The Parish of Boxmoor

St John’s Boxmoor,

St Stephen’s Chaulden & St Francis’ Hammerfield

The Parish of Boxmoor

Meeting of Parishioners

&

Annual Parochial Church Meeting

in St John`s Church, Boxmoor

Sunday 25 April 2021 at 11.00 am

following the Parish Eucharist

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Due to the Covid-19 Pandemic and the ensuing suspension of all church groups we will not be producing a second booklet this year on the activities of these groups.

The Parish of Boxmoor

St John’s Boxmoor,

St Stephen’s Chaulden & St Francis’ Hammerfield

**ANNUAL CHURCH MEETINGS**

**Sunday 25 April 2021**

**After the 10.00am Parish Eucharist in St John’s Church**

**A G E N D A**

**The Goals in our Mission Action Plan are:**

* Maintaining and growing our engagement with children and young people through Messy Church, Schools’ work, Junior Church, Junior Choir, Youth work, Tiny Tots, Children in Worship.
* Communicating our common life in Christ by growing our ‘e’ presence and communications network.
* Holding bi-annual teaching/seminar series to encourage new and existing disciples in their journey of faith and discovery whilst also preparing candidates for Holy Baptism and Confirmation.
* Resourcing the Parish for the future by exploring parking solutions at St John’s and developing a carbon neutral footprint.

1. Apologies for Absence

**Meeting of Parishioners**

1. Election of Churchwardens

*(To be entitled to vote one must either be on the revised Electoral Roll or live in the parish and appear on the register of local government electors).*

A nomination for election form will be displayed on the church notice boards until immediately before this meeting. There are two Churchwarden positions.

**Annual Parochial Church Meeting**

1. Minutes of the Annual Parochial Church Meeting held on 11 October 2020 with Vicar’s report for 2020.

To accept these minutes and the Vicar’s report as a true record of the last APCM.

1. Electoral Roll.

To receive the updated electoral roll, which has been displayed in our three churches before this meeting.

1. Proceedings of the PCC.

To receive a report on the proceedings of the PCC for 2020/2021

1. Safeguarding.

To receive a report stating that the PCC has complied with its duty to have due regard to House of Bishops guidance on *Safeguarding children and vulnerable adults*

1. Financial Affairs of the Parish.

To receive a report on the financial affairs of the Parish.

1. Presentation of the Annual Accounts for 2020 and Budget for 2021.

To receive the accounts for 2020 and budget for 2021.

1. Independent Examiner.

To appoint an independent examiner for the PCC accounts for the coming year.

1. Fabric, Goods & Ornaments.

To receive a report on the Fabric, Goods & Ornaments for 2020 from the Churchwardens.

1. Election of Lay Representatives to the PCC

*(To be entitled to vote one’s name must appear on the revised electoral roll).*

There are five vacant places. A nomination for election form will be displayed on the church notice boards until immediately before this meeting.

1. Election of Sides Persons. To elect the sidesmen and sideswomen for the coming year as proposed on the list of nominations.
2. Deanery Synod.

To receive a report on the proceedings of the Deanery Synod.

1. Vicar’s Report.

To receive a report from the Vicar on the calendar year 2020.

1. Any Other Business.

Any other legitimate APCM business.

1. Date of next APCM.

The next APCM has been provisionally set to follow the 10.00am Parish Eucharist on Sunday 24 April 2022 in St John’s Church.

**Special meeting of the Parochial Church Council**

*(Only members of the incoming PCC are entitled to vote)*

1. Election of Lay Vice Chair
2. Election of Deputy Church Wardens. Two places to fill.
3. Election of Honorary Treasurer
4. Election of Honorary Secretary
5. Appointment of Standing Committee

*(The Standing Committee consists of the Chairman, Churchwardens, Deputy Church wardens, Treasurer and Secretary all ex-officio, plus two others).* Two places to fill.

1. Appointment of Electoral Roll Officer
2. Co-options to PCC

*(The incoming PCC is entitled to make up to three co-options, should they wish)*

1. Any other legitimate PCC business
2. Date of next PCC meeting.

Members of the incoming PCC may care to note that its first substantive meeting will be on Tuesday 18 May 2021 at 8.00pm in St John’s Church.

The Vicar and Church Wardens

*In the absence of an elected PCC Secretary*

The Parish of Boxmoor

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**The Goals in our Mission Action Plan are:**

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* Communicating our common life in Christ by growing our ‘e’ presence and communications network.
* Holding bi-annual teaching/seminar series to encourage new and existing disciples in their journey of faith and discovery whilst also preparing candidates for Holy Baptism and Confirmation.
* Resourcing the Parish for the future by exploring parking solutions at St John’s, improving the heating at St John’s, and developing a carbon neutral footprint.

**MEETING OF PARISHIONERS AND THE ANNUAL PAROCHIAL CHURCH MEETING HELD IN ST JOHN’S CHURCH 10.00 AM ON SUNDAY 11 OCTOBER 2020**

**Chair: The Reverend Michael Macey, Vicar of Boxmoor**

**Present: Clergy 1, Parishioners 31**

| **TOPIC** | **DISCUSSION** | **ACTION/ FOLLOW-UP** |
| --- | --- | --- |
| **1. Apologies for Absence** | Apologies for absence had been received from Chris Angell, Sally-Anne Bates, Julie Boyce, Trevor Boyce, Marion Cowe, Jo Fisher, Annie Mitchell, Ian Packe, Janet Packe, Godfrey Rock, Gill Williams and Ian Williams. |  |
| **Meeting of Parishioners**  **2. Election of Churchwardens** | Two nominations had been received to fill the two Churchwarden posts. These were for Job Rombout, nominated by Trevor Standen and seconded by Carole Lewis and for Marian Davies, nominated by Graham Gibbs and seconded by Anne Lyne. Both were declared duly elected. Appreciation was expressed for the hard work done by the churchwardens over the past year particularly to Lorraine Ioannou who was standing down after 4 and a half years. Gifts were presented to Lorraine as a thank you. |  |
| **Annual Parochial Church Meeting**  **3. Minutes of the Annual Parochial Church Meeting held on 7 April 2019 with Vicar’s report** | The minutes of the APCM on the 7 April 2019 and the Vicar’s report were considered and agreed to be a true record. The chairman was authorised to sign them as such. |  |

