**The Parochial Church Council of the Ecclesiastical Parish of Calne & Blackland**

**Calne, Wiltshire**

**Annual Report and Accounts Year Ended 31st December 2019**

**Reg. Charity No. 1132032**

**Incumbent:**

**Reverend Robert Kenway (Rector)**

**Principal Bank:**

**Santander Bank Plc**

**Customer Service Centre**

**Bootle Merseyside**

**L30 4GB**

**Independent Examiner:**

**Mr. John Watt 5 Heather Way**

**Calne Wiltshire**

**SN11 0QR**

**Location:**

**The Parish comprises of 3 Churches, which are:**

**St Mary the Virgin**

**Church Street**

**Calne SN11 0HU**

**Holy Trinity**

**Quemerford**

**Calne SN11 0AR**

**St Peter**

**Blackland**

**Calne SN11 8PU**

**Parish Mission Statement**

*This PCC aims to promote, nurture and encourage the growth of God’s kingdom in Calne and in the wider world by –*

• Actively demonstrating our Christian belief.

• Nurturing spiritual growth through bible study, prayer and worship.

• Fostering pastoral care thus enabling effective Christian mission.

• Supporting the development of shared ministry.

*It is the aim of each of us to:*

**Live in Christ -** that we might be more fully the Body of Christ. **Grow in Christ -** that we may receive the gifts and **fruits of the Spirit.** **Share Christ -** that we may be ambassadors of Christ in the world.

To be an inclusive church serving the whole community of Calne and Blackland.

To establish welcoming and hospitable communities of worship and prayer so that we may live and share the gospel together.

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**Trustees Annual Report (Parochial Church Council) year ending 31st. December 2019.**  
**The Parochial Church Council of the Ecclesiastical Parish of Calne Blackland is a registered charity No. 1132032**

## Aim and Purposes Calne and Blackland Parochial Church Council (PCC) has the responsibility of co-operating with the Team Rector Revd. Bob Kenway in promoting within the ecclesiastical parish (as part of the Marden Vale Team Benefice), the whole mission of the Church, pastoral: evangelistic, social and ecumenical. Our services and worship put faith into practice.

## Public Benefit Statement:

## Objectives and Activities The PCC is committed to enabling as many people as possible to worship within the 3 churches of the parish: St Mary the Virgin, Holy Trinity and St Peter, Blackland and to become part of the parish community. The PCC maintains an overview of worship throughout the parish and offers suggestions as to how more people might become more involved. Our services and worship put faith into practice through prayer and scripture, music and Sacrament.

## When planning our activities for the year, the incumbent and the PCC have considered the Commission’s guidance on public benefit and the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community as we seek to fulfil our vision as a PCC as follows:

## To be an inclusive church serving the whole community of Calne and Blackland.

## To establish welcoming and hospitable communities of worship and prayer so that we may live and share the gospel together.

## To work across all age ranges from birth to old age, celebrating each stage and having a clear message for all.

## To communicate the Christian gospel in different ways across the parish and to grow in faith and number.

## To put the schools at the centre of the church’s mission to the community.

## To facilitate this work, it is important that we maintain the fabric of the churches of the parish and Church House which acts as a parish centre for meetings etc.

## Administrative Information. For the day to day running of the parish the PCC employs an administrator for 17.50 hours per week with occasional assistance from volunteers. The PCC has its own honorary secretary and honorary treasurer to transact its business.

**Volunteers and parish staff.**  
We would like to thank all the volunteers who work so hard to make the parish the lively community that it is. We would particularly like to thank the 4 churchwardens and deputy wardens and the church officers especially the PCC Secretary and Treasurer**.**There are many people engaged in a whole range of important tasks: welcoming people to services as sidespersons, cleaning, fabric repair and maintenance, painting and decorating, flower arranging, bell ringing, reading and leading intersessions, serving, singing in the choir, ‘church watching’, leading groups for children and supporting the church schools as governors etc. There are far too many to name individually but their contribution to the parish community is invaluable.

We should mention in thanksgiving the vital work done by the parish administrator, PCC secretary, sacristans and organists.

**Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. Calne and Blackland PCC consists of the Team Rector and Team Vicar, 4 churchwardens, and members elected by those members of the congregation whoare on the electoral roll of the parish. All those who attend our services/members of the different congregations are encouraged to register on the Electoral Roll and stand for election to the PCC. There are also 4 members of the Deanery Synod who are automatically included as members of the PCC.

PCC members as trustees are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The PCC meets approximately 6 times a year and each meeting is preceded by a meeting of the Standing Committee which involves the clergy, churchwardens and other church officers and PCC representatives.

|  |  |  |
| --- | --- | --- |
| **Chairman:** |  |  |
| Revd. Robert Andrew Kenway |  | Rector & Team Rector Marden Vale Benefice |
| **Ex Officio:** |  |  |
| Revd. Teresa Michaux |  | Team Vicar |
| Enid Powell |  | Licensed Lay Minister. |
| Lucette Rees |  | Church warden - St Mary's and Holy Trinity |
| Jonathan Billings |  | Church warden - St Mary's and Holy Trinity |
| Lucy Hemmings |  | Church warden - St Peter's |
| Isabella Gage |  | Church warden - St Peter's |
| Stan Anniss |  | Deputy Church Warden |
| **Deanery Synod:** |  | **Term to:** |
| Morcia Booton |  | 2020 |
| Stan Anniss |  | 2020 |
| David Munday |  | 2020 |
| Mary Pilcher-Clayton |  | 2020 |
| **Elected Members:** |  |  |
| Richard Aldhous  Deirdre Aldhous |  | 2022  2022 |
| Jenny Colby |  | 2021 |
| Alex Grenfell |  | 2021 |
| Kathryn Miller |  | 2022 |
| Kevin Wells |  | 2021 |
| Jane Ridgwell |  | 2020 |
| Jack Robinson |  | 2021 |
| Eddie Simms |  | 2021 |
| Graham Spencer |  | 2021 Hon. Treasurer |
| Derek Warnett |  | 2022 |
|  |  |  |

