change.

I am most grateful for the generosity of all of our parishioners during these difficult times.

Mark Lindo

Honorary Treasurer. Bickleigh PCC

BICKLEIGH PAROCHIAL CHURCH COUNCIL
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2020

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This year Total £	Last year Total £
Receipts:					
Planned giving	15,464			15,464	18,823
Collections and other giving	2,587	0	85	2,642	5,285
Income tax recovered	2,425			2,425	5,007
Donations/legacies	808	0	495	1,104	2,492
Weddings, funerals, baptisms	1,061			1,861	2,590
Church hall income	1,173			1,173	4,745
Grants and VAT recovered	3,195			3,195	809
Mission/outreach	0			0	703
Lunch club	1,064			1,064	4,164
Shaugh Prior PCC/RTM	834			634	801
Fund raising	41			41	2,036
Friends of St.Mary	497			497	1,693
Bank interest	1		41	42	88
Total Receipts	£ 29,751	0	592	30,343	51,238
Payments:					
Common fund	4,976			4,976	12,544
Ministry - clergy expenses	1,826			1,820	4,341
- clergy travel costs	382			382	639
		0		0	0
Organist remuneration	2,240			2,240	2,160
Wedding/funeral expenses	0			0	0
Regular church running costs	4,481			4,481	5,175
Fabric/equipment maintenance	348	0	339	687	9,838
Churchyard maintenance	2,265			2,265	2,791
Church insurances	3,050			3,050	3,051
Church hall costs	996			996	887
Lunch club costs	942			942	2,307
Charitable/mission donations	206			206	1,687
Total Payments	£ 21,824	0	339	22,163	45,620
Net Receipts/(Payments)	7,927	0	253	8,180	5,618
Cash funds brought forward 1st January	15,279	0	8,511	24,790	19,027
Transfers between funds	-830	0	830		0
Cash funds carried forward 31st December	£ 22,376	0	10,594	32,970	24,045
Statement of Monetary Assets and Liabilities:					
Bank current accounts	19,437		0	19,437	12,640
Deposit accounts	3,123	0	10,594	13,717	12,141
Petty Cash	27			27	9
Liabilities at year end	-211			-211	
Total net monetary assets	£ 22,376	0	10,594	32,970	24,790

The notes on page 2 and 3 form part of this financial statement.

Approved by the PCC meeting held on 28 April 2021 and signed on its behalf by: (Rev. Fr. S. Randall)

Bickleigh Parochial Church Council
 NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2020

1. Accounting policies

The financial statements have been prepared using the Receipts and Payments basis available to small charities and the Church of England guidance.

2. Fund accounting

Unrestricted funds may be used by the PCC for any of its ordinary purposes.

Designated funds represent unrestricted funds set aside by the PCC for specific designated purposes; they can be transferred back into general funds at the PCC's decision.

Restricted funds represent income which may be expended only on those restricted objects provided in the terms of a trust or bequest, or donations or grants received or invited for a specific purpose. These funds can only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund for future expenditure on that specific purpose, or returned; it cannot be absorbed into general funds.

3. Assets used for church purposes

The trustees of the church buildings and contents are the Diocese of Exeter who hold them

on trust for the purposes connected with Bickleigh PCC. For insurance purposes

the two church buildings and contents are insured for £11,590,00.00

4. Other assets and liabilities:

Unrestricted funds:-	2020	2019
Significant debtors: Gift Aid tax recoverable estimated	£3000	£8,000
Shaugh Prior PCC - contribution to ministry c	£665	£834
Significant creditors:	£0	£0
Utilities, suppliers, charity etc.	£211	£0

5. Designated and Restricted Funds

A. Designated funds:

	St.Anne's Repair fund	Community Worker Fund
Opening balance	0	0
Income - designated by PCC	0	
Transfers - General and Youth Work funds	0	
	<hr/>	<hr/>
Expenditure:	0	0
	<hr/>	<hr/>
Closing balances	£0	£0 = £0

B. Restricted funds:

	Youth Work Fund	
	<u>St. Anne's legacy fur</u>	<u>(see C below)</u>
Opening balances	1178	8334
Transfer between funds	830	
Income	551	
Interest	5	35
	<hr/>	<hr/>
	2564	8369
Expenditure	339	0
Transfer - Community Worker Fund		
	<hr/>	<hr/>
Closing balances	£2225	£8369 = £10594
	<hr/>	<hr/>

C. The youth work fund has historically been classified as a restricted fund. The trustees have investigated the sources of the fund and this comprised two separate funds, one to engage a Youth Worker and one to build a Sunday School annex. Neither of these schemes came to fruition. In addition the sources of the funds are partly designated and partly restricted. Following continuing investigation by the trustees further designated funds have been identified and have been transferred. The restricted classification has been retained for the balance; the trustees have completed their investigation and Diocese advice is that use of these funds needs to have clear Youth element..