|  |  |  |
| --- | --- | --- |
| **4. Electoral Roll** | In his absence, Philippa Graham read out a report on behalf of the Electoral Roll Officer, Ian Packe.  “In accordance with church rules, last year we produced an entirely new electoral roll. This year’s roll is just a simple update of that data. However, due to the pandemic restrictions introduced last March and the six-month deferment of the APCM to October, it is now some 18 month’s since the previous Roll was published. In spite of this, the electoral roll activity since the 2019 APCM has been very much reduced compared to more times.  Now to the numbers. For reasons lost in history we have 2 rolls, one for St Francis and one for St John’s and St Stephen’s combined.  Taking St Francis first, last year it had 16 members and 2020 shows the same 16 members.  Looking at St Stephens and St Johns together, 2019 had 169 members and this year it is 168, a net reduction of one. This is made up of six new members and a reduction of seven existing members due to a variety of reasons.  The total for our Parish of 3 churches is, therefore, 185 in 2019 and 184 in 2020.  In order to protect our congregation’s names and addresses from unwanted viewing, a copy of the latest electoral roll will only normally be available for viewing in the Parish Office but not in any of our churches. If you do discover any errors I would be grateful if you would let me know.  Finally a word about data protection. Under the regulations only names and postal addresses will ever be published by the Parish. The additional data on the application form e.g. ‘phone nos. and email addresses will only be used by the clergy and church wardens to contact you quickly should it ever be necessary. For safety, these items will not be normally be printed off but stored electronically with password protection”. |  |
| **5. Proceedings of the PCC** | The meeting received a report from the Honorary PCC Secretary, Philippa Graham, on the proceedings of the Parochial Church Council during the year 2019/2020 (page 12 of the main document). The chairman thanked her for her hard work. |  |
| **6. Safeguarding** | The Chairman drew attention to the Safeguarding Report on page 13. There were no questions or queries. He thanked Maran Davies for all her hard work. |  |
| **7. Financial Affairs of the Parish** | In the absence of The Honorary PCC Treasurer, Chris Angell, the Chairman drew attention to the written report on pages 13 and 14. |  |
| **8. Presentation of the Annual Accounts for 2019 and Budget for 2020** | The Chairman drew everyone’s attention to the summary of the accounts on pages 16 and 17 for St John’s and St Stephen’s and pages 24 and 25 for St Francis and the respective budgets on pages 15 and 23.  Alan Munford pointed out that the headings were missing from the budget on page 15 of the printed booklet. The Chairman said the amended version was on the website. Unfortunately, the booklets had been printed before the error had been spotted. Alan also asked about a breakdown for the £1,230 expenditure on the Petty Cash account for 2019 on page 23. The Vicar said that it is all listed in the safe at St Francis but it is something he could raise with Jo Fisher. The Chairman expressed his thanks to Chris Angell and Jo Fisher for their hard work on the accounts throughout the year. |  |
| **9. Independent Examiner** | The Chairman said that the accounts had been examined by Roger Taylor. It was agreed that Roger should be approached this year about the possibility of examining the accounts again this year. |  |
| **10. Fabric, Goods & Ornaments** | The meeting received the churchwardens’ report on the fabric, goods and ornaments on page 29. The Chairman thanked the churchwardens for their report and for their support and guidance and expressed his thanks to all who were keeping the church and grounds well maintained. |  |
| **11. Election of Lay Representatives to the PCC** | The Chairman thanked all those whose term of office had ended, notably Sue Brown, Marion Cowe, Marian Davies, Janet Packe and Cathy Shaw. There were five vacant places all for the full three-year term. One nomination had been received prior to the meeting – **Jean Garner** proposed by Richard Lyne and seconded by Ken Farmborough. At the meeting **Glenn Clayton** was proposed by Job Rombout and seconded by Carole Lewis, **Cathy Shaw** was proposed by Job Rombout and seconded by Anne Lyne. The Vicar said that **Marion Cowe** would be prepared to stand for another year. She was nominated by Cathy Shaw and seconded by Sheila James. All four were duly elected. One place remains vacant. |  |
| **12. Election of Lay Representatives to the Deanery Synod** | The Chairman thanked all those whose term of office had ended, notably Marian Davies, Jo Fisher, Jean Garner and Graham Gibbs. With a reduction in numbers on the Electoral Roll there were only 3 places to fill this year. One nomination had been received prior to the meeting – **Graham Gibbs** proposed by Marion King and seconded by Carole Lewis. At the meeting **Jo Fisher** was proposed by Peter Garner and seconded by Noel James and **Lorraine Ioannou** was proposed by Marion King and seconded by Richard Lyne. All three were duly elected. |  |
| **13. Election of Sides Persons** | The Chairman drew people’s attention to the list of nominations on page 30. The meeting agreed the list, and all were duly elected. The Vicar thanked the sides persons for all they did. |  |
| **14. Deanery Synod** | The report on the proceedings of the Deanery Synod on pages 30 and 31.was received. |  |
| **15. Daughter Churches** | The Chairman drew attention to the reports from St Francis’ and St Stephen’s churches on page 2 of the second booklet. |  |
| **16. Reports** | The meeting received reports from PCC committees and other church groups, organisations and activities in booklet 2. |  |
| **17. Chairman’s Report** | The Chairman drew attention to his written report from page 31 to page 34 of the main booklet |  |
| **18. Any other previously notified business** | Carole Lewis expressed a huge ‘Thank You’ to the Vicar for everything he does and offered a heartfelt thanks from everyone to Mike who (with help from Marian Davies) made it possible that St John’s was the first church to be open again. On behalf of the PCC, Job Rombout made a presentation to Emma Macey for her constant support enabling the Vicar to carry out his duties. The Vicar made a presentation to Philippa Graham who was standing down as PCC Secretary after 4 and half years and thanked her for her hard work.  Graham Liddle asked if there was any news on the congregation singing again and for an update on the junior choir. He added that he had also noted from the Director of Music’s report that there was only one treble in the senior choir. The Vicar said that the government is still prohibiting congregational singing – only choirs are allowed to sing. He said that the junior choir was doing well until lockdown, with 16 members, and there would be difficulties with social distancing if it resumed. He said he was looking at the possibility of next year. He said that the Director of Music was working on the fact that there was only one child in the senior choir. |  |
| **19. Date of next APCM** | The next APCM has been provisionally set to follow the 9.30am Parish Eucharist on Sunday 25 April 2021 in St John’s Church |  |
|  | The meeting closed at 11.12 am |  |

Philippa Graham (PCC Hon Secretary)

01442 261706

pccsecretary@stjohnsboxmoor.org.uk

**Vicar’s Report on 2019**

*(given at the APCM 2020)*

By the time this report is presented at the 2020 APCM, 2019 will feel a distant memory. Much has already happened in 2020 to make the pains and joys of former days feel insignificant, and yet, for us as a community, they have shaped our story and the way in which we interact with God, one another, and the wider community of this Parish.