**Trustees and Parochial Church Members 2019**

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| Trustee (PCC Members) Report for the year ending 31st December 2019. During 2019 around 25-30 people received Holy Communion in their homes monthly In addition between 5 and 10 people attend a fortnightly Sunday evening service at a local Residential home which is conducted by members of the parish team.  In 2019, 3 weddings, 55 funerals (including interments) and 26 baptisms took place in and from the parish.  Following the formation of a church new electoral roll in 2019 there are currently 209 parishioners now enrolled.  The current “Parish share” membership figure is 185 adults (187 including those who have become regular worshippers over the past 12 months)  **Achievements and Performance**  **Worship and Prayer**  The PCC is keen to offer a range of services during the week and over the course of the year so that the people of our parish may find both community and spiritual fulfilment. For example, during Lent we produce a daily office for people to use as a spiritual discipline either joining others to say prayers in church or at home. During Lent 2019 we used the diocesan resource ‘Praying Together’ which includes a daily scripture reading, reflection and prayer. In 2020 we are using the “Live Lent” booklets which have been produced by the Church of England nationally on the theme “Care for Creation”. In addition, we have used once again the prayer resource during the period between Ascension Day and Pentecost. Prayers for healing are offered on a regular basis by the parish healing team. There are also ad hoc services such as the ‘Animal Blessing’ at St Peter’s church in October and The All Souls-tide service in November which provides a much valued opportunity for bereaved families to remember loved ones departed. Last December we introduced a ‘Blue Christmas’ service to cater for those in the community who find Christmas a difficult time perhaps because of illness, particular family needs or recent bereavement. We offered a quietly reflective service which was well received by the nearly 40 people who attended.  The PCC is also keen to offer regular ‘all-age’ worship which happens in a monthly pattern across the churches of the parish. There is also a twice-termly schedule for ‘Toddler Praise’ at St Mary’s church involving the parents and toddlers group that meets weekly in Church House under the direction of parish ministers. Since 2010 we have been developing ‘Messy church’ worship and activity at one of the local church primary schools 2/3 times a term. In September we commemorated ‘Battle of Britain Sunday’ with representatives from various local branches of the RAF. Whilst 2018 saw the commemoration of the 100th Anniversary of the ending of WW1 in November 2019 we commemorated the 75th anniversary of D-Day and the Battle of Normandy. Once more the ‘silhouette’ figures (‘there but not there’) were placed in the church to mark this anniversary with each ‘silhouette’ (x4) representing someone from WWII whose name is inscribed on the memorial. We hosted a school’s Remembrance Service at St Mary’s involved children from the various schools in Calne.  Through the year we celebrate the Christian Calendar. Holy Trinity, Marden Vale, Priestley, St Mary’s, Springfield, and St Mary’s schools all attended during December 2019. In addition the Scouts and Guides held a carol service at St Mary’s and Holy Trinity Academy KS1 held a Christingle service at Holy Trinity church at which a retiring collection was taken in support of the Children’s Society.  **Parish Day Follow-up**  Following the Parish Day in September 2018 a number of working groups continue to meet on occasion to take ideas further: children and young people, nurturing faith, buildings strategy, and communications. There have been a number of practical outcomes eg production of a monthly newsletter, bible study/prayer groups, a children’s mid-week after-school club.  **Schools**  The PCC has links with several schools in the parish via both the clergy and through the foundation governors that it nominates for appointment by the Diocesan Board of Education. Four schools have Church of England Foundations 2 in the maintained sector: Marden Vale CE Academy (part of the Diocese of Salisbury Multi-Academy Trust) and Holy Trinity CE Academy; and 2 independent schools, St Mary’s Girls school and St Margaret’s Preparatory School.  **Children and young people**  In addition to Messy Church 4 one-day holiday clubs were held in April and August 2019 - one at St Mary’s church in Calne and the other at Christchurch, Derry Hill. These regularly attracted over 30 children. A children’s club for 4-11 year olds began meeting in September on Wednesday afternoons in Church House.  SMUFS Parents and Toddlers group, for children under 5, meets upstairs at Church House, every Tuesday morning in school term time. There are up to 20 families attending regularly.  **Marden Vale Team Benefice**  Since August 2010 the parish has become part of the Team Benefice of Marden Vale which includes 3 other parishes: Christchurch Derry Hill, St Martin Bremhill, St John the Baptist Foxham. The Rev’d Linda Carter has responsibility for these. Linda was licensed as Team Vicar in December 2017. In June 2018 the Rev’d Teresa Michaux was licensed as Team Vicar (House-for-Duty) within the Team. Teresa’s key responsibilities are within the parish of Calne and Blackland.  We have been working to increase the level of team working and have established regular meetings of the benefice clergy together with churchwardens. We are working to streamline administration across the benefice now that a benefice office has been established. We are working together to find how we might finance this in the long term.  We have also worked to establish more opportunity for the various congregations that make up the benefice to worship together. On Advent Sunday the choirs of 3 parishes combined for a special Advent service at Christchurch, Derryhill. In addition, the choirs come together to sing Choral Evensong at a quarterly celebration of Evensong at Bowood House Chapel.  In June 2019 a Ceilidh was held for at the Lansdowne Hall in Derry Hill, which successfully brought together members of the different parish communities of the benefice.  **Licensed Ministry in the parish**  Currently, in addition to the Team Rector and Team Vicar, we are fortunate to have the ministerial support of several people who have the Bishop’s ‘Permission to Officiate’ (PTO) in the parish and across the Team Benefice and Deanery: Lois Cater, Jeremy Cresswell, Derek Frost, Hedley Ringrose, and Jim Scott are all retired priests who lead worship and help with the occasional offices (baptisms, weddings and funerals). In addition we enjoy the active ministry of Enid Powell (LLM with PTO) and Jenny Colby (Church Army with PTO) who also lead worship and assist with the occasional offices. Steve Colby who was accepted for LLM training in 2018 is now half way through a 3 years training course. We also have two Lay Worship Leaders who are authorised to lead worship in the parish and benefice.  **Deanery Synod**  Four members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. There were 2 meetings in 2019.There continues to be an important focus on safeguarding training for those who serve as PCC members and people have been attending the courses offered by Salisbury Diocese. In January 2020 the Deanery organised a ‘Growing Disciples Day’ which drew together around 40 people from across the deanery.  **Church House**  Church House acts as a meeting point within the parish and is used through the year by a number of parish groups (Parents and toddlers, Junior church, Mothers Union, CAMEO. Monthly soup lunches etc) as well as a range of community groups e.g. ‘Veteran Gamers’ (a group of young adults which play games of strategy), St Mary’s art group, the north Wiltshire Strings Group and the Calne and district community link scheme. The parish administrator and the ‘buildings group’ have organised repairs and maintenance. During the summer of 2019 the upstairs kitchen was re-fitted and likewise the downstairs toilet thanks to kind donations from parishioners and the skill and hard work of volunteers from the PCC.  **Pastoral Care and nurture**  In addition to members of the congregations in each church offering general support to each other, the parish also has a number of Lay Pastoral Assistants. These are trained and supported on a deanery basis and are responsible to the parish clergy. There are currently 13 LPAs active in the parish and 3 new LPAs were commissioned over the past year. Their role is multifarious and includes: taking Holy Communion to the sick and housebound, visiting nursing homes and leading worship in them; sharing in the preparation for baptism, confirmation and marriage; visiting the bereaved; schools support and working with children and young people; offering a ministry of prayer for healing and wholeness.  **Social and community Events**  Of particular note is the development of CAMEO (Come and Meet Each Other) which meets monthly on a Friday afternoon in Church House providing a social occasion for a number of people who live alone, ‘soup and roll’ lunches (proceeds going to the ‘Open Blue Bus’ working with young people in the town). A weekly ‘Cuppa and Company’ continues to meet, providing an opportunity for older folk who live along to come together. A monthly ‘men’s breakfast’ began during the year as well as a regular ‘ladies’ lunch’. On occasion we hold a parish lunch at the Lansdowne Arms Hotel, the last was a Christmas ‘special’ held in December.  