

ST MICHAEL AND ALL ANGELS,
COLEHILL

Annual Report for the year ended
31 December 2021

LEGAL AND ADMINISTRATIVE INFORMATION

Reference and administrative details of the Charity, its Trustees and Advisers

Full name of the Charity	The Parochial Church Council of the Ecclesiastical Parish of St Michael and All Angels, Colehill, known as St Michael and All Angels	
Charity Registration Number	1134712	
Address of the Charity	St Michael's Church Centre, Colehill Lane, Colehill, Wimborne, Dorset. BH21 7AB	
Ex officio Trustees		
Incumbent	Revd Suzanne Pattle	Chair
Associate Priest	Revd Lorraine Mc Gregor	
Licenced Lay Ministers	All now Reader Emeritus status (retired)	
Deanery Synod Representatives	Mrs Daphne Jones Mrs Muriel Jacobs Vacancy	Elected 11 October 2020 Elected 11 October 2020
Elected Trustees		
Mr Alan Motson	Treasurer	
Mrs Marjorie Shaw	Churchwarden	Re-elected 25 April 2021
Mr Lindsay Wood	Churchwarden	Re-elected 25 April 2021
Mrs Deborah Stevenson	Parish Safeguarding Representative	
Mrs Joanne Clayton	Deputy Parish Safeguarding Representative	
Mr Robert Heaton		
Mr John Spatchet		
Mrs Caroline Jones		
Mr Nigel Davies		

St Michael and All Angels, Colehill

Mrs Helen Hunwick		
Mrs Margaret Wood	PCC Secretary	Elected onto PCC 25 April 2021 (previously co-opted)
Reporting to PCC		
Mr Nigel Butler	Assistant Treasurer	Reports to PCC through Treasurer - in occasional attendance at PCC by invitation
Mrs Jill Beech	Electoral Roll Officer	Reports to PCC through Churchwardens (agreed by PCC 10/4/16)
Karen Rimmington	Church Centre Bookings Secretary	Employed by PCC for 5 hours a week. Reports to Treasurer and Churchwardens Appointed January 2021

Structure, governance and management

The Church of St Michael and All Angels is situated in Colehill, near Wimborne Minster in Dorset. It is part of the Diocese of Salisbury. The Parochial Church Council (PCC) is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission. 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.

Objectives and activities

St Michael's Parochial Church Council has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church; spiritual, pastoral, prophetic, evangelistic, ecumenical and social. It oversees adherence to policies on Safeguarding, Health and Safety and Data Protection. It also has the responsibility for the fabric of the church and for the operation of St. Michael's Church Centre.

The PCC met 5 times during the year and the Standing Committee met 11 times. Other committees met at various times and, where appropriate, discussions and decisions at these committees were presented to and discussed by the PCC.

Committees

The PCC operates through a number of committees and sub groups, which meet between full meetings of the PCC. The principal committees are:

Standing Committee:

St Michael and All Angels, Colehill

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The committee met 11 times during the year. Membership: Vicar, Marjorie Shaw, Alan Motson, Lindsay Wood Margaret Wood

Fabric Committee:

The committee is responsible to the PCC for all matters relating to the fabric of the church, including action on outstanding quinquennial items, health and safety policy, fire safety and risk assessments for both Church and Church Centre. The Fabric Committee is also responsible for all matters related to the upkeep and repair of the church centre. Hall Hire policy and bookings policy and pricing to remain in the hands of the Vicar, Churchwardens and Treasurer, who address these matters on a regular basis, reporting to the PCC as required. Membership: Robert Heaton, Alan Motson, John Spatchet, Nigel Davies, Marjorie Shaw, Robin Hill, Lindsay Wood, Graham Kewley

Social and Fundraising Committee:

The committee is responsible to the PCC for fund raising and social events in general and also co-opts members of the congregation. This Committee was not able to function normally owing to the pandemic and has not yet reconvened.

Finance, Stewardship and Fundraising Committee

The Finance, Stewardship and Fundraising Committee scrutinises financial procedures and financial protocols, develops future campaigns on stewardship and drafts fundraising proposals for capital projects related to fabric and reordering. Membership: Vicar, Alan Motson, Muriel Jacobs, Adrian Ramshaw, Jeremy Barnard, Nigel Butler, Marjorie Shaw

Centre Rendezvous Management Committee:

The committee is responsible to the PCC for the overall operation of Centre Rendezvous, and in particular in ensuring that all health and safety issues and requirements are fully met. The Committee normally meets regularly through the year to review financial information, to plan rotas, to review progress overall and to determine prices and menus. Membership: Vicar, Daphne Jones, Alan Motson, Eric Jones, Jackie Jones, Jenny Horobin. This committee reconvened in July 2021 to plan for a reopening and relaunch of Centre Rendezvous as Colehill Community Café in September 2021.

