

**THE PARISH OF  
ST ANDREW, NORTH SWINDON**



**ANNUAL PAROCHIAL CHURCH MEETINGS**

**to be held on zoom**

Join from this link <http://bit.ly/StANS> from a computer or by phone dial 0208 080 6592 and enter  
813 6651 6924 # when asked.

**Wednesday 30<sup>th</sup> September commencing at 7.30pm**

**This pack includes**

- (a) **Agenda for 2020 meetings**
- (b) **Minutes and Reports for 2019**
- (c) **Accounts for 2019**

**THE PARISH OF ST ANDREW, NORTH SWINDON**

**ANNUAL MEETING OF PARISHIONERS 2020**

A G E N D A

1. Welcome and opening prayers
2. Apologies for absence
3. Minutes of previous annual meeting of parishioners 2019
4. Election of Churchwardens.

**ANNUAL PAROCHIAL CHURCH MEETING 2020**

A G E N D A

1. Apologies for absence.
2. Minutes of the previous annual parochial church meeting 2019
  - (a) to be approved and signed
  - (b) matters arising
3. Presentation of Updated Electoral Roll.
4. Elections:
  - a. 2 vacancies for Deanery Synod Members
  - b. 2 PCC vacancies for 2 years
  - c. 3 PCC vacancies for 3 years
5. Election of Sidespeople.
6. Consideration of Reports.
7. Financial Report and Presentation of 2019 Inspected Accounts
  - a. Adoption of 2019 Inspected Accounts
  - b. Appointment of Independent examiner
8. Incumbent's Report.
9. The Grace.

<b>CONTACT DETAILS:</b> <i>St Andrew's Church,</i> Lady Lane/Tadpole Lane, Blunsdon Swindon SN25 2DW	<b>Tel:</b> 07588 594410 <b>Email :</b> revd.sally.robertson@nschurch.org.uk <b>website:</b> www.nschurch.org.uk <b>Facebook:</b> St Andrew's Church, North Swindon
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<b>Present:</b>	Colin Clark	Frances Grimshaw	Susan Smith
	Brian Clegg	Susan Jennings	David Templar
	Gillian Clegg	(Minutes)	Bill Thorpe
	Denise Dabbs	Anthony Jones	Tina Thorpe
	Peter Dabbs	Lynda Jones	Karen Vermeersch
	Simon Dabbs	Sally Robertson (Chair)	Michael Vermeersch
		Peter Smith	

<b>Apologies:</b>	Barry Luffman	Linda Pope
	Wendy Luffman	Charles Pope
	Helen Smith	Niki Wilding
	Glen Smith	

## Agenda Item

## Subject

### ANNUAL MEETING OF PARISHIONERS

1. Welcome, Opening Prayers – Led by Sally Robertson (Chair)
2. Apologies as listed above
3. Minutes of meeting on 8th April 2018 were approved, agreed and signed. There were no matters arising.
4. **Election of Churchwardens:**  
Karen Vermeersch is proposed by Denise Dabbs and seconded by Barry Luffman. Elected. A huge thank you to Karen for standing for this role.
5. The meeting closed at 11.34 am.

### ANNUAL PAROCHIAL CHURCH MEETING

1. **Apologies for Absence**  
As listed above.
2. **Minutes of the Previous Annual Parochial Church Meeting 2017**
  - a. The minutes of the meeting held on 8th April 2018 were approved, agreed and signed. Frances Grimshaw to be added to the apologies.
  - b. **Matters Arising**  
The logo is to be discussed at the September PCC as opinions are split.
3. **Presentation of Updated Electoral Roll**  
The Electoral Roll is on the notice board. There are 67 parishioners on it with 30 resident in the parish and 37 not resident. Many thanks to Alison Adam for compiling it this year. Everyone on the Roll is known to Sally.
4. **Elections:** N.B. some people below are new to the electoral roll
  - a. **Deanery Synod Member - 1 vacancy**  
Colin Clark proposed by Frances Grimshaw and seconded by Karen Vermeersch. Elected.
  - b. **PCC vacancies for 2 years**  
Bill Thorpe (previously co-opted for a year) proposed by Tina Thorpe and seconded by Frances Grimshaw. Elected.  
Susan Jennings (minute taker for a year) proposed by Dave Templar and seconded by Peter Smith. Elected.
  - c. **PCC vacancies for 3 years**  
Sharon Bourne proposed by Tony Jones and seconded by Helen Allen. Elected.  
Brian Clegg proposed by Peter Smith and seconded by Karen Vermeersch. Elected.  
Donna Kelly proposed by Susan Smith and seconded by Dave Templar. Elected.  
Sally Robertson thanked all who were prepared to stand on the PCC.  
Niki Wilding is stepping down as co-opted member, many thanks to Niki.

