



Reg. charity no: 1196804

THE PAROCHIAL CHURCH COUNCIL OF ST ANDREW, TAUNTON

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 December 2021



PAROCHIAL CHURCH COUNCIL OF ST ANDREW, TAUNTON

ANNUAL REPORT 2021

Administrative information

St Andrew's Church is situated in Taunton. It is part of the Diocese of Bath and Wells within the Church of England. The correspondence address is St Andrew's Parish Office, Greenway Avenue, Taunton, Somerset, TA2 6HU.

Parochial Church Council (PCC) members who have served from 1 January 2021 until the date this report was approved are:

<i>Incumbent</i>	The Revd Robin Lodge	Chair (ex-officio)
<i>Curate</i>	The Revd Katy Gough	(ex-officio)
<i>Churchwardens</i>	David Budd	Vice Chair (ex-officio)
	Tony Blackshaw	(ex-officio)
<i>Deanery Synod Representatives</i>	Stephen Grimshaw	(ex-officio)
	Henry Haslam	(ex-officio)
	Darren Chalmers	(ex-officio)
<i>Elected members</i>	Steve Bull	
	Mike Chapman	(to APCM 2021)
	Phil Emond	(APCM 2021 to February 2022)
	Sue Goodman	PCC Secretary
	Mervyn Jones	
	Bill Perry	
	Antony Yeo	PCC Treasurer
	<i>3 Vacancies (3 from February 2022)</i>	
<i>Permission to attend and speak</i>	Lesley Gold	Parish Administrator

[APM = Annual Parish Meeting APCM = Annual Parochial Church Meeting]

Structure, governance and management

Until November, the PCC was a charity excepted from registration with the Charity Commission. It was registered as a charity, no. 1196804, on 26 November 2021. The PCC does not have any other related trusts or charities.

The method of appointment of PCC members is set out in the Church Representation Rules (2020). All church attendees are encouraged to register on the Electoral Roll and to stand for election to the PCC. The PCC meets approximately bi-monthly to conduct church business. Sub-committees of the PCC exist for the management of St Andrew's Church Hall, and to progress the New St Andrew's Project. Limited life working parties are set up occasionally to fulfil specific tasks and consist of PCC members and others by invitation.

The ministry of the parish is sustained by its Parish Priest, the Revd Robin Lodge and two Readers: Mrs Ruth Cook and Dr Jeremy Harvey. The Curate, the Revd Katy Gough, left to take up a new post in February 2022. There is also a small team of Lay Pastoral Assistants and several other teams of volunteers covering a wide range of church life, which report regularly to the PCC.

Objectives and activities

The PCC (Powers) Measure 1956 summarises the charitable objects of the PCC as "cooperating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical." St Andrew's PCC sees this as a calling to proclaim the Gospel of Jesus Christ as it has been received by the Church of England by the nurture of faith among the community by word, pastoral care and practical service. It also has maintenance responsibilities for the church and the church hall.

From 1 September 2013, St Andrew's Church of England Voluntary Controlled Primary School converted to academy status and became a member of the Bath & Wells Multi-Academy Trust (MAT) and was renamed St Andrew's Church of England School. The Revd Robin Lodge and Mrs Dawn Booth, both former foundation governors, continue as members of the Local Governing Committee as MAT appointees but once again known as foundation governors. Mrs Booth is currently Chair of the Local Governing Committee.

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, TAUNTON

ANNUAL REPORT 2021 (CONTINUED)

Achievements and performance

Church attendance & Statistics for 2021

The number on the Electoral Roll at 31 December 2021 was **105** (113 at 31 December 2020).

The average Sunday attendance including children, counted in October was 54 (49 in 2020) but larger numbers attended for special services, such as at Christmas and Easter. In 2021 the number of baptisms was 2 (1 in 2020). There were no weddings in 2021 (0 in 2020). In total there were 12 funerals both in church and at local crematoria (10 in 2020).