Reordering Task Group:

Appointed in November 2019 to oversee the delivery of the Reordering Project, including drawing up of plans/specifications, liaising with potential contractors and preparing faculty applications. Membership: Vicar, Churchwardens, Alan Motson, John Spatchet, Nigel Davies

Eco-Committee

This committee monitors our compliance with Eco-Church Bronze Award status and advises the PCC on working towards the Silver Award. Membership: John Spatchet, Jenny Spatchet, Graham Kewley, Anne Bowley, Jackie Deung, Sharen Green, Alan Motson.

REVIEW OF THE YEAR

REGULAR WORSHIP

The pattern of worship has continued to be affected by the ongoing Coronavirus pandemic. January 2021 saw the imposition of a third national lockdown, with the result that services were once more held exclusively online. The clergy prepared services that

were livestreamed from church with no congregation present, using musical resources supplied by the national church. The decision was taken that these services would not be eucharistic, until it was possible to celebrate Holy Communion with a congregation physically present. As in previous lockdowns, regular contact was maintained with members of the congregation via Zoom meetings, and regular mailings and phone calls to keep people connected. The pastoral team and home group leaders also ensured that informal networks of social and pastoral contact continued. The pattern of daily prayer was maintained on Zoom with Morning Prayer on Tuesdays, Wednesdays and Fridays, and Evening Prayer on Thursdays.

Lent and Holy Week Services were held online. Members of the congregation were offered Lent reading materials and Lent reflection bags during the season. Eucharistic worship was resumed on Easter Day when we once again gathered in person but with strict covid mitigations in place. As congregational singing was still not permitted indoors, we ended the service outside with the singing of an Easter hymn. Between Easter and July 19th, when Covid restrictions were reduced with the introduction of Plan A and Plan B Measures, music in worship was maintained by a quartet of singers. Choir practice resumed in August and a full choir was able to convene in September alongside the resumption of congregational singing (albeit with masks on). We continued to livestream all our main services for those continuing to shield, and resumed a pattern of midweek said Communion services from late April.

The autumn saw a resumption of something more akin to normality, and the traditional Remembrance ceremonies at the War Memorial were able to take place. In the changing circumstances of the pandemic, decision-making regarding covid mitigations became the responsibility of the Incumbent. Taking into account our local circumstances, the decision was taken to continue to encourage the wearing of face coverings in church and to keep to the practices established since the resumption of public worship at Easter. During the autumn we reintroduced the receiving of communion in both kinds using the method of simultaneous administration (intinction of communion wafers and placing directly into the hand of the communicant). It remains uncertain when we will feel ready to reintroduce the common cup. As the entire service is now projected onto a screen this has led to greater opportunities for creativity in the use of liturgy, new music, using visuals in preaching and this has generally been well received.

The church participated in a Diocesan-led Generous Giving campaign during September. As a church we have been blessed by the generosity of many in regular committed giving which has helped us through challenging financial circumstances. All of us were challenged to review our giving, recognising the abundance of God's gifts and our responsibility to respond generously in our giving of our time, talents and money. The campaign also encouraged the consideration of gifts in wills. The financial review will offer more detail on this.

At the start of December a Carols, Christingle and Community Event was held, including an informal Christingle service in church and carol singing outside. During December there were growing concerns over the new highly infectious Omicron variant. The implementation of the more restrictive Plan B measures by the government did not impact

hugely on our agreed protocols for public worship. However plans for Christmas came under rapid review. A booking system was put in place for Carols by Candlelight, and for the Crib Service, with a number limit of 60. The Crib Service was sadly cancelled owing to a very small number of bookings and numbers attending services on Christmas Day (8am BCP and 10am All Age Eucharist) were not high, given the uncertainties over Omicron at the time. Many had made the decision to limit their in-person contacts following government advice. The Vicar offered a 'Quiet Christmas' service on Sunday 26th December, livestreamed from the Vicarage.