Tony Jones has reached the end of his term of service, many thanks to Tony.

5. **Election of Sidespeople**

The following remain as sidespeople:

Niki Wilding	Donna Wylde
Tina Thorpe	Karen Vermeersch
Peter Smith	Barry Luffman
David Templar	Tony Hatter
Susan Smith	Pat Bristow
Harriet Maltby	
Frances Grimshaw	

6. **Consideration of Church Family Reports**

Sally Robertson extended her thanks to all contributors. Slight change since the report was written, the Abbey house Care Home is now known as Ridgeway Rise. Also there is still a vacancy at Tadpole Farm CE Primary Academy for a governor, please talk to Sally if you are interested in this role.

7.

**Financial Report and Presentation of 2018 Inspected Accounts**

Susan Smith presented the report and said it was interesting read this year. She , thanked everyone for their generous and regular giving, it makes it easier to pay bills and budget. Regular giving totals £175 a week and costs are £375 a week so regular income does not cover expenditure. Expenditure is covered by weddings, funerals, banns and one off donations.

The 2018 independently examined accounts have been presented in the Annual Report. Thanks were offered to Susan for all her hard work.

8. **Incumbent's Report**

Sally said although this is a small church there are over 56 tasks being done for which she is very grateful. She asked what is our motivation for doing them and asked us to understand where God is calling us as a congregation. We are like a family, using our individual gifts and passions and motivation. We are showing our love for Jesus in different ways. In order to move forward we need to understand one another's motivations and keep in step with one another.

Sally would like to say a special thank you to Tony Jones for 17 years service on the PCC, as a deputy church warden and a sides person.

Lynda Jones extended her thanks to Sally Robertson for her hard work and leadership.

Michael Vermeersch suggested the congregation do a survey to say how they would like things to be done. Sally said this would be discussed at the PCC.

9. **Closing Prayer and Grace**

The meeting closed at 11.47 with prayer and the Grace.

## REPORTS FOR 2019

### **THE PAROCHIAL CHURCH COUNCIL (PCC)**

#### **(a) Its Role**

*The Council is required, as stated in the Parochial Church Councils Measure 1956, to co-operate with the incumbent in promoting in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. It is also a forum for debating matters sent down by the General, Diocesan and Deanery Synods. The PCC is responsible with the incumbent for the disposal of all monies collected.*

#### **(b) PCC Members**

Ex-officio members

Sally Robertson (Priest-in-Charge)  
Karen Vermeersch (Churchwarden)  
Dave Templar (Deanery Synod Member)  
Colin Clark (Deanery Synod Member)

Elected members

Susan Smith (Treasurer) (term ends 2020)  
Frances Grimshaw (term ends 2020)  
Tina Thorpe (elected in April 2018 for 3 years – term ends 2021)  
Susan Jennings (elected in April 2019 for 2 years – term ends 2021)  
Bill Thorpe (elected in April 2019 for 2 years – term ends 2021)  
Jennifer Hughes (elected in April 2018 for 2 years, retired in July 2019 – term ends April 2020)  
Sharon Bourne (elected in April 2019 for 3 years, retired in July 2019 )  
Brian Clegg (elected in April 2019 for 3 years – term ends 2022)  
Donna Kelly (elected in April 2019 for 3 years – term ends 2022)

There were no Co-opted members

Minute Secretary

Susan Jennings

#### **(c) Organisation**

The PCC met 10 times in 2019.

#### **(d) Proceedings of the PCC**

The main items, which the PCC considered during the year, included:

**Mission:** During the mission-focused part of our meetings, we considered the following: Praying for individual needs, how we can communicate better with the community, Christmas, prayer for our parish and congregation, generating generosity – Stewardship and fundraising, making the church more accessible.

**Business:** Our business discussions included: Road signage, the churchyard wall, Journey of Invitation from the Diocese, fundraising initiatives, legacy policy, licensing Tadpole Farm Academy for worship, grant applications, safeguarding, Coffee, Prayer and Chat service, 'This time tomorrow' interviews, National Prayer Weekend, discussion groups, children's work, Parish logo, charitable giving, prayer ministry, church guide.