6. Trustees

The trustees of Bickleigh PCC assets, other than buildings, are the Church Officers and PCC members elected by the Annual Church Meeting. During the year ended 31st December 2020 £2291 was reimbursed to one trustee for expenditure properly incurred on behalf of the PCC.

7. Common Fund

Due £29852
 £4976 paid 2020
 £4000 paid 2021
 £20876 unpaid

8. Cheque stop

Devon CC
 Bibles £144
 now settled

9. Diocese fees

wedding dec 20
 £211 due to pay,
 excl from income



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent Examiner's Report

Report to the trustees of St Mary's Parochial Church Council, Bickleigh

On accounts for the year ended 31st December 2020

Set out on pages

Respective responsibilities of trustees and examiner The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for 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: 

29/4/21

Name: Kathryn Brewer

Relevant professional qualification(s) or body (if any): Former Fellow of Association of Chartered Certified Accountants

Address: 25 Clitford Road, Plymouth, PL6 6DT

Shaugh Prior

St Edwards PCC Financial Statements for the year ended 31 December 2020

Aim and purposes

The Parochial Church Council (PCC) has the responsibility of cooperating with the Priest in Charge, the Revd Simon Rundell, in promoting in the parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of the Churches and church halls.

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 services can involve the many groups that live within the parish. The services and worship put faith into practice through prayer and scripture, music and sacrament. The primary objective of the PCC is the promotion of the Christian Gospel according to the doctrines and practices of the Church of England. In accordance with the PCC (Powers) Measure the PCC has the responsibility of cooperation with the Vicar in promoting within the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

We try to enable ordinary people to live out their faith as part of our parish community through:

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

To facilitate this work it is important that the fabric of the Churches and Churchyard is maintained.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

Administrative Information

The correspondence address is

PCC members (trustees) who have served from 1st January 2020 until the date this report was approved are:

Vicar: Revd Simon Rundell

Gordon Kellaway
Paul Vann (CW)
Dot Emony
Rebecca Hattersley
Diane LeGrys
Jo Vincent

Principal Bankers: Barclays Plympton

Independent Examiner: Mrs Kathryn Brewer 25 Clittaford Road, Plymouth, Devon. PL6 6DT

Financial Review

It has been a difficult year due to the Coronavirus Pandemic with income down due to the church being closed and worship online. No weddings, few funerals and the usually well supported services i.e. Carol Service, Harvest did not happen. Since the re-opening of our church, we have had a reduction in our congregation with regulars not returning. We do have two weddings booked for this year and hopefully will be able to do some much needed fund raising once further restrictions are lifted.

The total receipts on unrestricted funds amounted to £4601 and are detailed in the financial Statement's, restricted income amounted to £1258, designated funds income amounted to £378. Total income £6237 down by £2997 on last year

Total unrestricted expenditure was £7593 showing a deficit of £2992 of expenditure over income at 31 December 2020. Our Common Fund was paid in full.

The churchyard accounts have £24 in as at 31 December 2020 meaning that even if we receive a grant from the Parish Council (£400) we will be unable to maintain the cutting of the grass to its usual standard this year. Significant works were undertaken on the bells at a cost of £9031.

Approved by the PCC on Sunday 28 March 2021 and signed on their behalf by Paul Vann CW.

