



The Parochial Church Council of St George, Brockworth

**Annual Report and Accounts
for the year ended 31 December 2020**

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ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

ANNUAL REPORT for the year ended 31 December 2020

Aims and purposes

St George's Parochial Church Council (PCC) has the responsibility of co-operating with the Vicar, the Reverend Mike Smith, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St George's. The PCC assists the Vicar with its advice on the worship and ordering of services and considers how services can involve the many groups that live within our parish.

The PCC is responsible for the maintenance, repair and improvement of St George's Church, the churchyard and the Church Centre in Court Road, Brockworth.

When planning our activities for the year, the Vicar and the PCC are mindful of our mission statement developed by the PCC in conjunction with that of the Gloucester Diocese - "to journey in faith and share God's love". The PCC have considered the Charity Commission's guidance on public benefit and, in particular, we try to enable all people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

Achievements and performance

Vicar -

The Reverend Mike Smith was appointed by the Bishop towards the end of 2019. The service of Institution and Induction was held on 26th January 2020.

Worship and Prayer -

The staff team, consisting of the Vicar, Lay Readers and retired priests, is keen to offer a range of services throughout the year which the whole community will find beneficial and spiritually fulfilling. Some of our services therefore are more formal in style and some less so.

Regular services take place at St George's Church or in the Church Centre Chapel which is situated more centrally in the village.

However, the regular pattern of weekly services in 2020 has been significantly affected by the restrictions applied by the UK Government to counteract the Covid-19 pandemic. The Vicar and PCC have followed the guidelines established by the Church of England and Diocese of Gloucester.

The Church was closed from mid March to July when, following a risk assessment and further consideration of the Church of England guidelines, a weekly Sunday service was recommenced with the maximum number of attendees set at 30.

In September a further service, focusing on family activities, was commenced in the Church Centre,

All services were suspended in November during lockdown 2, but recommenced for December until lockdown 3 came into force in January 2021. Services remained suspended throughout January and February 2021 and the future will be considered when guidelines are issued by the Gloucester Diocese.

From March 2020, the Vicar, assisted by the staff team, have prepared a weekly electronic service sheet which has been sent by email to, or printed for, members of the congregation and from the end of July the weekly Sunday morning service has been recorded on video and is available on YouTube.

Unfortunately, there were no services held over Easter 2020, but we were able to hold our annual All Souls memorial service, in the Church Centre, to which families bereaved during the past year are invited.

We were able to celebrate Christmas 2020 with a midnight service on 24th December, but were not able to hold any of the normal carol services and events.

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

ANNUAL REPORT (continued) for the year ended 31 December 2020

We have two groups of parishioners who are part of ecumenical groups leading Open the Book bible stories at the assemblies of our two primary schools on a fortnightly basis, but these have been suspended since March 2020.

Our Lent groups, held weekly, were planned for 2020, but not completed. Also our weekly Lent Lunch was commenced but cancelled after three meetings.

Each academic year we offer an "Experience" to the local primary Schools. However it was not possible to hold this event in 2020.

All are welcome at any of our services and we are trying always to improve the way we let folk know what is going on.

Church Membership -

There were 91 members on the Church Electoral Roll at the Annual Parish Church Meeting in September 2020. The average weekly attendance, counted during October 2020, was 40, and the average number who viewed the weekly video was 48. The total attendance at Easter services was nil as the church was closed, and for Christmas Eve and Christmas Day the total attendance was 36 with nearly 90 views of the videos of the midnight and Christmas Day morning services.

Occasional Offices -

These are a great source of mission and outreach and in 2020 we have celebrated 5 baptisms and 1 wedding, and held 9 funerals in our church with another 17 held at the crematorium and conducted by members of the ministry team.

Pastoral care -

Our pastoral requirements have been unique and demanding due to Covid. Not being able to meet and share coffee after services and at social gatherings, has meant that we have had to be more intentional about how we meet the pastoral needs of our community of faith, and the wider community.