During the Annual Music and Arts Festival in October members of the church held an exhibition of ‘Quilts and Flowers’ at St Mary’s church which was well supported.  In June 2019 we welcomed visitors from Calne Township (USA), Charlieu (France) and Eningen (Germany) as part of the annual exchanges through Calne’s Twinning Association. The visitors joined us for St Peter’s Patronal Festival held on 30th June.  In February 2020 a Civic Service is planned at the request of the Mayor. Such a service hadn’t been held for many years.  **Mission and Evangelism**  Helping those in need is a demonstration of our faith. We undertake a number of initiatives as a parish working with Christians from other traditions within the community (see ecumenical relations). One initiative is ‘Messy Church’, mentioned earlier under “Worship and Prayer”, which provides an opportunity for engagement with families from local primary schools and the wider community. We are involved with the Calne Food Bank which provides basic food supplies to those who find themselves in a short-term crisis. The parish administrator also sign-posts people to other support agencies e.g. the CAB, Step change, the Rise Trust (Children’s Centre).We also host a Fairtrade stall at St Mary’s church on a regular basis. As a parish we seek to support the work of other agencies working beyond the parish boundaries: Christian Aid, The Sudan Fund, The Doorway Project, Send-a-Cow, the Bible Society, Dorothy House Hospice, Calne Community Transport, the Children’s Society, the Open Blue Bus and the RBL Poppy Fund. We also try to enable our church buildings to be used for community events and concerts. The Calne Choral Society regularly hold concerts at St Mary’s.  The ACORNS formed following the Parish Day in 2016 has continued to work on an agenda for developing ‘a healthy church’ approach across the parish examining how as a parish we can develop the life of our church community As part of its work this past year it planned a ‘Celebration Sunday’ which took place at the end of November (Feast of Christ the King). The group reports to the PCC  In July the church was opened during the Calne Motorcycle Meet and refreshments were provided for many of the thousands of visitors that attend this internationally renowned event.  During Calne Heritage Week in September the Church was open all day on the Sunday with guided tours of both the church and the tower being made.  In Septembers the 3 churches of the parish participated in the Wiltshire Historic Churches Trust ‘Ride and Stride’ event.  At the beginning of December, we participated in the annual lantern parade and switch-on of the Christmas lights in Calne. A group of adults and young people carried a large lantern depicting scenes from the Nativity.  **Buildings’ and Friends’ groups**  Each church in Calne and Blackland parish has its own ‘Friends’ group’ which raises funds to help maintain and improve the fabric of the building concerned. In addition, each church has representatives on the Parish Building Maintenance Group to monitor the need for repair and refurbishment. The Friends of St. Peter’s church have raised funds for internal decoration but there remains uncertainty about the structural stability of the building. Unfortunately, we have been without a suitable architect for over a year which means nothing has been progressed from the last annual report and St Peter’s church remains the ‘At Risk Register’. A new architect is to be appointed in January 2020.  The PCC also has oversight for the management of a large open churchyard. Holy Trinity churchyard was again entered into the South West in Bloom “It's your neighbourhood” initiative and was commended for its continuing improvement! The churchyard is nearly full and the PCC has sought for closure of the churchyard for new burials and awaits the final agreement of the Ministry of Justice. Maintenance of around one acre in the old part of the churchyard will remain the responsibility of the PCC as it falls outside of the government scheme for churchyard closures. It is hoped to manage this area in an environmentally friendly way. It is also the PCC’s intention to create a new area for the interment of ashes with a memorial garden in due course.  The PCC has arranged for the replacement of the tarmac around Holy Trinity church which was causing damp problems inside the building. This was made possible through the fund raising of Friends of Holy Trinity Church (FOHTC) with the additional assistance of a grant from Wiltshire Historic Churches Trust which is supported by the annual ‘Ride and Stride’ event each September.  Friends of St Mary’s church have run monthly events from coffee mornings and quizzes to special events such as the Italian evening held last July. Among items they have funded this past year has been the installation of a humidifier to help preserve our historic organ which needs to be kept within a constant range of humidity. We are also grateful to the ‘Calne Men’s Shed’ for making and fitting new noticeboards for the north porch and to the Calne Town Council who gave a grant towards the erection of a new flag pole on St Mary’s tower. With the help of “Calne Our Place” a grant was obtained for the installation of CCTV in St. Mary’s Church.  **Nurture**  It is seen as an important aspect of our aims and objectives to provide opportunities for nurture for children and adults at different stages along their Christian journey. There are a number of weekly house and prayer groups and some ad hoc groups that meet for a season. Leading up to Advent we undertook a 5 session course looking at improving the culture of welcome in the parish and among the different congregations of the three churches. Nearly 30 attended over the 5 week period. ACORNs and the PCC are now seeking to address the concerns that emerged through this course.  **Ecumenical relations**  The parish is committed to working with other Christians in the town. We are formally represented on The Calne Partnership of Churches which meets regularly for prayer and worship and to work together in various aspects of mission e.g. The Calne Food Bank, ‘The Open Blue Bus’ project which in September 2019 re-established a presence among young people in Calne offering shelter and a place to meet and ‘hang out’.  During Lent 2019 the churches have been meeting for a lecture series on the theme of Climate change and the environment. Following up in October each of the churches of the Partnership has committed to pursuing an eco-agenda with the aim of reducing their carbon-footprint. In the parish the PCC has established an eco-church group to firstly audit our use of resources and to take practical steps to achieve the challenging goal set by General Synod for the Church of England to be carbon-neutral by 2030.  There is also a praying group “Heart for Calne” which meets regularly to pray for the town and its people and this includes Christians who are not currently formally a part of the Calne Partnership of Churches. On Good Friday 2019 the Partnership held its fifth ‘Stations of the Cross’ through the town. The Open the Book bible story-telling team continues to share bible stories with 3 local schools (Holy Trinity CE Academy, Marden Vale CE Academy, St Edmund’s RC Academy), 2 of them on a weekly basis.  A week before Pentecost a prayer day was organised using St Mary’s church at which each church from the Partnership organised different prayer activities for a 12 hour period. Over 100 people attended across the day.  **Volunteers and parish staff**  We would like to thank all the volunteers who work so hard to make the parish the lively community that it is. We would particularly like to thank the 4 churchwardens and deputy wardens and the church officers especially the PCC Secretary and Treasurer.  There are many people engaged in a whole range of important tasks: welcoming people to services as sidesmen/women, cleaning, fabric repair and maintenance, painting and decorating, flower arranging, bell ringing, reading and leading intercessions, serving, singing in the choir, ‘church watching’, leading junior church and supporting the church schools as governors etc. There are far too many to name individually but their contribution to the parish community is invaluable.  We should also mention in thanksgiving the vital work done by the parish administrator, sacristans and organists.  **Administrative information**  For the day to day running of the parish The PCC employs an administrator for 12 hours per week.  The PCC has its own honorary secretary and honorary treasurer to transact its business.    **Structure, governance and management**  The method of appointment of PCC members is set out in the Church Representation Rules. Calne and Blackland PCC consists of the Team Rector and Team Vicar, 4 churchwardens, and members elected by those members of the congregation who are on the electoral roll of the parish. All those who attend our services/members of the different congregations are encouraged to register on the Electoral Roll and stand for election to the PCC. There are also 5 members of the Deanery Synod who are automatically included as members of the PCC.  PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The PCC meets approximately 6 times a year and each meeting is preceded by a meeting of the Standing Committee which involves the clergy, churchwardens and other church officers and PCC representatives. |  |  |