COMMUNITY OUTREACH

The autumn saw a partial resumption of social and outreach activities, which was encouraging. Centre Rendezvous was relaunched as Colehill Community Café in September, and has continued to run successfully into 2022. Likewise Cherubs Toddler Group resumed in September and is greatly valued by the mums, grandparents, childminders and carers in the community. Two Toddler Church services were held at Harvest and at Christmas. We were also able to hold a Harvest Lunch as well as resuming serving coffee after services, both of which have been much welcomed by members of the worshipping community who have missed the social contact and fellowship. Two out of the three home groups were also able to resume in the autumn, with sensible precautions in place. It has been pleasing that despite our ongoing financial situation as a parish we have continued to support both local and national charities through regular appeals through the year, particularly at Harvest and Christmas. The church has maintained active support for Salisbury Women's Refuge at Harvest, Christian Aid, Routes to Roots, the Children's Society, for our link Deanery Karika in S. Sudan and Wimborne Foodbank. It was a delight to welcome Jill Ford from the Children's Society to preach in May.

PASTORAL CARE

Various groups within the church have kept regular contact continuing the pattern established during the first year of the pandemic. These included the 8am congregation; Mothers Union Prayer and Fellowship Group meeting on Zoom and subsequently in person from the autumn; home groups; the choir and the lunch club volunteers. During the early part of 2021 people continued to record readings, music, talks, and prayers to contribute to online worship, which has been a great encouragement to many. Revd Lorraine McGregor and the Lay Worship Leaders, as well as other members of the congregation have played a significant part in this.

OCCASIONAL OFFICES

During the course of 2021, St Michael's conducted 2 Weddings, 1 Renewal of Vows, 5 Baptisms, 8 Funeral services (Church or Crematorium/Cemetery) and 2 interments of ashes.

CHURCH SCHOOL

The congregation has continued to actively support St Michael's CE Middle School - sending regular cards to staff at key points throughout 2021. The Vicar continues to

engage actively with the school and has continued to offer online collective worship for use in the classroom. The Year 8 Leavers Service, led by the Vicar, took place in the school hall, with limited attendance present, and livestreamed into the classrooms. It was pleasing this year that we could hold the Annual Service to mark the beginning of the Academic year in church. The School marked its 50th anniversary year with a special service attended by Bishop Karen in September 2021; this too was held in person with some pupils present and the rest participating in their classrooms. We were able to run an in person Experience Church for year 5s in October 2021. Unfortunately the School Carol Service had to migrate to online only once again. From September to December the Vicar and Churchwardens made the church building available for music activities and the church building was used extensively for music and choir rehearsals (better social distancing space and ventilation than in school), and many items for the School Carol Service were recorded in church.

The Vicar and Foundation Governors continue to attend Academy Committee meetings (held mostly online) and to support the school where possible. In practical terms, we have continued to offer space in the Church Centre to the pastoral team for meetings with outside agencies when needed..

SUMMARY

Another challenging year for the parish. No one had anticipated how long the pandemic was going to last, but we had gained in confidence in managing church life in because of all the adjustments made and the experience gained during 2020.

We continue to carefully monitor our financial position, to ensure good governance and continue the practical business of running the church. The Fabric Committee, Finance, Stewardship and Fundraising Committee, Reordering Task Group, and the Standing Committee have continued to meet over the year, mostly on Zoom but sometimes in person when restrictions eased, to ensure that the fabric and finances of the church are kept in good order and to progress projects underway relating to reordering and fundraising.

Progress has been made in repairs required in relation to the quinquennial, overseen by the Fabric Committee - namely the successful removal of salt deposits and staining to the external walls of the church. Progress has also been made for the replacement and repositioning of some roof tiles with the procurement of a quantity of reclaimed similar tiles ready to be actioned in Spring 2022.

In the autumn the church was granted a faculty to replace the existing chairs and finances are largely in place for this to be achieved in early 2022. An application is in process with the DAC for the installation of new electrical sockets, and the FSF committee is identifying sources of funds to meet the costs of this and other projects. As things inevitably evolve the order of priority of items remains under review. It is hoped that by the end of 2022 our main objectives will be met, subject to necessary permissions and funding.

The Church Centre has been shut for a good proportion of 2021 but the summer saw the gradual resumption of bookings, and the autumn saw the level of regular bookings

increase. The PCC employed Karen Rimmington as Church Centre Bookings Secretary in January 2021, for 5 hours a week, with additional hours worked as and when required and invoiced accordingly. Her input and customer service skills have been invaluable in reestablishing contact with regular and new hirers. See financial report for more detail on Church Centre Finances

Last year's report talked optimistically of a 'post-Covid recovery phase'. The experience of 2021 showed us that the pandemic was far from over. However, we enter 2022 hoping that the coming year will be one of gradual rebuilding - of our congregational and worshipping life, our outreach and service to the community, keeping the fabric of the church and church centre in good order and our finances on track.

Financial Review

The overall Statement of Financial Activities, as required by FRSSE SORP (SORP 2015) is set out below.

