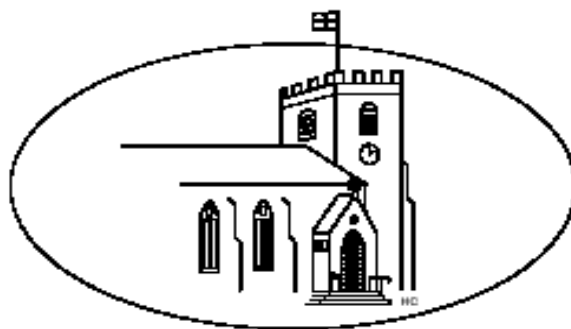


ST MARTIN'S CHURCH, EAST WOODHAY



ANNUAL REPORT & FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31ST DECEMBER 2020

Incumbent:	The Revd. Canon Christine Dale The Rectory, Woolton Hill, RG20 9QZ
Bankers:	National Westminster plc, Newbury Newbury Building Society, Newbury
Insurers:	The Ecclesiastical Insurance Group, Gloucester
Independent Examiner:	Mr N Spencer Hill House, Hollington Cross, Highclere, Hampshire RG20 9SE
Website:	stmartins.church

St Martin's Church, East Woodhay, Annual Report for 2020

Administrative Information

St Martin's Church is situated in the hamlet of East Woodhay, Hampshire. It is part of the Diocese of Winchester within the Church of England. The correspondence address is: The Rectory, Woolton Hill, Nr Newbury, Hampshire RG20 9QZ.

Membership

The PCC is a charity exempted from registration with the Charity Commission; members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

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

Incumbent:	The Revd. Christine Dale	Chairman
Churchwardens:	Richard Twallin Andrew Colville	
Representatives on the Deanery Synod:	Colin Bonner Ann Harris	
Elected Members:	Annie Aplin, Katherine Cobbe, Sarah Ede (Hon.Sec), Paul Farrington, Kathryn Redway, Toby Ward, Colin West. Kristen Foxon and Mark Horlock until the APCM in October 2020	
Ex-officio Member:	Katy Bartlett, Head Teacher of St Martin's School	
Honorary Treasurer:	Colin Bonner	

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Terms of Reference were reviewed and approved by the PCC in 2020 for each of its sub-Committees and these are reviewed on an annual basis.

Objectives and Activities

St Martin's Parochial Church Council (the PCC) has the responsibility of co-operating with the incumbent, the Revd. Christine Dale, in promoting within the ecclesiastical parish of East Woodhay the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It has maintenance responsibilities for the church building of St Martin's.

Committees and Sub-Committees

The PCC alone could not hope to manage all the tasks which arrive on its doorstep and therefore a number of groups and committees are there to assist. The Standing Committee meets between full meetings of the PCC and the others when necessary.

Apart from the Standing Committee, membership of the sub-committees is made up of PCC members and other church members. Sub-committees, other than Standing Committee, may co-opt members from outside the PCC.

Standing Committee

This is the only Committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the council.

From 2006 the work of the Finance Committee, in reviewing financial strategy and recommending new fund-raising and stewardship initiatives to the PCC, formed part of the Standing Committee's remit.

The membership of the Standing Committee during 2020 comprised:

The Rector*, the Churchwardens*, Colin Bonner (Honorary Treasurer), Sarah Ede (Secretary)

* *Ex-officio members*

The Fabric Sub-Committee

This is a committee elected by the PCC which meets as required to care for the fabric: i.e., buildings, fixtures and fittings of St Martin's Church, and to oversee the care of the churchyard.

It also oversees the Quinquennial Inspection and incorporates resulting works and other necessary maintenance into a five-year rolling programme agreed with the PCC. The Fabric Committee reviews the five-year plan annually following the Annual Meeting and presents it to the PCC for approval.

Membership: Toby Ward (Chairman), Andrew Colville, as Churchwarden, Mick Phillips and Edward Reis. Ex-officio: The Rector.

The Benefice Council

The Benefice Council was formed in 2009 at the time of the creation of the North West Hampshire Benefice. It meets three times a year to receive news from the parishes and to discuss matters relating to the Benefice as a whole. Members report back to their respective PCCs after each meeting.

Membership: The Rector (Chair), the Associate Priest, two representatives from each parish (St Martin's representatives being Richard Twallin and Andrew Colville). In addition, one lay member of the Ministry Team has been co-opted as a non-voting member.

