

St Giles in the Wood

Annual Report and Financial statements
of the Parochial Church Council
for the year ended 31st December 2020



Rector: Reverend Gary Owen

Bankers: Lloyds Bank Plc, Torrington, Devon

Independent examiner:
David Large
Lawn House, High Street, High Bickington, UMBERLEIGH, Devon EX37 9AX

Website: www.tworiversmissioncommunity.org

The Parochial Church Council is an Excepted Charity

The Parochial Church Council of St Giles in the Wood

Annual report For the year ended 31st December 2020

Aim and Purpose

St Giles in the Wood Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Rev Gary Owen, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church building and surrounding churchyard.

Objectives and Activities

St Giles in the Wood is part of the Two Rivers Mission Community, an area of 56 square miles between Barnstaple, Bideford, Torrington and Atherington. We aim to grow vibrant, faithful and sustainable Christian communities in each parish which meet weekly to worship, pray, grow as disciples of Jesus and reach out to our communities with the good news of Jesus.

We recognise that we exist to serve and bless the whole parish and to grow and make visible the kingdom of God. Our buildings and churchyards are valuable community resources and we value the support of parishioners in maintaining and utilising these for the benefit of the community.

Achievement and Performance

At present there are **20** on the electoral roll, 15 who live in the parish. One was recently added being baptised and one recently removed being deceased. The average Sunday attendance was 12, an increase on last year. No service was held on Christmas Eve or Day although around 16 joined with carols in the churchyard. No weddings or baptisms took place although 6 funerals/thanksgiving services were held.

What a year! It started in normal fashion with congregational consultations after the weekly service as to how St Giles worshipping community wished to shape the future for their church. It was agreed to move the service time to 10.30am allowing for coffee and catch up to better suit all attendees. The services to be led on an informal basis by members of the church family hoping to spread the word of the Lord. This is in keeping with Bishops message of 'Growing in Prayer', 'Making new Disciples', and 'Serving the People of Devon with Joy'.

Covid 19 had a significant effect on church life from mid March 2020. Whilst the church building was closed, worship was maintained online via YouTube and Zoom.

St Giles held its Annual Parochial Church Meeting in mid March which proved fortuitous (most others were in Autumn) at which Jennifer Steele was elected Churchwarden filling a notable gap in the PCC roles.

In late March on Mothering Sunday, St Giles church members delivered hand tied flower posies to most households within the parish as a symbol of love and faith for what was to come – the country entered its first period of lockdown for over three months.

Monthly Coffee, Cake and Chat (CCC) meetings to which many within the community looked forward were cancelled with immediate effect in mid March. Pastoral support is offered through Jen Steele and Julia Ward whose details are on the Mission Community website. All around and about are neighbours acting on a supportive, informal and essentially kind basis.

All planned fundraising efforts were cancelled which was a great disappointment being largely community based. Fundraising efforts took the form of email request to support the Church through planned giving which proved responsive and heartening. A donation from St Giles Autumn Show Committee of £200 was most appreciated.

St Giles was the first church within the Mission Community to hold a service in early July due to its capacity for socially distanced seating. Since mid June, the church had been opened on two half days each week to give opportunities for private prayer. This continues to be the case in the current third lockdown.

Harvest Service was held significantly later than usual at the end of October as plans were under discussion to combine Harvest Thanksgiving with the Autumn Produce and Craft Show. Sadly, this proved unworkable given the national restrictions. The Harvest Service itself was a joyous and busy occasion with plenty of donations for Torrington Food Bank and a beautifully decorated church.

Once again, members of St Giles took to the highways and byways to distribute Harvest Corn Dollies to parishioners in their homes as a symbol of love and hope.

By early November, the country was in lockdown for a second time which lasted for a month. At this point, Remembrance Sunday service was held outside at St Giles War Memorial which attracted passers by to stop and included horses, dogs and a WW2 military jeep. December allowed for services to continue although still no singing to take place within the church itself which brings us to Christmastime.

One of the busiest times of the Christian year, no large scale carol services took place although some gathered in the churchyard around a brazier to lift their voices. Part of the theme 'Comfort & Joy' was the hanging of stars on a special lit tree – carrying prayers for loved ones. St Giles Church was beautifully decorated as always.

By Christmas holidays itself, news of Covid 19 variants were emerging around the world and, once again, the country entered its third period of lockdown. However, some comfort and joy is to be found in the efficient approval of several vaccines.