#### **(e) Facts and Figures for 2019**

**Electoral Roll:** 67

**Average Sunday Attendance :** St Andrew's & Tadpole Farm Academy (\*)or St Francis Schools :

	2019*	2018*	2017	2016	2015
<b>Adults</b>	31	30	29	38	46.33
<b>Children</b>	8	10	11.31	19	26.45

<b>Occasional Offices</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
Baptisms:	32	40	48	69	68
Funerals:	6(0 church)	2 (1 church)	16 (1 church)	5 (1 church)	1
Marriages:	5	4	1	1	6
Blessing after Civil Marriage:	nil	nil	nil	1	nil
Confirmation:	2	2	6	1	5

**(f) Log Book, Terrier and Inventory**

Checked February 2020, signed by Revd Sally Robertson and Karen Vermeersch, February 2020.

**CHILDREN’S WORK** *(Lyn Jones & Denise Dabbs)*

Numbers are still down on previous years, but we have started to get a few children on a regular basis, children attending are in the age range of 2 years to 6/7 years. Although we do cater for older children, we don’t have any attending on a regular basis.

The Children’s service on the first Sunday of the month is usually the best attendance wise but sadly this does not continue throughout the month, with this in mind we started the Bead and Lace in January, each child is given a lace on their first attendance they then choose a coloured bead every time they attend church. This is still early days to say if this has made a difference to regular attendance but the children seem to like the idea.

As far as is possible we try to ensure the children have the same theme as the main congregation, at their level of understanding, with a story and craft.

Sadly we have halted services at Tadpole Garden Village for the time being but this has enabled us to provide Sunday School activities on the second Sunday at St Andrews.

We are always looking for an extra pair of hands to help with children’s work, if this is something you feel you might like to do, be an extra pair of hands with the craft and maybe eventually going forward to becoming a leader, please speak to Sally, Denise, or Lyn.

Our thanks to Bev, Nicola, Helen and Donna our other Children’s Leaders.

**DEANERY SYNOD** *(Dave Templar)*

Swindon Deanery Synod 2019

Area Dean Rev Captain Clive Deverell

**1st Meeting 28 Feb at Tadpole Farm CE Primary Academy**

Raymond Adams led us in Connecting with Scripture focusing on 1 Kings 18:36-46 - Elijah and the cloud the size of a man’s hand.

David Tunley, gave us an update on the process of appointing the new Bishop of Bristol and he then led us in praying for those involved and that god’s will would be done.

Sally Robertson gave us an update on our Uganda link and led us in praying for our links and for the planned trips in 2018 and 2019. The youngsters going from our Deanery are in need of our help their profiles and a link to their “Virgin Money Giving” page were provided and are also attached. Tom, Carmela & Sophie with Simon Halls spoke about the planned visit to Uganda July 2018.

David Cain provided us with some prayers which the Area Dean led us through on the Deanery School and praying for all Schools/Colleges and places of education including our own DBAT, VC and VA schools.

Chris Priddy joined us and gave us an update on the Resourcing Church and "Thy Kingdom come " and the Season of Invitation attached to these minutes the information he used. He then led us in prayer.

The Area Dean gave thanks for the new appointment in Wroughton Rev Phill Harrison and thanked those who were leaving the Deanery the Rev Nicola Such and Rev Teresa Micheaux. He informed the Deanery of Up and coming courses some further details of PCC tonight are attached as well as Growing Leaders, Growing Bridgebuilders all being held locally.

He then led us in a prayer activity with luggage labels.

### **2nd Meeting 20th June St Paul's Covingham**

Various updates with prayers: Uganda link, Education, Resourcing Church.

Main Topic Presentation by Linda Culling Principle The Deanery CE Academy Secondary School at Wichelstowe opening September 2019.

### **3rd Meeting 8th November at Oliver Tomkins School Toothill**

Presentation and reading of the names of the fallen 1914-1918 of the Swindon Deanery. Followed by Act of Remembrance.

Presentation by Rev Major Keith Barry, CF (DSEME-GSU) Garrison Chaplain at Lyneham.

Updates Uganda & Deanery

### **FABRIC & BUILDING REPORT** *(Churchwarden Karen Vermeersch)*

The church building remains sound overall, with no obvious structural problems. Internally it would benefit from redecoration. The issue with the gate has been resolved temporarily with some strapping. The capstone from the left hand side was removed, along with one of the gates. Further repairs to the wall have not been carried out due to lack of funds.

