



**The Parochial Church Council
Of
St Philip & St James
Hucclecote**

**Annual Report and Accounts
Year ended 31st December 2020**

Priest in Charge Report

What a year it has been, I don't think any of us expected to face what we have over the last 12 months. 2020 has been a tough year and I am sure we are all feeling the strain, but I personally have been so blessed to be supported and held by such a kind and caring church. Our plans to reshape our church community around evangelism which were beginning to take shape at the start of the year were soundly halted in their tracks, and all of our groups and ministries came to an abrupt end, as I am writing this they still haven't restarted. This was such a blow to us as a church, but remarkably we have kept together as best we could and we have continued to love and support one another, together we will come through this. God has not abandoned us and his message of hope for the world is just as relevant now and perhaps more needed. Looking ahead from here, it is still too early to have solid plans about how we will move forward, but what I do have is hope and a few exciting ideas, I expect we will begin to explore them over the coming months and begin to see our way ahead before too long. Bless you all for your continued love and support, I could not keep going without you all.

Mark Close

Churchwarden Report

2020 has not been as envisaged at the start of the year and our thanks go to Mark for his strong leadership at such a difficult time for the church and the church family.

The church wardens would once again like to thank our church treasurer Alison for her continued hard work and commitment in ensuring that the church is in the best possible financial position. We would also like to wish Alison the very best for her future as she hands over the position of church treasurer at the end of 2020.

The help and support received from our church family and volunteers is invaluable and greatly appreciated in such a difficult year.

We would like to thank our church administrator Liz Horton for the valuable work that she does to ensure that everything runs smoothly.

During the shutdown the site and buildings have been checked regularly to ensure that everything is as it should be.

Finally we would like to thank everybody for their continued prayers and support.

Rhianydd Warren and Tom Brown Churchwardens 2020

TRUSTEES REPORT

Administrative Information

St Philip & St James is situated in Larkhay Road, Hucclecote, Gloucester. It is part of the Diocese of Gloucester within the Church of England.

The correspondence address is:

Church Office
Stone Building
18 Larkhay Road
Hucclecote
Gloucester
GL3 3 NS

Telephone: 01452 372177

Website: www.hucclecotechurch.org

E mail: stpandstj.hucc@mail.com

Bankers: National Westminster Bank
21 Eastgate Street
Gloucester GL1 1NY

Independent Examiner: Janet Wilce

The Parochial Church Council (PCC) is a charity registered with the Charity Commission.

PCC members who have served from 1st January 2020 until the date this report was approved are on page 5.

STRUCTURE, GOVERNANCE AND MANAGEMENT PCC 2020

Incumbent	Revd Mark Close	Chair from September 2017
Ex-Officio	Revd Duncan Hutchison	Curate from June 2020
Wardens	Mr Tom Brown Mrs Rhianydd Warren	until APCM October 2020 Elected 2018
Deanery Synod	Mrs Jean Thomas Mrs Doreen McLellan	re-elected 2020 re-elected 2020

Elected Members of the PCC

Mrs Sharon Alexander	from 2019	resigned Sept 2020
Mr Chris Brookes	from 2019	
Mrs Marion Cook	from 2020.	October 7th APCM
Mrs Alison Dight	re-elected 2019	Treasurer
Canon Margaret Edwards	from 2018	Safeguarding Officer and PCC Secretary
Mr John Grime	from 2019	
Mr Duncan Hutchison	re-elected 2017	resigned May 2020
Mr Mike Madigan	re-elected 2020	October 7th APCM
Mrs Joy Noah	from 2018	Electoral Roll Officer
Mrs Judy Preece	re-elected 2020	October 7th APCM
Mr Roger Slater	from 2018	resigned March 2020
Mr Lee Thornton	from 2020.	October 7th APCM
Mr Colin Waterman	re-elected 2018	

PCC Minutes Secretary - Mrs Peggy Brown from 2019

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.

The PCC is supported in its work by teams whose views and recommendations are taken into account by the PCC when making many decisions.

See the following pages for information about, and reports from, teams.

OBJECTIVES AND ACTIVITIES

St Philip and St James PCC has the responsibility of co-operating with the incumbent in promoting the ecclesiastical parish, the whole mission of the church, pastoral evangelistic, social and ecumenical. It also has the maintenance responsibilities for St Philip and St James Church and associated property.

2020 – a year with a difference.

The global Coronavirus pandemic COVID-19, meant that almost all of our church activities have had to be cancelled during 2020 and church services have needed to help in different ways. Following Government regulations church services ceased after 15th March, but for those with internet access, a live-streamed service has been available each Sunday. Outdoor services were held in the church car park during the afternoon on three occasions, with music supplied by Lee and Ruth Thornton. These were well attended and members appreciated being able to see other, albeit socially distanced. Services resumed in church during October, November and December, with a said Holy Communion and a maximum capacity of 25 people, allowing for the regulation distancing between chairs. Miriam Davis has kept members informed about various Mission organisations, with a weekly Mission slot during the streamed service. These have included updates on the beneficiaries of our church tithe - namely OMF (the Pawson family in Japan), Gloucester City Mission, Gloucester FoodBank, Scripture Union and our church link with Mwanvyia Church in Tanzania.

Christmas activities:

Nativity on a Lorry - organised by the HUB, took place on two evenings but it was very different this year. Knocking on doors to deliver the Christmas leaflets, offering chocolates and good wishes could not be done this year, so it was a very much reduced event.