St Edwards Financial statement for the year ended 2020						
		Unrestricted Funds £	Designated funds £	Restricted funds £	TOTAL 2020 £	TOTAL 2019 £
RECEIPTS	Note					
Regular giving		3476	0	0	3476	5194
Other voluntary receipts		811	300	471	1582	2795
Income from church activities		264	0	733	997	905
Income from investments		50	78	54	182	340
Total income		4601	378	1258	6237	9234
PAYMENTS						
Church activities		7593	9031	1620	18244	9407
Total Expenditure		7593	9031	1620	18244	9407
Excess of receipts over payments		-2992	-8653	-362	-12007	-173
Transfers between funds		0	241	-241	0	
RECONCILIATION OF FUNDS						
Total funds at 1 January 2020		10068	19393	16354	45815	45988
Total funds at 31 December 2020		7076	10981	15751	33808	45815
STATEMENT OF ASSETS AND LIABILITIES						
MONETARY ASSETS						
CBF Deposit Account		0	0	12927	12927	16354
CBF Deposit Account		0	10981	0	10981	19393
CBF Deposit Account		6061	0	2824	8885	8706
Bank Current account		1015	0	0	1015	1362
		7076	10981	15751	33808	45815
The designated fund relates to funds set aside by the PCC to meet cost of maintaining the tower and bells.						
The restricted funds relate to the Churchyard Maintenance and Building Fund (see note)						
RECEIPTS						
Regular Giving						
Tax efficient planned giving		1262	0	0	1262	2072
Income tax recovered		907	0	0	907	668
Collections at services		1307	0	0	1307	2454
		3476	0	0	3476	5194
Other voluntary receipts						
Grants		0	0	400	400	600
Non-recurring donations and appeals		811	300	71	1182	2196
		811	300	471	1582	2795
Income from church activities						
Statutory fees - Weddings		0	0	0	0	395
Funerals etc		264	0	733	997	510

Mission/Outreach		0	0	0	0	0
		264	0	733	997	905
Income from Investments						
Bank and CBF Deposit		50	78	54	182	364
Fund interest		50	78	54	182	364
TOTAL INCOME		4601	378	1258	6237	9258
EXPENDITURE						
Church Activities						
Common Fund		2812	0	0	2812	2649
Church running costs		828	0	1560	2388	2298
Clergy costs		55	0	0	55	314
Services		610	0	0	610	1053
Charity/Mission		0	0	0	0	0
Maintenance		264	9031	0	9295	90
Insurance		2603	0	0	2603	2443
Sundry		421	0	60	481	560
Building work re-development		0	0	0	0	0
Total Expenditure		7593	9031	1620	18244	9407
Restricted Funds		At 1 January 2020	Income	Expenditure	Transfers between funds	At 31 December 2020
Building fund		13173	55	60	-241	12927
Churchyard fund		381	1203	1560	0	24
Churchyard Maintenance		2800	0	0	0	2800
Total Funds		16354	1258	1620	-241	15751
Designated Funds						
Tower and Bells		19393	378	9031	241	10981
Approved by the PCC at the Extraordinary PCC meeting on Sunday 28th March 2021						



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent Examiner's Report

Report to the trustees of St Edward's Parochial Church Council, Shaugh Prior

On accounts for the year ended 31st December 2020

Set out on pages

Respective responsibilities of trustees and examiner The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for 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: 

6 May 2021

Name: Kathryn Brewer

Relevant professional qualification(s) or body (if any): Former Fellow of Association of Chartered Certified Accountants

Address: 25 Clitford Road, Plymouth, PL6 6DT

Churchwarden's Reports

S. Mary, Bickleigh

This has been a difficult year for our communities with the continuation of the lockdown which we now are starting to see the light as it steadily is lifted. Father Simon has with the support of Father Michael, Frank Hartkopf and all the volunteers who provided readings and intersessions has ensured that the church has been able to provide support to our communities through the online services. As the church is reopened and as the lockdown lifts if anyone who would like to take a Service, they would be most welcome. Volunteers for Side persons, church cleaning, flower arranging, post-service teas and coffees (when permitted), silver cleaning etc. are always needed – no experience necessary. We both would like to pass on our considerable thanks to the small band who unfailingly turn up to assist at all events, but more hands are always desirable and can lighten the workload considerably.

I have not had the opportunity to review the condition of the building of St Mary's Church, but I am sure that I will be made aware of any issues. The boiler will need to be serviced again this year to ensure that it continues to work in the late autumn and winter. A contract still needs to be agreed for the boiler to be serviced annually and that the contract includes emergency call outs for breakdowns.

On a personal note, I Andy have been diagnosed with stage three bowel cancer there are only four stages, I have commenced treatment having had a course of pre-surgical radiotherapy and I am due to commence a three-month course of chemotherapy to try and reduce the size of the tumour so I hope soon after I have completed the chemotherapy it will hopefully be followed by the surgery to remove the tumour. I hope you all can understand that at this time the treatment is having a toll on me so please forgive if I am tardy in my role of Churchwarden as well as my lack of attendance at church at present as these treatments do affect the immune system and I must be careful. I look forward to seeing you all again in church once my treatment is completed.