Review of the Year

As with all organisations in society, St Andrew's continued to be affected by the ongoing coronavirus pandemic. A third lockdown began in January 2021. The Church of England enabled incumbents to make the call about each parish's response, but in consultation with the PCC, the reluctant decision to close public worship was taken once again, with the clergy instead live-streaming worship from the church building with no congregation physically present. In-person worship, tempered by social distancing and suitable hygiene precautions, returned at the end of February. As the pandemic began to ease in the UK steps have been taken to reduce the number of precautions in force and to date very few remain. The situation is reviewed regularly by the Incumbent according in the light of the current guidelines issued by the Church of England.

The PCC met seven times via Zoom and four times face to face, in 2021; two of the 11 were single-issue discussions. Average attendance was 81% (83% in 2020). The Standing Committee (seven meetings), the Hall Committee and the New St Andrew's Group met between meetings, both on-line and in person as circumstances allowed, and minutes of their meetings were received by the full PCC and discussed where necessary.

In line with diocesan policy, the PCC sets its priorities and expressed them in its Mission Action Plan. From March 2020, this had been temporarily replaced with a Coronavirus Continuity Plan, which was designed to give an ongoing snapshot of the status of church activities in line with lockdown or other social distancing measures. In September 2021 a parish conference was held to "press the reset button" on parish life. We began with establishing a set of values which would govern the choices made about priorities on emerging from pandemic conditions. These were to be: outward facing, reaching out to others in a way that is inclusive, accessible and welcoming to all; caring towards each other and our community; growing in confidence in our faith in a generous and loving God; responsive to change in society so that we are flexible in our worship and in how we serve others; and proactive in nurturing discipleship across the age groups. From this we decided to reopen and renew our Church Mice toddler group, offer worship that is more varied and meets a wider range of needs, to enhance our ministry of welcome and hospitality and finally, to continue with the New St Andrew's Project. This will be reviewed in September 2022.

The Sunday school activity, known as the 'Railway Children,' has not restarted since lockdown, and our work for families, children and young people now focusses on schools' work, Church Mice and Messy Church, the latter to be relaunched in 2021 in conjunction with Rowbarton Methodist Church.

As noted above, schools work continues to be an important part of our work with children and young people. As well as involvement in governorship at St Andrew's School, the Vicar shares weekly acts of collective worship in school with the Revd Deborah Kirk of Rowbarton Methodist Church, our own Reader, Ruth Cook, and our Curate, the Revd Katy Gough. In 2021 this was mostly delivered by pre-recorded video. The Vicar is also a member of the Ethos Committee at The Taunton Academy, a church secondary school and part of the Richard Huish Academy Trust, which lies in our parish. Help with collective worship was added from late 2021. Ongoing support for the RE Department and Chaplaincy is available on request. A full return to "Easter Cracked," a dramatic presentation of the Easter story for children from schools in the area run by members of MINT (Mission in North Taunton), suspended in 2020 and delivered by pre-recorded video in 2021, was being planned for 2022. MINT is a federation of ourselves, Rowbarton Methodist, Oakwood Community Church and Wellsprings Chapel. Our work with Priorswood Primary School, which also lies within the parish, has consisted only of sending in occasional pre-recorded acts of Collective Worship.

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, TAUNTON

ANNUAL REPORT 2021 (CONTINUED)

St Andrew's has a Safeguarding Policy for the protection of children and vulnerable adults in line with diocesan guidelines. It is reviewed and updated annually. A copy of the policy is displayed in church. Names of all volunteers and their roles, not just those with Disclosure & Barring Service clearance, is available to the PCC as the body legally responsible for running the church. Full Job Descriptions have been formulated for each post, and training is regularly undertaken at an appropriate level for all those working for the PCC in a volunteer capacity. The PCC also has a Lone Worker Policy for employees and volunteers who need to work alone in church or in the community on its behalf, an Employee's Complaints & Grievance Policy, and a Data Protection Policy. The PCC also has a range of other policies governing aspects of parish management.

Home Communion was beginning to be offered to individuals again as the year closed, but work with care homes has not restarted since it was suspended due to the pandemic in March 2020.