The path from the gates to the porch requires attention, probably in the form of re-gravelling. The car park has suffered from the heavy rains and is now very muddy.

There was an issue with one of the benches being removed from the churchyard over the wall into the neighbouring Abbey grounds. The local Police Community Support Officers were very supportive with this, for which we are grateful. The grounds continue to be well maintained by the gardening contractors.

Sincere thanks to everyone who has worked hard to help with the upkeep of St Andrew's, doing such jobs as clearing the drains, making minor repairs, helping with working parties and general cleaning and tidying. It makes such a difference.

### **FINANCIAL REPORT** *(Treasurer Susan Smith)*

Please refer to the PCC's Annual Accounts and the Financial Review at the end of this Report.

### **IGNITE YOUTH GROUP** *(Sally Robertson)*

Susan Smith and I have continued to enjoy meeting up with our loyal and enthusiastic group of young people most months during 2019. As the 6 regulars grow older other activities compete with their time but it's been

great to have between 2 and 6 secondary school and college young people for games, puzzles, Bible study and pizza at the rectory on 9 occasions during the year.

At the beginning of the year we continued to look at school subjects from a Christian point of view, considering Geography, business studies and PE. We then took part in the Tadpole Garden Village Scarecrow trail producing a very credible Moses with 10 commandments and the tent of meeting! After the summer we looked at new beginnings, racism, advent and had our annual Christmas party with the traditional (newspaper) snow ball fight.

It's been great that Pete Dabbs has been able to join the leadership team to give us fresh ideas and we were extremely grateful to Gill Clegg for her scarecrow building expertise. We would love some more young people to join us, so please speak to Susan, Pete or Sally if you're interested or know a young person who might be. We meet from 6-8pm, normally on a Monday.

### **CARE HOME MINISTRY** *(Sally Robertson)*

During 2019 Abbey House care home was taken over by a new service provider and the name changed to Ridgeway Rise. As the new managing company became established we were able to arrange a new pattern of monthly Songs of Praise on a Tuesday morning at 11.30am which gives the residents time to be up and breakfasted and before lunchtime.

Each month we have a fairly regular group of about 8-12 women (including some family visitors) and one or two men who join us and it's been great to get to know them more during the year. They seem to enjoy the singing, even if they are not always able to join in. The services have been really improved by Nick Atkins coming along to play the keyboard and Susan Smith and Janet Plowright joining us when they can. Please look out for the date each month in the notice sheet and feel free to come along too to boost the singing even more.

My regular communicant moved away, but was replaced by another resident to whom I take Communion every couple of months.

Ridgeway Rise has a very active facebook page which gives a good flavour of the many and varied activities arranged for the residents, it's worth following if you're a facebook user.

### **SAFEGUARDING REPORT** *(Niki Wilding)*

I continued as safeguarding lead having stepped into the position in 2017. Sarah Soady supported as safeguarding deputy until Autumn 2019, and happily Helen Smith has stepped into the role.

The single central register is up to date.

I have continued to attend training as appropriate to the position.

I would urge all PCC members (especially those who join us in 2020) and those responsible for leading worship, children's work and working with vulnerable adults to talk to me about attending CO (online) or C1 training if you have not done so already. Please see Niki for dates.

The diocese and this parish places a high priority on the safeguarding of children and vulnerable adults. There were no reported safeguarding incidents during the year within this Parish Church, however we do receive regular "concern" bulletins from the Diocesan Safeguarding Lead regarding people of note who may have changed congregation.



I have told Sally that I intend to step back from the role at this Annual Meeting, but am happy to support whoever takes over with advice and support to make the transition as smooth as possible. The Diocese also has plans for streamlining the Safeguarding process which make the monitoring much easier.

#### **TADPOLE FARM CE PRIMARY ACADEMY** *(Sally Robertson)*

2019 was a significant year in the history of Tadpole Farm as it had its first year 6 leavers. These were not 'home grown' as most had joined the school in the final couple of years, but introducing new traditions for the Year 6 in their final term is a big step in the life of a school. St Andrew's contributed to their leaving experience by giving each child 'It's your move' a book produced by Scripture union to help young people transition to secondary school.