One of the greatest joys for me has been to work closely with our Associate Minister, The Reverend Canon Dr Ruth Goatly, on various projects. Ruth is no stranger to this parish but things have moved-on since her time here as curate. Throughout the year we sought to find new ways to strengthen and renew our pastoral work and ministry and to underpin the teaching and discipleship ministry developed over recent years. Ruth was instrumental in creating and leading our Lent Course *The Gifts of the Spirit* which was both well attended and well received and prompted many into asking questions about how they can be Spirit-filled and Spirit-led disciples in our community.Our Ministry Team has been greatly strengthened by her arrival on Advent Sunday 2018 and her wisdom, patience, and thoughtfulness are invaluable to our discussions and response to the needs of the people of this parish.

Another joy came in response to the Deanery’s prompting to re-examine our work with Children and Young People. Well aware that only a handful of teenagers now attend our services and our lack of a Youth Group, a small working group embarked on a series of conversations with possible partner organisations in delivering a Youth Group to the young people of our parish. After many fruitful meetings with the YMCA we commissioned them to survey as many young people in the parish as they could so that we could understand what young people would be looking for if we could organise a youth club and what activities and organisations were already operating in our community. The results were presented to the PCC who unanimously voted to continue the conversation with YMCA. But there was a snag. The survey had revealed that our premises were in the wrong place… and it would cost approximately £15,000 a year for 4 sessions each week. Undeterred, more fruitful conversations followed with more potential partners including the Liberty Tea Rooms and South Hill Church. By the close of the year we were all hopeful that a new Youth Club could be formed and that funding could be secured from various charities to ensure the Club would run for a minimum of 3 years.

Three festivals within the year also brought the community into St John’s and enabled us to reach-out into the community. Among these where the annual Christmas Tree Festival - which was splendid as ever, MaSJ’s Music Festival which hosted some delightful music - not least the special festival evensong, and our Flower Festival *A Year in Flowers* which was certainly one of the high-points of the year. The church looked magnificent as the various displays sought to depict a typical year, charting our various liturgical festivals and other events within our national calendar. I should like to express my thanks once again to the fabulous team who organised this event and especially to Sue Brown who was the primary driving force bringing the festival to a successful culmination.

Other joys experienced during the year were less auspicious but just as noteworthy. We continued to welcome, or be involved with, 8 of the 9 schools we are either associated with or are located within the parish. Many of these schools come to our churches for their Christmas Carol Services and for school visits, both in church and at schools where I am welcomed into classrooms to speak with the children and lead assemblies. This simple ministry, although time consuming, is incredibly beneficial even if we may not see the results immediately. One of the services I had the privilege to conduct in December was a memorial service for a young Muslim lad. He died suddenly whilst at university and due to religious customs was buried before many of his friends could return from their studies. His family approached me to see if we could hold a Memorial Service for him. For them, St John’s was their special, holy place. Through various school visits over the years, assemblies and carol services this young man and his family had been made to feel welcome. This was where the veil between heaven and earth was thinnest for them. It was a remarkable service with over 150 young people all giving thanks for the short, but well-lived life. And all of them knew why they were in St John’s.

We never really know how the seeds of faith that we are sowing will grow. For some, the seeds will lie dormant for many years and then suddenly take root; for others it might be more immediate. From our work with Tiny Tots, Junior Church, Baptisms, and Messy Church one hopes that the Good News of Jesus will be shared and that it will one day take hold. Many of the families whom we see through these ministries definitely regard us as their Church. The challenge for us is to see if we can help fertilise and water the seed we have sown to help it grow. We must be doing something right as 2019 saw another bumper group of candidates come forward for Confirmation. 10 people confirmed their faith in Jesus before Bishop Norman (The Bishop of Richborough) who duly laid hands on them and prayed for them, 2 of whom were also baptised, and a further 2 people were received into the Church of England. Ages varied from 11 to 80 odd. It was an uplifting occasion and again helped re-enforce the idea that our Church is *alive and kicking,* striving for and working towards the coming of God’s Kingdom here on earth. I was particularly pleased that Bishop Norman came to our Parish on that occasion. He has an ongoing pastoral relationship with the congregation of St Francis’ but this was the first time he had ministered at St John’s. His warm and approachable manner was tangible and heart-warming and he will no doubt be invited to return again soon.

I mentioned just now our work through Tiny Tots, Junior Church, Baptisms, and Messy Church. I should like to put on record my sincere thanks to all the leaders, organisers, chaperones and caterers who enable these ventures to be so successful. Each grew numerically in 2019 although we had an unexplained fall in the number of baptism in the second half of the year. I should also like to add my thanks to our Junior Choir leaders, in particular Katherine Cox and Keith Beniston, for slowly and patiently transforming our young choir into a delightful group of expressive singers who obviously enjoy singing in church and bring such enjoyment to the congregation.

Music has always been a central part of the way we worship as a parish. Although our choir struggled numerically from time to time their voices never ceased to offer prayer and praise to God. Our monthly services of Choral Evensong were often worthy of being sung in the Cathedral and our ensemble enhanced Festival of Lessons and Carols, in the build-up to Christmas, has rejuvenated attendance figures to those not seen at that service in over a decade. My thanks again to Keith Beniston, our Director of Music for all he does in leading our choir and to many members of the choir for all they do behind the scenes.

Another great tradition of the Parish is that of fundraising. You have had a lot of practice in the last quarter of a century: the roof, the hall and west end development, the organ project. I think I am right in saying that over £1.2million has been raised. This is staggering. And it continues. In 2019 we raised a substantial amount of money towards a new boiler system at St John’s, which was installed over the summer and made for a lovely and toasty church in the winter. Fundraising is one thing. Stewardship is another. In 2019 we had a Stewardship Campaign where we were each invited to re-examine our gift of Time, Talents, and Treasure. The result was remarkable with a more people coming forward to help with various tasks, using their skills, and increasing the amount they give financially in response to the bountiful offering God has made to all creation. It should be noted, however, that our financial stewardship, although extremely generous, does not cover the real cost of ministry within the life of the Parish. We are only able to balance the books by commercially renting our halls and by significant fundraising events. 2020 looks like it will need to be another year of inventive fundraising ideas in order to make-up the balance so once again I invite you to review your financial stewardship towards the ministry of the Church. As with all these things I am deeply grateful to have people around me who understand money and in particular Chris Angell and Jo Fisher, our treasurers, who manage our finances so prudently.