Carol Services - These took place in different ways; a recorded event of readings and Carols for online streaming, and two outdoor services in the church car park, one in the afternoon and one in the evening,.

Church services took place at 11.30pm for Midnight Communion on Christmas Eve and a Family Communion on Christmas morning.

Messy Christingle - Revd Duncan Hutchison and the Messy Church team produced a service via Zoom for an All-Age appreciative audience, which included a few families from our church Toddler Groups.

Achievements and Performance

There were 109 names on the Electoral Roll as at the APCM held on 7th October 2020 (Postponed from April 22nd 2020). The Roll had had two names added and two names removed during 2020.

The average 'attendance' on Sundays have been difficult to record for the streamed services because people can access the services at a later time/date, but they may not live locally. Numbers attending in person when church has been open were known, as names had to be recorded for Track & Trace purposes

PCC MEETINGS

In a normal year, the PCC meet bi-monthly, and the Standing Committee (Vicar, Curate, Treasurer, Church Wardens, PCC Secretary and Administrator) meet on the alternate months; this group discuss the general running of the church and the financial status together with any areas of concern and makes recommendations to the PCC for further discussions. Agenda items for the PCC always include a Financial report, Safeguarding updates and reports from the Standing Committee, Deanery Synod and Mission Team.

2020 has been a very different year from normal.

The PCC met in person for the January and March meetings, then the Covid-19 restrictions met we had to suspend any further gatherings.

The APCM scheduled for April 22nd 2020 had to be postponed but all the Statutory Reports and Policies were accepted and adopted but the PCC at the March meeting in readiness. Retiring PCC members and officers stayed in position until the revised date later in the year; one person resigned at the March meeting.

The Standing Committee met via Zoom on a fortnightly basis, to discuss items necessary for the safety of the church buildings, to receive regular updates on Financial matters and sharing news of pastoral issues with our members.

The Minutes for these meetings were sent to PCC members to keep them informed and at times, their decision was needed on certain matters.

PCC meetings resumed electronically via Zoom in July, August, September and again in November with the new members elected at the APCM.

The APCM took place on Wednesday October 7th with some church members attending in the building and the rest joining in via Zoom.

This has been a very strange year for everyone and the PCC has needed to be creative to adapt to the way we have worked during 2020-2021 in order to comply with the Government restrictions due to the pandemic but also to comply legally with the rules of Anglican Church and the Charity Commission.

The secretary would like to thank PCC members for their patience and understanding during lockdown since all communication has been electronic and we have not had opportunity to have good discussion times. We look forward to being able to meet together again to plan for the future and to discuss new ways of being a relevant church in our community. Thank you also to all those who were regular volunteers, giving of their time and talents to ensure that all church activities ran smoothly and safely. We pray that all will be willing to return to their volunteering roles sometime soon.

Margaret Edwards

STATUTORY REPORTS

FINANCIAL REVIEW

Total receipts in 2020 were £122,002 and total payments were £127,740, giving an overall loss across Unrestricted, Restricted and Designated Funds of £5,738.

Income

By far the largest amount of the church's income comes from planned giving and other donations. There was an increase of £9,691 from regular giving, Gift Aid receipts and other donations, from £98,648 in 2019 to £108,339 in 2020. The other significant income source is from hall lettings, which in 2020 totalled £5,134 compared to £10,513 in 2019.

The church's usual services, events and activities, including fundraising, were disrupted from March onwards due to the coronavirus pandemic. This resulted in a significant loss of income from hall lettings as groups were prohibited from using the facilities. However, planned giving not only held up but increased over the period, giving the church a firm basis for the current year as the pandemic continues to impact on it in 2021.

Expenditure

The largest expenditure was the Parish Share of £62,963 which is paid to the Diocese to help support other churches and clergy. Additional large items of expenditure included salaries and utility costs. The level of donated income meant that necessary repair work to the roof of the north aisle could be carried out.

A total of £9,968 was donated by tithe to Gloucester City Mission, Gloucester Foodbank, OMF International, Scripture Union, and a partner church, Mwilanvya, in the Diocese of Western Tanganyika, Tanzania; also to support four students at Lake Tanganyika Theological College. A further £6,299 was donated to Murubona Primary School in Kasulu, Tanzania, to fund the construction of new toilets, the refurbishment of the existing ones, and the supply of fresh water to the site, for the benefit of the school's 1300 pupils and staff.

Reserves

It is the policy of the PCC to maintain a balance of Unrestricted Funds that equates to a minimum of two months' operating costs. As agreed by the PCC in 2019, provision towards necessary repairs to the church and other buildings on the site was continued in 2020. The Reserves Policy is reviewed annually.