**Statement of PCC Members’ Responsibilities**

The law requires PCC members to prepare financial statements for each financial year which give a true and fair view of the Parochial Church Council of Calne and Blackland's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements, Members are required to:

1. Select suitable accounting policies and apply them consistently;

2. Make judgements and estimates that are reasonable and prudent;

3. State whether applicable accounting standards and statements of recommended practices have been followed, subject to any departures disclosed and explained in the financial statements;

4. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Parochial Church Council of Calne and Blackland will continue in operation.

The members are responsible for keeping accounting records, for safeguarding the assets of the organisation and for taking reasonable steps for the prevention and detection of fraud and other irregularities should they exist.

**Reserves Policy**

The PCC does not currently have a specific reserves policy, funds are held in Endowment, Restricted and Unrestricted Funds, Unrestricted being split between Designated and the General Fund. The General Fund has only sufficient funds available for day to day needs and requires donations and other generated income to maintain a balance. Designated funds are funds set aside for specific planned projects; allocation can be changed to take account of a particular need.

A Designated reserves (Holding) Fund (pending allocation) is included in the accounts.

The PCC is committed to sound financial management.

**Activities of the parish reflected in the “Receipts and Payments” Account.**

2. The accounts are produced on the Receipts & Payments basis.

3. Receipts relating to third parties (Fees for weddings and funerals due to the Diocese etc.) are recorded as Agency Receipts and as such do not show as part of Income and Expenditure etc. Related payments are processed in the same way.

