

St. Martin's, Bremhill

Annual Report and Financial Statements of the Bremhill Parochial Church Council

For the year ended 31st December 2022

Incumbent

Rev'd Linda Carter

Bank

Lloyds Bank

A/C 01986877 Sort 30-91-99

Independent Examiner

Jessica Pillow

The Dutch Barn

Bremhill Grove Farm

East Tytherton

Chippenham

Wiltshire SN15 4LX

ST. MARTIN'S BREMHILL ANNUAL REPORT FOR 2022

Background

St Martin's Church is situated in Bremhill, Wiltshire. It is part of the Diocese of Salisbury within the Church of England. The correspondence address is The Vicarage, Church Road, Derry Hill, Calne, SN11 9NN.

The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission.

The PCC numbers 8: the Vicar as Chairperson, 2 officers, 1 elected representative on the Deanery Synod and 4 elected lay members. In 2022 these were:
Reverend Linda Carter (Chairperson), Dr. David Stevens (Churchwarden), William Wyldbore-Smith (Churchwarden), Louise English, Jennifer Lamacraft, Pippa Lovering, Robin Pocock, Ken Webb (Deanery Synod)

68 parishioners were on the Electoral Roll in 2022, a decrease from the previous year.

Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 by having due regard to the House of Bishops guidance on safeguarding children and vulnerable adults within the parish. Those due for safeguarding refresher training attended in 2022.

The full PCC met 5 times for scheduled meetings. Average attendance was 70%. In addition, the Standing Committee met 4 times and the Worship and Ministry Committee, Churchyard Committee and Fabric Committee met between meetings; their minutes or reports were received where available by the full PCC and discussed where necessary.

All members of the PCC participate in its three working groups/committees . Each committee meets and reports to Standing Committee. The aim is to focus energy and expertise more effectively and to allow space in the PCC meetings for broader discussion and more efficient decision-making.

Aims

St. Martin's PCC has the responsibility of co-operating with the Vicar, Reverend Linda Carter, in promoting the whole mission of the Church in the ecclesiastical parish of Bremhill, whether pastoral, evangelistic, social or ecumenical.

The Marden Vale Team Ministry comprises Team Rector Rev'd Bob Kenway (to end July 2022), Team Vicars Rev'd Linda Carter and Rev'd Teresa Michaux, Licensed Lay Ministers Enid Powell and Steven Colby, and Sr. Jenny Colby (Church Army), plus supporting retired clergy.

Average church attendance at regular church services each week counted in October was 24 adults and 7 children.

Attendance at Easter was 58 and Christmas 115

Occasional Offices: Children baptised 7

Marriages 3

Funerals 7

Review of the year ending December 31st 2022

The PCC has had a normal year compared with the Covid years. Church services have resumed, as have PCC meetings in person, whilst striking the balance between getting back to normal and protecting the vulnerable. COVID-19 has changed the way everybody lives and had huge implications for all churches. Much material is still being sent on-line to church members with notices, readings and items for prayerful reflection which have been well-received. Following the on-line advent calendars, which parishioners had previously contributed to, a Lenten calendar in 2022 featured pictures of parishioners' gardens and produce, celebrating the growth and renewal of the Easter and Spring seasons.

Safeguarding

The Safeguarding Policy and Good Practice Guidelines were reviewed and approved in September 2022 and a hard copy of the policy has been placed in the church. Contact details of the current Diocesan Safeguarding Advisers have been updated on documentation and websites. A parish Verifier, Lucinda Prater, has been appointed in Derry Hill who will undertake Bremhill verifications.

There are no safeguarding incidents to report.

The Parish Safeguarding Officers are Dr David Stevens and Mr Peter Rigby.

GDPR (Data Protection)

Test and Trace sign-up procedures and lists which were put in place when churches re-opened after the first lockdown in 2020 were shredded and electronic lists deleted after 21 days in accordance with data protection guidelines.

Clergy Report

2022 began in a rather cautious manner as we began to emerge from the shadow of Covid. Services were held regularly in church, together with a fortnightly online Zoom Evening Prayer for those still unable to attend in person. However, by Easter we were receiving communion (intincted wafers) at the high altar and sung Eucharists and Evensong were reinstated. In June we also enjoyed Evensong at Bowood Chapel again, which was led by Rev'd Bob Kenway (his last service at Bowood before retirement). June was also marked by celebrations and a Thanksgiving Service for the Queen's Platinum Jubilee.