As we went into the initial lockdown, we delivered 200 flyers into local homes to offer our help and support. We also delivered flyers into the two primary schools and the local GP surgery. This offer was taken up with requests for help with shopping and for the collection of prescriptions.

The Vicar and Churchwardens, through the church electoral roll, identified those who we considered to be vulnerable and potentially without family nearby. This enabled regular contact to be maintained with them.

Phone calls have been the best way to stay in connect with those struggling with technology. We have also been able to reach out to new people in the community through our Facebook page, our parish magazine and the weekly E-service.

Mission and evangelism -

Helping those in need is a demonstration of our faith. In 2020, there was very little income for the Missions Fund, the PCC will allocate available funds in 2021.

The congregation continue to donate plastic milk bottle tops supporting Guide Dogs for the Blind, used greeting cards to support the Cobalt Unit at Cheltenham, used postage stamps and old mobile phones to support the James Hopkins Trust, old jewellery for the Alzheimers Society and old spectacles for Africa.

Most of the events, to which the whole parish is invited, have had to be cancelled. It is hoped that events around St George's Day and the Christmas Tree Festival can be resumed in future years.

Our parish magazine is distributed monthly to parishioners and is available at the Church Centre, Brockworth Community Centre and the local library. It can also be read on St George's website. For a few months during lockdown, the magazine was circulated electronically, with only a few copies being printed.

Ecumenical relationships -

Contact with fellow Christians around Brockworth is maintained through the Womans prayer Group, the Good Friday walk of witness, a unity service held at Pentecost and the World Day of Prayer, though most of these were also suspended in 2020.

Fabric, St George's Church and Church Centre -

General maintenance continued in 2020 on both the Church and the Church Centre.

During the first six months of 2020, the structural engineer continued to monitor the cracking to the west wall and the cracks over the north door, and the tell tales were read monthly. In the second half of 2020, repairs to the north door lintel and plastering above the door were completed in line with the specification. The north door is now usable. Some of external cracks have been filled.

Further internal replastering of the north wall has been approved by the PCC.

The architect's quinquennial inspection is due in 2021.

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

ANNUAL REPORT (continued) for the year ended 31 December 2020

Review of financial activities

The receipts on unrestricted funds were £60,271 and on restricted funds £245 which resulted in a net deficit on the movement of funds of £19,384. In particular, following the lockdown regulations, the deficit on the General fund amounted to £15,884, due to significant loss of income and modest savings on expenditure.

Income is derived mainly from regular giving by church members using the Parish Giving Scheme or the weekly envelope scheme, collections at church services and other donations. A significant number of regular gifts are made by Gift Aid, this totalled £9,660 in the year. A few fund raising events were held during the year, raising £2,532. Income also included Church Centre lettings of £3,228 and the feed in tariff from the solar panels on the Church Centre raised £1,658.

The total payments in the year from unrestricted funds were £79,900 and there were no payments from restricted funds. The largest item of expenditure, £53,555 was Parish Share which is a payment to the Gloucester Diocesan Board of Finance to enable it to provide the parish with clergy and support services. Restoration works included repairs to the north door and replastering of £3,215.

The PCC continues to invest fund balances in the Church of England CBF Deposit Fund.

Reserves Policy

It is a PCC policy to maintain a balance on the general unrestricted fund which equates to at least three months unrestricted payments. This is equivalent to £20,000. This is covered by the cash and deposit balances which also cover the unrestricted but designated funds shown in note 16.

Structure, governance and management

The Parochial Church Council is a body corporate established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The PCC is a charity excepted from registration with the Charity Commission.

The method of appointment of PCC members is set out in the Church Representation Rules. At St George's, the membership of the PCC consists of the vicar and assistant ministers, churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend church are encouraged to register on the electoral roll and stand for election to the PCC.

The PCC meet every other month through the year, between these meetings business is transacted by the Standing Committee comprising the vicar, churchwardens, vice-chair, treasurer and secretary.

Other committees of the PCC are -
Fundraising and events
Church Centre
Communications.

The Staff team meet regularly to plan duties and discuss current issues.