Over the last 6 years as your vicar I have been incredibly fortunate to work with some fabulous people. Our current Ministry Team of Ruth, Carole Lewis, Sheena Wilson, and myself is bursting with different yet complementary gifts and skills. Our Office is excellently managed by Hilary Kemp who has a knack of getting me to do things in the nick of time. Our various committees are full of people with vision, wisdom, and a desire to see the Church in our parish grow from strength to strength. Our Churchwardens and their deputies do a considerable amount behind the scenes and regularly pass on the benefit of their wisdom. Our servers (and especially Graham Gibbs) always ensure that our worship is offered to the highest possible standard with diligent attention to detail. Our Magazine is a great tool for communication and so ably edited by Sally-Anne Bates who has the patience of an angel as she awaits my articles each month! There are so many people I could thank by name and I apologise for not doing so now. But over the year and into 2020 the Churchwardens and I have hosted “thank you” evenings to various folk involved in our common life. We are most grateful for all the time and talent you share with us and once again I say *thank you*! I should also like to thank my family for the love and support they give, and for their understanding and patience with me which enables me to be the priest I believe God is calling me to be here among you.

A parish with 3 centres of worship makes for a busy time. Naturally the Parish Church is where the majority of my focus is required but that should not demean the importance and significance of the congregations who worship and associate with St Stephen’s Church and St Francis’ Church. I am most grateful to the lay leaders of each Church who keep those communities going, connecting with people and sharing with me in the pastoral responsibility for God’s people there.

During 2019 some much loved members of our Church community died and were raised to glory. Among these were Marie-Anne Holmes-Walker, Yzabel Field, Diana Edwards, and David Stevens. May they all rest in the eternal peace of Christ. Other members of our community have faced significant health issues and/or have moved into residential or respite care.

You might be interested to note that the following number of Pastoral Offices were conducted:

**2019 2018 2017**

Baptisms: 27 (3 adults) 33 (4 adults) 14 (0 adults)

Weddings: 9 (0 Blessings) 18 (1 Blessing) 19 (0 Blessings)

Funerals: 42 (18 at Crem) 50 (22 at Crem) 35 (13 at Crem)

Interment of Ashes: 19 22 16

Last year I wrote in my report:

*“It seems to me that a new spirit of optimism is present ushering in a culture of growth, change, and renewal. I am very excited as to where our journey together will lead and how we can live God’s love afresh in our community.”*

I stand by those words and continue to be excited about where the Spirit is leading us as a people of God. 2020 will bring its own challenges and opportunities I’m sure. The test will be how well we stand-up to these challenges or embrace the opportunities. It has been a privilege to walk with you, and lead you, as your vicar this past year and I pray that the Holy Spirit will continue to lead us into the future. As we seek to live the joys of the resurrection each and every day may our lives be transformed by the God for whom all things are possible, and in whom we may have life –life in all its fullness.

In Christ,

The Reverend Michael Macey, Vicar

**PROCEEDINGS OF THE PAROCHIAL CHURCH COUNCIL (PCC): 2020– 2021**

The Full PCC met only once (January) in 2020 although it was scheduled to meet 6 times throughout the year. When the pandemic struck in March (just ahead of the next scheduled meeting) all meetings of the PCC and its various committees went into abeyance. By April, it slowly dawned that this was not going to be a short-lived affair and that restrictions would be in place for some time. The Vicar therefore called upon the Standing Committee to meet on Zoom and to act on behalf of the PCC, thus fulfilling one of the functions of the Standing Committee.

Throughout the remainder of the year the Standing Committee met each month to ensure that:

* the Parish was complying with the relevant Covid restrictions
* our financial position was monitored, endorsing the difficult decision to suspend paying Parish Share to the Diocese so as not to be overdrawn
* we were complying with Safeguarding legislation
* plans for re-opening churches for public worship were scrutinised and approved
* our common live was as rich as it could be during these strange times.

The Standing Committee was also augmented by 3 additional members of the PCC to bring a little more depth of experience and expertise to the fore whilst not making the meeting too populated thus making a meeting on Zoom unworkable. Most meetings lasted an hour. Plans were put in place to review our Mission Action Plan in early 2021 to ensure that as we emerge from the pandemic we are aware of our priorities and the work to be undertaken.

PCC Secretary – Vacant

The Vicar *in the absence of a Secretary.*

**Safeguarding**

When it comes to safeguarding, most people are happy to attend courses and have their DBS check. But there are quite a few who wonder whether it is all necessary; is it going a bit “over the top”.

I quote from a Times newspaper report on 30March:

*“The Church of England has acknowledged that bishops cannot be trusted to investigate their own priests. … The Independent Inquiry into Child Sexual Abuse (IICSA) found that in many cases, abusive priests or bishops were allowed to continue their ministry for decades before finally facing justice, leaving their victims with no support or recognition”.*

The Archbishop of Canterbury has said that the church was now making a “step change” in how it deals with abuse. He said:

*“It is vital we do not forget the harrowing experiences of survivors, our appalling response to them, and our public commitment to change.”*

At the moment St Albans Cathedral is preparing for a safeguarding audit, which will be carried out by the Social Care Institute for Excellence. This audit is being carried out across the country. Following this a new Learning and Development Framework is expected. At that point the diocese will publish a safeguarding training newsletter to make clear any new requirements. I will display this newsletter at the back of the three churches and forward it to all members of the PCC and relevant groups.

The pandemic will throw up problems with mental health, substance abuse and mental and physical abuse. It is up to us to be watchful and supportive.

If you have any particular concerns don’t try to act on your own. At the back of each church, and in the Parish Office, there is a list of names and contact details of people you can approach to help.

Marian Davies,  
Parish Safeguarding Officer, March 2021

**Report on the Financial Affairs of the Parish 2020**

The attached accounts for the year ended 31st December 2020 have been approved by the PCC for presentation at the APCM and independently examined by Roger Taylor. Both those for St John’s and St Stephen’s and those for St Francis’ have been prepared in the format required by the Church Accounting Regulations 1997, detailing gross income and expenditure. A consolidated Parish Report and Accounts for 2019 will be prepared for submission to the Charity Commission. Budgets for 2021 are also provided, although the impact of the Coronavirus pandemic may well differ from the assumptions made of a gradual reopening of churches and halls.

My thanks go once again to Janet Packe for dealing with St John’s weekly and miscellaneous takings; to Garth Bridgwood for performing the role of Covenants secretary; to Hilary Kemp for managing the office fees account; to Graham Liddle for managing St John’s Hall bookings and income; to Alan Munford and Sally Bates for collecting revenues from Magazine sales and advertising respectively; to Jean Garner for looking after the St Stephen’s Hall and Church income and expenditure; to Jo Fisher for maintaining the accounts for St Francis; to Paul Davies for managing the bookings of St Francis Church Hall; to all involved in what Fundraising was possible in 2020 and finally to Roger Taylor for taking on the independent examination of the final accounts.