In December 2021 we worked with fellow MINT churches to return to our annual Nativity on the Green event, which had not been possible in 2020. This was very successful and well supported by the wider community. As last year the Community Carol Service was held on the Sunday before Christmas with lessons read by community representatives, but the usual service for St Andrew's School was once again not possible. In spite of social distancing restrictions, there was good attendance at most Christmas services in 2021.

Public fund-raising events were restricted during 2021, although it was good to see a return to our annual Christmas Fayre in December. Donations sponsoring the spire lighting continued. Parish finances were better in 2021, cushioned by some generous bequests in 2020 and 2021, although financial decisions are still made with great care. The PCC also has a Financial Reserves Policy which ensures that we always have enough cash to cover all commitments for a minimum of 3 months in case of emergency.

St Andrew's continues to be represented at meetings of the North Taunton Partnership, and practical assistance given to Taunton Food Bank, and Arc (formerly Taunton Association for the Homeless).

The grouping of the four churches of the Local Ministry Group has not restarted since the beginning of the pandemic. Current diocesan policy has made the Deanery the focus of shared local mission. Joint services with our neighbours at Rowbarton Methodist Church and St Peter's, Lyngford continued to be suspended in 2021, but plans are in train to restart in June 2022.

St Andrew's continued its mission giving with a special collection on Remembrance Sunday for the Royal British Legion. Many individual church members use household collecting boxes for the Children's Society. There remains no planned giving from PCC funds.

The church's Health and Safety Officer is Mrs Lizzie Budd. She reports to the Churchwardens as she is not a PCC member, but regularly provides a report to PCC. A Health and Safety policy statement approved by the PCC is on display in church. Health and Safety is a standing PCC agenda item along with the reporting of any entries in the Accident Book as to whether any action is required.

A fresh Quinquennial Inspection was made by the PCC's architect, Mrs Jo Hibbert, in December 2020, which highlighted a number of actions that will need to be undertaken over the next 5 years. Thankfully no serious issues with the building were identified. In 2015 the decision was made to take the Use of Buildings Report as a general direction of travel for the modernisation and reordering of the church. A group was appointed by the PCC to take this forward chaired by Alan Cook, who was also appointed Project Manager for this work. During 2021 work began on additional toilet facilities, which were completed in December 2021. Plans for further improvements to the Narthex and Servedy were made in 2021, but work deferred to later in the scheme.

Between lockdowns limited reopening of the Church Hall was possible and at the close of the year business was beginning to build once again. The Hall Committee, led by our Hall Manager, Lesley Jones, has continued to oversee the use of the building and implement planned improvements.

A monthly magazine is produced available to church members and to the wider community, both in paper format and on-line. A parish website, a Facebook page and an Instagram page are the other main means of communication, in addition to a weekly email and postal communication to those not on line.

As we continue to emerge from the pandemic, we will need to continue working on how to respond to a "renewed normal." This will inevitably involve change, which for many does not always come easily, but we hope that we will respond faithfully to the needs of the community we serve.

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, TAUNTON
ANNUAL REPORT 2021 (CONTINUED)

Financial review

Total receipts on funds were £112,336 and are detailed in the financial statements.

£154,615 was spent to provide the Christian ministry from St Andrew's Church, including the contribution to the diocesan parish share, which largely provides the stipends and housing for the clergy. The parish share paid this calendar year was £54,114.

The net result was a **deficit of £42,279** including Restricted Funds.

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately three months unrestricted payments, to cover emergency situations that may arise from time to time. It is our policy to invest our fund balances in the CBF Church of England deposit funds.

Approved by the PCC on ... **29 March 2022** and signed on their behalf by

Reverend Robin Lodge, Chairman

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, TAUNTON
FINANCIAL STATEMENTS
for the year ended 31 December 2021

The financial Statements this year have been produced using the
Receipts and Payments Method.

The Receipts and Payments method states what is actually received into the accounts during the calendar year or paid out of the accounts during the calendar year, without stating what was outstanding from the previous year, or still owing or uncleared after 31 December in the current year.