Andy Collins and Ruth Smales

Churchwardens

S. Edward, Shaugh Prior

The current general condition of the fabric of the Church is reasonable taking into account how little used it has been over the past 12 months. Notwithstanding another wet winter which has resulted in regular water ingress both on the floor of the Tower, the rear of the church and areas in front of the Altar and side chapel, remedial flood defences have been mobilised and the damage kept to a minimum.

The dampness of the South wall (adjacent to the Tower) persists. Furthermore, following heavy rain, water has been accumulating and running down the glass partition at the rear of the church. However, following a recent excursion to the top of the Tower, the main drainage gully which was suffering from a build-up of moss, leaves and other detritus has been cleared and this has made a very noticeable improvement. There is still further work to do, to keep the gutters and gullies free from debris/leaves/birds nesting. The common problem we have is that much of the guttering is difficult to access without commissioning professional contractors, (which we cannot currently afford). Professional roofing specialists (from "Roofline Fascias") who specialise in church roofing work, did visit just before "Lockdown" and we may need to revisit how much it would cost to have them properly cleaned before next winter.

On a happier note, I am pleased to report the successful completion of all remedial work to the brackets holding the (incredibly heavy) main bells (mentioned in my last report). Although this was an expensive "fix"

costing £7,000+, it was essential work and we are looking forward to welcoming back Ryan Trout and the Campanologists for some new “gigs”. I can also confirm receipt of a cheque for £900 from The Devon Church Bells Restoration Fund, following an inspection of the work carried out by Taylors’. I know Ryan is also actively seeking further financial support to help towards the construction of the planned mezzanine “bell-ringing” floor in the Tower. Ryan and his colleagues have also put in a lot of work clearing and repairing the existing platform in the tower, which has also suffered from the weather, damaging the timber floor between the 5th and the Tenor bell which will also probably need replacing at some point in the near future.

Lack of funds is the very simple reason why the plan to build a mezzanine floor in the Tower to give better and safer access for the bell-ringers, together with WC, kitchen facilities and creche area where the current Vestry is situated, has not moved on since my last report. Unfortunately, it is now on semi-permanent hold because we simply cannot afford the works unless we can raise funds from Charities/donations. The Covid-19 pandemic has, of course, effectively precluded most fund-raising activities but with the imminent lifting of all Government imposed restrictions, our principal task in the current year is to raise funds across the board.

One of the most obvious (and pressing) funding requirements is to continue to maintain the churchyard. We have a stark choice to make very soon. There is virtually no money left in the Churchyard Fund and the reality is fast approaching whereby we will have to either leave it to nature or else rob Peter to pay Paul and use money from the General Fund. In common with most churches in the Diocese, Covid-19 restrictions on physical services (which have only recently recommenced), have severely restricted our congregational income. We are again applying to The Parish Council for a donation (which has amounted to £400 per annum over the past few years) to be put towards the cost of cutting the grass in the Churchyard. The Treasurer will outline the current state of the Churchyard Account in her Report but suffice to say that we will not be in a position to continue employing “Clean-Cut” without additional funds/donations.

Again, I would like to put on record the excellent job done by them for a very reasonable price, the cost of which, incidentally, has been frozen for the past four years. We are hoping that the Annual Shaugh Prior Duck Race and Barbeque organised by Sue and Peter Burkill will be held this year which raises sorely needed funds, one of numerous events which were cancelled as a result of lockdown last year.

I would again like to take this opportunity to thank Heather Harvey, “resident” organist at St Edward’s for her continued support, and for her “stewardship” of the Church organ which remains in very good condition given its limited use over the past twelve months. We are all looking forward to a full resumption of her playing in the near future as it helps hugely to maintaining continuity and enjoyment of services, especially Morning Prayer.

Thanks also to everyone who has helped with the regular cleaning of the church. It is a big job for a small congregation and I am pleased to report that the church has been regularly cleaned and sanitised according to Government Guidelines, to a high standard.

A deserved mention also for Clifton, who has trimmed hedges and provided his gardening services entirely gratis, helping to maintain the Churchyard in very good order throughout the period under review. As highlighted above, the financing of this external maintenance has only been made possible by the generous donations of several members of the congregation and the continued support of the Parish Council but we are reaching a tipping point.