Finance Team

Approved by the PCC on 10th March 2021

ASSETS & LIABILITIES

Parochial Church Council of Hucclecote						
Statement of asset and liability balances as at 31st December 2020						
		Unrestricted Funds	Restricted Funds	Designated Funds	31.12.20	31.12.19
		£	£			£
Charitable Funds						
Restricted Funds						
	Ann Smith Bequest		4352		4352	4493
	Boiler		20		20	20
	Building		58567		58567	57613
	Coffee Pot		0		0	360
	Children Worker		4234		4234	4176
	Churchyard Maintenance		11		11	12
	Local Mission		2140		2140	2275
	Music & Worship		891		891	1354
	Olive Withycombe		304		304	304
	Social Fund		0		0	4477
	Sound System		0		0	143
	Tanzania		656		656	2940
	Teddy Bears		0		0	3063
	Treasurers		0		0	4526
	PCC Fund		5854		5854	
	Wardens		500		500	500
Designated Funds						
	Church Centre			120000	120000	120000
	Depreciation Fund			2691	2691	2221
	Computer Fund			1785	1785	2650
	Essential Maintenance			11855	11855	12133
	Coffee Pot			315	315	
	Teddy Bears			2851	2851	
	Treasurers			4525	4525	
	Social Fund			4477	4477	
Unrestricted Fund	General Fund	34593			34593	39390
		34593	77529	148499	260621	262651
Represented By						
	Bank Term Deposit Accounts		62621		62621	61797
	Bank Current Accounts	34563	14900	28499	77962	84926
	Petty Cash	30			30	
	Total Bank and Cash	34593	77521	28499	140613	146723
Liabilities						
	Creditors		2365		2365	2737
Net Current Assets						
		34593	75155	28499	138248	143986
Fixed Assets retained by the charity						
	Land and Buildings at historic cost			120000	120000	120000
Total Net Assets		34593	75155	148499	258248	263986

RECEIPTS & PAYMENTS

Parochial Church Council of Hucclecote					
Receipts and Payments Account for the year ending 31st December 2020					
	Unrestricted Funds	Restricted Funds	Designated Funds	2020 Total	2019 Total
	£	£	£	£	£
Receipts					
Voluntary Income					
Tax efficient planned giving	71706			71706	69479
Other planned giving	6300	550		6850	6100
Other giving and donations - non-recurring	2315	3700	6000	12015	5042
Other giving and donations - recurring	193	70		263	386
Special appeals					
All tax recovered through Gift Aid	16810	695		17505	17641
Legacies received					
Non-recurring grants					
Activities for Generating Funds					
Fund raising events					2167
Hall lettings	5134			5134	10513
Income from other church activities	158		296	454	870
Investment Income					
Dividends and interest	137	901	70	1108	1285
Income from Charitable Activities					
Total Parochial Fees income		5679		5679	8567
Service fee reimbursement					
Other Incoming Resources					
Insurance claims					
Other income	535		750	1285	4663
Total Receipts	103292	11595	7116	122002	126713
Expenditure					
Charitable Activities					
Fundraising costs					18
Donations/grants to charities & mission giving	9968	6299		16267	12337
Local mission & evangelism projects		261		261	2151
Parish share	62963			62963	67963
Clergy expenses	535			535	1768
Church running costs	9363		7098	16461	10563
Churchyard maintenance	2777			2777	3216
Children/youth work costs	96		578	674	6251
Parochial fees	170	3914		4084	4389
Management and Administration					
Salaries and wages	15880			15880	15024
Support costs	637	665		1302	1549
Administration costs	1596		834	2430	1988
Insurance costs	3707			3707	1751
Sundry expenses	399			399	823
Total Expenditure	108097	11139	8510	127740	129791
Receipts over Expenditure	-4805	456	-1394	-5738	-3078
Funds Opening Balance 1.1.2020	39398	74699	149893	263985	267063
Funds Closing Balance 31.12.2020	34593	75155	148499	258247	263985

INDEPENDENT EXAMINER'S REPORT



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Parochial Church Council of St Philip & St James Church, Hucclecote, Gloucester

**On accounts for the year
ended**

31-December-2020

**Charity no
(if any)**

1133978

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/ 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

J Wilce

Date:

3/2/2021

Details removed for GDPR

DEANERY SYNOD

The Deanery synod representatives for St. Philip and St. James' are Jean Thomas and Doreen McLellan. Deanery synod met at Holy Trinity, Longlevens, in February 2020, where the speaker was Andy Wilson, lead evangelist for Gloucester and Forest Centre of Mission. He gave an interesting and entertaining overview of his work in Matson. We were unaware at that point that this would be our last face to face meeting in 2020 but Deanery synod did not meet again until October, when the meeting was held virtually using Zoom. At that meeting the Diocesan Strategic Plan was discussed in relation to Gloucester City Deanery. Rev. Ruth Fitter's presentation covered:- what is a Deanery Strategic Life Plan, why are we doing it and why are we planning for the future through the Deanery. This was followed by breakout discussions regarding where the life and energy is in each parish and what is considered the centre of each parish/community. Deanery synod met again in November, again using Zoom. Following a recap of the previous meeting there was further discussion of the life in each parish. There was a presentation showing the Deanery in context and what data could be collected to inform further discussion, followed by discussion in small groups. Discussion of the plan will continue in 2021.

Doreen McLellan
Deanery Synod Representative

Care of Churches and Ecclesiastical Jurisdiction Measures 1991.

St. Philip and St. James Church, Hucclecote.

CHURCH FABRIC REPORT 2020.

General. The church is considered to be in a reasonable condition.

Roof and Guttering. The gutters and downpipes have been checked for spillage during heavy rain and found to be satisfactory. Repairs to the north aisle roof and inner vestry roof were completed mid-February 2020. Broken and slipped tiles were replaced, cracked lead flashing and cracks in the lead valleys were repaired, open joints repointed and some of the ridge tiles repointed by removal and resetting in mortar. Moss and other rubbish were removed from the valleys and gullies on these roofs when this work was inspected.