2020 was an exceptional year. Until the end of March we were closely matching our budgets and all appeared well for another “break-even” year. Then Covid-19 happened, and our finances were thrown into turmoil.

Happily, Planned Giving held up and increased donations largely offset the loss of collections whilst our churches were closed. However, with all three Church Halls closed for 9 months income from that source, and on which we rely to balance the books at both St John’s (including St Stephen’s) and at St Francis, ceased abruptly leaving us more than £17,000 short across the Parish over the year. Fundraising was similarly curtailed costing us a further £14,000. Severe restrictions on weddings and funerals reduced Fees by nearly £3,000.

Despite some expenditure savings being possible the PCC was faced with the prospect of rapidly running out of money and close monitoring of monthly cashflow reports became the order of the day. To stave off bankruptcy a plan was agreed under which St Francis paid their Parish Share in full but St John’s withheld theirs after the first four monthly instalments had been paid until major essential costs, such as insurance, had been met. As the year progressed it became apparent our Churches and Halls would remain closed well into 2021 and so it was decided to further limit the payment of Parish Share to facilitate the building up of a year-end cash reserve to cover expenditure in the first quarter of 2021. In the event five monthly payments of Parish Share were made and a temporary reserve of nearly £32,000 created. The hope is that our 2021 Parish Share will be met in full, but much depends on our Halls re-opening and fundraising being possible and successful. Whilst the short-term expedient of withholding Parish Share saw us through 2020 it is not a viable course of action in the longer term as clergy are paid from our contributions and Diocesan reserves limited. We cannot risk being without clergy support and so the PCC have planned a major Stewardship campaign for 2021 in an attempt to raise Planned Giving to match Parish Share and an aggressive fundraising programme to help cover other costs. We have also recently been advised of two legacies which should enable us to clear the outstanding Parishioner Boiler Project loans and re-float our Fabric Fund without a further call on the General Fund; but 2021 will be a difficult year and the future remains uncertain.