The school continued to emphasize its strong Christian ethos based on 12 Christian values and throughout the year work was done to refine and clarify the vision statement for the school to draw out its Christian foundation.

I continued to serve on the Local board (Governors) of Tadpole Farm CE Primary Academy and take regular assemblies. The highlight of the year in terms of church school relations was the Prayer Space we hosted in the school, for the 2<sup>nd</sup> year, with a team of church members helping every child in the school engage with God.

It is a great school community to be part of, so if you have time to serve as a Local Board member or to help the school in other ways, please let Sally or Niki Wilding the School Business Manager know.

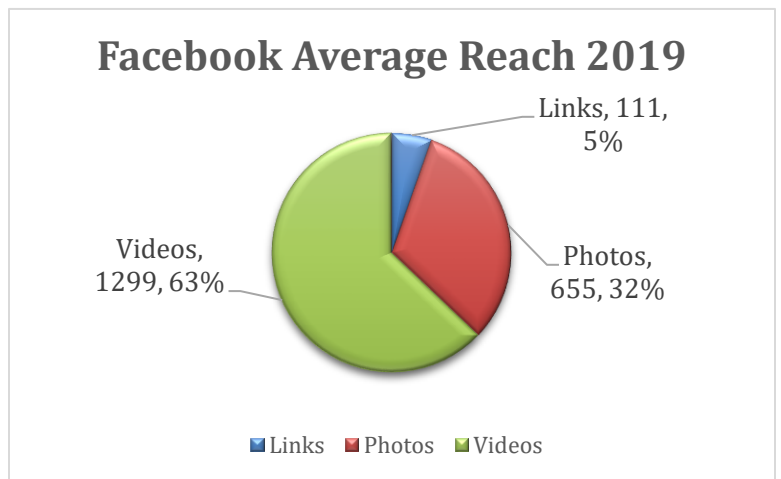
#### **Communication** *(Sally Robertson, Karen Vermeersch and Brian Clegg)*

The communication team met intermittently during 2019 and was influential in helping the PCC to refine and decide on a logo for St Andrew's which will gradually allow us to have a consistent visual presence around the parish. During the year we have increased the number of ways we communicate with the wider public as well as continuing with the well-established methods.

**E-Newsletter** Parish magazines can be useful to make information about church activities more widely accessible - setting up a traditional magazine requires a considerable effort and organisation, but it was felt that a blog-based extension of the monthly news sheet could be useful in carrying out some of the functions of a magazine without the same investment of time and money. Brian Clegg is editing the online newsletter at <https://standrewsns.blogspot.com>, - it has been live since September and parishioners are encouraged to provide articles about the church and wider community.

**Website** – The website has a range of static information and is updated with news and activities on a monthly basis. Visitor statistics are given in page impressions (one page impression for each page of the website viewed). An analysis of this shows that between April and December 2019 there were a total of 212,217 page impressions, an average of 65 impressions per day. This shows another increase in activity from the previous year, indicating that the website remains a valuable source of communication.

**Facebook** – Having a presence on Facebook continues to be a very effective way of communicating with the wider public. In 2019 the number of page followers increased from 235 to 271. We have used a variety of post types, including: text, pictures, links and videos. Statistics show that videos and photos are the most popular (see chart). They are also the most likely items to be clicked, commented or shared. St Andrew’s Facebook posts, particularly those relating to events and services, have also been shared on local community pages. Another benefit of the Facebook page has been the ability for people to communicate with us directly through it via messages, with our average response time being 12 minutes.



**Email news headlines** – We continued to send email newsletters (by mailchimp) to our mailing list including the events that were most likely to appeal to those who are less regular church attenders, especially those with young families. Many of the mailing list members are contacts from Baptisms. By December we were sending emails 104 people, with an average open rate of over 60%. The mailing list was also used on one occasion to clarify arrangements when it snowed. If you do not receive these emails and would like to, please sign up on our website <https://www.nschurch.org.uk/contact-us/.php> or fill in a paper GDPR compliant form in church.

**Monthly Notice sheet** - We continue to communicate with church members through our monthly printed notice sheet, the information from which is also added to our E-newsletter each month. We are very grateful to Tadpole Farm CE Primary Academy for printing this each month.