Electoral Roll

The Electoral Roll is a legal requirement of all parishes and is a list of the names and addresses of every person who can vote at the Annual Parochial Church Meeting. It also provides us with us a list of worshippers, which in turn is an indication of the strength of support at St Martin's. Membership is purely voluntary and it is necessary to apply to be enrolled. The roll is amended on an annual basis and a new roll is prepared every six years, along with the rest of the Church of England. The St Martin's roll was renewed in 2019 in time for the 2019 Annual Parochial Church Meeting. As at the 2020 APCM there were 67 names on the Church Electoral Roll.

Deanery Synod

On which the parish is represented by Colin Bonner and Ann Harris, met three times during the year on Zoom and was able to achieve little except to receive briefings on the situation in the Deanery's Linked Ugandan Diocese of Mityana; and on the financial problems of the Diocese, aggravated by shortfalls in parishes' Common Mission Fund allocated contributions, which could be expected to lead to pastoral reorganisation within the Deanery, proposals for which would be circulated in due course.

Review of the Year:

Worship:

In an extraordinary year we have done what we can to continue worship. To reduce the transmission of the virus services in church were stopped nationally before Mothering Sunday, during Holy Week we made a tentative start with online 'zoom' services and on Easter Sunday the 'zoom' service was attended by 109 people. 'Zoom' services continued for the rest of the year, and a mix of online and 'in church' services were arranged once we were permitted to hold services in person again. This was very much a united benefice approach to support worship in all our parishes. Whilst not to everyone's taste, and indeed also not accessible to those without IT facilities, the online services have served to hold the worshipping community together from across our five parishes. Unexpectedly perhaps these online services have helped us get to know each other a little better. At Christmas we were able to 'livestream' for the first time, broadcasting our Not the 'Carol Service' live to the church Facebook page. Whilst this was a somewhat quieter service than usual, I am so grateful for the unfailing dedication of our Organist and Choir Master, Hugh Cobbe, and our choir who despite all made sure we were able to share in traditional Christmas music which complemented the Christmas scriptures. It was a joy to celebrate in this way at the close of the year just as restrictions once again began to reduce our activities. We continue to be very grateful indeed to all who serve and support our church services in these challenging times. Thank you.

The Rector

Choir and Organ:

This has been a difficult year for music at St Martin's church, as for all else, because of COVID. The clouds were gathering at the start of the year and by March all services in church ceased. Before then there was, in January, the funeral of Helen Millard a keen parishioner until the death of her husband, Mark (who played a considerable role in supporting the rebuilding of the organ in 1991) and in March the funerals of stalwart parishioners Dennis and Maureen Smith within two weeks of each other. Because of the pandemic, choral activity ceased from March until the end of October when it started again cautiously, with limited numbers in the choir sitting at a safe distance from each other, while congregational singing has remained unallowed. Although it was not possible to be musically ambitious, a high point was a Christmas celebration of 'not the carol service' on 20th December when the choir sang seven carols. In December Jeanette Chadwick, who had been a stalwart alto in the choir for the best part of 30 years, moved to Salisbury and I should like to take this opportunity to express our warm gratitude to her and wish her every happiness in her new home. The organ was found to have survived its period of enforced silence remarkably well when the tuners eventually visited in July and then again in December. Although there was no singing, it provided a musical component at two weddings during the later summer, those of James Twallin and Tom Ward. Up till this year Don Beaver has always kindly acted as the liaison point with the organ builders for arranging access to the church etc. He has now handed over this to me and I want to express our warmest thanks to him for all he has done in the past in this regard.

Hugh Cobbe

Property and Fabric Report:

The PCC recognises that it is a blessing that we have the privilege of a church and churchyard which has been at the heart of the village for almost 200 years. Work continued to ensure that the fabric of the church building was kept to a very high standard and it remained a peaceful setting.

This last year has seen the continuation of the normal maintenance works with gutter clearances and clearing up the churchyard after all the bad weather which has been experienced. The Winter work party did a great job outside the church. The gutter clearance probably needs to be done at least twice a year. A bad build-up of leaves caused some problems early in the autumn resulting in some damp patches on the southern internal wall.

Following the Quinquennial Inspection in April 2019, which threw up 2 main challenges namely the state of some of the Gravestones and the need to replace the Bell Tower Roof, we have now got to totally refurbish the clock. The Bell Tower roof and the clock costs are approximately £33k. Grants are being sought urgently to support this work. The specialist builders have been selected and hopefully work will start this year.

Toby Ward

Health & Safety:

At the request of the Bell ringers, improved lighting and handrails have been installed in the Bell Tower. The normal maintenance issues including the servicing of the extinguishers etc were all carried out successfully. Faulty bulbs were replaced in the Entrance pathway lights and the broken noticeboard light.