With regard to ongoing attendance at St Edward’s, we did manage to pay our Common Fund in full last year. However, with the current parlous state of the Church finances, this is looking very unlikely for the

current year. In terms of numbers, we are just about “holding our own” in terms of regular attendees, albeit at a very modest level. We have a “hardcore” of around 10 parishioners who attend regularly, bolstered to 15+ on a good Sunday. Following the recommencement of “physical” services”, we have been very fortunate to have had Fthr Michael Ellis taking a number of recent Eucharist Services, supplementing Fthr Simon’s on alternative Sundays. We have very recently also had the most welcome support of Frank as Reader, to help with Morning Prayer services. Whilst the pandemic has taken its obvious toll on wedding and funeral services, I am pleased to report that we have two weddings scheduled at St Edwards over the next couple of months. We also anticipate that funeral/memorial services will resume post lockdown, and whilst the income they generate is welcome, we are obviously very conscious of the solemnity of these services.

I have informed Father Simon that I am putting myself forward for re-election at the Annual Meeting and I sincerely hope that, if elected, my next report on St Edward’s will reflect an improved financial position, strong and secure church fabric, successful fund-raising activities and a thriving congregation. I will be saying my prayers!!

Paul Vann

Churchwarden

S. Anne, Glenholt

Between October 2020 and May 2021 there has been limited activity in our churches. There was a period of time when the churches were closed due to lockdown when services and worship were online, but the churches are presently open for services in a covid secure way. Fr Simon continues to live stream Mass each Sunday and Thursday, along with morning and evening Prayer on week days.

During the Christmas period Mass was held in Church, but other activities such as Christingle were either online or cancelled. We were able to celebrate the Easter Triduum in Church, with Mass at dawn on Easter Sunday. I would like to thank Fr Simon for his ministry and leadership in these challenging times.

The twice weekly Glenholt Community Larder commenced in January 2021 offering free food to the community. It very quickly became an established and valued resource for the community, thanks to Karen Woods, the project manager, and the regular volunteers.

Fabric St Anne's

A small area of the wooden floor has buckled and lifted. Ray has assessed it and intends to re-lay the affected area. The grass has been cut and general garden maintenance has been undertaken by a neighbour to the church, for which we are really grateful.

As restrictions are lifted, we look forward to the church fully reopening for existing and new activities, and to welcoming parishioners both old and new. As I'm new to the role of Church Warden I very much appreciate any help, support and advice. Many thanks to Peter, Wendy and Mark who have answered my many questions. I would like to thank Karen Griffiths for her work promoting our Parish online and organising the St Anne's bookings.

Once all covid restrictions are lifted we hope to take forward all that has worked well in the past and strive to find new ways of engaging with the community

Ruth Smales

Church Warden

Mission and Ministry

Whilst mission is at the heart of the Parish, many aspects have of course been affected by the Covid pandemic. However, whilst in person contact has been very limited, there has of course been online worship. I can see huge opportunities for the church in the future in the online sphere.

There have been no hall bookings at St Anne's Church since March 2020 – thus impacting the Parish's income. I have contacted all previous 'bookers' and we have many who wish to continue. We have unfortunately lost two weekly bookings and the prospect of possibly losing a third. However, I propose an ongoing pro-active marketing drive to advertise the hall hire at St Anne's.

In terms of the Community Market this has also not operated since March 2020. We would hope to restart the market as soon as possible. However, we will need to assess the feasibility whilst social distancing rules apply.

On a very positive note, there have been cooperative moves between the local Glenholt community and St Anne's Church. The Glenholt Community Larder have been operating a free food larder at St Anne's twice a week since 30 January 2021. The larder is offered to all with a PL6 postcode. During the first 3 months, the Larder has provided 6521.84 kg of free food to 1014 households. (For more detailed information on these figures, please see the Glenholt Community Larder Report below)

Additionally, from September this year there will be a monthly Compassionate Café at St Anne's. Ruth and I have undertaken the St Luke's Compassionate Friends course and have been working with the North Plymouth Compassionate Friends Network with a view to hold a Compassionate Café at St Anne's. The area covered by the Network includes the Parish areas of Glenholt, Belliver and Roborough. The Compassionate Cafe has now been confirmed, and whilst this will primarily be intended for those affected by bereavement, we hope to add other aspects such as including those who are isolated and lonely, financial signposting and possibly computer/internet help.

