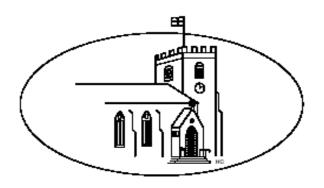
ST MARTIN'S CHURCH, EAST WOODHAY



Draft

ANNUAL REPORT & FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31st DECEMBER 2019

Incumbent: The Rev	vd. Canon Christine Dale
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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: <u>stmartins.church</u>

St Martin's Church, East Woodhay, Annual Report for 2019

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 2019 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, Kristen Foxon,

Mark Horlock, Kathryn Redway, Toby Ward, Colin West

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 June 2019 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 2019 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), Don Beaver, Andrew Colville, as Churchwarden, Mick Phillips, Edward Reis and Stephen Harris.

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 2019 APCM there were 67 names on the Church Electoral Roll.

Deanery Synod

On which the parish is represented by Colin Bonner and Ann Harris, as in previous years, continued its work to develop its own Deanery Mission Action Plan (dMAP) and to guide parishes and benefices in the revision and/or creation of their individual Mission Action Plans (pMAPs); actively supported the Deanery's links with the Ugandan Diocese of Mityana; and considered how parishes might best respond to increases in Common Mission Fund (CMF) allocations.

A fresh subject for discussion and proposals was the application to Whitchurch Deanery of the initiatives agreed by Diocesan Synod to be pursued to make best use of the reducing numbers of stipendiary clergy available in the diocese. These have been listed as the "Nine Directions for Deployment of Ministers, 2020-2022", reflecting the early and ambitious timescale for their introduction.

Review of the Year:

The full PCC met four times during the year. The Standing Committee and other sub-Committees met between meetings and the reports of their deliberations were received by the full PCC, discussed and decisions taken where necessary. The full PCC also received regular financial updates from the Honorary Treasurer. Meetings continued to be held in an atmosphere of good heartiness where members are able to speak their mind with decisions being reached in an affable and open way.

Worship:

We have maintained our high standard of liturgical worship during the year and this continues to be the spiritual hub around which the life of St Martin's revolves. The unfailing dedication of our Organist and Choir Master, Hugh Cobbe, and Choir has ensured that our musical tradition continues to make a key contribution to our expression of worship. Festival services continued to be highlights within the year and the Benefice Songs of Praise in October a particular joy. We continued to promote the Family Service at the earlier time of 9.30am but in general numbers have not increased and the PCC should review this in 2020. Fellowship continues after both Family Services and Benefice Communion with coffee and our thanks to those who enable this to happen.

The Rector ran some training for intercessors during the year and some new members have joined our intercessors team. The PCC is very grateful to all whose commitment contributed to the orderly running of our services during the year: the rota of flower arrangers who continue to enhance the beauty of our church; the bell ringers who summon the congregation to services; the kneeler group whose handiwork brings us comfort and inspiration; and the rota of sidesmen and women, readers, intercessors and sacristans who support and contribute to our services.

The Rector

Choir and Organ in 2019:

The major event in the year was the Benefice Songs of Praise held at St Martin's on 13th October, an upbeat event in which the choir was joined by members of the choir from both St Thomas's, Woolton Hill and St Michael and All Angels, Highclere to perform the anthem by Maurice Greene *Thou visitest the earth, and blessest it.* It was generally agreed to have been a thoroughly upbeat and joyful occasion. On a less happy note, the choir was pleased to sing the anthem *Ave Verum Corpus* by Mozart at the funeral on 20th May of its former long-standing member, Phil Beaver. In the early part of the present year we were sad to take part in the funerals of the loyal parishioners Dennis and Maureen Smith. We are sorry that Wendy Rumble has decided to stand down from the choir, having been a very regular member since 2013. We thank her for her contribution and wish her well for the future. The organ has behaved well throughout the year, continuing to benefit from its cleaning and overhaul in 2017. I should like to thank those who have played for our services on occasions during the year in my absence: Kathleen Trewhella, Peter Stanley and Richard Foster.