Interior. A satisfactory gas safety inspection was carried out on the boiler in August. At some time in the future this 35 year old boiler is going to have to be replaced. Condensing boilers will have to be used and this will result in a completely new layout in the vestry. A satisfactory check was carried out on the fire extinguishers at the beginning of September.

Paint is flaking on the nave walls at both the east and west end, and also on the chancel walls especially below the dado rail. The plaster on the east chancel wall below the dado rail needs replacing. Since the church was taken out of use earlier in the year due to Covid 19 restrictions black mould seems to have been spreading on the interior walls of the nave. Redecoration was planned for 2020 but didn't happen and is planned for 2021. A damp patch on the inner vestry wall needs investigating and remedial work undertaken.

In 2019 a section of the inner vestry ceiling came down. A repair scheme has been devised. This removes the existing lath and plaster ceiling and replaces it with plaster board. This proposal needs to be reviewed with our surveyor and confirmed as acceptable before the DAC agree that it can be implemented. It was planned to carry out this repair in 2020 but circumstances prevented this happening. Repair is planned for 2021.

The 2020 quinquennial inspection planned for in October has been postponed to 2021.

The 5 yearly electrical circuit inspection took place in December. This inspection revealed three unsatisfactory items, two associated with the lighting control box and one with the ring main. These will be addressed when restrictions on movement and meeting are relaxed and a meeting can be arranged with the contractor. All of the lamps in the nave and chancel were replaced. Quartz halogen lamps used in church are being phased out and will become unavailable so will need to be replaced by LED ones. The lamp control unit in the vestry will have to be replaced as a result.

The south porch gate, west porch gate, and various downpipes need repainting.

Churchyard. The grass in the churchyard was cut twice a month during the growing season and the hedge surrounding the eastern part of the churchyard cut back in November. Neglected graves and plaques have been tidied up by volunteers. Weed killer has been put on new shoots springing up from the shrubs that were cut back in 2018 and also put on the paths to clear the weeds. Brambles have been cut back and treated with weed killer.

A new churchyard gate is being made. Progress has been curtailed by the current restrictions imposed by the virus pandemic. There are wobbly headstones in the churchyard that need dealing with and mortared joints in the southern end of the churchyard wall that need repointing. Repointing is planned for 2021.

Rhianydd Warren

Rhianydd Warren

Churchwarden

12th February 2021

NON-STATUTORY REPORTS

1. MINISTRY & LEADERSHIP

Ministry and Leadership

The past year has been full of many unexpected challenges and we have tried to face them all with hope, positivity and a collaborative leadership approach. I feel it is so important this year to highlight those who have stepped up to support me in my ministry here and have been key in helping us all keep going as a church. Duncan has joined us as curate this year and although he has been a blessing to this church for a number of years as part of our ministry team, his work alongside me and his support now have been wonderful, I am certain the whole church would agree. Miriam has also been amazingly supportive and has taken a strong lead in raising our awareness of mission both local and world wide which has helped us to keep us focusing on others, not just ourselves, and God's mission in the world. Rhianydd and the standing committee has been a huge support and during the height of the lockdown were meeting with me every other week to keep on top of all the changes and decisions. Tim has also helped out with our online services and Lee and the band have been amazing producing new songs each week for us to use online and help us feel a little bit like we are all still part of the same church we were before the lockdowns.

This year we need to acknowledge the work of Alison our treasurer. Alison stepped up to the role at a very difficult time for our church and she has been a wonderful leader in our church. She has been a positive and proactive treasurer and she has helped secure our financial footing as a church. Alison is stepping down as our treasurer and she has been replaced by Lee Thornton who, I am sure, will carry on the good work. I think it is right to honour Alison and her huge amounts of hard work, most of which goes unnoticed. So I would like to personally say Thank you to her and I am sure the whole church will echo that thanks.

We don't yet know what the coming year will bring or when we will be able to get back to some sort of normality, but we are committed to continuing to support each other and are hopeful of what we might be able to do when we are able to gather again.

Thank you to everyone for continuing to support each other, you are all wonderful people and I miss spending time with you all very much. It has been a hard year, but we are still here and we will keep going and one day hopefully soon, we will be back worshipping together again and blessing our community.

Mark Close

2. PRAYERS & WORSHIPING

Prayers and Worshipping

Worship this year has been dramatically different from our normal pattern. Although the year started off normally with our pattern of a more traditional mainly eucharistic service at 8.45am and a more modern service, usually of the word, at 10.30am. Following the initial lockdown in March, we adapted to an online model and ran one main service at 10am streamed live on Facebook, this enabled many people to continue to connect with us as a church and also opened up our worshipping community to many people further afield. Over Easter and into the summer we continued with the online service, but also ran several outdoor socially-distanced services in our carpark; these services were attended by 40-60 people and allowed us to worship together (without singing). In the autumn due to the lower numbers of people contracting the virus we were able to open for a eucharistic service once a week, this service ran at 8.30am; we also kept the 10am online service running. Over Christmas we were able to run carol services in our carpark, it was good to be able to mark the season, but it would be fair to say that there is a great sense of loss this year, with the way we have lost the opportunity to gather together as we would love to be able to do. Soon after Christmas we had to stop meeting at 8.30am in the church as we moved into tier 4 and then a second lockdown. We continue to meet online.

In addition to our Sunday worship we have moved our morning prayer online, we meet three times a week on Monday, Wednesday and Friday and Duncan has been running night prayer on a Tuesday and Thursday.