Deanery Synod -

The Vicar and two elected 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.

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

ANNUAL REPORT (continued) for the year ended 31 December 2020

Administrative information

St George's Church is situated in Court Road, Brockworth. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is St George's Office, St George's Church Centre, Court Road, Brockworth, Gloucester, GL3 4ET.

PCC members who have served from 1st January 2020 until the date this report was approved are:

	<i>Name</i>	<i>-serving</i>
Ex Officio members - Vicar	The Reverend Mike Smith (Chair)	Licensed on 26th January 2020
Churchwardens	Mr Richard Ashenden Mrs Linda Vogwell Mrs Elizabeth Harbottle	from September 2020 to September 2020
Licensed Readers	Mr Gordon Clifford Mrs Louisa Messenger	
Elected members - Deanery Synod	Mrs Elizabeth Ashenden Mrs Elizabeth Harbottle Mr Chris Hickson Mrs Linda Vogwell	from September 2020 to September 2020 to September 2020
PCC	Mrs Ann Dunn Mr Derek Harbottle (Treasurer) Mrs Pat Hartwell (Vice-chair) Mrs Lorraine Hickson Mr David Hopkins Mrs Elizabeth Hopkins Mr Michael Owens Mr Stephen Plant Mr Tony Wood	to September 2020
PCC Secretary	Mrs Lianne Eve, St George's Office, Church Centre, Court Road, Brockworth, Gloucester, GL3 4ET	
Safeguarding Officer:	Mrs Rita Fix, St George's Office, Church Centre, Court Road, Brockworth, Gloucester, GL3 4ET	
Church Administrator	Miss Karen Leach, St George's Office, Church Centre, Court Road, Brockworth, Gloucester, GL3 4ET	
Independent Examiner:	Harper Sheldon, Chartered Accountants, Midway House, Staverton Technology Park, Herrick Way, Staverton, Cheltenham, GL51 6TQ	
Bankers:	Lloyds Bank plc, 6 The Parade, Court Road, Brockworth, Gloucester, GL3 4EW	

Approved by the PCC on 15th March 2021 and signed on their behalf by

Mrs Pat Hartwell
PCC Vice-Chair

**INDEPENDENT EXAMINER'S REPORT
TO THE PCC OF ST GEORGE'S CHURCH BROCKWORTH**

We report on the accounts for the year ended 31 December 2020 which are set out on pages 6 to 12.

This report is made solely to the PCC in accordance with section 145 of the Charities Act 2011 (the 2011 Act). Our work has been undertaken so that we might state to the PCC those matters we are required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the PCC for my examination work, for this report, or for the opinions we have formed.

Respective responsibilities of the PCC and examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and section 144(2) of the 2011 Act do not apply.

It is our responsibility:

- To examine the financial statements (under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to our attention.

Basis of this report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act and to be found in the Church guidance, 2013 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the financial statements presented with those records. It also includes a consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the financial statements.

Independent examiner's statement

In connection with my examination, no matter has come to our attention:

- 1 which gives us reasonable cause to believe that in any material respect the requirements
 - To keep accounting records in accordance with section 130 of the 2011 Act; and
 - To prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act and the Regulationshave not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Harper Sheldon
Chartered Accountants
Midway House,
Staverton Technology Park,
Herrick Way,
Staverton,
Cheltenham
GL51 6TQ**

2021

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 December 2020**

		Unrestricted Funds	Restricted Funds	2020 Total	2019
		£	£	£	£
INCOME					
Fees	3	2,102		2,102	5,225
Giving	4	47,185	245	47,430	49,275
Bank interest received	6	212		212	385
Fund Raising	7	2,532		2,532	9,028
Other Receipts	8	4,424		4,424	8,444
Church Centre Lettings	9	3,378		3,378	10,568
Magazine sales & advertising		438		438	496
TOTAL INCOME		60,271	245	60,516	83,421
EXPENDITURE					
Parish Share		53,555		53,555	52,660
Church Expenses	10	7,356		7,356	13,922
Parish Office Expenses	11	7,995		7,995	8,831
Other Expenses	12	447		447	215
Church Centre Expenses	13	5,502		5,502	6,437
Charitable Donations	14	369		369	792
Church and Centre Restoration Works	15	4,676		4,676	2,092
TOTAL EXPENDITURE		79,900	0	79,900	84,949
NET MOVEMENT IN FUNDS		(19,629)	245	(19,384)	(1,528)
Total funds brought forward		62,899	5,347	68,246	69,774
Total funds carried forward		43,270	5,592	48,862	68,246