For information about achievements and performance as part of the Two Rivers Mission Community see appendix 1.

Deanery Synod

Due to the Covid-19 pandemic it was not possible for the deanery synod to meet. Deanery clergy met twice each month via Zoom to enable the sharing of information and mutual encouragement.

Church Fabric

The church heating system received its annual service in January 2020.

Due to Covid 19 virus the church was authorised as closed from late March until mid June. The church received weekly visits to check on fixtures and fittings and prior to re-opening, a thorough cleaning. The vacuum cleaner has been mended as has the wardrobe which houses cleaning materials. Light bulbs have been replaced.

The church paths have been pressure washed to rid decades old lichen and moss growth and provide safer surface for walking. The sumps to all surface water drains were cleaned in the summer.

Following detection of a water leak by SWW a new waterpipe has been installed to prevent further leaks – reading past minutes showed this to be a relatively frequent occurrence.

Portable Appliance Testing, replacement of a rusted out light fitting in the ringing chamber and a full complete electrical inspection took place in September 2020.

Rainwater goods have been marked with Securitas as a result of insurer change and its policy stipulations - October.

Damaged church steps repaired and re-pointed in October. Damage to the LPG supply pipe was reported and an urgent repair carried out.

Quinquennial Inspection was delayed from April 2020 to September 2020 as result of church being closed during Spring and Summer. A draft QI report issued in November notes one or two issues requiring attention, the most urgent of which is the securing of various loose slates currently allowing rainwater to penetrate the church causing further damage. Work commenced in December. A complete QI report was issued in very late December which covers the following to be addressed over the next 5 years:

Lychgate, cementitious mortar point to be replaced, some rainwater goods to be redecorated, tower door, earth bonding to be fixed tight, clockface redecoration, internal plaster repairs.

Financial Review

The Annual Accounts have been independently examined and form the basis of the report.

With the difficulties resulting from the Covid-19 infection affecting all aspects of peoples' lives, early in the year it became clear that a lack of church activities would have an impact upon the PCC's financial situation.

An unexpected water leak led to a decision to replace the pipe entirely, a cost for which the PCC had not budgeted. Trying to keep expenditure under very tight control the PCC made several decisions as the year progressed. It was agreed with the keyholder that the honorarium would not be paid. Insurance cover was changed from Ecclesiastical to Aviva with a saving of £1080 on the annual premium. The annual clock service was cancelled and monthly payments to the Common Fund and to the Mission Community Expenses account were stopped for three months. These measures made a total saving of £2556 thereby reducing the annual payments total to £10807.

In April, the PCC sent an e-letter to all members on the Electoral Roll explaining the difficulties faced and asking each person to consider making regular gifts, or, if already doing so, to consider increasing the amount given. Gratifyingly, a very positive response increased the annual receipts from regular giving from £925 in 2019 to £2580 in 2020. A number of one off donations were also received in response to the letter.

Although it was not permitted to hold services in church for the period from 22 March to the start of July, regular weekly services have otherwise been held on 31 Sundays. In 2019 there were only 16 services during the whole year. The total amount received from open plate collections shows a 44% increase for the year.

There were no social or fundraising activities. The church was supported by the annual grant from the Parish Council and a donation from the Autumn Show Committee despite there being no Show. Statutory fee income received was increased over that for 2019, due to a number of funerals. General and Designated funds received for the year totalled £9955.

The Quinquennial Report details many areas where repairs, and upkeep to the building are indicated. The PCC is fortunate in having been able to build up reserves of Restricted Funds which are specifically to be used for the care and maintenance of the church and churchyard. The PCC can budget for a programme of work prioritising the problems and taking action to remedy them in 2021 and beyond.

The PCC would like to thank everyone who contributed to church finances. Regular donations by the Parish Giving Scheme or standing order are particularly appreciated as they provide a regular income regardless of whether the building is open for worship and enable the PCC to manage a budget effectively.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults). The PCC gives positive consideration to the possibility that activities may have safeguarding implications. To this end, the following have undertaken safeguarding training:

Anne Hammerton & Sally Carey – basic C0 training Summer 2020 – due 2023

Julia Ward & Jen Steele – undertook C1/2 training Summer 2020 – due 2023

Janet Chamings & Chris Seymour – basic C0 training Summer 2018 – due 2021

Bellringers x 3 – C0 training Summer 2020 – due 2023 – other bellringers due upon return to ringing activities

The safeguarding officer is Mr Derek Birch.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. The council comprises the incumbent, licensed clergy, churchwardens, readers appointed by the Annual Parochial Church Meeting, those elected to the deanery synod and other members elected at the Annual Parochial Church Meeting, by those on the electoral roll.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish and for all financial matters. Two representatives of the PCC are elected by the PCC to serve on the Mission Community Council and are delegated to take decisions on behalf of the PCC with regards to Mission Community matters.