Over the course of this year we have had 1 wedding, 36 funerals and 1 baptism.

Mark Close

Sung Worship

At the start of 2020 we had two main music groups focused on leading sung worship for the Sunday 10:30 service, and Miriam playing the organ for a number of the Sunday 8:45 services.

Then came the March lockdown. Within a few weeks, we had started producing a song video each Sunday 10am livestream. We had expected this to be only for a short period, but by the end of 2020, we had produced around 50 videos of songs or carols. We have tried to balance the songs with those that appeal across the congregations.

A guide track is sent to the singers and musicians & they return their parts which they've recorded mainly onto mobile phones. These are mixed together (aligning vocals, removing background noises, and trying to balance the songs to get around how the livestream changes audio etc) and a final video is produced. Each song takes roughly 10+ hours of work to produce, and we have learnt much during this time. It has been a privilege to do this and we have a bank of songs that can be used in the future.

For Remembrance Day, we filmed the Last Post being played in church, the day before the November lockdown, and took pictures of the war graves in our graveyard, for the remembrance video. In the midst of all that was going on, this was a moving experience.

Lee Thornton

8:45am and 10:30am Prayer Teams

Both teams from first and second services remained active by offering prayer ministry after the services until we could no longer meet in person because of covid restrictions. Since lockdown up to ten people have used Zoom on a Saturday morning to engage with each other to pray.

We start by sharing and then reading a Psalm to focus us on God's word, this has been a very good way to engage in prayer. We have been covering latest topics from national news, overseas as well as local, church and personal, through this difficult time.

As well as prayer members from the first congregation prayer team have been able to keep contact with people from the church as well as friends and neighbours by telephone. This has been a valuable contribution especially with single people, to keep contact and support.

Glenys Beard and Christine Dale

3. YOUTH & CHILDREN

Youth Group Report 2020

The youth group have not been able to meet in person since the start of the COVID restrictions, which has sadly meant things are very difficult in terms of keeping in contact. However, we have met a few times over Zoom, and this has been a great opportunity to catch up and see how school/ lockdown life has been for each of them.

At these zoom sessions, Chris and I have met with 7 young people on average, which has been brilliant considering. Each zoom we just chat and share our experiences, and I offer a chance to pray for the young people.

We hope to start meeting in person as soon as we're allowed.

Amy Close

PJ's Report for 2020

Due to the ongoing Covid restrictions, the Sunday Morning Youth Group has not met over the last 12 months. We ask that you continue to uphold the children and young people in your prayers.

John Grime and Helen McLean

Little PJ's Report for 2020

"Welcome everyone and say Hello..." It's been a very long time since we have sung our opening song for the Little PJ's sessions. Our excellent team of Janet, Linda, Margaret and Susie found themselves having a sudden, extended holiday from preparing craft, leading songs and reading bible stories with our younger children. The coronavirus pandemic and consequent lockdown stopped us halfway through Year Two of the 'Jack in the Box' programme. On the 15th March the last story we told the children was 'Jesus and Zacchaeus' and the message was, 'Jesus gives everyone a fresh start'. We look forward to making that fresh start as soon as we are able to meet together again.

Dianne and Chris Brookes February 2021

Coffee Pot Toddler Group

Coffee Pot, like many other groups, was forced to close in the middle of March 2020 due to the COVID 19 outbreak. At the time of writing, it is difficult to anticipate when we might meet again. As a 'stay and play' group we have to accommodate both adults and children; maintaining safe distances and practices whilst allowing everyone to have the kind of experience we would like them to have, and which they are used to, would be impossible.

Coffee Pot has many families who have been with us for a number of years. I suspect that by the time we return, many will have moved on and children will be at school. This is sad for us as a team as relationships we have built up will be lost.

In the first two months of 2020 we welcomed many new families and our numbers were increasing. As a 'drop in' group, we had a core of families who came every week and others who came as and when they felt the need for companionship. One of the things we have learned over the past 12 months is that we need a means of communication with our families; we made the decision when GDPR was instigated that we would no longer keep contact details and this could have been a mistake. A re-think is required when we are allowed to meet again.

My team are amazing – Linda Weedon, Susan Taylor, Pat Peachey, Trevor Henning and Nan Laver – we all look forward to opening up Coffee Pot again in the near future. Things may have to be done differently, but I am sure we will find a way to give everyone a good experience.

Peggy Brown

P & J Teddy Bears. - Toddler Group

Fridays mornings changed in 2020 after March 13th - lockdown started due to the pandemic and we had to cancel our sessions. We had kept in touch with the families via Facebook messages and seeing some of them while doing my supermarket shopping. Two new babies were born during the first lockdown - one in March and one in April, both were little girls and although I delivered the usual gifts to each of the families, we have missed out on our usual cuddles with the new infants. They will be toddlers rather than babies when we begin our sessions again.

We said Goodbye to four of our children in July as they reached school age - although they missed out on the usual farewell party, Linda and I managed to meet up with each family, individually, to present the children with their gift of a book from Teddy Bears and our good wishes for starting school. We were fortunate that we were allowed to meet up, socially distanced of course and the weather was good so we used King George V playing field as an open space. When our Messy Church held a Christingle service via Zoom in January, two of our Teddy Bears families took up the invitation and joined us and both of them thoroughly enjoyed it and look forward to more.