4. The parish’s contribution to the central fund of the Diocese of Salisbury (the Fairer Share Assessment) remains the principle item of expenditure at £74,446 for 2019 has been paid in full. (£72,364 – 2018).

5. Fees due to the Diocese have been paid in full.

6. Fees retained by the parish from weddings and funerals. £11,822 (£15,464 – 2018) There are costs relating to this income. (verger and organist fees)

7. Receipts from all planned giving £56,442 (£51,574 – 2018).

8. Loose plate collections £5,754 (£6675 – 2018, £8906 -2017)

9. A legacy of £1,000 was received from the estate of the late Betty May Lines.

10. A grants were received from the Friends of St. Mary’s to a total of £15,608 for sound system upgrade £3,244, Organ humidifier and works £11,564 and St. Mary’s tower flagpole replacement. The Friends of Holy Trinity made a grant of £2,040 for ground works relating to Church internal damp ingress.

11. Donations of £1730 were received from individuals for the completion of redecoration, carpeting, and decoration etc. of the upper floor Church House.

12. Donations to the Bells and Tower Project amounted to £2,998 (£2,678 – 2018, £2,587 -2017).

13. Sundry donations received £10,603. Allocated as unrestricted, £9,378, designated £431 and 793 restricted.

14. Gift Aid recovered from HMRC £15,158 (£15,860 – 2018)

15. VAT claimed (repaid) under the listed churches scheme. £2,287 (£728 2018)

16. Mission and Charitable outward giving £3037 (£2995- 2018

17. General Maintenance St. Mary’s £2,839 (£2,866 – 2018), Holy Trinity £160 (£359 – 2018), St. Peter’s £121 (£1,156 - 2018)

18. Church House letting £2,147 (£2,381 – 2018)

19. Salaries and Clerks fees £8,168 (£7,617 -2018) Clerks fees offset by fee income.

20. Organist fees £3,405 all churches (£4,112 -2018) part offset by fee income.

21. Cost of heating and lighting 3 churches £9,621 (£8,817 – 2018)

22. Total expenditure for 3 Churches in 2019 £168,288 which was £3236 weekly. (£153,544 2018)

**Respective responsibilities of the Trustees and Independent Examiner**

The charity’s trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

**Independent Examiner's Report to the trustees of St Mary’s and Blackland Parochial Church Council**

It is my responsibility to

• examine the accounts under section 145 of the 2011 Act;

• follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) the 2011 Act; and

of

• state whether particular matters have come to my attention.

**Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

presented with

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 management committee concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

• to keep accounting records in accordance with s.130 of the 2011 Act; or

• to prepare accounts which accord with these accounting records have 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.