In July we said goodbye to our Team Rector Rev'd Bob Kenway who retired after serving in Calne for 25 years. Sadly, we also said farewell to two of our retired priests - Rev'd Derek Frost who died in July, and Rev'd Jim Scott who died in May - both longstanding and well-

loved members of the ministry team. This local sense of loss was compounded by the death of Queen Elizabeth II on 8th September. A Service of Commemoration was held and a Book of Condolence was made available in church for people to express their sadness and gratitude.

In addition, Sadie Kenway also retired as Calne parish administrator in July and work began in earnest to appoint a Team Administrator. In the meantime, a team of volunteers stepped in to rationalise and run the office at Church House and did a sterling job for several months. The post was advertised in December.

Alongside this work, the Churchwardens and Treasurers across the Marden Vale Team met together with the Rural Dean (Jane Curtis) and Archdeacon Sue Groom to begin the process of producing a Benefice Profile and advertising the Team Rector post. (I was appointed Acting Team Rector for the duration of the vacancy.) Parish Representatives were appointed (Andy Skipp, David Stevens, Jane Ridgewell, Mary Pilcher-Clayton) with a view to the Team Rector's post being advertised in February and an appointment being made at the end of April 2023.

The second half of 2022 has been a challenging time with resources stretched very thin across the Team, which has had an impact on Bremhill parish in terms of services and pastoral care. Two parishioners from Derry Hill and Bremhill completed a Lay Worship Leaders' course in December, which will enable continuity and hopefully, growth of services in Bremhill, as well as the other parishes.

We also welcomed a retired priest with permission to officiate (PtO), Rev'd Annie Church, to the Team in December.

As we look ahead to 2023, it is clear that after the Covid hiatus, social and fundraising events are being planned and supported with enthusiasm. Much work has also been going on behind the scenes with a view to re-ordering the church building and providing a beautiful and flexible environment for worship. Next steps will be to involve the wider community to progress these plans.

My thanks to you all for working so hard in 2022 - it has been a challenging year for everyone in so many ways. Thank you for supporting Teresa and myself – we look forward with hope.

Rev'd Linda Carter

Fabric

During 2022 the work undertaken has been in the planning of the next two important developments for the church buildings – the vital drainage work and the re-ordering of the internal space to facilitate a wider range of activities.

Drainage

The architects have used a drainage consultant to advise and draw up a scheme for the works and these have been submitted for quotations to 3 companies. Unfortunately, only one of the three has provided a quote and that came in at over £40,000, so a significant sum. Delays to receiving detailed plans mean a new Faculty must be acquired from the Diocese before work can start.

Re-ordering

The PCC have met to consider the scope and the affordability of any re-ordering, for which the architects have recently produced detailed plans. These show a completed scheme which could be taken in manageable stages as funding allows. The aim is to start with what can be achieved cost-effectively, in view of the considerable expense and importance of making the church dry.

Water in the churchyard

The long dry summer has highlighted the need for a water supply in the churchyard for those tending the graves and providing floral arrangements for services. It is possible to go ahead with this as there already exists a pipe which Wessex Water can connect to the mains.

Treasurer's Report 2022 Accounts

The 2022 accounts have been formally examined by Pillow May and were considered in accordance with Section 130 of the Charities Act 2011. They are satisfied that they are an accurate picture of the accounts and has signed the accounts accordingly.

The front page of the accounts lays out the income and expenditure in outline, with both the General funds and Restricted funds received during 2022. At the bottom of that page, you will see where we are with each fund at the end of the year. The summary below will show you the current state of General and Restricted Funds.

Income

1. **Planned Giving** This includes from regular Standing Orders and the Parish Giving Scheme (PGS) – see page 2 of accounts. We are slightly up from last year, but this could be improved substantially so it covered both the Share and the insurance. (Approximately £18000 annually at present).
2. **Collections** at all services. This can be skewed by one generous funeral.
3. **Donations** vary from year to year as you can see.
4. **Grants** depend on any application made but our regular donation from the Friends of St Martin's is very welcome.
5. **Gift Aid** is very welcome and worth about 15% of our income. PGS pay us monthly automatically.
6. **Fundraising** provides a similar amount. However, it requires a great deal of work by the ladies (mostly) of the village.

Expenditure

1. **Parish Share** is our main source of expenditure, but we have been able to afford it for many years.