Margaret Edwards & Linda Waterman for the team (Pat Peachey, Susan Taylor, Jean Thomas, Rhianydd Warren, Margaret Wenham)

Messy Church Report for 2020

What was Messy Church in 2020 ? Flocks of sheep and herds of pigs in the church! There were only 2 Messy Church sessions last year because of the pandemic and, following our regular format, the activities for the children were linked to the two bible stories presented in February and March : The Good Shepherd and The Big Spender. Our memories are of happy, busy children eager to try the range of activities. 'Sheep' cakes and 'Pig' biscuits were made and eaten

gleefully. Sheep were also created in paint, origami and on sticks before joining a frantic hunt for the tiny runaways around the church. There were two ways to make pigs – only biscuit and clay – but The Big Spender inspired lots of money activities from coin rubbing and money bag making to spending in a toy shop. Hopeful of another year to build relationships and welcome families month by month we, like the rest of the country, had our plans halted by the coronavirus. We have missed the children, their families and our amazing team of helpers but we are planning to be ready with a warm welcome for everyone when we start again.

Judy Preece and Dianne Brookes February 2021

Open the Book

The team held weekly assemblies at Hillview Primary School for Key Stage 1 (Infant) pupils until mid-March, when school was disrupted due to the Covid-19 pandemic. The lockdown situation has prevented any face-to-face contact with pupils as yet and we pray that we will be able to return to school at some point this year to continue our Bible Stories. Even when the school was open in the early autumn term, no assemblies were held since the pupils were restricted to remaining in their class or group 'bubbles'

I have kept contact with the school throughout, through the Headteacher, offering prayers for pupils and staff and at Christmas I delivered the Bible Society booklet of the Christmas Story for class teachers to read to the pupils.

Margaret Edwards for the OtB team (Chris & Dianne Brookes, Peggy Brown, Josie Cumberbatch, Pam Henning, Joy & Mike Noah, Jean Thomas, Philip Wenham.)

4. MISSION

Local Outreach

Unfortunately our communal outreach has taken a big hit from the restrictions that have been in place due to the coronavirus outbreak. All of our groups for young and old have had to stop, of particular concern has been that most of our volunteers fall into a vulnerable category mainly due to age.

The particular sadness from the shut down for myself is that we began the year with a renewed focus on outreach and evangelism and we were beginning as a church to gain some momentum around personal evangelism, with sharing slots in the services to tell good news stories and resources that we had produced to aid us in our sharing. It is my hope that as we recover from this lockdown that we pick up where we left off, with energy and enthusiasm for sharing our faith with the people of Hucclecote and beyond.

Miriam and the mission team have done excellent work sharing with us during our 'mission slots' in our online services to keep us focused on God's mission in the world, and shifting our focus from ourselves towards others in the world.

Mark Close

Mission Team

In 2020 we continued to support our five mission links from the church tithe – The Diocese of Western Tangynika (four theological students, Lake Tangynika Theological College in Kasulu and our link parish, Mwilanyva; OMF International and the Pawsons in Japan; Scripture Union UK and the 95 project; Gloucester City Mission and Gloucester Foodbank. Perhaps the greatest joy of 2020 was the completion of the project to build new toilets at Murobona Primary School, Kasulu. Thanks to the generosity of many individuals from church there was sufficient money even for the school to refurbish the old toilets.

The Pawsons arrived in Sapporo, Japan to start language study in March 2020. Due to coronavirus it was not possible to hold any physical mission events in church during 2020. However, since May 2020 with the exception of two Sundays, the weekly online service had a brief mission slot focussing on either the church's five mission links or on global mission in general. We used a range of videos, PowerPoints, live interviews and presentations.

Miriam Davis

Christian Aid 2020

The year 2020 was one of the most difficult years in living memory, with the coronavirus pandemic challenging health systems and economies in every society, stretching some to breaking point, whilst the climate crisis has continued to grow more deadly. The impact of this across the world has been, and continues to be, severe, especially amongst those communities battling poverty.

Christian Aid Week 2020 was very different, with restrictions on meeting together meaning that our main fundraising event, the planned coffee morning and mini market all had to be cancelled. With no red envelopes in Church, many of you made your own donations to Christian Aid by other means, on-line, text or phone. Many thanks to those who have supported Christian Aid by buying marmalades and preserves throughout the year. Nationally, Christian Aid Week raised £4 million, enabling Christian Aid's local partners to provide much needed emergency relief in Beirut last August and Nepal, as well as supporting partners helping communities across the globe.

Christian Aid Week 10-16 May 2021 The attention is on the climate crisis and our global neighbours in Kenya, battling the effects of extreme weather, from severe drought to floods. 2021 marks the 75th anniversary of Christian Aid. Please give your support in any way you can, through prayer, gifts and action. As a Christian Aid supporter says of Christian Aid, "It's not a charity "over there", but the channel we have chosen to be our hands and feet for what we cannot do ourselves."

Philip Wenham

Christian Aid representative

5. DISCIPLESHIP & PASTORAL CARE

Discipleship - Home Groups

Approximately 65 members of our congregation, together with several visitors, currently meet regularly in the 8 house groups that operate during the week within our Church Home group system.