**John Watt.**

**5 Heather Way, CALNE. SN11 0QR**

**Signed: Date:**

### Receipts and Payments Account

Unrestricted Designated Restricted Endowment Total Prior year

funds funds funds funds funds

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Receipts** |  |  |  |  |  |  |
| Planned giving | 56,442.47 | — | — | — | 56,442.47 | 51,574.05 |
| Collections and other giving | 9,730.88 | — | 47.50 | — | 9,778.38 | 10,899.71 |
| Other voluntary receipts | 19,063.77 | 1,451.58 | 30,529.75 | — | 51,045.10 | 28,278.84 |
| Gift Aid recovered | 14,142.87 | 29.15 | 985.84 | — | 15,157.86 | 15,860.60 |
| Other receipts | 1,179.21 | 140.60 | 2,188.38 | — | 3,508.19 | 1,607.03 |
| Activities for generating funds | 1,486.07 | 651.99 | 205.25 | — | 2,343.31 | 1,511.23 |
| Investment Income | 1,415.32 | 19.05 | 5,927.46 | — | 7,361.83 | 6,517.38 |
| Receipts from church activities | 1,429.33 | 395.67 | -- | — | 14,825.00 | 18,998.51 |
| **Total receipts** | **117,889.92** | **2,688.04** | **39,884.18** | **—** | **160,462.14** | **135,247.35** |
|  |  |  |  |  |  |  |
| **Payments** |  |  |  |  |  |  |
| Cost of generating funds | 690.02 | — | — | — | 690,02 | 140.85 |
| Missionary and Charitable Giving | 1,078.00 | — | 1,959.15 | — | 3,037.15 | 2995.03 |
| Parish Share | 74,446.00 | — | — | — | 74,446.00 | 72,364.00 |
| Clergy and Staffing Costs | 13,009.17 | — | — | — | 13,009.17 | 13,804.85 |
| Church Running Costs | 31,053.20 | 3,717.65 | 32,612.02 | — | 67,382.87 | 45,286.36 |
| Church House Running Costs | 2,640.39 | — | 1,272.00 | — | 3,912.39 | 3512.03 |
| Church Repairs & Works | 470.00 | — | 5,340.00 | — | 5,810.00 | 15,440.98 |
| **Total payments** | **123,386.78** | **3,717.65** | **41,183.17** | **—** | **168,287.60** | **153,544.10** |
|  |  |  |  |  |  |  |
| **Excess receipts over payments before transfer** | **(5,496.86)** | **(1,029.61)** | **(1,298.99)** | **—** | **(7,826.46)** | **(18,296.75)** |
|  |  |  |  |  |  |  |
| **Transfers** |  |  |  |  |  |  |
| Gross transfers between funds - in | 39,714.98 | 2,656.71 | 4,152.12 | 452.89 | 46,976.70 | 8,547.24 |
| Gross transfers between funds - out | (6,808.83) | (39,714.98) | **—** | (452.89) | (46,976.70) | (8,547.24) |
| **Excess of receipts over payments before other gains / losses** | **27,409.29** | **(38,087.88)** | **2,853.13** | **—** | **(7,825.46)** | **(18,296.75)** |
|  |  |  |  |  |  |  |
| **Net movement in funds**  **Reconciliation of funds** | **27,409.29** | **(38,087.88)** | **2,853.13** | **27,933.29** | **20,107.83** | **(21,915.07)** |
| All assets at 01 January 2019 | (15,634.40) | 42,304.50 | 36,972.97 | 306,872.00 | 370,515.07 | 392,430.14 |
|  |  |  |  |  |  |  |
| **All assets at 31 December 2019** | **11,774.89** | **4,216.62** | **39,826.10** | **334,805.29** | **390,622.90** | **370,515.07** |
|  |  |  |  |  |  |  |
| **Represented by** |  |  |  |  |  |  |
| **Unrestricted** |  |  |  |  |  |  |
| General fund | 11,774.89 | — | — | — | 11,774.89 | (15,634.40) |
|  |  |  |  |  |  |  |
| **Designated** |  |  |  |  |  |  |
| Ast Rural Dean | — | 25.75 | — | — | 25.75 | 25.75 |
| Baptism Books fund | — | 1,420.57 | — | — | 1,420.57 | 1,420.57 |
| Bertha Strutt fund | — | 00.10 | — | — | 00.10 | 00.10 |
| Cameo Activities | — | 655.34 | — | — | 655.34 | 318.76 |
| Choir fund | — | 218.65 | — | — | 218.65 | 218.65 |
| Chrissie Beynon fund | — | 140.32 | — | — | 140.32 | 121.27 |
| Church House | — | 200.00 | — | — | 200.00 | 200.00 |
| Flower fund | — | 280.41 | — | — | 280.41 | 280.41 |
| Education & Training | — | 70.00 | — | — | 70.00 | — |
| Holding (pending allocation) | — | — | — | — | — | 38714.98 |
| Organ fund | — | 106.52 | — | — | 106.52 | 346.52 |
| Printing Production etc. | — | 5.20 | — | — | 5.20 | — |
| Social Events | — | 657.49 | — | — | 657.49 | 657.49 |
| SMUFFS St. Mary’s under five | — | 386.27 | — | — | 386.27 | — |
|  |  |  |  |  |  |  |
| **Restricted** |  |  |  |  |  |  |
| Agency collection | — | — | (210.00) | — | (210.00) | (210.00) |
| Baptism Books fund | — | — | 34.15 | — | 34.15 | 34.15 |
| Bertha Strutt fund | — | — | 0.43 | — | 0.43 | 0.43 |
| Choir fund | — | — | 188.83 | — | 188.83 | 188.83 |
| Church House Decoration | — | — | 986.27 | — | 986.27 | 112.02 |
| HT School House Trust fund (Trust only) | — | — | 10,290.97 | — | 10,290.97 | 10,185.66 |
| Holy Trinity Music/Organ | — | — | 52.00 | — | 52.00 | 52.00 |
| Holy Trinity fund | — | — | 2,977.45 | — | 2,977.45 | 2724.55 |
| Mission - restricted | — | — | (00.50) | — | (00.50) | 2.50 |
| Organ Fund St. Mary's (Harris) Restricted | — | — | 6,901.14 | — | 6901.14 | 7,615.04 |
| Organ fund | — | — | 20.00 | — | 20.00 | 20.00 |
| Organ Electronic | — | — | 256.50 | — | 256.50 | — |
| St Peter's Fabric fund | — | — | 1,054.81 | — | 1,054.81 | 1,012.55 |
| St Peter's General | — | — | 305.00 | — | 305.00 | — |
| St. Mary's Fabric fund | — | — | 248.20 | — | 248.20 | 100.70 |
| St. Mary's Heating fund | — | — | 2786.82 | — | 2786.82 | 4,724.55 |
| St. Mary's Lighting Fund | — | — | 205.79 | — | 205.79 | 205.79 |
| StP Organ fund | — | — | 100.00 | — | 100.00 | 100.00 |
| Tower & Bells Project | — | — | 13,628.24 | — | 13,628.24 | 10,104.20 |
|  |  |  |  |  |  |  |
| **Endowment** |  |  |  |  |  |  |
| Calne Ch/yard Trust fund | — | — | — | — | — | (457.59) |
| Gabriel fund | — | — | — | 690.09 | 690.09 | 581.35 |
| HT Ch/yard Field Trust fund | — | — | — | 290,991.03 | 290.991.03 | 269,544.57 |
| Lawrence fund | — | — | — | 1,132.78 | 1,132.78 | 972.73 |
| Merewether fund | — | — | — | 1,610.20 | 1,610.20 | 1,356.47 |
| Rutherford fund | — | — | — | 25,668.80 | 25,668.80 | 22,237.24 |
| Smith fund | — | — | — | 1,485.66 | 1,763.56 | 1,485.66 |
| Weston fund | — | — | — | 12,948.83 | 12,948.83 | 11,151.57 |