So whilst we cannot avoid the detrimental effects of Covid, we can I believe look forward to an exciting 'new' future in terms of community relations and the opportunities for mission in an online environment.

Karen Griffiths

Glenholt Community Larder



Session Attendance Details - 30 Jan 2021 to 28 Apr 2021

Date of Sessions	No of Households who attended	No of Adults	No of Children (u/18s)	Total No of people + average no of meals per person + overall	Total Weight In KG out to customers	Total Weight In KG of Waste
30 Jan - 27 Feb 21 (9 sessions)	273	468	163	631 5 (4.79) meals pp (3022 meals overall)	1269.20 kg	28 kg
3 Mar - 31 Mar 21 (9 sessions)	411	741	274	1015 8 (8.21) meals pp (8327 meals overall)	3497.20 kg	52 kg
3 Apr - 28 Apr 21 (8 Sessions)	330	584	198	782 5 (5.34) meals pp (4180 meals overall)	1755.44 kg	27 kg
First 3 months (26 sessions) 30 Jan - 28 Apr 21	1014	1793	635	2428 8 (6.40) meals pp (15,528 meals overall)	6521.84 kg	107 kg

I am pleased to be able to provide the above information for inclusion in Karen Griffiths report for submission at the Parishes of Bickleigh and Shaugh Prior Annual Parochial Church Council Meeting on 17 May 2021.

Glenholt Community Larder is hosted by St Anne's Church.

Please do not hesitate to contact me if you would like any further clarification of the figures.

Thank you for your support.

Karen Woods

Karen Woods
Manager
Glenholt Community Larder

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Friends of St Mary's

Regrettably no fund-raising activities have taken place since February 2020 because of the on-going restrictions concerning Coronavirus. Letters and messages were sent to present members in February 2021 reporting on the previous activities and achievements, with the intention of holding a deferred AGM as soon as actual meetings could be held. The first action will be to elect a new chairman and new committee members to continue the good work of determining various fund-raising events in the future.

In that respect, I am pleased to say that Frank Hartkopf, has already intimated his willingness to stand as chairman. Again, we do need good support from 'all quarters' to make things happen. My thanks again to all previous committee members since 2011 for their support and contributions especially Janet Liddicoat, as both committee and membership secretary over that time.

Alan Hawking

Chairman

St Anne's Lunch club

Little did we know when we held our lunch club on March 10th 2020 that it would be the last one for many many months. It has been greatly missed by so many of our lunch club members and we hope and pray that we will be able to resume once restrictions are over. Perhaps by September life will seem more normal and our members will feel confident to return.

In an attempt to stay in touch with our members we secured a grant from PCC for £400 in December and with it packed bags with lots of Christmas goodies. These Christmas bags, together with a little note of support and love, were delivered to 39 homes of our members by a team of lunch club helpers. The bags were received with surprise, delight and gratitude - gratitude that we had not forgotten them. We so look forward to once again offering food and fellowship at St Anne's lunch club.

Wendy Round

Music Director's report

November saw a brief lift in restrictions allowing a session with the Choir (albeit socially distanced and under strict protocol) in Church to record the Nine Lessons and Carols for everyone to enjoy in their homes. Music was also recorded for a Christmas Hunt.

Restricted Christmas Services took place which allowed a small complement of worshippers in the great walls of the church.

Through the January to March period regular music was recorded for online Services on a weekly basis.

The last few weeks have seen a gradual return to normality allowing Music in the Church with a small commitment of Choir members providing music weekly, thank you.

Choir singing is essentially a Community based activity which the pandemic has prevented from taking place. It is so good to see and indeed hear the Choir returning slowly, and I look forward to it being back in the forefront very soon.

Sarah Gard

Music Director

Wednesday night Bible Study

During the past year our Bible study has continued entirely online which has been a blessing and support in this difficult time. Guided and lead by Fr Simon we have studied the Psalms (103, 8, 51, 137 & 90).

During Lent we followed the digital course, co-produced by Fr Simon, named "The Time Is Right". We all found it very thought provoking and really enjoyed the interesting and varied guest interviews.

Over the last months we have looked at Revelation. It is a challenging book which is hard to understand but we have been grateful for Fr Simon 's insight.

As lockdown is released we hope to be able to meet as a house group shortly, but if some members prefer the online version perhaps we can run two groups.

Grace Hooper