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

STATEMENT OF ASSETS AND LIABILITIES

as at 31 December 2020

		Unrestricted Funds	Restricted Funds	2020 Total	2019
		£	£	£	£
MONETARY ASSETS					
CBF Deposit Fund		31,159	5,592	36,751	51,540
Lloyds Bank Accounts		15,065		15,065	18,987
Cash Float		2		2	2
TOTAL MONETARY ASSETS		46,226	5,592	51,818	70,529
OTHER CURRENT ASSETS					
Debtors and Prepayments		3,557		3,557	3,905
TOTAL CURRENT ASSETS		49,783	5,592	55,375	74,434
CURRENT LIABILITIES					
Creditors		4,798		4,798	4,983
Fees received in advance		1,715		1,715	1,205
		6,513	0	6,513	6,188
NET ASSETS		43,270	5,592	48,862	68,246
FUNDS					
Unrestricted	16	17,155		17,155	27,339
Unrestricted (designated)	16	26,115		26,115	35,560
Restricted	16		5,592	5,592	5,347
		43,270	5,592	48,862	68,246

The financial statements were approved by the PCC on 15th March 2021 and signed on their behalf by

Mrs Pat Hartwell
PCC Vice-Chair

Derek Harbottle
PCC Treasurer

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2020

1 Basis of Accounting

The financial statements of the PCC have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006.

2 Accounting Policies

The financial statements include monetary transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

These accounts are prepared on an income and expenditure basis.

Restricted funds must be used for the purpose for which the money was given or donated.

General funds represent unrestricted money that can be used for the general charitable purposes of the PCC.

Designated funds represent unrestricted money that has been earmarked for a specific purpose by the PCC. This money may be re-designated by the PCC at any time.

3 Fees	2020	2019
	£	£
PCC fees for occasional services - weddings, funerals etc.	2,102	5,225

4 Giving	2020	2019
	£	£
Collections in Church	1,149	3,695
Planned giving	30,544	29,790
Gift Aid	9,660	9,144
Legacies	0	1,000
General donations	4,860	3,347
Specific donations -		
In memorium for Restoration Fund	245	1,030
For Church laptop to record services	429	0
Anon donation for Restoration Fund	0	500
Missions Fund income and collections	543	769
	<u>47,430</u>	<u>49,275</u>

5 Income Tax Recovered

The figure shown in the Income and Expenditure Account includes the claim for Gift Aid from HMRC for the year ended 31 December 2019 and an additional amount claimed under the Gift Aid Small Donations Scheme for the year ended 5th April 2019.

6 Investment Income	2020	2019
	£	£
Deposit account interest	212	385

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2020**

7 Fund Raising	2020	2019
	£	£
Spring Fair	327	952
Christmas fair	729	1,521
Toddler Group	317	400
Tea Dances	428	1,939
St George's weekend	0	110
Ice cream Sundae	0	390
Smartie tubes	328	1,858
Christmas tree festival	0	405
Other events	136	1,213
	<hr/>	<hr/>
	2,265	8,788
100 Club Income	627	600
100 Club Prizes	(360)	(360)
	<hr/>	<hr/>
	2,532	9,028
8 Other Receipts	2020	2019
	£	£
LPoW grant re vat	757	697
Solar panels FIT	1,658	1,561
Gloucester DBF - vacancy services	709	6,011
Brockworth Church Charity	1,300	0
Sale of Brockworth Court booklets	0	175
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	4,424	8,444
9 Church Centre Lettings	2020	2019
	£	£
Regular lettings	2,731	7,573
Occasional lettings	497	2,345
Donations from hall users	150	650
	<hr/>	<hr/>
	3,378	10,568
10 Church Expenses	2020	2019
	£	£
Altar requisites	181	339
Ministers expenses (including vacancy services)	1,191	6,405
Organist	300	520
Printing and stationery	23	203
Electricity	640	1,428
Insurance	2,547	2,298
General maintenance	745	881
Churchyard upkeep	1,300	1,310
Laptop for recording services	429	0
Churchyard portaloo	0	538
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	7,356	13,922