Groups study the Bible, worship and pray together, socialise and share fellowship with one another in meetings on a Monday, Tuesday or Thursday evening or on a Wednesday morning, either in members' homes or in the Stone Building. Our Church continues to recognise the importance of House group attendance as a means towards greater personal spiritual growth and, as a consequence:

- Supports the need to expand the existing system by encouraging and welcoming new membership – and by taking particular care to find the right group for new people.
- Makes provision for a "nurture" group, when appropriate, for new Christians prior to their integration into the more established groups.
- Provides a central collection of resources, both books and DVD's, etc., with, where possible, reviews of recent material that groups have used.
- Encourages a system of co-ordinated study across all groups whilst recognising that, on occasions, groups might prefer to do their own thing.

During the spring of 2020 the groups looked at a discipleship series called "Following Jesus" before undertaking a Lent Course entitled "Handing on the Torch". Sadly due to lockdown restrictions during the rest of the year, and up until recently, groups have been unable to meet in their respective homes, but some groups have continued to keep in touch with each other either by phone or through video conferencing software applications such as Zoom.

If you feel you would like to join a group or, perhaps start a new one with friends, then please do speak to me or a member of our Leadership Team.

Allan Butcher. House Group Coordinator.

Pastoral Care.

One of the most difficult aspects of the lockdown has been maintaining good pastoral care. We have tried to ensure that people have not been left isolated, but we have relied on the church family to look after each other. Having an online time for prayer either in the morning or the evening throughout the week gives a structure to each week, that helps

people feel connected and our zoom coffee meetings after church on a Sunday, gives people a chance to connect. We also have the capacity for people to join with us at our Sunday services via the phone which has helped some people who are not able to get online to stay connected.

Mark Close

6. FACILITIES & BUILDINGS

Grounds and Buildings Team Report on the Church Centre, Stone Building, Youth Centre and Gordon Rooms for 2020.

Church Centre Site. Overall the site is in a reasonable condition and is generally clear of rubbish. A cracked drain cover in the car park requires replacing; a replacement is available in the garage. The garden areas have been maintained and kept colourful over the year with the grass being cut regularly. Many thanks go to the group who have laboured over the year to make this happen. The apple tree in a Havelock Rd garden that was overhanging the car park fence was cut back. A skip was brought in and these cuttings, along with the heap of greenery in the carpark, were disposed of along with other garden waste and rubbish from the garage. Plant and shrub growth in the area to the east of the Gordon Rooms has been kept down by continual vigilance. The boundary fence between this part of the site and Havelock Rd gardens has two broken posts that need replacing. The Larkhay Rd boundary fence needs repainting and the entrance gate re-instating. Weed killer has been applied around the site from time to time to try and keep the weeds under control.

Heating and Fire Extinguishers. All of the heating systems had their safety checks in August 2020 and were satisfactory. The boiler in the Youth Centre was installed some 25 years ago and will probably need replacing at some time in the future. The fire extinguishers were checked in September and all found to be satisfactory.

Stone Building. Overall the building is in a reasonable condition. Some re-pointing of the stonework is required, especially on the east wall, and the coping stones on the south east corner need replacing. Two of the wooden window frames on the front of the building have been repainted. Another six are still to be done. Inside the building there are some areas where paint and plaster is flaking off and needs repairing. There are also skirting boards that have been affected by wet rot and need replacing.

Church Centre. The chimney breast and ceiling in the northwest corner of the hall requires redecorating. The exterior woodwork requires repainting. The roof has loose ridge tiles and broken tiles that need attention. The external walls around the ladies and gents toilets need rebuilding and the toilets need refurbishing. The kitchen needs re-modelling to bring it up to date in line with current standards and in-line with its current use. Basically the whole building is in need of refurbishment and modernising. The raised area of parquet floor in the north west corner of the hall is due to the concrete surface under the wooden blocks rising up and will need professional attention to correct it.

Youth Centre and Gordon Rooms. The upright part of some of the reinforced concrete portals supporting the roofs needs repairing. A specialist will be required to carry out this type of repair. The corrugated asbestos cement roof panels on both buildings are deteriorating and need attention as they are starting to develop holes. Render is coming off the external walls. The gutters on both buildings need attention. A decision about the future of these two buildings will need to be made at some point in the future.

The Garage. The garage continues to be serviceable but has a temporary repair on the roof at the main door end. There are broken concrete panels in the wall, but the garage is still secure.

Tom Brown for the Grounds & Buildings Team.

7. ADMINISTRATION

Staffing

There has been some significant changes in our staffing situation here, Firstly as mentioned in the ministry and leadership section of this report Alison Dight stepped down as treasurer at the end of the year and Lee Thornton took up

the role. Liz is still our administrator, she has done an excellent job this year in very trying circumstances, often working from home as the office has had to remain closed on a number of occasions. A massive thank you to her and her dedication. Finally the Standing committee and the PCC had to take the difficult decision to make Rob our site manager redundant, it was clear that the role was no longer required as the virus has closed our groups for the current time and even once we are back to some normality we would not have the same needs going forward, we also had to face the challenges of a deficit in our accounts and a projected deficit budget for the coming year. I would like to say thank you to Rob for his hard work and graciousness in accepting the decision that was made. Finally I would like to say a huge thank you to everyone who has worked so hard to keep things running, it has been one of the most difficult years of my life and I have valued the huge amounts of support you have all given me.

Mark Close

Safeguarding Report for APCM

At St Philip & St James Church, the PCC take seriously their legal duties to promote a safe environment for all, working closely with the Safeguarding Department at the Diocese of Gloucester. In our responsibility for the protection of Vulnerable Adults and Children & Young People (Under 18s), we follow the advice given to PCCs and the necessary legal documents are on display in our church buildings, where our activities occur.