Chris Angell

Honorary Treasurer, March 2021

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| **St John's PCC Final Outturn 2020 and Budget 2021** | | | | | | |  |  |
|  | **General Fund** | Year | Year |  | Year |  | | |
| ITEM | Budget Holder | 2020 | 2020 |  | 2021 |  | | |
|  |  | Actual | Budget |  | Budget |  | | |
| INCOME |  | £ | £ |  | £ |  | | |
| Missions | Finance Com | 1,736 | *4,000* |  | 4,000 |  | | |
| Collections | Treasurer | 8,526 | *18,000* |  | 15,000 |  | | |
| Planned Giving | Treasurer | 71,628 | *72,000* |  | 70,000 |  | | |
| Donations | Treasurer | 7,469 | *2,000* |  | 2,000 |  | | |
| Fees (net) | Churchwardens | 9,987 | *14,000* |  | 10,000 |  | | |
| Fundraising | Fundraising Com | 2,956 | *15,000* |  | 10,000 |  | | |
| Coffee | J.Packe | 450 | *1,200* |  | 600 |  | | |
| Magazine (net of printing costs) | Comms. Com | 990 | *1,200* |  | 1,000 |  | | |
| St Stephen's Hall | J.Garner | 345 | *2,000* |  | 500 |  | | |
| St John's Hall (net of maintenance) | Hall Com | 1,894 | *8,000* |  | 2,000 |  | | |
| **TOTAL** |  | **105,981** | ***137,400*** |  | **115,100** |  | | |
|  |  |  |  |  |  |  | | |
| EXPENDITURE |  |  |  |  |  |  | | |
| Parish Share - Paid |  | 35,835 | *86,000* |  | 84,200 |  | | |
| Parish Share - Unpaid | Treasurer | 50,200 | *-* |  | - |  | | |
| Missions | Finance Com | 2,350 | *4,100* |  | 4,100 |  | | |
| Vicar | M.Macey | 1,198 | *3,000* |  | 3,000 |  | | |
| 23,Beechfield Road (net of Rolph Bequest) | Treasurer | 3,990 | *4,000* |  | 4,000 |  | | |
| Asst Priest's Expenses | R.Goatly | 561 | *1,200* |  | 1,000 |  | | |
| Music | K.Beniston | 9,006 | *10,000* |  | 10,000 |  | | |
| Organ Maintenance | K.Beniston | 1,251 | *1,500* |  | 1,500 |  | | |
| Sanctuary | G.Gibbs | 879 | *1,700* |  | 1,500 |  | | |
| Heat & Light | Churchwardens | 3,257 | *6,500* |  | 6,500 |  | | |
| Insurance | Churchwardens | 5,073 | *5,000* |  | 5,000 |  | | |
| Maintenance | Churchwardens | 951 | *2,500* |  | 2,000 |  | | |
| Reader Training | M.Macey | - | *-* |  | - |  | | |
| Printing (net of receipts) | Administrator | 2,617 | *2,500* |  | 2,000 | Actual includes paid distribution of Christmas card | | |
| Telephones | I.Packe | 333 | *400* |  | 400 |  | | |
| Sundries | Churchwardens | 1,843 | *2,000* |  | 1,500 |  | | |
| Administrator | M.Macey | 5,109 | *6,500* |  | 6,500 |  | | |
| Transfers to Fabric Fund | PCC | - | *-* |  | 6,000 | Repayment of Parishoner loans (net of legacy) in 2021 | | |
| Transfers to other Funds | Treasurer | - | *-* |  | - |  | | |
| **TOTAL** |  | **124,453** | ***136,900*** |  | **139,200** |  | | |
|  |  |  |  |  |  |  | | |
| Surplus + / Deficit - | With unpaid Parish Share | - 18,472 | 500 |  | - 24,100 |  | | |
|  | Without unpaid Parish Share | 31,728 |  |  |  |  | | |
| **General Fund** |  |  |  |  |  |  | | |
| Opening Balance - 1 Jan |  | 6,021 | *6,021* |  | 37,749 |  | | |
| Closing Balance - 31 December | | - 12,451 | *6,521* |  | 13,649 |  | | |
| Closing Balance at 31st December 2020 with write-off of Parish Share unpaid. | | 37,749 |  |  |  |  | | |
|  | |  |  |  |  |  | | |
| Chris Angell, Parish Treasurer 14/4/21 | |  |  |  |  |  | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR** | | | | | | |
|  |  |  |  |  |  |  |
| **STATEMENT OF FINANCIAL ACTIVITIES** | |  |  |  |  |  |
| **FOR THE YEAR ENDED 31 DECEMBER 2020** | | |  |  |  |  |
|  |  |  |  |  |  |  |
|  | **Note** | **Unrestricted** | **Restricted** | **Endowment** | **TOTAL** | **FUNDS** |
|  |  | **Funds** | **Funds** | **Funds** | **2020** | **2019** |
| **Incoming Resources** |  | **£** | **£** | **£** | **£** | **£** |
|  |  |  |  |  |  |  |
| Incoming resources from donors | 2a | 87,605 | 612 | - | 88,217 | 93,411 |
|  |  |  |  |  |  |  |
| Other voluntary incoming resources | 2b | 6,217 | 3,337 | - | 9,554 | 39,698 |
|  |  |  |  |  |  |  |
| Income from charitable and ancillary trading | 2c | 18,734 | - | - | 18,734 | 37,406 |
|  |  |  |  |  |  |  |
| Other ordinary incoming resources | 2d | - | 260 | - | 260 | - |
|  |  |  |  |  |  |  |
| Income from investments | 2e | 3,169 | 1,207 | - | 4,376 | 4,303 |
|  |  |  |  |  |  |  |
| **Total Incoming Resources** |  | 115,725 | 5,416 | - | 121,141 | 174,818 |
|  |  |  |  |  |  |  |
| **Resources Expended** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Grants | 3a | 2,350 | - | - | 2,350 | 6,336 |
|  |  |  |  |  |  |  |
| Activities directly relating to the work |  |  |  |  |  |  |
| of the church | 3b | 69,968 | 1,937 | - | 71,905 | 180,571 |
|  |  |  |  |  |  |  |
| Fund-raising and publicity | 3c | 1,582 | - | - | 1,582 | 4,929 |
|  |  |  |  |  |  |  |
| Church management and administration | 3d | 10,098 | - | - | 10,098 | 13,245 |
|  |  |  |  |  |  |  |
| **Total Resources Expended** |  | 83,998 | 1,937 | - | 85,935 | 205,081 |
|  |  |  |  |  |  |  |
| **Net Incoming / (Outgoing) Resources** | | 31,727 | 3,479 | - | 35,206 | (30,263) |
|  |  |  |  |  |  |  |
| **Gains and Losses on Investments** |  |  |  |  |  |  |
| realised |  | - | - | - | - | - |
| unrealised |  | - | - | 21,750 | 21,750 | 44,135 |
|  |  |  |  |  |  |  |
| **Net Movement in Funds** |  | 31,727 | 3,479 | 21,750 | 56,956 | 13,872 |
|  |  |  |  |  |  |  |
| Balances brought forward at |  |  |  |  |  |  |
| 1st January 2020 (2019) |  | 6,021 | 487,791 | 261,264 | 755,076 | 741,204 |
|  |  |  |  |  |  |  |
| Transfers between Funds |  | - | - | - | - | - |
|  |  |  |  |  |  |  |
| **Balances carried forward** |  |  |  |  |  |  |
|  |  | **37,748** | **491,270** | **283,014** | **812,032** | **755,076** |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR** | | | | | | | | |
|  |  |  |  |  |  |  |  |  |
| **BALANCE SHEET** |  |  |  |  |  |  |  |  |
| **AS AT 31 DECEMBER 2020** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Note** |  | **2020** |  | **2019** |  |  |  |
|  |  |  | **£** |  | **£** |  |  |  |
| **Fixed Assets** |  |  |  |  |  |  |  |  |
| Tangible fixed assets | 5a |  | 493,474 |  | 493,474 |  |  |  |
| Investment Assets | 5b |  |  |  | 261,212 |  |  |  |
|  |  |  | 493,474 |  | 754,686 |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Current Assets** |  |  |  |  |  |  |  |  |
| Stock |  |  | - |  | - |  |  |  |
| Debtors | 7 |  | 6,390 |  | 7,594 |  |  |  |
| Short Term Deposits |  |  | 52 |  | 52 |  |  |  |