Hugh Cobbe

Social:

Garden Safari in aid of Priors Court School and St Martin's Church

5 local gardens were open to the public for the afternoon on June 23rd, by kind permission of Kristen and Marten Foxon, Richard and Louisa Nevill, Andrew and Elaine Colville David and Vicky Wormsley, Flea and Charlie Chipchase. The day started at Bourne House with bacon butties provided by the Foxons and their great team of helpers including staff from Priors Court School and finished with Garden Evensong at Church Farm. During the day the East Woodhay Silver Band played from 2.30 – 4.30 and teas were served at Church Farm, where there was also a Plant sale, Tombola and Silent Auction. The day raised over £4,000, which enabled us to enhance the coffers of both Priors Court and St Martin's. Huge thanks are extended to everyone who helped, donated prizes for the silent auction and tombola, made cakes and scones and generally supported this very successful event.

Sarah Ede

Health & Safety:

Concerns were pointed out by the Bell Ringers about the state of the lighting and the need for more walkways and handrails in the tower. This is all in hand at the moment.

The normal maintenance issues including the servicing of the extinguishers etc were all carried out successfully.

Toby Ward

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 both inside and outside the church. The gutter clearance probably needs to be done 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.

The Quinquennial Inspection took place in April and this threw up 2 main challenges namely the state of some of the Gravestones and the need to rebuild the Bell Tower Roof. Decisions are awaited on both especially the Bell Tower where the latest estimate far exceeds the architects anticipated budget.

Toby Ward

Those whose activities support the work of the church:

St. Martin's Church 2019 Annual Flower Group Report

The flower group continued to work well this year and adorn the church on a weekly basis as well as for the special events including Remembrance Sunday, Christmas, Mothering Sunday, Easter& Harvest. In addition, it provided support for a number of funerals of cherished parishioners

Lesley Foden continued to support the church by providing dates and timings of music recordings in a timely fashion thereby ensuring flowers do not hinder the process.

Currently, 16 ladies make up the flower group - this number includes Charlotte Wilson who was welcomed in 2019.

On March 11, 2020 the flower group will hold their annual get together and prepare the annual rota. They will discuss the highlights of the flower calendar including the fundraiser Movie Evening when posies will be prepared for the village hall tables, the annual posy making with the St Martin's Church School on the 20th of March at 2:30 pm for Mothering Sunday along with regular annual key events and weddings.

Judy Twallin and Kristen Foxon manage the group of ladies, and will continue to do so in 2020, along with the ongoing support and advice of Joanna Bonner.

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.

The 2019 Fete was held at Stargroves on 27th May. We would like to thank Mr and Mrs Dalrymple for generously allowing us to use their grounds for the fete. The return to Stargroves, after 34 years, had a big impact on the numbers attending the event.

The Guild committee would like to thank everyone who was involved, not only with their assistance on the day, but also with the setting up and taking down. We have brilliant stallholders, tea ladies and sideshow helpers, without whom we would not be able to put on such a wonderful event. The committee is also very grateful for all those who support the Fete with donations to help with the costs, thus enabling us to raise more money.

The weather was good and the day was a huge success and we were able to donate £12,000 to the PCC. The 2020 fete will be held again at Stargroves, by kind permission of Mr and Mrs Dalrymple, on Monday 25th May.

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

St Martin's Kneeler Group

We have one new kneeler this year. It has been designed in memory of Doris Webb. I will find a date when the Webb family would like to be present for the blessing.

There are two new pew seats. There are five pew seats in the making including one started by Phil Beaver. We have a kneeler started by Lucy Barber which is being finished by another member of the group and have three kneelers to be completed. That will finish the project.

I have asked Lucy de Albuquerque to make an illustrated list of the people who have sewn the kneelers. Eventually I hope it will be hung in the church as a memorial to all their hard work!

Liz Castle

St Martin's East Woodhay Church of England School Report 2019 - 2020

St Martin's CE (Aided) Primary School has had another successful year. We continue to be incredibly proud of our strong Christian ethos and special family atmosphere, which permeates all that we do in our school.