We have a legal duty to have the statutory documents (as listed below) on display and these were approved and adopted by the PCC on their meeting on March 10th 2021.

The full versions of the documents are available electronically on request by contacting the church once or the Parish Safeguarding Officer.

2021 Safeguarding Policy 2021.

Promoting a Safer Church - Parish Safeguarding Handbook (Oct 2018 version)

Types of Abuse (including signs and symptoms)

Canon Margaret Edwards Parish Safeguarding Officer

8. SOCIAL & FELLOWSHIP

Social Events Team

While our social activities are intended to be entertaining, they also strengthen bonds within our Church family and provide opportunities for outreach into the greater community. Traditionally they have been well-attended and enjoyed as notable events in our church calendar, commonly following a sequence of a quiz, music concert, barbecue, Harvest Lunch and the Christmas Fair. Although the loss of these events during the year because of Covid restrictions cannot compare with the suffering caused by the disease, the Social Events Team regrets that it was not possible to organise any social activities during 2020. But the time will come when we will once again be able to enjoy fun and fellowship.

Colin Waterman, On behalf of the Social Events Team

Lunch Club 2020

The Lunch Club has 28 members, who have met just 9 times at the beginning of the year before having to close due to Covid 19. We have been able to keep in touch by phone, as members do with each other; friendships they have made through Lunch Club. We were also able to deliver Easter cards and eggs. The Christmas meal was very different and we were extremely grateful to be part the Diocese project "Christmas Comfort and Joy", enabling members to enjoy a frozen Christmas dinner supplied by "The Long Table," albeit in their own homes.

All are looking forward to being able to meet again in our Church centre, but obviously it might be some time before that can happen.

Margaret Wenham, On behalf of the Lunch Club team

Mothers' Union

We held four Meetings before Lockdown

A Social with CAMEO with a Quiz and refreshment;

Social with Craft and cake;

AGM was held and was well attended;

We joined Diocese Members Day held in our Church information and fellowship was shared;

Butterfly Garden talk by Chris Evens, a very informative and entertaining evening.

We have met for Mary Sumner Day in the Peace Garden and enjoyed a time of catching up with friends and finished with a short service.

We met for Wave of Prayer for our Link Dioceses Overseas and UK in the Peace Garden.

Sadly, two of our members died during 2020: Marian Dangerfield and Janet Staley.

Marie Kear is now in a Nursing Home but she is remembered in our prayers and contact is made via her family.

Jean Thomas

Branch Leader

Tuesday @ Two 2020

Tuesday @ Two was able to meet on only 5 occasions before having to call a halt due to Covid 19 mid March. We have managed the odd phone call to keep in contact, but all are looking forward to the day when we can meet together in the Centre for friendly games, a good chat and a welcome cup of tea and slices of home-made cake!

Margaret & Philip Wenham

C.A.M.E.O.

Who knew what 2020 had in store for us! We started the year with our usual 'social' evening with the Mothers Union – a time to get together and enjoy each others company. Our February meeting began with Ged Cassell who gave us a talk on Dragonflies and Butterflies with wonderful slides – his pictures were beautiful then of course everything came to a halt!! Obviously we are not the only group that this pandemic has affected but once we are allowed, it will be lovely to see everyone again hopefully later in 2021. The committee continue to keep in touch with some of our members and its lovely to speak with them.

Until we can all meet again – Stay safe.

Jenny Barton

Church Flowers

We started 2020 with our usual Friday meetings to arrange flowers for Sunday services but then our mornings came to an end with the onset of the pandemic. We felt very fortunate to have had the opportunity to arrange the 2019 Christmas flowers as that was the last 'big' event for us – the flower team. We do all miss not being able to arrange flowers and to see each other, but we all keep in touch and look forward to getting back to normality hopefully later in 2021.

Jenny Barton

CONTENTS LIST

page numbers

Priest in Charge Report	3
Churchwarden Report	3
Trustees Report	4
Structure, Governance & Management	5
Objectives and Activities	6
PCC, Standing Committee, Management Group	7
STATUTORY REPORTS	
Financial Review	8
Accounts (2 pages)	9
Independent Examiner's Report	11
Deanery Synod	12
Fabric	13
NON-STATUTORY REPORTS	
1. MINISTRY & LEADERSHIP	14
2. PRAYERS & WORSHIPING	14
Prayers and Worshiping	
Sung Worship	
Prayer Teams	
3. YOUTH & CHILDREN	15
Youth Group	
PJ's	
Little PJ's	
Coffee Pot	
Teddy Bears	
Messy Church	
Open the Book	
4. MISSION	17
Local Outreach	
Mission Team	
Christian Aid	
5. DISCIPLESHIP & PASTORAL CARE	18
Discipleship - Home Groups	
Pastoral Care	
6. FACILITIES & BUILDINGS	19
Ground and Buildings Team	
7. ADMINISTRATION	20
Staffing	
PCC Policy for the Safeguarding of Children and Young People	
PCC Policy for the Safeguarding of Vulnerable Adults	
8. SOCIAL & FELLOWSHIP	20
Social Events Team	
Lunch Club	
Mothers' Union	
Tuesday @ Two	
C.A.M.E.O.	
Church Flowers	