Toby Ward

Those whose activities support the work of the church:

St. Martin's Church Flower Group

In compliance with government guidelines, flower arrangers have had limited opportunities to provide flower arrangements in the church. This said, posies and pedestals were provided around the prayer space at the Christmas and Easter Services, when access was permitted. The Group looks forward to re-uniting in their passion for beautifying God's house with flowers once the restrictions have been lifted.

Kristen Foxon and Judy Twallin

St Martin's Guild

St Martin's Guild was formed in 1908 to raise funds for the "beautification of the Church" by holding an annual Fete. The PCC supports this aim and works in collaboration with St Martin's Guild.

Due to the Covid-19 pandemic the 2020 Fete was cancelled. However, the St Martin's Guild Committee still managed to raise an incredible sum through the support of their donors, as well as from the Raffle, the Plants Stall which filled a gap when garden centres were shut, and also from the EW Artisans who kept sewing throughout lockdown.

The Guild committee would like to thank everyone, especially Jonathan Hopson, who helped organise the Raffle, all those, including Sarah Porter herself, who grew plants for her Gore End stall, and Anne Aston and Jackie Wake who organised the Artisans' sewing endeavours and subsequent sale on Etsy.

Due to everyone's hard work and support we were able to donate £10,675.25 to the PCC.

Sadly the 2021 Fete has already been cancelled but once again the St Martin's Guild has plans in motion to raise funds for this year.

Sarah Leventhorpe (Hon Sec) www.eastwoodhayfete.org.uk

St Martin's Kneeler Group

We managed two or three face to face meetings in 2020.

We have one kneeler and one pew seat awaiting my attention to make them up and I hope to be able to do that soon and there are two kneelers to be finished and that will be the end.

We have five pew seats being sewn (they take several years!) and that will also finish the project.

We are sad to have lost our stalwart and most accomplished person, Jeanette Chadwick, but she is no doubt busy in Salisbury with her final pew seat.

Liz Castle

St Martin's East Woodhay Church of England School Report

It has been an unusual year for the whole country, but despite this, St Martin's CE (Aided) Primary School has continued to thrive. Throughout the Coronavirus pandemic, and the various challenges and restrictions that the country has faced, the school community has pulled together, supported each other and our Christian ethos, vision and school values of respect, friendship, courage and creativity, have shone through.

The school has remained open throughout the pandemic, although at times there have only been key worker and vulnerable children on site, with the others learning at home. The staff, children and parents have had to quickly adapt to periods of home learning, with learning provided daily through our online platform, Google Classrooms, weekly opportunities to meet virtually with their class on Google Meets and regular phone calls with school adults becoming the norm. Although this has proved challenging, and at times, incredibly frustrating, the resilience of all involved, especially the children, has continually amazed me and we have found creative solutions to every problem we have encountered!

Even when we have all been in school, it has been a very different place. There is a detailed risk assessment in place with children in bubbles, regular hand washing, staggered drop off and pick up times and staggered break times and lunchtimes in order to support social distancing and minimise the number of people each child mixes with throughout the day. Classrooms also look very different with children sitting in rows, with desks facing forward and we are all having to adapt to different ways of learning with far less moving around, group work and collaboration. Despite this, when I talk to the children they are all incredibly positive and quick to remind me that no matter what is happening, what is fundamentally special about St Martin's school, our nurturing Christian ethos, hasn't changed.

Although the Coronavirus pandemic has meant that many of our traditional school events have not been able to take place, we have continuously looked for innovative and different ways of celebrating key events with the focus being on developing the children's understanding of the event and on sharing the experiences together. For example, each class held their own St Martin's Day service, which included a special message from Canon Christine. We also produced a St Martin's Carols DVD – each class learned two Christmas songs – a traditional Christmas Carol and a fun Christmas song. We then recorded these and made them all into a DVD which we sold to our parents and carers. Finally, the staff produced a staff film of the 12 days of Christmas, which we shared on the very last day of term with all the children and their parents/carers. We even experimented with a couple of whole school virtual worships and managed to join with Rev Dodie to think about Bukuya School, our link school in Uganda. We finished the autumn term with a special whole school worship, where thought about Christmas and everything that we have to be thankful for and have another one planned for next week to celebrate Easter.

Despite all the challenges presented by Coronavirus, the school has still made significant progress this year. We have achieved our Bronze Level Global neighbors award, embedded our terracycling initiative and our charity collection points, been asked to share our approach to developing children's spirituality with other church schools, Bukuya school has just finished building their new latrine with the help of our fundraising and just this morning we have agreed to work with the local Foodbank both to support them at a time when they are struggling to meet the need in the local community and to help develop our children's understanding of the impact charity work has. I am incredibly proud of the children at our school and the positive impact they are having on our world at a local, national and global level!