### Statement of assets and liabilities figures are rounded +/-

General Designated Restricted Endowment This year Last year

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Fixed assets - Investments** |  |  |  |  |  |  |
| **Total** | **—** | **—** | **—** | **334,805** | **334,805** | **306,872** |
|  |  |  |  |  |  |  |
| **Current assets - Cash at bank and in hand** |  |  |  |  |  |  |
| Santander 19503283 current a/c - | 22,781 | (6,700) | 19,306 | — | 35,386 | 39,027 |
| CBF 634323001 deposit a/c - | — | 8,158 | 242 | — | 8,400 | 8,400 |
| CBF 634323002 deposit a/c - | (10,000) | 2,654 | 7,533 | — | 187 | 187 |
| CBF 634323003 Sch. Hse deposit a/c (trust) - |  | — | 10,291 | — | 10,291 | 10,214 |
| Cash in hand - | (876) | 105 | 782 | — | 11 | (15) |
| **Totals** | **11,905** | **4,217** | **38,154** | **—** | **54275** | **57,813** |
|  |  |  |  |  |  |  |
| **Current assets - Debtors** |  |  |  |  |  |  |
| Accounts Receivable - | (5) | — | 5 | — | — | 2,743 |
| **Totals** | **(5)** | **—** | **5** | **—** | — | **—** |
|  |  |  |  |  |  |  |
| **Liabilities - Agency accounts** |  |  |  |  |  |  |
| Agency collections - | 36 | — | 1,508 | — | 1,543 | (3,085) |
| **Totals** | **36** | **—** | **1,508** | **—** | **1,543** | **(2,330)** |
|  |  |  |  |  |  |  |
| **Liabilities - Creditors: Amounts falling due in one year** |  |  |  |  |  |  |
| Accounts Payable - | — | — | — | — | — | — |
| **Totals** | **—** | **—** | **—** | **—** | **—** | **—** |
|  |  |  |  |  |  |  |
| **Net total assets** | 11,935 | 4,217 | 39665 | 334805 | **390,622** | **370,515** |
|  |  |  |  |  |  |  |

**These accounts comprise of pages 1 to 12.**

**Signed:**

**Reverend Robert Kenway  
 Date 2020.**

**Notes to the Accounts**

### Analysis of receipts and payments figures are rounded +/- incl col. totals.

Total

Unrestricted Designated Restricted Endowment This year Last year

### INCOME AND ENDOWMENTS

#### Planned giving

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Giving standing orders | 42,897 | — | — | — | 42,897 | 39,968 |
| Envelopes Non Gift Aided | 1,894 | — | — | — | 1,894 | 1,761 |
| Envelopes Gift Aid | 11,371 | — | — | — | 11,371 | 9,845 |
| Parish Giving scheme excl. gift aid | 280 | — | — | — | 280 | — |

56,442 — — — 56,442 51,574

#### Collections and other giving

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Gift Aid - Envelopes Peach | 3,844 | — | 47 | — | 3,891 | 4,111 |
| Loose plate collections | 5,754 | — | — | — | 5,754 | 6,675 |
|  |  |  |  |  |  |  |
| Messy Church giving | 133 | — | — | — | 133 | 113 |
| Total | 9,731 | — | 47 | — | 9,778 | 10,899 |

#### Other voluntary receipts

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Giving Contactless | 166 | — | — | — | 166 | — |
| Giving Wedding, funeral, Baptism | 637 | — | — | — | 637 | 761 |
| Giving Special Services | 4,333 | — | 931 | — | 5,264 | 5153 |
| Giving through church boxes | 584 | — | — | — | 584 | 397 |
| Votive prayer stand | 379 | — | — | — | 379 | — |
| Donations – Electronic Organ | — | — | 50 |  | 50 | — |
| Donations - Church House Decoration | — | — | 1,730 | — | 1,730 | 1,492 |
| Donations - Newsletter | 20 | — | — | — | 20 | — |
| Donations - Bells & Tower | — | — | 2,999 | — | 2,999 | 2,678 |
| Donations - appeals | 47 | — | 934 | — | 981 | 1,229 |
| Donations - sundry | 9,378 | 432 | 793 | — | 10,603 | 2,360 |
| Legacies | — | 1,000 | — | — | 1,000 | 10,731 |
| Non-recurring one-off grants | — | — | 8,688 | — | 8,688 | — |
| Grant Friends of St. Mary's | 3,244 | — | 12,364 | — | 15,608 | 1,709 |
| Grant Friends of Holy Trinity | — | — | 2,040 | — | 2,040 | 1,417 |
| Grant Friends of St. Peter's | 294 | — | — | — | 294 | — |
| Total | 19,064 | 1,451 | 30,530 | — | 51,045.10 | 28,279 |

#### Gift Aid recovered

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Gift Aid recovered | 14,143 | 29 | 986 | — | 15,158 | 15,860 |
| Total | 14,143 | — | 986 | — | 15,158 | 15,860 |

#### Other receipts

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Contributions Vicarage telephone | 276 | — | — | — | 276 | 155 |
| Sunday - Coffee | 603 | — | — | — | 603 | 434 |
| Allotment fees | — | — | 180 | — | 180 | 180 |
| Other income - various | — | 141 | 21 | — | 162 | 109 |
| Listed Churches VAT repaid | 300 | — | 1,987 | — | 2,287 | 728 |
| Total | 1,179 | 141 | 2,188 | — | 3,508 | 1,607 |

#### Activities for generating funds

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Event income | 536 | — | 205 | — | 741 | 134 |
| Office services - printing copying etc. | — | 652 | — | — | 652 | 20 |
| Church lettings | 950 | — | — | — | 950 | 1,357 |
| Total | 1,486 | 652 | 205 | — | 2,343 | 1,511 |

#### Investment Income

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Investment income | 1,415 | | 19 | | 5,927 | | | — | | 7,362 | | | 6,517 | |
| Bank interest | — | — | | — | | — | | | | | — | — | |
| Total | 1,415 | 19 | | 5,927 | | | — | | 7,362 | | | 6,517 | |

#### Receipts from church activities

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| SMUFs St. Mary’s under 5s | — | 246 | — | — | 246 | — |
| Fees – weddings, funerals etc. | 11,822 | — | — | — | 11,822 | 15,465 |
| Fees - Heating | 460 | — | — | — | 460 | 1,153 |
| Education & training receipts | — | 150 | — | — | 150 | — |
| Church house lettings | 2,147 | — | — | — | 2,147 | 2,381 |
| Total | 14,429 | 396 | — | — | 14,825 | 18,999 |
|  |  |  |  |  |  |  |
| **INCOME TOTAL** | 117,890 | 2,688 | 39,884 | — | 160,462 | 135,247 |
|  |  |  |  |  |  |  |