| Cash at bank and in hand |  |  | 41,154 |  | 8,744 |  |  |  |
|  |  |  | 47,596 |  | 16,390 |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Liabilities: Amounts falling due within 1 year** | 8 |  | (12,000) |  | (2,500) |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Net Current Assets** |  |  | 35,596 |  | 13,890 |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Long Term Loans** |  |  | - |  | (13,500) |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Net Assets** |  |  | 529,070 |  | 755,076 |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Funds** | 6 & 9 |  |  |  |  |  |  |  |
| Unrestricted |  |  | 37,748 |  | 6,021 |  |  |  |
| Restricted |  |  | 491,270 |  | 487,791 |  |  |  |
| Endowment |  |  | 283,014 |  | 261,264 |  |  |  |
|  |  |  | 812,032 |  | 755,076 |  |  |  |
|  |  |  |  |  |  |  |  |  |
| The notes on the following pages form part of these accounts | | | | |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Approved by the Parochial Church Council on 10 February 2021 and signed on its behalf: | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |
| M. Macey |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Chairman** |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PCC ST JOHN'S BOXMOOR** |  |  |  |  |  |
|  |  |  |  |  |  |
| **NOTES TO THE ACCOUNTS** |  |  |  |  |  |
| **FOR THE YEAR ENDED 31 DECEMBER 2020** | |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **1. Accounting Policies** |  |  |  |  |  |
|  |  |  |  |  |  |
| The accounts are prepared on an accruals basis, in accordance with the Church Accounting Regulations 1997 | | | | | |
| The accounts also comply with the Accounting and Reporting by Charities: Statement of Recommended Practice (revised 2005); Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder; and with applicable accounting standards. | | | | | |
|  |  |  |  |  |  |
| The accounts are prepared under the historical cost convention | | | | |  |
|  |  |  |  |  |  |
|  | **Unrestricted** | **Restricted** | **Endowment** | **TOTAL** | **FUNDS** |
|  | **Funds** | **Funds** | **Funds** | **2020** | **2019** |
| **2. Incoming Resources** | **£** | **£** | **£** | **£** | **£** |
|  |  |  |  |  |  |
| 2a. *Incoming resources from donors* |  |  |  |  |  |
| Planned giving | 71,628 | - | - | 71,628 | 71,454 |
| Collections(open plate) at all services | 8,526 | - | - | 8,526 | 16,869 |
| Sundry donations | 7,451 | 612 | - | 8,063 | 2,043 |
|  | 87,605 | 612 | - | 88,217 | 90,366 |
|  |  |  |  |  |  |
| 2b. *Other voluntary incoming resources* |  |  |  |  |  |
| Appeals | 1,736 | 3,100 | - | 4,836 | 9,900 |
| Legacies | - | - | - | - | 15,933 |
| Fêtes & other fund raising events | 4,481 | 237 | - | 4,718 | 16,910 |
|  | 6,217 | 3,337 | - | 9,554 | 42,743 |
|  |  |  |  |  |  |
| 2c. *Income from charitable and ancillary trading* |  |  |  |  |  |
| Magazines | 1,990 | - | - | 1,990 | 2,200 |
| Coffee | 450 | - | - | 450 | 1,221 |
| Church halls lettings etc | 4,211 | - | - | 4,211 | 17,786 |
| Fees | 9,987 | - | - | 9,987 | 12,488 |
| Merchandising & Printing | 2,096 | - | - | 2,096 | 3,711 |
|  | 18,734 | - | - | 18,734 | 37,406 |
|  |  |  |  |  |  |
| 2d. *Other ordinary incoming resources* |  |  |  |  |  |
| Insurance claims & settlements | - | 260 | - | 260 | - |
|  |  |  |  |  |  |
| *2e. Income from investments* |  |  |  |  |  |
| Dividends and interest including any reclaimed tax | 3,169 | 1,207 | - | 4,376 | 4,303 |
|  |  |  |  |  |  |
| **Total Incoming Resources** | 115,725 | 5,416 | - | 121,141 | 174,818 |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PCC ST JOHN'S BOXMOOR** |  |  |  |  |  |
|  |  |  |  |  |  |
| **NOTES TO THE ACCOUNTS** |  |  |  |  |  |
| **FOR THE YEAR ENDED 31 DECEMBER 2020** | |  |  |  |  |
|  |  |  |  |  |  |
| **Notes to the Financial Statements (continued)** | |  |  |  |  |
| **For the year ending 31 December 2020** | |  |  |  |  |
|  |  |  |  |  |  |
|  | **Unrestricted** | **Restricted** | **Endowment** | **TOTAL** | **FUNDS** |
|  | **Funds** | **Funds** | **Funds** | **2020** | **2019** |
| **3. Resources Expended** | **£** | **£** | **£** | **£** | **£** |
|  |  |  |  |  |  |
| 3a. *Grants* |  |  |  |  |  |
| Missionary & charitable giving: |  |  |  |  |  |
| Church overseas |  |  |  |  |  |
| missionary societies | - | - | - | - | - |
| relief & development agencies | 190 | - | - | 190 | 975 |
|  |  |  |  |  |  |
| Home missions & other Church |  |  |  |  |  |
| Societies | 2,160 | - | - | 2,160 | 5,361 |
|  | 2,350 | - | - | 2,350 | 6,336 |
|  |  |  |  |  |  |
| 3b. *Activities directly relating to work of* |  |  |  |  |  |
| *the Church* |  |  |  |  |  |
| Ministry: diocesan parish share | 35,835 | - | - | 35,835 | 84,463 |
| clergy expenses | 1,759 | - | - | 1,759 | 2,394 |
| Church - running expenses | 18,193 | - | - | 18,193 | 23,439 |
| Church maintenance & Repairs | 2,203 | 1,937 | - | 4,140 | 52,270 |
| Expenditure on parish magazine | 1,000 | - | - | 1,000 | 1,145 |
| Church hall running costs | 1,972 | - | - | 1,972 | 5,123 |
| Music | 9,006 | - | - | 9,006 | 11,737 |
|  | 69,968 | 1,937 | - | 71,905 | 180,571 |
|  |  |  |  |  |  |
| 3c. *Fund-raising and publicity* |  |  |  |  |  |
| Costs of fêtes and other fund-raising |  |  |  |  |  |
| events | 1,582 | - | - | 1,582 | 4,929 |
|  |  |  |  |  |  |
| 3d. *Church management and administration* | |  |  |  |  |
| Administration: |  |  |  |  |  |
| Printing & stationery | 4,656 | - | - | 4,656 | 6,473 |
| Telephones | 333 | - | - | 333 | 378 |
| Administrator | 5,109 | - | - | 5,109 | 6,394 |
| Loan interest & costs | - | - | - | - | - |
|  | 10,098 | - | - | 10,098 | 13,245 |
|  |  |  |  |  |  |
| **Total Resources Expended** | 83,998 | 1,937 | - | 85,935 | 205,081 |
|  |  |  |  |  |  |
| **4. Staff Costs** |  |  |  |  |  |
|  |  |  |  |  |  |
| Music expenses include payments made to St John's Director of Music and Administration costs include payments made to the Parish Administrator. Church hall running costs include payments made to the Hall caretaker and Hall cleaner. | | | | | |
| No National Insurance or pension contributions were payable in respect of any of them in 2020 or 2019 | | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PCC ST JOHN'S BOXMOOR** |  |  |  |  |
|  |  |  |  |  |
| **NOTES TO THE ACCOUNTS** |  |  |  |  |