This year we have embedded our School Values of respect, friendship, courage and creativity. These underpin everything we do and are an integral part of the way we celebrate the uniqueness of every child and their individual talents. The school has also focused on the use of prayer through the introduction of prayer pebbles and a prayer wall, which supports children, staff and parents in saying please, thank you and sorry to God. We are very grateful to St Martin's Church for funding a holding cross for all staff and children at the school, which we are using to help focus our thoughts and prayers during our class worships. There is a real community feel at St Martin's School and staff, parents, children, governors, the local church and all stakeholders work collaboratively to support each other. St Martin's School and St Martin's Church have continued their close relationship and the children have benefitted from attending services held at the church to celebrate St Martin's Day and Easter as well as welcoming Revd. Cannon Christine to lead acts of worship in school, including a termly Eucharist service. We believe that by working together we can ensure our children develop into happy and confident individuals, able to meet the challenges and opportunities of the future.

As Headteacher, it is a real privilege to be leading this school and I am incredibly proud of everyone who contributes to our school, 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 2019

2019, like 2018, was a year without any spending on capital projects and one in which our running costs increased only marginally and were slightly exceeded by our income to give us a surplus for the year of £2,810.80; which was larger than forecast, and more comfortable than in 2018, mainly because of a number of unexpected donations and a substantial fundraising event.

As in previous years, our two main income streams, Regular Giving and St Martin's Guild, broke the back of our two main areas of expense: the Common Mission Fund and upkeep of the church and churchyard, respectively; and the PCC is hugely grateful to all those who contribute regularly and so generously and to the committee of St Martin's Guild and everyone involved with, and supporting, the fete. This year too, our thanks go to the organisers, and participants, in the successful Garden Safari in June, which raised £3,711, a significant and most welcome contribution even after we had passed on £500 of it to Prior's Court, whose staff assisted with the activities in the garden at Bourne House; and to Lesley Foden, whose handling of the increasing complexities of Recording arrangements brings in an income which can make all the difference between a year end surplus or deficit.

Outlook for 2020

The unexpected increase in income in 2019 allowed the PCC to give further consideration to its approach to regular giving, which will be progressed during the year.

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

Colin Bonner

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 £1,163.09 in 2018 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: 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 2019

The PCC supported the following charities from church collections:

- Shelter
- St Martin-in-the-Fields Christmas Appeal
- Children's Society

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
- The Prior's Court Foundation; for assistance with, and from the proceeds of, the Garden Safari

In conclusion - from the Rector

THANK YOU as ever to each and every one who has contributed to our worship and life together at St Martin's Church and in our outreach and ministry in the parish and wider benefice. This report highlights the wide range of activities and ministry we undertake together and reminds us that we are a team, in fact more than a team – we act together as the Body of Christ in this parish, each one bringing gifts to complement others to make up the work of the whole.

In May 2019 we marked our tenth anniversary as a united benefice with a joint PCCs conference. In this we celebrated and reviewed our life together and sought to identify fresh priorities. Some themes emerged which formed the basis for our revised benefice Mission Action Plan and work has begun in all areas:

- to consolidate and extend our centralised support for administration and communications; to progress a common approach to GDPR and safeguarding (especially in the light of the Church of England's revision of regulations in these matters);
- to extend and enhance our united benefice services (beginning with a well-attended and much enjoyed Benefice Songs of Praise in October 2019, hosted by St Martin's Church);
- to begin a monthly benefice prayer group (begun in July) and introduce an 'any month' prayer diary (launched at the Songs of Praise);
- to improve focus and action around environmental concerns through a Gogreen group and following up A Rocha ECOchurch resources;
- to work towards a three session summer holiday club for children jointly between parishes (this now scheduled for August 2020).

My thanks as ever to my hard-working Ministry Team colleagues who join me faithfully in serving the parishes and my thanks to Sue Hopkinson and Bertha Bates who continue to provide me with some administrative support. Thank you to Mike Sarson for facilitating the 2019 Lent course 'Meeting Peter' which was derived from his own work. It was also a tremendous joy that Suki Coe began her LLM training after a period of discernment and we look forward to journeying with her as she grows in ministry experience.

In 2020 we look forward to a benefice Confirmation Service in June 2020 (update: postponed due to the pandemic) and a group of young people has begun confirmation preparation.

At the time of writing (March 2020) we are in a period of uncertainty in relation to the spread of Coronavirus. We have had to curtail some activities and moderate others and are following national guidelines as to appropriate response and care for one another.