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2020**

11 Parish Office Expenses	2020	2019
	£	£
Staff costs	6,632	6,909
Telephone	740	737
Computer & Photocopier	496	856
Post and stationery	127	329
	7,995	8,831
12 Other Expenses	2020	2019
	£	£
Licences	191	185
Miscellaneous expenses	256	30
Architect's quinquennial inspection fee	0	0
	447	215
13 Church Centre Expenses	2020	2019
	£	£
Ground rent	1,300	1,300
Water	281	320
Gas & Electricity	1,098	1,228
General maintenance	2,575	2,533
Cleaner's wages	225	912
Cleaning materials	23	144
	5,502	6,437
14 Charitable Donations	2020	2019
	£	£
Gloucester Diocesan missions fund	369	0
The Children's Society	0	163
Christian Aid	0	79
Gloucester Foodbank	0	100
Gloucester City Mission	0	100
Emmaus UK	0	100
Millbrook Lodge	0	100
Brockworth First - re Vicarage Court fire	0	150
	369	792
15 Church and Centre restoration works	2020	2019
	£	£
Stonework repairs over north door and replastering	3,215	0
Roof and tower lead repairs	316	0
Church Centre fixed wiring remedial works	1,145	0
Replace bearing on 3rd bell	0	324
New sign for Church Centre	0	568
Replace gate to rear field	0	1,200
	4,676	2,092

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2020

16 Detail of Funds movement

	Balance 1 Jan 2020	Income	Expenditure	Transfers	Balance 31 Dec 2020
Unrestricted -					
General Fund	27,339	57,833	-73,717	5,700	17,155
Unrestricted (designated) -					
Missions	605	543	-369		779
Bells	2,004				2,004
Church Restoration	25,288	757	-3,531	-2,679	19,835
Church development	3,021			-3,021	0
Centre maintenance	4,642		-1,145		3,497
Special donations	0	429	-429		0
	35,560	1,729	-5,474	-5,700	26,115
Restricted -					
Bells	2,327				2,327
Vestry refurbishment	315				315
Church Restoration	2,705	245			2,950
	5,347	245	0	0	5,592
Totals	68,246	59,807	-79,191	0	48,862

ST GEORGE, BROCKWORTH - PAROCHIAL CHURCH COUNCIL

for the year ended 31 December 2020

THE BROCKWORTH PARISH CHURCH CHARITY ACCOUNTS

PERMANENT ENDOWMENT

	2020	2019
	£	£
Balance at 1 January 2020	103,543	100,580
Transfer from Managing Trustees	2,963	2,963
Balance at 31 December 2020	<u>106,506</u>	<u>103,543</u>

MANAGING TRUSTEES ACCOUNT

	2020	2019
	£	£
Balance at 1 January 2020	21,002	20,149
Interest on Permanent Endowment Investment	3,832	3,660
Interest on Managing Trustees Deposit	88	156
	<u>24,922</u>	<u>23,965</u>
Less transfer to Permanent Endowment	2,963	2,963
Less transfer to PCC account	1,300	0
Balance at 31 December 2020	<u>20,659</u>	<u>21,002</u>

Notes

In December 2017, the funds representing the Permanent Endowment were invested in the CBF Church of England UK Equity Fund, previously deposited in the CBF Church of England Deposit Fund.
On 31st December 2020, the mid market value was £119,273 (2019 - £119,078).