Notes :

1. Included in these accounts :

Parish share payments from 2020 that were not paid until this year.

Gift aid from HMRC claimed for 2020 but received this year.

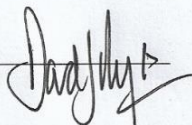
2. Not included in these accounts :

Parish share payments due in 2021 but not yet paid or cleared.

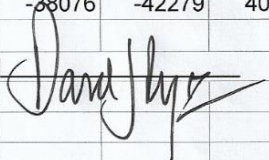
Gift aid from this year not yet received from HMRC

Any cheques or receipts not cleared by 31 Dec 2021

Confirmed that the above agree with the accounts examined

A handwritten signature in black ink, appearing to be 'Dadly', is written over a horizontal line that extends from the text 'Confirmed that the above agree with the accounts examined'.

Receipts and Payments Accounts for year ending 31 December 20217

<u>Payments</u>				General fund	Designated fund	Restricted fund	2021	2020
				£	£	£	£	
<u>Charitable activities:</u>								
	Donations/Grants to charities			-500			-500	-500
	Mission & Evangelism			-322			-322	-241
	Parish Share			-54,114			-54114	-72,971
	Clergy expenses			-3,224			-3224	-3,107
	Church running expenses			-12338			-12338	-13,789
	Churchyard maintenance						0	0
	Cost of raising funds			-141			-141	-144
							0	0
	Support costs			-151			-151	-182
	Administration costs			-21223			-21223	-19,838
	Governance Costs			0			0	-54
	Other(incl insurance)			-3529	-206		-3735	-3,762
<u>Major expenditure</u>							0	0
	Repairs to church buildings			-8957		-49910	-58867	-1,665
	Repairs to other property						0	
	Capital purchases/additions						0	
	Loan repayments						0	
Total payments				-104499	-206	-49910	-154615	-116,253
Surplus/(Deficit)				-4213	10	-38076	-42279	40150
Confirmed that the above agree with the accounts examined 								

Statement of Assets and Liabilities

Statement Balance Sheet St Andrew's Taunton year ending 31 December 2021

<u>Account Name</u>	<u>Opening Balance</u>	<u>Money in</u>	<u>Money Out</u>	<u>Statement Balance</u>
A Natwest Current Account U ("Cash")	£5,630.41	£108,196.68	-£103,323.95	£10,503.14
B CBF Fabric Fund D ("Cash")	£1,195.06	£286.50		£1,481.56
C CBF General Fund U ("Cash")	£45,392.51		-£14,000.00	£31,392.51
D CBF Bell Fund R ("Cash")	£766.26	£100.41		£866.67
G CBF Choir Fund R ("Cash")	£39.74	£0.01		£39.75
H CBF Church Hall Fund U ("Cash")	£205.74	0.01	-£205.75	-
I HALL CURRENT ACCOUNT ("Cash")	£4,844.07	£8,538.72	-£8,912.60	£4,470.19
J NEW ST ANDREWS CURRENT AC	£42,362.76	£17,052.77	-£49,910.22	£9,505.31
TOTALS	£100,436.55	£134,175.10	-£176,352.52	£58,259.13

Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

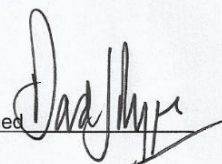
Assets

We have two investment accounts	CBF Fabric Fund ("Inv")	723 shares
These pay dividends	CBF General Fund ("Inv")	481 shares

Liabilities

Liabilities : Parish Share

Confirmed that the above agree with the accounts examined



D

FURTHER ANALYSIS OF ACCOUNTS FOR TAUNTON ST ANDREW 2021

2021

2020

Total Income/Expenditure

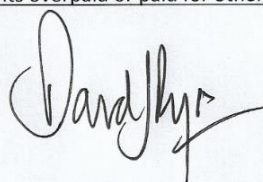
-42097.42	40150.77
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Receipts