## **CHURCHWARDEN'S REPORT**

It has been a very interesting year since my election as churchwarden, one which has passed all too quickly. With the PCC having a healthy mix of new and established members, we have worked well together in caring for the church building, the congregation and the wider parish. It has been exciting to see the commitment to new ideas and continuing traditions which have emerged in meetings. It has been a joy working with and supporting Sally throughout this year. I am immensely grateful for the support of everyone who has helped me ensure that things run smoothly, also for the personal support I have received through prayer and encouragement. I would particularly like to thank Niki Wilding for her great work as Safeguarding Officer, as she steps down this year.

## **Priest-in-Charge's REPORT 2019**

2019 was mainly a year of consolidating changes made in 2018, together with some innovations in community building and prayer.

The Service pattern continued unchanged. The Children's service on the 1<sup>st</sup> Sunday of the month continued to be a good place to welcome families enquiring about Baptism, once before the Baptism and once after, in a formal 'welcome' part of the service. Most families came to both services, though few continued to come beyond that. Baptisms continued on 2 Sundays each month, with an unusually high number of adult Baptisms, mainly family members wanting to be Baptised with their children. From September, in Morning Prayer services, we introduced a 'This Time Tomorrow' interview to enable us to get to know one another's week-day occupations better and pray for them.

Our services for Festivals kept to the same pattern as in 2018, including a Memorial Service for All Saints Day and the Children's Carol Service.

Church at Tadpole Garden Village continued on the 2<sup>nd</sup> Sunday of each month at 4pm. We felt we were struggling to connect with the people of Tadpole Garden Village and the families at the school, so changed the format to a more café style towards the end of the year. This was only partially successful and an attempt to encourage more school engagement through running a puppet club as an after school club also did not create the extra contacts we hoped for. Those who came continued to enjoy the relaxed format and opportunity to worship more informally.

We began a preaching team this year, which allowed me to meet with Karen Vermeersch, Dave Templar and Deborah Donohoe to discussing/improve our preaching and provided variety and support for different services. The Diocese of Bristol is keen that occasional preachers are part of a development team so this will be continuing into the future.

Our services continued to be supported by our 3 visiting organists and we are very grateful for their support. Martin Osman began playing for our evening communion service which has enhanced the worship at that service.

We held 3 short courses during the year to help deepen discipleship. Our Lent Course was provided by the Church Army and helped us consider how to share our faith using story and pictures. Later in the year we ran 'Well Prepared', thinking about preparing for a good death and a series of topical discussions called 'Safe Space' which included topics such as sexuality and the forthcoming General Election.

As well as strong links with Tadpole Farm, I continued to take assemblies at Uplands Special School and Red Oaks Primary School. When William Morris Primary School opened they welcomed me to take assemblies to their Early Years children too. I visited Bridlewood School on a couple of occasions.

Our prayer and social innovations began in January with the introduction of twice monthly Coffee Prayer and Chat on Wednesday mornings at 11am. These continued throughout the year, with between 2 and 10 people attending. Each time we mix conversation and a short service and when the weather has been nice (for example in February?!) we met in the churchyard rather than church. Opportunities for getting to know other congregation members during the year were also provided by a couple of informal Sunday lunches hosted by me and Simon at our house. The aim is to invite everyone in groups of around 15 over a couple of years and these will resume when such things are allowed again.

As well as taking part in Thy Kingdom Come and holding a morning of prayer stations in church (which coincided with our regular monthly Church opening Saturday morning) we also participated in the National Prayer Weekend at the end of September. I was very grateful to Deborah Donohoe for leading a team of people to organise this and obtaining prayer requests from local individuals and organisations. The 12 hours of prayer for which the church was open was a very special time for those who attended and the impact was felt for the rest of the year. We made the first steps towards introducing Prayer ministry in services, with the first of a (planned to be) quarterly wholeness and healing Communion. Debbie Nicholas, Susan Smith and I attended prayer ministry training at Harnhill Centre with a view to introducing this during 2020.

As well as having the privilege of leading St Andrew's I continued my wider Deanery and diocesan roles. As Chair of the Swindon Deanery Uganda Link Team I led a 2 week trip to Uganda in February with an educational focus and arranged the hosting of various guests from Uganda for the 50<sup>th</sup> anniversary celebrations for the Bristol Diocese Uganda link. It was great that some of our guests were able to share our Harvest Supper and Quiz with us. I also co-led the Swindon Deanery Growing Leaders Course and continued as a member of the Diocesan Audit Committee.

As the full time leader at St Andrew's it is easy to write as if this is all my doing, but a church is far, far more than just its vicar and none of this would be possible without many people willingly giving their time and energy for everything we do to happen. I am really grateful to the whole congregation for their support and encouragement.