As Headteacher, it is a real privilege to be leading this school and I am incredibly proud of everyone who contributes, ensuring we provide high quality education and a range of amazing opportunities for our children. I am looking forward to the forthcoming year and all that it offers.

Mrs Katy Bartlett
Headteacher

Financial Review 2020

The Accounts show, despite the loss of income with little compensating reduction in costs, owing to the church being shut and the restrictions on fundraising for most of the year, a small surplus of £743.55. This result was mainly due to the two principal historical income streams, Planned Giving and St Martin's Guild, even with the cancellation of its fete, remaining at pre-Covid levels.

The PCC is, as ever, hugely grateful to all those who contribute regularly and so generously, especially those who responded to the plea to increase their levels of giving during the year; and, this year, even more than usually, to the committee of St Martin's Guild, its supporters, sponsors and a number of enterprising stall holders (notably Plants, Artisans and Raffle) who managed, remarkably, to contribute, without the fete, the same generous sum as was contributed, following successful fetes, in the two previous years.

Thanks are also due to Lesley Foden, whose management of Recordings during this difficult year provided a welcome boost to income and kept channels open for future engagements, which will now be coordinated by Kate Cobbe.

However, the picture is not quite as happy as the Accounts indicate since, although all known commitments were met during the year, the outstanding bill for 18 months churchyard work - £4,800 - could not be extracted from the contractor until after year end.

Outlook for 2021: After payment of the outstanding churchyard bill the PCC's Reserves of some £30,000, built up to address the work expected to result from the 2019 Quinquennial Inspection Report, are, sadly, well short of the estimated, but still undetermined, costs for the necessary repairs to the Bell Tower and the Clock, for which grants and fundraising will be required.

Your Treasurer will be continuing his efforts to strengthen Planned Giving and to encourage use of the Parish Giving Scheme, which will be extending its services, to introduce online access for subscribers, early in the year.

The detailed financial statements can be found later in the report.

Colin Bonner (Hon Treasurer)

Reserves Policy

The PCC has not adopted a formal policy on reserves but a financial report monitoring the budget is received by the PCC at each of its meetings. The need for a formal reserves policy remains under review.

Related Trusts and Charities

The late Col. W T Sheppard Trust provides an annual income (£1,228.15 in 2020) which is the major regular contributor to the fund for the upkeep of the churchyard.

Definition of Funds

The table explains the purpose of each fund shown in the accounts.

Name	Type	Purpose
Bell Rope	Restricted	Financing expenditure on the bell ropes
Special Collections	Restricted	Accumulating and disbursing: <ul style="list-style-type: none"> • church collections which the congregation is informed are to be allocated to a nominated charity. • other collections (e.g., carol service and Christmas midnight mass) which contributors are told will be used for a specific, external cause.
Organ	Restricted	Accumulating and disbursing money specifically donated for maintenance of the church organ.
Fabric	Restricted	Financing expenditure on the interior and exterior of the church buildings, including the churchyard wall.
Churchyard	Restricted	Financing expenditure relating to the upkeep of the churchyard.
St Martin's Guild	Restricted	Financing expenditure relating to the beautification, maintenance and well-being of the church buildings and the churchyard; and grants to St Martin's School.
General	Unrestricted	Financing general day-to-day expenditure at the discretion of the PCC.

Support Given during 2020

The PCC supported the following charities from church collections:

- Shelter
- St Martin-in-the-Fields Christmas Appeal

and also made donations to:

- St Martin's School (A general grant and a specific grant to provide those leaving for secondary school with bibles)
- The Royal British Legion Poppy Appeal
- Friends of Winchester Cathedral

In conclusion - from the Rector

2020 was certainly an extraordinary year. My sincere thanks to everyone who stepped up during the pandemic to keep things as needed running, both in church and online, even though often behind the scenes. Pastorally a regular weekly e-mail from the Rector to a combined parishes and other interested parties circulation list has kept folk informed. Some telephone contacting and online 'zoom' chats have helped keep folk connected. Alongside this a wonderfully positive collaboration arose between Neighbourcare, our churches, Parish Councils and local societies in order to provide practical support with prescription deliveries, help with shopping and pastoral phone support. A regular newsletter kept local folk informed. Many church members were already involved with Neighbourcare and many more joined the volunteer team.

The reports contained in this document show the challenges faced and we know challenges still continue. It has undoubtedly been a worrying time; many families have been bereaved and sadly many funerals have taken place with reduced numbers and in sad circumstances. Weddings and baptisms have been postponed – so future joys are awaited. We still do not know when we may be able to sing a hymn together in church – but the day will come and then we will rejoice indeed!