St Michael and All Angels, Colehill						
Statement of Financial Activities						
For the period from 01 January 2021 to 31 December 2021						
	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations, Legacies and similar incoming resources	72,501	4,184	3,022	—	79,708	73,303
Activities in furtherance of the charity's objects	1,198	1,265	1,557	—	4,020	4,591
Other trading activities	2,368	—	—	—	2,368	468
Investments	82	—	—	—	82	381
Other income	21,359	14,952	—	—	36,311	8,895
Total income	97,510	20,402	4,579	—	122,492	87,640
Expenditure on:						
Costs of generating funds	336	—	—	—	336	16
Grants payable in furtherance of charity's objects	479	—	2,738	—	3,217	1,748
Activities in furtherance of the charity's objects	66,709	1,865	1,566	—	70,141	69,695
Support costs	29,180	14,887	3,241	—	47,308	17,857
Expenditure on managing-administering the charity	3,380	473	—	—	3,853	4,129
Total expenditure	100,085	17,226	7,546	—	124,858	93,447
Net income / (expenditure) resources before transfer	(2,575)	3,175	(2,966)	—	(2,366)	(5,806)
Transfers						
Gross transfers between funds - in	—	—	—	—	—	—
Gross transfers between funds - out	—	—	—	—	—	—
Other recognised gains / losses						
Gains / losses on investment assets	—	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
Net movement in funds	(2,575)	3,175	(2,966)	—	(2,366)	(5,806)
Reconciliation of funds						
Total funds brought forward	36,706	23,133	6,168	—	66,008	71,815
Total funds carried forward	34,130	26,309	3,201	—	63,642	66,008

The Balance Sheet as at 31 December 2021 is set out below.

St Michael and All Angels, Colehill

St Michael and All Angels, Colehill

Balance sheet (Summary)

As at: 31 December 2021

	As at 31/12/2021 £	As at 31/12/2020 £
Fixed assets		
Tangible assets	13,000	13,800
	<u>13,000</u>	<u>13,800</u>
Current assets		
Debtors	3,127	2,227
Cash at bank and in hand	50,175	63,786
	<u>53,302</u>	<u>66,013</u>
Liabilities		
Creditors: Amounts falling due in one year	2,659	13,805
Net current assets less current liabilities	<u>50,642</u>	<u>52,208</u>
Total assets less current liabilities	<u>63,642</u>	<u>66,008</u>
Total net assets less liabilities	<u>63,642</u>	<u>66,008</u>
Represented by		
Unrestricted		
Unrestricted - General fund	34,130	36,706
Designated		
Designated - Reordering Project Des	900	—
Designated - Organ Fund	—	—
Designated - Church Centre Operations	12,851	14,405
Designated - Centre Rendezvous	1,312	1,229
Designated - General Reserve Fund	6,279	6,538
Designated - Flower Fund	55	94
Designated - Cherubs	585	540
Designated - Vicar's Discretionary	325	325
Designated - Legacies	4,000	—
Designated - Choir Fund	—	—
Restricted		
Restricted - Reordering Project Res	116	125
Restricted - Church Restoration	—	3,241
Restricted - Organ Fund - Pipe Organ only	2,602	2,602
Restricted - Giving to Charities	483	200
Restricted - Assigned Fees	—	—
Restricted - Organ Fund - Pipe or Digital	—	—
Funds of the church	<u>63,642</u>	<u>66,008</u>

Overall summary

Total funds at the end of the year were £63,642 (2020: £66,008).

General Fund (Unrestricted Fund)

The General Fund made a deficit in the year of £2,575 (2020: £1,517 deficit). This compared to a gross budgeted deficit of £4,972, excluding any estimated fund raising for the year.

The accounts for the year have continued to be affected by the Covid-19 pandemic referred to in the sections above. Services in Church were disrupted in the first few months, and there were limitations on the level of fundraising activities which we could hold to address the potential deficit. Despite this we have continued to exercise effective control over income and expenditure, and importantly we have been able to pay our Parish Share in full to the Diocese.

Notable factors are:

1. The continued generosity of giving by church members, mainly through planned giving via the Parish Giving Scheme. This has provided steady regular monthly income from giving and gift aid.
2. We have continued to provide a facility to give to general church funds through our website as well as offering donations for specific charities which we have chosen to support throughout the year. We have also created other giving opportunities through Goodbox and GiveALittle.
3. General reduction in service costs due to church closure or reduced numbers of in-person worship under Covid protocols. Additional costs to enable live streaming of services (equipment, software licences, etc) have largely been met by donations.