Administrative information

The church is situated in centre of St Giles village, Torrington, Devon EX38 7JL. The parish is in the deanery of Torrington, archdeaconry of Barnstaple and Diocese of Exeter. The correspondence address is The Rectory, High Bickington, Umberleigh, EX37 9AY.

The PCC is a body corporate (PCC Powers Measure 1956 and the Church Representation Rules 2020) and a charity excepted from registration with the Charity Commission.

The PCC met January, March (APCM), July (virtually) and three times in September (restrictions allowed) to expedite the insurance provider change, progress an insurance claim and new waterpipe installation.

A key part of the growth of our church family in St Giles has been our ability to hold a service every week that we were allowed. This was enabled by Rev Gary leading 3 sessions in Spring 2020 called Leading Worship which 3 of the PCC attended. Rev Gary's faith, vision and enthusiasm is infectious and, as a consequence, St Giles now offers a service every Sunday. Rev Gary is a fine teacher and able to delegate; he has worked hard to support us all through an incredibly tough year communicating well, largely with people he hardly knew, learning about new technology as he went along. Our thanks to Rev Gary for his grace and leadership.

PCC members who have served since 1 January 2020 until 31 December 2020 were:

The incumbent	Rev Gary Owen	Chair
Licensed clergy	Rev Tracey Doyle	
Deanery synod rep	Christopher Seymour	
Church wardens	Jennifer Steele (from March 2020)	Vice chair
Elected	Janet Chamings Julia Ward Christopher Seymour Jennifer Steele	
	Sally Carey	<i>Secretary</i>
	Anne Hammerton	<i>Honorary Treasurer</i>

Approved by the PCC on 21 March 2021 and signed on its behalf by:

.....
Rev Gary Owen

.....
Jennifer Steele, Vice chair

**Independent Examiner's Report to the members of the Parochial Church
Council ('The Trustees') of St Giles Church, St Giles in the Wood**

I report to the trustees on my examination of the accounts of the Parochial Church Council of St Giles Church, St Giles in the Wood (the 'Trust') for the year ended 31st December 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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

Signed:



Date: 01/03/2021

David Large F.C.A.

Address: Lawn House
High Street
High Bickington
Umberleigh EX37 9AV

St Giles-in-the-Wood Parochial Church Council
Financial Statements for the year ended 31st December 2020

BALANCE SHEET

Capital account as at January 1st									2020	2019
Appreciation/Depreciation in market value of investments over the year									50475	47139
									-135	2155
									50340	49294
Receipts to:	<u>Repair</u>	<u>Cole</u>	<u>Holding</u>	<u>Treasurers</u>					14833	11553
	481	4395	2	9955					65173	60847
Payments/transfers from:	<u>0</u>	<u>2721</u>	<u>0</u>	<u>8086</u>					<u>10807</u>	<u>10373</u>
									54366	50474

Monetary assets valued at market value at 31st December

1. <u>Investments</u>									2020	2019
(a) (4045.75 shares HSBC Monthly Income Fund) Feb 2020 Fund converted to:									5129	5947
3848.27 shares HSBC Monthly Income Fund (Income C)									<u>10572</u>	<u>9889</u>
(b) 517.05 shares CBF Investment Fund									15701	15836
2. <u>Cash funds-balances at 31st December</u>										
'Repair Fund' (Deposit)									3240	
'Cole Bequest' (Deposit)									29706	
'Holding Account' (Deposit)									350	33296
Treasurer's Account (Current)									1826	
Cash receipts/Credits in hand									0	1343
Less outstanding debits									<u>483</u>	<u>50475</u>

The following assets, details of which are recorded in the Terrier & Inventory, are recognised but not valued:

- (1) Moveable church furnishings held by the Churchwardens on special trust for the PCC that require a Faculty for their disposal.
- (2) Other fixtures, fittings & churchyard equipment where the PCC requires no Faculty for their disposal.