### EXPENDITURE

#### Cost of generating funds

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Stewardship - costs | 560 | — | — | — | 560 | 64 |
| Costs of events | 130 | — | — | — | 130 | 76 |
| Total | 690 | — | — | — | 690 | 141 |

#### Missionary and Charitable Giving

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Giving - missionary societies | — | — | — | — | — | — |
| Giving - relief/development agencies | 700 | — | 1,214 | — | 1,914 | 2,135 |
| Giving - Secular charities | 378 | — | 745 | — | 1,123 | 860 |
| Total | 1,078 | — | 1,959 | — | 3,037 | 2,995 |

#### Parish Share

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Ministry parish share etc | 74,446 | — | — | — | 74,446 | 72,364 |
| Total | 74,446 | — | — | — | 74,446 | 72,364 |

#### Clergy and Staffing costs

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Organist fees incl. visiting | 3,405 | — | — | — | 3,405 | 4,112 |
| Staff costs – vergers - recovered from fees | 489 | — | — | — | 489 | 979 |
| HMRC paye & ni | 53 | — | — | — | 53 | 7 |
| Salaries & Clerk fees – clerk fee recovered | 8,168 | — | — | — | 8,168 | 7,617 |
| Clergy expenses | 478 | — | — | — | 478 | 719 |
| Rector’s telephone | 416 | — | — | — | 416 | 370 |
| Total | 13,009 | — | — | — | 13,009 | 13,805 |

#### Church Running Expenses

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Bell ringers’ fees - recovered | 336 | — | — | — | 336 | 1,144 |
| Clergy funeral travel - recovered | 264 | — | — | — | 264 | 58 |
| Events & Special Services expenses | — | 45 | — | — | 45 | 320 |
| Retired clergy fees | 45 | — | — | — | 45 | — |
| Education & training | 797 | 80 | — | — | 877 | 895 |
| Children's Ministry expense | — | — | — | — | — | — |
| Parish Mission - outreach | — | — | — | — | — | 174 |
| Outreach Ministry – Messy Church | 146 | — | — | — | 146 | 12 |
| Insurance St. Mary's | 9,360 | — | — | — | 9,360 | 9,459 |
| Insurance Holy Trinity | 1,325 | — | — | — | 1,325 | 1,506 |
| Insurance St. Peters | 954 | — | — | — | 954 | 931 |
| Office telephone and broadband | 416 | — | — | — | 416 | 367 |
| Organ / piano maintenance | — | 240 | 13,877 | — | 14,117 | 150 |
| Maintenance - St. Peters | 61 | — | 60 | — | 121 | 1,156 |
| Maintenance - Holy Trinity | 133 | — | 28 | — | 161 | 359 |
| Maintenance - St. Mary's | 328 | 186 | 2,326 | — | 2,839 | 2,867 |
| Promotion - Website etc. | 191 | — | — | — | 191 | 175 |
| Office expenses | 1,886 | — | — | — | 1,886 | 1,160 |
| Printing & Production | — | 3,167 | — | — | 3,167 | 2,092 |
| Upkeep of services | 1,196 | — | — | — | 1,196 | 1,096 |
| Membership Fees & Licenses | 322 | — | — | — | 322 | 446 |
| Bank Charges | — | — | — | — | — | — |
| Upkeep St Peter’s churchyard | 340 | — | — | — | 340 | 300 |
| Upkeep Holy Trinity churchyard | — | — | 10,133 | — | 10,133 | 11,248 |
| Office and equipment purchase | 2,058 | — | 6,188 | — | 283 | 1,648 |
| Sundry expenses | — | — | — | — | — | 108 |
| Consumables - bulbs/cleaning etc. | 25 | — | — | — | 25 | 78 |
| Electric St. Mary's | 1,693 | — | — | — | 1,693.32 | 1,576 |
| Electric Holy Trinity | 997 | — | — | — | 997 | 944 |
| Electric St Peter's | 1,453 | — | — | — | 1,453 | 1,882 |
| Gas St. Mary's | 5,477 | — | — | — | 5,477 | 4,413 |
| Water - Churches | 79 | — | — | — | 79 | 85 |
| Magazine expenses | — | — | — | — | — | — |
| St. Mary's Heating servicing & repairs | 1,170 | — | — | — | 1,170 | — |
| Other outgoing resources | — | — | — | — | — | 112 |
| Total | 31,053 | 3,717 | 32,612 | — | 67,382 | 45,286 |

#### Church House Running Costs

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Electric Church House | 844 | — | — | — | 844 | — |  |
| Gas Church House | 785 | — | — | — | 785 | 735 |  |
| Insurance Church House | 931 | — | — | — | 931 | 1,038 |  |
| Project Church House Decoration etc. | — | — | 1,272 | — | 1,272 | 1,652 |  |
| Water - Church House | 79 | — | — | — | 79 | 85 |  |
| Total | 2,640 | — | 1,272 | — | 3,912 | 3,512 |  |

#### Church Repairs & Works

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Holy Trinity projects | | — | — | — | — | — | 1,417 |
| Maintenance - Church House | | 120 | — | — | — | 120 | 3,153 |
| Repairs & Works St. Mary's | | 350 | — | 1,800 | — | 2,150 | — |
| Repairs & Works Holy Trinity | | — | — | 3,540 | — | 3,540 | — |
| Repairs & Works St. Peter's | | — | — | — | — | — | 10,870 |
| Total | | 470 | — | 5,340 | — | 5,810 | 15,440 |
|  | |  |  |  |  |  |  |
|  |  | |  |  |  |  |  |
| **EXPENDITURE TOTAL** | **123,386** | | **3,717** | **41,183** | **—** | **168,287** | **153,544** |
|  |  | |  |  |  |  |  |