The balance on the General Fund at the end of the year was £34,131 (2020: £36,706). The net book value of fixed assets included in the total at the end of the year was £13,000 (2020: £13,800)

Generous Giving Campaign

In the last quarter of the year, we engaged in a Diocesan wide initiative to challenge all church members regarding regular planned giving. This challenge was met by a very generous response which will increase the level of planned giving (including Gift Aid recovered) in 2022 by £4,750. This will cover the increase in the Parish Share for 2022 of £3,000 over 2021 level.

Designated Funds

Designated Funds include the Church Centre Operations Fund, Centre Rendezvous Fund, General Reserve Fund, Flower Fund, Cherubs Toddler Group, and Choir Fund. Such funds may be used for any purpose at the discretion of the PCC.

Church Centre Operations Fund

This Fund deals with all income and expenditure relating to St Michael's Church Centre. Income in the year was £12,988 (2020: £8,086, 2019:£20,335). Due to Covid restrictions we were not able to open up the Church Centre in the first 4-6 months of the year. Lettings are gradually returning but some groups were reluctant to commit themselves to bookings as the lockdown restrictions were eased. We are hopeful that more groups will be returning fully in the new year.

The overall deficit for the year was £1,554 (2020: £3,490 deficit). Many of the costs associated with the Church Centre are fixed, and Covid has required us to engage professional cleaners at a significant increase in cost to maintain cleanliness and safety for our hirers.

All our expenditure is kept under review and we are now actively marketing times when the Centre is available for hire.

General Reserve Fund

It has been the policy of the PCC to try to ensure that we carry sufficient reserves for meeting significant but unexpected expenditure on the General Fund, particularly with regard to any work required arising from the quinquennial inspection which was carried out in September 2019.

£259 was spent during the year as part of the project to clean the Church walls (see Church Restoration Fund below). The balance as at the end of 2020 was £6,279 (2020: £6,538).

Colehill Community Café (Previously Centre Rendezvous)

Colehill Community Café resumed in September 2021. It was decided to rename this activity to ensure that it was seen to be for the whole community and not just for Church members - an incorrect perception on the part of some people!

It made a small surplus of £82 in that period after contributing £420 towards the cost of the Church Centre. We received a grant of £750 from Dorset County Council towards the costs involved in restarting this activity - hygiene course updates, publicity etc.

Legacies Fund

In January 2022 the PCC established a Legacy Policy which was to be applied retrospectively to the 2021 accounts. We received two legacies of £2,000 each and these have been placed in a designated Legacy Fund, to be used at the discretion of the PCC. No specific instructions were left by the donors as to how the legacy was to be spent.

Restricted Funds

Restricted funds are determined by the intention of donors, either individually or collectively.

Charities Fund

Collections and fundraising events specifically for charities raised a total of £3,023 of which £2,739 had been paid over to charities by 31 December 2021. The balance on the fund at that date was £484, of which £445 has now been paid to the relevant charities.

Church Restoration Fund

This fund was established in 2011 when significant sums were required to repair the Church roof and the East Window. In the quinquennial report of 2019, the Diocesan Architect identified some cleaning which was necessary to the external walls of the Church. This work was completed in October 2021 at a cost of £3,500, part of which (£3,241) was met by the balance on the Restoration Fund brought forward from 2020.

The VAT of £700 associated with the work has now been recovered under the Listed Places of Worship scheme.

Notes to the accounts

1. The charity's trustees (PCC) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.
2. Fund structure
 - a. General Fund used for PCC ordinary purposes.
 - b. Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.
 - c. Restricted funds represent income from trusts, endowments and donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund.
 - d. The PCC cannot create a restricted fund itself.
 - e. The PCC does not invest separately for each fund.
3. The accounts are prepared on an accrual basis for years ending on 31 December.
4. Full provision is made for all anticipated expenditure for which a liability has arisen but not yet spent.
5. Income is included based on the period to which it relates rather than when actually received. Full provision is made for any income that may not be received.
6. The Viscount organ is depreciated at 5% per annum straight line.

7. It is the policy of the PCC to retain reserves sufficient to meet:

General Reserve Fund - provision for any significant but unforeseen maintenance expenditure and to cover essential costs relating to the latest quinquennial inspection.

Church Centre Operations - anticipated replacement of boilers, ovens, etc, and major redecoration costs for the internal and external aspects of the building.

During the course of 2022, it is the intention of the PCC to formalise a reserves policy.

The accounts have been reviewed by and approved by an independent examiner as required by the Charities Act. The Independent Examiners Report is included with the accounts submitted to the Charities Commission.