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Summarised RECEIPTS and PAYMENTS

RECEIPTS	2020	2019
General Funds		
Voluntary Receipts - Services		
Collections at services	1321	917
Planned giving	2580	925
Gift Aid donations	25	40
Tax repaid on GA & GASD claims	1202	640
	5128	2522
Voluntary Receipts - Donations		
from Memorial services/funerals	165	420
Village Autumn Show Cttee donation	200	500
Donations following appeal	475	0
All other donations	352	413
	1192	1333
Fundraising activities receipts		
Events & Harvest Supper	0	1352
	0	1352
Statutory Fees	1675	615
Other income	0	0
	7995	5822
Designated Funds		
Appeal for gate restoration	420	
Insurance pmnt. (water pipe leak)	1165	
PC Grant (towards clock/churchyard upkeep)	375	375
	1960	375
TOTAL:	9955	6197

PAYMENTS	2020	2019
Share, Team clergy expenses	£124 in credit	660
+ share, admin. assistant 9/12	731	288
Electricity	225	277
Water rates	231	246
Heating (LPG)	0	397
Standing charges LPG tank	197	167
Heaters service	384	0
Electrical system test + PAT	173	78
Fire extinguishers service	33	30
Tower clock service	0	198
Churchyard grass cutting	704	800
Lightning protection system test	0	180
Fundraising costs	0	155
Keyholder honorarium	0	100
Copy licence	80	0
Admin. & mission support	0	86
Sundries & running costs	111	2869
		6
		3668
Major costs		
Building maintenance costs	377	215
Replace water supply pipe	2350	
Insurance premium	1536	2592
Diocesan Common Fund 9/12	2736	3898
Quinquennial Inspection/report	939	6705
	10807	10373

Note: 1

Note: 2

Note:1 Roborough paid fee for 2019 (historically shared licence 50:50)
 Note:2 Inspection carried out 10/9/20, report & invoice received 30/12/20, payment o/s

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	RESTRICTED & DESIGNATED FUNDS		RESTRICTED 'Repair Fund'		RESTRICTED Cole Bequest		DESIGNATED Holding Fund	
	2020	2019	2020	2019	2020	2019	2020	2019
<u>Receipts</u>								
Balance at 1st January	3240	2743	29706	29347	350	66		
Investment income +/- or bank interest	481	497	4395	4859	2	0		
<u>Payments/Transfer to current account</u>	3721	3240	34101	34206	352	416		
Balance at 31st December	<u>0</u>	<u>0</u>	<u>2721</u>	<u>4500</u>	<u>0</u>	<u>66</u>		
	<u>3721</u>	<u>3240</u>	<u>31380</u>	<u>29706</u>	<u>352</u>	<u>350</u>		

General Notes to the Accounts

- A. The Financial Statements of the PCC have been prepared in accordance with Church Accounting Regulations 2006 using the R & P basis.
- B. General Funds represent monies held by the PCC that are available for the use of the PCC without restrictions.
- C. The Cole Bequest is a permanent Endowment Fund, the income from which can be used for the upkeep of the churchyard (particularly the Cole & Westway graves) & any balance towards restoration or improvement of the fabric. Assets are held & managed by EDBF.
- D. The Repair Fund is an expendable Endowment Fund, being originally a bequest from Francis May. It was given for the maintenance of the Parish Church, 'it's Bells, Organ & Fabric'. The investments can be realised. They are shown on the Balance Sheet at market value.
- E. The Holding Fund is a CBF Deposit Account. (The current balance is being held to pay for the hire of a band for a F/R barn dance, previously postponed.)

Prepared by: Anne Hammerton, Hon. Treasurer on 30th January 2021 Signature:

Independently examined by: David Large FCA on 1st March 2021 Signature: 

Accepted by the PCC on _____ and signed by Rev. Gary Owen Signature:

Appendix 1

Two Rivers Mission Community Annual Report 2020

The year began like most others, but by February news of a new virus was breaking and by March we were in lockdown. In addition to contact through personal relationships, the new mission community database allowed us to keep in touch with over 160 church members. We switched services to YouTube, and increasingly Zoom, and sent prayers and liturgies by post to those without internet access. As soon as permissible, church buildings were opened one day per week for prayer and when permitted nine of the eleven buildings were reopened for Sunday worship. This continued throughout the year, with the exception of a second national lockdown in November. Tribute needs to be paid to the ministry team, wardens and others who worked hard to make our buildings Covid secure and make it possible for worship to continue.