***Sally Robertson: Priest in Charge***

## **Financial Review 2019 (Treasurer Susan Smith)**

The review is to be read in conjunction with the Parish Accounts for 2019.

The parish finances for this year have been very challenging.

Our receipts for 2019 have slightly decreased even though there was a small increase in giving. However, the overall decrease was due to statutory wedding fees for 2019 being paid and included in the 2018 accounts.

Our payments have decreased by 20%. This is accounted for by paying less towards the Diocesan Parish Share.

A huge thank you should also be given to all the “behind the scenes” people who willingly give time to support the Church in this parish, in numerous ways. Their efforts are not recorded in the Parish Accounts but save the parish the need to employ people to cover the roles and so reducing the total payments by, at a conservative estimate, of £10,000.00.

A grant of 10% of the total regular giving received and collections (plate) from normal Sunday services, is shared between our designated charities. The charities we support with grants are The Jerusalem and Middle East Church Association, Christian Aid and The Children’s Society. This year we are giving £413.00 to each of these charities.

We are also committed to giving annually to the Wiltshire Historical Churches Trust (£50.00 pa) and the National Churches Trust (£50.00 pa) for Grants previously received.

The parish has also carried out other collections to the total of £945.03 for

- (i) Swindon Food Collective throughout the year
- (ii) Jerusalem & M E Church Association during Holy Week Services
- (iii) Christian Aid during Christian Aid Week
- (iv) Wiltshire Historic Churches Trust for the Ride and Stride event
- (v) Embrace the Middle East and the Children’s Society during the Christmas period

The PCC have a policy that all financial matters for this parish are “crystal clear”. There is a “Statement of Accounting Policies” and also “Financial Rules and Procedures” in place to conform to the various Charities’ Acts. The PCC members, as Trustees for the Parish, are required to sign an HMRC “Declaration for Fit and Proper Person” when taking up office.

The overall financial state of the Parish remains unclear following the continued new developments in the parish. During 2020 we need to be careful with our limited financial resources.

We would like to thank everyone for their continued support.

### **Reserves Policy**

The Charities Act requires that the PCC has a reserves policy to cover future short falls in income or unexpected expenditure. As the PCC’s income is all unsecured, the reserve is set to at least 6 months expenditure as unrestricted funds. In addition, as the church is an historic building, designated funds need to be reserved to cover work identified in the periodic quinquennial inspection.

The PCC agreed that the reserves should be £6,000 but to increase this, when able, to cover a 6-month period for expenditure and £5,000 for quinquennial and emergency repairs.

The Reserves Policy will be reviewed annually.

## **St Andrew North Swindon Statement of Accounting Policies**

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable UK Accounting Standards, the Charities SORP 2005 and the Charities Act 2011, using the Receipts and Payments basis.

### **FUNDS**

The general fund represents the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

### **STATEMENT OF ASSETS AND LIABILITIES**

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities.

- Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal
- Land and buildings held on behalf of the PCC.
- Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty.

The following assets are recognised and a monetary value given as part of the description in the Statement of Assets and Liabilities.

- Amounts owing from HMRC.
- Any other amounts owing to the PCC at 31 December.
- Closing bank balances as shown in the receipts and payments accounts.

The following liabilities recognised and a monetary value given as part of the description in the Statement of Assets and Liabilities.

- Creditors for goods or services where the supply has been received and invoiced by 31 December