1	Tax efficient planned giving	38,257.06	48,842.83
2	Other planned giving	11,377.00	10,219.14
3	Other collections at services	2,744.40	799.97
4	Other Giving & Donations - Recurring		
5	Other Giving & Donations - Non-Recurring	12,813.21	6,176.03
6	Special Appeals		
7	All tax recovered through Gift Aid	9,569.21	13,152.82
8	Legacies received	10,000.00	57,556.33
9	Recurring Grants		
10	Non-Recurring Grants	1,837.51	3,210.46
11	Fund Raising Events	3,870.15	851.77
12	Dividends & Interest	784.76	896.27
13	Income from Properties	5,164.00	5,100.00
14	Total Parochial Fees Income	848.00	685.00
15	Bookstall, Magazine etc	447.27	972.65
16	Hall Lettings	7,034.00	7,442.50
17	Income from other Church Activities	247.42	489.25
18	Insurance Claims	7333.86	
19	Reimbursement of costs by other Parishes		
20	Sale of Fixed Assets		
21	Service Fee Reimbursement by DBF		
22	Other Income		8.96
	Total Receipts	112327.85	156403.98

Other income consists mainly of refunds on amounts overpaid or paid for others

Confirmed that the above agree with the accounts examined

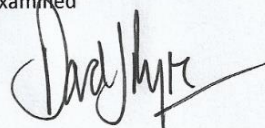


E

Payments		2021	2020
30	Fund Raising Costs	-140.50	-144.40
31	Donations to Charities & Mission Giving	-500.00	-500.00
32	Parish Share	-54,114.00	-72,971.00
33	Salaries & Wages	-17,064.24	-16,434.88
34	Clergy Expenses	-3,224.45	-3,106.57
35	Other Expenses	-150.82	-181.88
36	Clergy Housing costs		
37	Local Mission and Evangelism Projects	-322.00	-200.00
38	Children/Youth Work costs		-41.00
39	Insurance costs	-3,735.05	-3,548.92
40	Cleaning costs	-271.60	-517.18
41	Minor Repairs/Routine Maintenance	-9,320.43	-5,865.79
42	Administration costs	-4,158.91	-3,403.07
43	Other Church Expenses Services	-467.63	-605.02
44	Churchyard Maintenance		
45	Flowers	-50.00	-10.00
46	Music costs	-607.25	-620.81
47	Heating & Lighting costs	-1,331.57	-6,080.67
48	Water Rates	-100.00	-89.62
49	Costs of Trading		
50	Governance Costs	0.00	-54.00
51	Parochial Fees Remittance to DBF		
52	Parochial Fees to visiting Minister		
53	Parochial Fees to other 3rd party		
54	Parochial Fees Remitted to other PCC		
55	Service Fee to visiting Minister		
56	Payment of costs to other Parishes		
57	Deanery Costs		
58	Sundry Expenses		-213.40
59	Major Repairs to Church Building	-58,866.82	-1,665.00
60	Major Repairs to other properties		
61	Alterations/Extensions to Church Building		
	Total Payments	-154425.27	-116253.21

Confirmed that the above agree with the accounts examined

F



Balance Sheet

70	Loans received		-
71	Repayment of Loans		-
72	Alterations/Extensions to other Assets		-
73	Charities where PCC acts just an agent	-80.00	-186.70
78	New Fixed Assets (not Investments)		-
79	Purchase of Investments		-
80	Sale of Investments		-
Total balance sheet income/expenditure			
TOTAL Income/Expenditure		-42097.42	40150.77

Confirmed that the above agree with the accounts examined

G



FURTHER SUBDIVISIONS OF ACCOUNTS FOR INFORMATION

2021 2020

RECEIPTS

A	Donations in for Garden of Remembrance	226	
B	Coffee time donations	0	147.07
C	Donations in for Messy Church	5	39.54
D			
E	Money received or spent on Draw tickets	401	0.00
F	yellow one off envelopes	156.5	0.00
G	Hall receipts	8538.72	10680.00