Thank you for journeying together, and apart, this year. May we continue to be confident in our call to follow Christ, in knowing the love of God, loving one another and in serving our neighbour. For so we will recognise God with us and among us, and so we will make Christ known in our communities.

The Revd Canon Christine Dale

Independent Examiner's Report to the members/trustees of St Martin's Church, East Woodhay, Parochial Church Council

I report on the accounts for the year ended 31 December 2020 which are set out on pages 10 and 11.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees 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 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 PCC 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 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 matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- (a) to keep accounting records in accordance with section 130 of the 2011 Act; or
 - (b) to prepare accounts which accord with the accounting records

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

(Signed) *N Spencer*
N Spencer

Dated: 5 March 2021

Hill House, Hollington Cross, Highclere, Hampshire, RG20 9SE

Independent Examiner

ANALYSIS OF RECEIPTS - YEAR ENDED 31st DECEMBER 2020.

	2019 Total	2020 Total	General Fund	Special collections	Fabric Fund	Churchyard Fund	St Martin's Guild Fund	Organ Fund	Bellrope Fund
Direct Giving									
Regular Giving (excluding Duplex)	12,918.37	13,380.47	13,030.47			350.00			
Duplex/W Env Home	1,217.50	572.43	572.43						
Duplex/W Env Away	250.00	110.00		110.00					
Gift Aid Recovered	4,381.54	4,167.39	3,967.39	200.00					
Offerings									
Collections	2,476.80	630.43	630.43						
Special collections	550.00	612.59		73.70					538.89
Other Income									
Interest	106.77	67.10	67.10						
Dividends	1,192.41	1,228.15				1,228.15			
Donations	5,543.32	2,400.44	1,862.44		318.00	220.00			
St Martins Guild	10,600.00	10,451.50					10,451.50		
Fees to PCC	2,311.00	4,042.00	4,042.00						
Recording fees	1,379.21	3,990.00	3,990.00						
Fund raising									
Art Exhibition									
Other	4,124.19	123.00	123.00						
Grants	492.28								
Miscellaneous									
Total	47,543.39	41,775.50	28,285.26	383.70	318.00	1,798.15	10,451.50	0.00	538.89

ANALYSIS OF PAYMENTS - YEAR ENDED 31st DECEMBER 2020.

	2019 Total	2020 Total	General Fund	Special collections	Fabric Fund	Churchyard Fund	St Martin's Guild Fund	Organ Fund	Bellrope Fund
Church running costs									
Clergy expenses	973.64	619.70	619.70						
Visiting clergy costs									
Deanery Synod fees									
Other service expenses	1,659.91	2,453.61	2,453.61						
Visiting organist fees	300.00								
Common Mission Fund	27,664.00	28,724.00	28,724.00						
Restricted Funds									
Oil	1,461.97	978.19					978.19		
Electricity & Water	801.28	805.08					805.08		
Cleaning	560.75	347.95					347.95		
Maintenance/repairs	5,481.25	2,504.24			318.00		1,695.32	490.92	
Grant to St Martin's School	977.81	976.99					976.99		
Insurance	2,661.44	2,592.19					2,592.19		
Other payments									
Fund raising expenses	413.54	143.00	143.00						
Charity payments	1,777.00	887.00	503.30	383.70					
Miscellaneous									
Sub-total	44,732.59	41,031.95	32,443.61	383.70	318.00	0.00	7,395.72	490.92	0.00
Extraordinary expenditure									
Roof Repairs									
Organ									
Total	44,732.59	41,031.95	32,443.61	383.70	318.00	0.00	7,395.72	490.92	0.00

St. Martin's Church, East Woodhay.

Summary of Accounts for year ended 31st December 2020

Funds	Balance 1 Jan 20	Receipts	Payments	Balance at 31 Dec 20
General Fund	20918.63	28285.26	32443.61	16760.28
Special collections	95.52	383.70	383.70	95.52
Organ Fund	930.36	0.00	490.92	439.44
St Martin's Guild Fund	9123.93	10451.50	7395.72	12179.71
Fabric Fund	2768.96	318.00	318.00	2768.96
Churchyard Fund	1385.12	1798.15	0.00	3183.27
Bellrope Fund	284.18	538.89	0.00	823.07
TOTAL	35,506.70	41,775.50	41,031.95	36,250.25
Represented by:				
Nat West Current Account				24,387.45
Newbury Building Society				11,862.80
TOTAL				36,250.25

C E G Bonner
Hon Treasurer

N Spencer
Hon Independent Examiner