2. **Donations to Charities** We are not good at this, and we could do better. The British Legion donation did not go through the books; perhaps it should. There is a feeling within the Parishioners that we are always fundraising for the church and not for other charities.
3. **Church running expenses** The roof alarm and the electricity are the major expenses. The latter will go up this year despite the fact we are not having as frequent services.
4. **Churchyard** No major work carried out in 2022 but various box tombs do need attention. We are very grateful to our volunteers for mowing and tidying.
5. **Repairs to church building** We have been in discussion with the Architect a lot this year in preparation for the drainage and interior projects.
6. **Parochial fees** Every special service (weddings, funerals, burials etc) carry a fee, about half goes to the Diocese (DBF).

SUMMARY

	Funds at 31 Dec 2022:	Funds at 1 Jan 2022:
General Fund:	£24,323	£19,399
Restricted Fund	£37,150	£36, 826
Total:	£61,473	£56,225

Although the income over expenditure shows a modest increase, we have not done any major projects in 2022. It is hoped that we will be commencing the drainage this year, which will test our finances considerably, despite any grants received.

We do need to encourage parishioners to make regular donations, preferably via PGS, so that we can maintain and increase our income over the next testing years. If we are not able to do this, the financial future of the church will be in doubt.

I would like to thank Ken Webb for all his support and expertise in the presentation of these accounts and Pillow May for auditing them.

David Stevens
Church Warden and Treasurer



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Bremhill Parochial Church Council

On accounts for the year
ended

31 December 2022

Charity no
(if any)

N/A

Set out on pages

Pages 1 to 4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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: 01/03/2023

Name: Jessica Pillow

Relevant professional
qualification(s) or body

Chartered accountant (ICAEW)

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

Bremhill St Martin's Receipts & Payments Account

for the year ended 31 December 2022

	Notes	General funds £	Restricted funds £	2022 £	2021 £
Incoming resources					
Voluntary income:					
Planned giving	1	10,387	-	10,387	10,116
Collections	2	3,394	-	3,394	1,792
Donations	3	1,138	45	1,183	5,732
Grants	4	2,500	1,500	4,000	11,000
Income tax recovered	5	4,387	500	4,887	2,278
Activities for generating funds					
Fund raising activities	6	893	3,290	4,183	4,634
Income from charitable activities:					
Parochial fees	7	3,680	-	3,680	2,956
Other incoming resources:					
VAT (LPWS)	8	185	570	755	-
Bank Interest		8		8	
Total incoming resources		26,572	5,905	32,477	38,508
Resources expended					
Charitable activities:					
Donations to charities		-	-	-	(223)
Mission & Evangelism		-	-	-	-
Parish Share	9	(15,702)	-	(15,702)	(14,958)
Clergy expenses		-	-	-	-
Church running expenses	10	(2,332)	-	(2,332)	(2,310)
Churchyard maintenance	11	-	(320)	(320)	(4,498)
Cost of raising funds	12	(101)	(100)	(201)	(40)
Running costs:					
Support costs	13	(129)	-	(129)	(92)
Organist - normal services	14	(575)	-	(575)	(300)
Other - (insurance)	15	(2,725)	-	(2,725)	(2,617)
Governance costs	16	(84)	-	(84)	(54)
Major expenditure					
Repairs to church buildings	17	-	(5,161)	(5,161)	(983)
Total resources expended		(21,648)	(5,581)	(27,229)	(26,075)
Net (outgoing)/ incoming resources		4,924	324	5,248	12,433
<i>Funds brought forward at 1 Jan 2022</i>		19,399	36,826	56,225	43,792
<i>Funds carried forward at 31 Dec 2022</i>		24,323	37,150	61,473	56,225
Funds due to DBF/ Organist / Clergy	18		0	-	877
Total Funds including Fees due to DBF/Others	19	24,323	37,150	61,473	57,102

		2022 £	2021 £
Note 19	Year end Balances by intended purpose		
	TOTAL	61,473	57,102
	Churchyard (£983 overspent at end 2021)	197	-983
	Fees due to Salisbury DBF at Year end	-	782
	Fees / expenses due to Organist/Clergy at Year End	-	95
	Fabric fund (includes Golden Bottle Grants £5000 + £5000)	30,893	31,749
	General funds (Share / running expenses)	24,323	19,399
	Water supply fund (Golden Bottle grant)	1,000	1,000
	Servery fund (Jill Church legacy)	5,000	5,000
	Bell maintenance fund	60	60