In the face of all such challenges we look to Christ, the one who calls us to be faithful to God and to care for our neighbour. When we gather in worship a sense of coming together and our communion with one another and with Christ is tangible. May these gifts of joy, faith and communion lift our hearts and encourage us to be steadfast in time of challenge.

I commend this report to you and may the peace of Christ be with us all.

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 2019 which are set out on pages 9 to 10.

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

Dated: 5 March 2020

N Spencer

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

Independent Examiner

ANALYSIS OF RECEIPTS - YEAR ENDED 31st DECEMBER 2019

	2018 Total	2019 Total	General Fund	Special collections	Organ Fund	St Martin's Guild Fund	Fabric Fund	Churchyard Fund	Bellrope Fund
Direct Giving									
Regular Giving	12,101.84	12,946.37	12,568.37					350.00	28.00
(excluding Duplex)									
Duplex/W Env Home	215.62	1,217.50	1,217.50						
Duplex/W Env Away	10.00	250.00		250.00					
Gift Aid Recovered	6,600.42	4,381.54	4,044.63	336.91					
Offerings									
Collections	2,462.32	2,476.80	2,476.80						
Special collections	936.12	550.00		550.00					
Other Income									
Interest	81.09	106.77	106.77						
Dividends	1,163.09	1,192.41						1,192.41	
Donations	2,633.83	5,515.32	5,193.86	107.00			214.46		
St Martins Guild	11,000.00	10,600.00				10,600.00			
Fees to PCC	1,365.00	2,311.00	2,311.00						
Recording fees	1,950.00	1,379.21	1,379.21						
Fund raising									
Art Exhibition	482.00								
Other	219.76	4,124.19	3,624.19	500.00					
Grants	1,346.31	492.28					492.28		
Miscellaneous	750.00								
Total	43,317.40	47,543.39	32,922.33	1,743.91	0.00	10,600.00	706.74	1,542.41	28.00

ANALYSIS OF PAYMENTS - YEAR ENDED 31st DECEMBER 2019

	2018 Total	2019 Total	General Fund	Special collections	Organ Fund	St Martin's Guild Fund	Fabric Fund	Churchyard Fund	Bellrope Fund
Church running costs									
Clergy expenses	746.43	973.64	973.64						
Visiting clergy costs									
Deanery Synod fees									
Other service expenses	1,823.01	1,659.91	1,659.91						
Visiting organist fees	210.00	300.00	300.00						
Common Mission Fund	24,315.00	27,664.00	27,664.00						
Restricted Funds									
Oil	1,504.97	1,461.97				1,461.97			
Electricity & Water	796.44	801.28				801.28			
Cleaning	509.20	560.75				560.75			
Maintenance/repairs Grant to St Martin's	8,989.74	5,481.25	1,500.00			1,202.85	700.00	1,500.00	578.40
School	329.87	977.81				977.81			
Insurance	2,399.01	2,661.44				2,661.44			
Other payments									
Fund raising expenses		413.54	413.54						
Charity payments	1,268.00	1,777.00		1,777.00					
Miscellaneous	74.20								
Sub-total Extraordinary expenditure	42,965.87	44,732.59	32,511.09	1,777.00	0.00	7,666.10	700.00	1,500.00	578.40
Roof Repairs									
Organ									
Total	42,965.87	44,732.59	32,511.09	1,777.00	0.00	7,666.10	700.00	1,500.00	578.40

St. Martin's Church, East Woodhay.

Summary of Accounts for year ended 31st December 2019

Funds	Balance 1 Jan 19	Receipts	Payments	Balance at 31 Dec 19
General Fund	20507.39	32922.33	32511.09	20918.63
Special collections	128.61	1743.91	1777.00	95.52
Organ Fund	930.36	0.00	0.00	930.36
St Martin's Guild Fund	6190.03	10600.00	7666.10	9123.93
Fabric Fund	2762.22	706.74	700.00	2768.96
Churchyard Fund	1342.71	1542.41	1500.00	1385.12
Bellrope Fund	834.58	28.00	578.40	284.18
TOTAL	32,695.90	47,543.39	44,732.59	35,506.70
Represented by:				
Nat West Current Account				23,643.90
Newbury Building Society				11,862.80
TOTAL				35,506.70

C E G Bonner Hon Treasurer N Spencer Hon Independent Examiner