**ST ANDREW NORTH SWINDON**  
**Year Ended 31 December 2019**

**GENERAL FUND - RECEIPTS AND PAYMENTS ACCOUNT**

		2019			2018		
Receipts	£	£	£	£	£	£	
Tax Efficient Planned Giving		8,177.01			8,342.21		
Other Planned Giving		2,514.29			1,438.39		
Collections		3,216.24			1,786.96		
Tax Efficient Collections		<u>762.69</u>	14,670.23		<u>1,747.94</u>	13,315.50	
Tax Recovered			3,470.12			3,381.06	
Donations			2,327.11			3,019.38	
Grants			0.00			625.80	
Fund Raising			527.51			214.50	
Fees	Weddings & Funerals	1,191.00			1,946.00		
	Pre-paid	<u>0.00</u>	1,191.00		<u>1,568.00</u>	3,514.00	
Interest			13.63			13.63	
Bequests			0.00			0.00	
			<u>22,199.60</u>			<u>24,083.87</u>	
<b>Payments</b>							
Fund Raising		192.95			193.57		
Grants	Christian Aid	413.00			362.31		
	Jerusalem & M E Church As	413.00			362.31		
	Childrens' Society	413.00			362.31		
	Wiltshire Historic Churches	50.00			50.00		
	National Churches Trust	50.00			50.00		
	Swindon Youth for Christ	<u>110.00</u>	1,449.00		<u>0.00</u>	1,186.93	
Parish Share			11,939.00			17,232.00	
Ministerial Expenses							
	Revd Sally Robertson	837.29			923.09		
	Other Clergy	<u>62.90</u>	900.19		<u>185.55</u>	1,108.64	
	Telephone	243.73			241.15		
	Stationery etc	<u>112.73</u>	356.46		<u>191.75</u>	432.90	
Mission							
	Support and Mission Costs		231.64			550.36	
	Youth & Children's Work		241.74			227.39	
Church Running Expenses							
	Maintenance and repairs		515.37			7.92	
	Upkeep services	1,203.83			1,302.00		
	Insurance	<u>1,435.02</u>	2,638.85		<u>1,435.00</u>	2,737.00	
	Churchyard		1,011.66			1,310.73	
	Administration for PCC		478.90			481.56	
	Heating, lighting etc		<u>1,240.43</u>	(21,196.19)		<u>1,021.69</u>	
						(26,490.69)	
<b>Surplus/Deficit for year</b>			<u>£ 1,003.41</u>			<u>£ (2,406.82)</u>	

**ST ANDREW NORTH SWINDON**  
**Year Ended 31 December 2019**

**RESTRICTED ACCOUNT**

**OLD ORGAN RESTORATION FUND - RECEIPTS AND PAYMENTS ACCOUNT**  
**HISTORIC**

Interest added for 2019 was	£	1.64
Total balance at 31 December 2019	£	1,632.47

No further activity on this account took place in 2019

**DESIGNATED ACCOUNT**

**FUND 5 - ST ANDREW'S CHURCH - RECEIPTS AND PAYMENTS ACCOUNT**  
**HISTORIC**

The bequest came from a long standing member of St Andrew's Church with an interest in organ music

In November 2019 the PCC changed the use of the bequest for work on the churchyard wall

Interest added for 2019 was	£	5.54
Total balance at 31 December 2019	£	5,554.83

No further activity on this account took place in 2019

**RESTRICTED ACCOUNT**

**FUND 7 - ST ANDREW'S CHURCH (Fabric) - RECEIPTS AND PAYMENTS ACCOUNT**

Wolfson Foundation Grant for work on St Andrew's Church roof

Total balance at 31 December 2019	£	4,000.00
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No activity on this account took place in 2019



**ST ANDREW NORTH SWINDON**  
**Year Ended 31 December 2019**  
**BALANCE SHEET**

	General Fund	Restricted Organ	Designated Fund 5	Restricted Fund 7	Total
Balance b/f at 1 January 2019	17,337.39	1,630.83	5,549.29	4,000.00	28,517.51
Surplus/Deficit for year	1,003.41	1.64	5.54	0.00	1,010.59
Balance c/f at 31 December 2019	<u>£ 18,340.80</u>	<u>£ 1,632.47</u>	<u>£ 5,554.83</u>	<u>£ 4,000.00</u>	<u>£ 29,528.10</u>
<b>Represented by:</b>					
Lloyds Bank Account	11,778.60	0.00	0.00	0.00	11,778.60
Nationwide Building Society A/c (1)	6,562.20	0.00	0.00	4,000.00	10,562.20
Nationwide Building Society A/c (2)	0.00	1,632.47	5,554.83	0.00	7,187.30
Cash in hand	0.00	0.00	0.00	0.00	0.00
Balance c/f at 31 December 2019	<u>£ 18,340.80</u>	<u>£ 1,632.47</u>	<u>£ 5,554.83</u>	<u>£ 4,000.00</u>	<u>£ 29,528.10</u>

Chairman: *Sally Robertson* Date: *23/02/20*  
PCC Member: *PL* Date: *23/02/20*

**Notes**

Debtors HMRC £1882.44

Purchases during year ending 31 December 2019 Nil

Other years - A detailed inventory was taken in July 2012 recording all assets according to location and checked February 2018