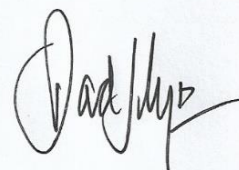
PAYMENTS

H	Young Church		
I	School		
J	Church Heating and lighting	779.57	4720.00
K			
L			
M	Hall heating and lighting	552	1360.67
N	Musical Director	3668.84	3185.72
O	Parish Administrator	6121.6	4899.11
P	Phone (admin)	371.71	452.68
Q	postage costs	500.97	272.52
R	Printing costs	1741.67	2094.23
T	Payment to Mint		
U	Website cost	79	243.00
V	Vicars expenses	2467.32	2812.37
W	Messy church expenses		41.00
X	Hall payments total	8192.6	12282.09

H

HALL ACCOUNTS SUMMARY FOR FURTHER INFORMATION

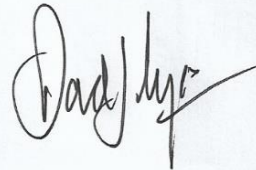
	2021	2021	2020	2020
	Receipts	Payments	Receipts	Payments
Hall lettings INCL deposits	£7,034.00		£7,443.00	
Hall salaries (includes petty cash to cleaner and manager)		£5,670.00		£5,706.00
Hall cleaning costs		£271.60		£297.00
Hall interest in	£1.97		£28.00	
Hall maintenance				£3,256.00
Hall heating and lighting		£776.00		£1,361.00
Hall insurance		£552.00		£1,225.00
Hall water		£1,243.00		£90.00
Hall sundry expenses (misc minus water)		£100.00		
Hall admin Phone	£206.00	£300.00		£347.00
Furlough grants	£1,297.00		£3,210.00	
Closure of CCLA Church Hall Fund 009D	£205.75			
Transfer of Church Hall Fund total to Hall Fund		£205.75		
Totals	£8,538.97	8912.6	10681	12282



FUNDRAISING DETAILS

<u>RECEIPTS</u>	2021	<u>RECEIPTS</u>	2020
Table top sales	332.20	Table top sale	284.20
Barn Dances		Barn Dance	
Clothing bags	90.00	Clothing bags	
Draw tickets	401.00	Draw tickets	
Summer Fete		Summer Fete	
Christmas Market	1037.96	Christmas Market	
Easyfundraising	83.68	Easyfundraising	67.57
Male Voice Choir	637.00		
Smarties challenge		Smarties challenge	
Winter warmer lunch	483.00	Winterwarmer lunch	500.00
Harvest Lunch	535.00	Harvest Lunch	
Summer Lunch	367.00	Summer lunch	
Spire lighting	1065.00		750.00
<u>(recorded as donations)</u>			
	5031.84		1601.77

J



Independent Examiner's Certificate for the PCC Accounts

Report to the trustees of: **TAUNTON ST ANDREW**

Parochial Church Council

On accounts for the year ended: 31/12/2021

Charity Number (if applicable): 1196804

**Respective responsibilities
of trustees and examiner**

The charity's trustees 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.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's
statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Signed:



Date:

25.02.22

Name:

DAVID JAMES BRIDGES

Relevant professional
qualification(s) or body (if
any):

Address:

'AVONDALE', RECTORY CLOSE
STAPLEGROVE, TAUNTON, SOMERSET, TA2 6EW

IER

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March 2012

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.



The Parish Church of St John the Evangelist,
Staplegrove, Taunton, TA2 6EJ

From the Treasurer, David Bridges GRSM ARCM ARCO
Amenable, Rectory Close, Staplegrove, TA2 6FW
07543 570742 davidjbridges2018@gmail.com

Sue Goodman *PCC Secretary*
St Andrew's Church Office
Greenway Avenue
Taunton
TA2 6HU

Examination of PCC Accounts

25 February 2022

Dear Sue

I am pleased to say that I have carried out my examination of the St Andrew's Church PCC Accounts, prepared by your Treasurer, Antony Yeo and am happy to confirm that, in my opinion, they meet the required standard.

With all good wishes