Note	Notes re the Accounts	General	Restricted	2022	2021
		funds	funds		
		£	£	£	£
1	Planned giving	10,387		10,387	10,116
	Parish Giving Scheme	6,619		6,619	5,970
	Repeating receipts to bank - Gift Aided	3,468		3,468	3,588
	Repeating receipts to bank - NOT Gift Aided	300		300	508
	CAF	-		-	50
2	Collections	3,394	-	3,394	1,792
	Collections - for church funds	3,394		3,394	1,569
	Collections - for others (DEC)		-	-	223
3	Donations	1,138	45	1,183	5,732
	Donations: General - various	1,138		1,138	725
	Donations: Fabric - various		45	45	1,265
	Donations: Reordering - fees Architect		-	-	2,650
	Donations: Noticeboard - Mrs N Kyte		-	-	912
	Donations: Churchyard		-	-	180
4	Grants	2,500	1,500	4,000	11,000
	Friends - Insurance	2,000		2,000	2,000
	Friends - Tree works		1,500	1,500	500
	Family Trust	500		500	500
	Golden Bottle Trust - Fabric		-	-	5,000
	Wilts Historic Churches Trust - North Aisle		-	-	3,000
5	Income tax recovered	4,387	500	4,887	2,278
	Direct: Gift Aided / GASDS receipts	2,732	500	3,232	785
	Via Parish Giving Scheme	1,655		1,655	1,493
6	Fundraising	893	3,290	4,183	4,634
	St Patrick's Dinner		954	954	-
	Plants etc		748	748	1,755
	Christmas Fair		610	610	
	Wreath making		500	500	351
	Soups & Puds		478	478	
	Raffle	600		600	
	Concert - C Kent	293		293	
	Ratford Fete			-	1,582
	Share of Cycle ride			-	486
	Open Gardens/Coffee Morning			-	350
	Ran a stall			-	110
7	Parochial fees for parish funds	3,680		3,680	2,956
	Standard fees	2,861			
	Blessing x 1	400			
	Verger x 6 not taken	210			
	Heating x 4	200			
	Organist (£77 v £80) x 3	9			
8	VAT refunded using LPWS	185	570	755	0
	Roof Alarm - annual fees	154		154	-
	Door Lock - repair	31		31	-
	Drainage - Architect		480	480	-
	North Aisle Roof - Roofer		90	90	-

<u>Payments</u>	<u>General</u>	<u>Restricted</u>	<u>2022</u>	<u>2021</u>
	<u>funds</u>	<u>funds</u>	<u>£</u>	<u>£</u>
<u>Donations to charities</u>				
Collection to DEC for Afganistan		-	-	<u>223</u>
9 <u>Parish Share (paid in full)</u>	<u>15,702</u>		<u>15,702</u>	<u>14,958</u>
10 <u>Church running expenses</u>	<u>2332</u>	<u>0</u>	<u>2332</u>	<u>2310</u>
Roof alarm annual costs	924		924	958
Electricity (refund in 2021)	652		652	-196
Organ Tuning	267		267	0
Door lock repair	188		188	0
Carpet laying	160		160	0
Music - CCLI licence	87		87	83
Fire equipment maintenance	54		54	48
Chancel Downpipe/Gutters			0	1223
Noticeboard installation			0	144
Marriage register			0	29
Vacuum cleaner bags			0	13
Magnets for noticeboard			0	8
11 <u>Churchyard maintenance</u>		<u>320</u>	<u>320</u>	<u>4498</u>
Tree work		240	240	4240
Moles in churchyard		80	80	240
Dog notices			0	18
12 <u>Cost of raising funds</u>	<u>101</u>		<u>101</u>	<u>40</u>
Printed raffle tickets	61		61	
Council licence for raffles	40		40	<u>40</u>
13 <u>Support costs</u>	<u>129</u>		<u>129</u>	<u>164</u>
Printer Ink (Dr D Stevens)	41		41	24
Village hall hire Carols/ Nativity	40		40	24
Village hall hire Harvest Supper	36		36	24
Village hall hire Remembrance	12		12	24
Printing Christmas card			0	68
14 <u>Organist - Sundays etc</u>	<u>575</u>		<u>300</u>	<u>300</u>
15 <u>Other - Insurance Premium</u>	<u>2,725</u>		<u>2,725</u>	<u>2,617</u>
16 <u>Governance costs</u>	<u>84</u>		<u>84</u>	<u>54</u>
Pillow May (check accounts)	60		60	-
Village hall hire - PCC meetings	24		24	24
Travel to faculty training (David)				30
17 <u>Repairs to church buildings</u>	<u>0</u>	<u>5161</u>	<u>5161</u>	<u>983</u>
Architect Fees - Rain Drainage		2911	2911	983
Architect Fees - Hospitality		1710	1710	
North Aisle retention to roofers		540	540	
18 <u>Parochial fees due to DBF / others</u>	<u>To DBF</u>	<u>Others</u>	<u>Total</u>	<u>Total</u>
Fees for DBF / others due end 2021	782	95	877	629
Fees paid to DBF / others 2022 re 2021	-782	-95	-877	-629
Fees rec'd 2022 for DBF / others	1527	1002	2529	1787
Fees paid to DBF/ others 2022 re 2022	-1527	-1002	-2529	-910
<u>Fees still due to DBF / others re 2022</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>877</u>
<u>Fees due to DBF / others at end 2022:</u>				
DBF Nil				
Organist Nil				
Clergy re Travel Nil				