Church members did their best to love and practically care for their communities. Food boxes, prayer request boxes and books appeared in various church porches. Help was offered with shopping. Doorstep singing was organised in Horwood. Neighbours looked out for each other. We were able to offer Covid compliant support through our parish nurse. A listening service was set up by church members in Horwood and Newton Tracey.

Government restrictions on church activities meant that few baptisms took place during the year; just two and most weddings were postponed or cancelled with just four taking place. Funerals remained possible throughout the year, although for a period only in churchyards and always with limited numbers. We conducted 20 funerals in church and 7 at the Crematorium.

Sadly, many of our church activities had to be suspended. Both youth groups ceased to meet. Coffee mornings were suspended, although we did offer a Zoom coffee morning in April and May. Homegroups met for periods either online or in person. Zoom did not prove to everyone's liking and others were unable to access the technology but for those able to join in these proved valuable means of support and spiritual growth. Our usual support of the four schools within our mission community switched online with Rev Tracey and Rev Gary providing weekly recorded collective worship. Rev Tracey organised a Christingle bag for every child in the four schools at Christmas. Christmas provided some limited relief, with outdoor services and carol singing being permitted. Several churches attracted good numbers and won goodwill holding crib building, carol singing or Christmas services. Loved ones were remembered by hanging named stars on Christmas trees.

Despite the difficulties of the circumstances we did our best to progress the Mission Community Vision. We managed to hold weekly services in seven of our eleven churches. In several of these churches church members stepped up to the plate, leading services with support in the form of service sheets or sermons provided by the ministry team. Our aim is to meet at the same time in the same place every week, both for the building up of the church congregation but importantly so that members of the community can be confident that when they want to come to church there will be a service in their village for them to attend. We aim to use Sunday services to worship, pray, grow as followers of Jesus and reach out with the

good news of Jesus. Some creative ways of reaching out were the delivering of posies on mothering Sunday and harvest, open air services at war memorials, and carol singing in public places.

During the year Alverdiscott became a chapel of ease of Newton Tracey, it was not possible to reopen Huntshaw church and the AGM decided to become a festival church. A long discernment process resulted in Horwood and Newton Tracey deciding to each meet twice per month in each building and not weekly. Despite three attempts we failed to appoint a half-time team vicar, with a lack of unity in the mission community being given as one of the reasons why one candidate didn't wish to accept the post. Once meeting in person becomes possible again, the mission community will need to decide how to proceed from here – given the situation we currently find ourselves in and not the one detailed in the parish profile two years ago.

The ministry team continues to meet weekly via Zoom for prayer, planning and mutual support. The Mission Community Council meets quarterly to progress the ministry and mission of the Mission Community. These meetings were held via Zoom in 2020. Most PCCs met infrequently, if at all, during the year, but the churches seemed to manage fine with church members pulling together on a more informal basis. The Mission Community expense account ended the year in surplus (in the region of £3,000) largely due to the community not enjoying the services of a second stipendiary cleric and reduced administration and travel costs due to Covid. Eight of the ten PCCs maintained full common fund payments with the other two aiming to make up their shortfalls in 2021. I commend the churches for maintaining their payments – both because it is important to pay for ministry received and because God has promised to bless those who are generous to him. The hope is that in 2021 we will be able to meet once more in person and having agreed a common vision, will be able to set up a Joint Council which will make administration less onerous.

I would like to pay tribute and offer thanks to everyone who has worked so hard to keep the Mission Community operating during this most difficult of years. The ministry team and those taking services have adapted admirably, and shown great patience and forbearance, with quickly changing circumstances. Wardens and PCCs have worked carefully and patiently to keep buildings Covid secure and open and to maintain contact with church members and vulnerable members of the community. Church members have prayed, shown love in practical ways and maintained a sense of humour and good will.

It is impossible to predict what might happen in 2021. Let's pray that Covid is brought under control, that some normality of life resumes and that our local economy recovers. Let's pray for those who have lost loved ones, suffered illness or lost livelihoods. Let's be ready to accompany those who will emerge from Covid scarred or in need of support. And let's resolve to do what we can to keep our churches alive and active as signs of God's presence amongst our villages; as beacons of light and life. Let's maintain our commitment to worship, pray, grow as disciples of Jesus and reach out to our communities with the Gospel. Let's be people who know that Jesus is Lord, that one day all will be well and that in life's difficulties we are more than conquerors through him who loves us.