Approved by the PCC on 16th March 2023 and signed on their behalf by
Rev'd Linda Carter (Incumbent) PCC Chair
Dr David Stevens Church Warden and PCC Treasurer

Account Balances and Bank Reconciliation screen

Bank Reconciliation

Account	Account Name/Description	Opening ACTUAL Balance	Transactions In	Transactions Out	ACTUAL Balance
		£57,102.01	£35,417.28	(£31,045.96)	£61,473.33
A	Other charities etc. - Funerals etc (Cash)	-	£360.85	(£360.85)	-
B	(Cash)	-	-	-	-
C	Churchyard (Cash)	(£982.96)	£1,500.00	(£320.00)	£197.04
D	Fees Due to Salisbury DBF at Year end (Cash)	£782.00	-	(£782.00)	-
E	Fees / expenses due to others at Year End (Cash)	£95.00	-	(£95.00)	-
F	Fabric fund (incl. Golden Bottle 2 x £5000) (Cash)	£31,749.41	£4,404.78	(£5,261.10)	£30,893.09
G	General funds (Cash)	£19,398.56	£29,151.65	(£24,227.01)	£24,323.20
H	Water supply fund (Golden Bottle grant) (Cash)	£1,000.00	-	-	£1,000.00
I	Servery fund (Jill Church legacy) (Cash)	£5,000.00	-	-	£5,000.00
J	Bell maintenance fund (Cash)	£60.00	-	-	£60.00

Calne Deanery Synod

Report for 01.01 – 31.12.2022

1. Meetings held:

Three meetings of the synod were held in 2022, all were face to face. It was noticeable that attendance was better during the lighter evenings.

During the year the Synod welcomed new delegates; Graham Spencer (Calne) and Mary Cracknell (Cherhill).

At the February 2022 meeting members discussed the Calne Deanery Hopes and Aspirations, linked to four questions posed by the Bishop. The business also included updates from the benefices, and plans for post Lambeth hospitality.

The Diocesan Giving Advisor, Anna Hardy was welcomed to the May 2021 meeting. After a brief introduction to her role, Anna gave a lively presentation about giving.

Delegate Pippa Lovering and her husband hosted Bishop Fajak after the Lambeth conference. His visit included trips to the Bible Society Headquarters in Swindon, Bowood House and a tea at Calstone.

The October 2022 meeting focussed on worship, and delegates experienced Café and Contemplative styles of worship. The Rural Dean updated the Synod about several clergy movements and retirements.

2. Clergy and Lay movements:

During the year the Reverend Jim Scott and the Reverend Derek Frost, both of whom had long associations with Calne Deanery, sadly died. The Rector of Calne, Reverend Bob Kenway, retired in July. Reverend Linda Dytham announced her retirement (last Sunday 08.01.2023) and Reverend Karen Rizzello is moving to Oxfordshire (last Sunday 08.01.2023).

We welcomed Katy Minshall as Assistant Curate at Royal Wootton Bassett, and Nathan King and Andy Nicholls as the padres at MoD Lyneham.

Mary Pilcher-Clayton, Secretary, Calne Deanery Synod 28.12.2022