| **FOR THE YEAR ENDED 31 DECEMBER 2020** | |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **5. Fixed Assets for use by the PCC** |  |  |  |  |
|  |  |  |  |  |
| 5a. *Tangible fixed assets* |  |  |  |  |
| Buildings - St John`s Hall & West End £493,474 (2019 £493,474) | | | |  |
|  |  |  |  |  |
| 5b. *Investments* |  | **Market Value** | |  |
| 13,839 shares in the CBF Investment |  | **2020** | **2019** |  |
| Fund (historical cost at |  | **£** | **£** |  |
| 31st December 2020: £ 19,053) |  | 282,962 | 261,212 |  |
|  |  |  |  |  |
|  | **Unrestricted** | **Restricted** | **Endowment** | **TOTAL** |
|  | **Funds** | **Funds** | **Funds** |  |
| **6. Analysis of Net Asset Fund** | **£** | **£** | **£** | **£** |
|  |  |  |  |  |
| Fixed Assets | - | 493,474 | 282,962 | 776,436 |
| Current Assets | 38,748 | 8,796 | 52 | 47,596 |
| Current Liabilities | (1,000) | (11,000) | - | (12,000) |
| Long Term Loans | - | - | - | - |
| **Fund Balance** | 37,748 | 491,270 | 283,014 | 812,032 |
|  |  |  |  |  |
| **7. Debtors** |  |  | **2020** | **2019** |
|  |  |  | **£** | **£** |
| Prepayments of insurance |  |  | 2,315 | 2,758 |
| Gift Aid Claim |  |  | 4,075 | 4,836 |
| Other |  |  | - | - |
|  |  |  | 6,390 | 7,594 |
|  |  |  |  |  |
| **8. Liabilities: Amounts Falling Due** |  |  |  |  |
| **Within One Year** |  |  |  |  |
| Creditors for goods and services |  |  | 1,000 | 2,500 |
| Parishoner loans |  |  | 11,000 | - |
|  |  |  | 12,000 | 2,500 |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | |  | |  | |  | |
| **PCC ST JOHN'S BOXMOOR** | |  | |  | |  | |
|  | |  | |  | |  | |
| **NOTES TO THE ACCOUNTS** | |  | |  | |  | |
| **FOR THE YEAR ENDED 31 DECEMBER 2020** | |  | |  | |  | |
|  | |  | |  | |  | |
|  | |  | |  | |  | |
|  | | **Balance at** | | Balance at | | Movement | |
| **9. Fund Details** | | **31/12/20** | | 31/12/2019 | |  | |
|  | | **£** | | £ | | £ | |
| **Restricted Funds** | |  | |  | |  | |
| Building Reserve | | 493,474 | | 493,474 | | - | |
| Fabric Fund | | (11,494) | | (13,229) | | 1,735 | |
| Music Fund | | 216 | | 187 | | 29 | |
| Discretionary | | 5,659 | | 4,151 | | 1,508 | |
| Social Committee | | 740 | | 533 | | 207 | |
| Wedding Advances | | 1,400 | | 1,400 | | - | |
| Holiday at Home | | 1,275 | | 1,275 | | - | |
|  | | 491,270 | | 487,791 | | 3,479 | |
|  | |  | |  | |  | |
| **Endowment Funds** | |  | |  | |  | |
| Centenary Fund | | 127,742 | | 116,021 | | 11,721 | |
| Rolph Bequest | | 43,020 | | 105,002 | | (61,982) | |
| Freeman-Rolph | | 112,252 | | 40,241 | | 72,011 | |
|  | | 283,014 | | 261,264 | | 21,750 | |
|  | |  | |  | |  | |
|  | |  | |  | |  | |
|  | |  | |  | |  | |
| **The movement on the Fabric Fund comprised:** | | | |  | |  | |
|  | | £ | |  | |  | |
| **Opening Balance 1/1/2020** | | **(13,229)** | |  | |  | |
| Loans converted to gifts | | 2,500 | |  | |  | |
| Donations | | 312 | |  | |  | |
| Insurance claim | | 260 | |  | |  | |
| Grant | | 600 | |  | |  | |
| Expenditure on Repairs | | (1,937) | |  | |  | |
| **Closing Balance 31/12/2020** | | **(11,494)** | |  | |  | |
|  | |  | |  | |  | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PCC ST JOHN'S BOXMOOR** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **NOTES TO THE ACCOUNTS** |  |  |  |  |  |  |
| **FOR THE YEAR ENDED 31 DECEMBER 2020** | |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **10. St Stephen`s Income and Expenditure 2020** | | |  |  |  |  |
|  |  |  |  |  |  |  |
|  | **2020** | **2019** |  |  |  |  |
| **Income** | **£** | **£** |  |  |  |  |
|  |  |  |  |  |  |  |
| Collections | 370 | 376 |  |  |  |  |
|  |  |  |  |  |  |  |
| Planned Giving | 3,228 | 3,805 |  |  |  |  |
|  |  |  |  |  |  |  |
| Hall Lettings | 345 | 2,169 |  |  |  |  |
|  |  |  |  |  |  |  |
| Donations | 115 | 85 |  |  |  |  |
|  |  |  |  |  |  |  |
|  | 4,058 | 6,435 |  |  |  |  |
|  |  |  |  |  |  |  |
| **Expenditure** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Heat & Light | 124 | 1,219 |  |  |  |  |
|  |  |  |  |  |  |  |
| Insurance | 615 | 611 |  |  |  |  |
|  |  |  |  |  |  |  |
| Maintenance & Sundries | - | 428 |  |  |  |  |
|  |  |  |  |  |  |  |
|  | 739 | 2,258 |  |  |  |  |
|  |  |  |  |  |  |  |
| **Contribution to Boxmoor Parish** | **3,319** | **4,177** |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **11. Missions and Charitable Giving 2020** | |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  | **Gross** |  |  |  | **Allocation** |  |
|  | **Donation** |  | **Collection** |  | **from PCC** |  |
| **Beneficiary** | **£** |  | **£** |  | **£** |  |
| Bibles for Children | 1,100 |  | 486 |  | 614 |  |
| Bishop's Harvest for the Hungry Appeal | 190 |  | 190 |  | - |  |
| Childrens' Society | 400 |  | 400 |  | - |  |
| Churches Together | - |  | - |  | - | 2020 Subscription waived |
| DENS | 330 |  | 330 |  | - |  |
| Hospice of St Francis | 330 |  | 330 |  | - |  |
| YMCA re youth project | - |  | - |  | - | Project delayed |
|  | 2,350 |  | 1,736 |  | 614 |  |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Accounts for St Francis Hammerfield 2020 as at 31st December 2020** | | | | |  |  |
|  |  |  |  |  |  |  |
|  | **2020** | **2020** | **2020** | **Variance** | **Year** |  |
| **Income** | **Budget** | **Actual** | **Budget** | **To Total** | **2021** |  |
|  | **£** | **Total** |  | **Budget** | **Budget** |  |
|  |  |  |  |  |  |  |
| Giving | 3,500 | 3,200 | 3,500 | (300) | 3,500 |  |
| Hall Lettings | 6,500 | 2,840 | 6,500 | (3,660) | 5,000 |  |
| Fundraising | 350 | 176 | 350 | (175) | 350 |  |
| Coffee, Magazines etc. | 0 | 8 | 0 | 8 | 0 | no budget as coffee money collected for fundraising |
| Gulliver Bequest | 700 | 725 | 700 | 25 | 700 |  |
| Interest - CBF Account | 60 | 36 | 60 | (24) | 60 |  |
| Credit on Energy bills | 0 | 0 | 0 | 0 | 0 |  |
|  |  |  |  |  |  |  |
| **Total** | **11,110** | **6,984** | **11,110** | **(4,126)** | **9,610** |  |
|  |  |  |  |  |  |  |
| **Expenditure** |  |  |  |  |  |  |
| Parish Share | 4,151 | 4,151 | 4,151 | 0 | 4,151 |  |
| Sanctuary | 100 | 113 | 100 | 13 | 100 |  |
| Gas | 1,000 | 1,853 | 1,000 | 853 | 1,500 |  |
| Electricity | 1,000 | 995 | 1,000 | (5) | 1,000 |  |
| Insurance | 930 | 921 | 930 | (9) | 950 |  |
| Water | 175 | 159 | 175 | (16) | 175 |  |
| Maintenance & Repairs | 1,500 | 893 | 1,500 | (607) | 1,000 |  |
| Sundries - cleaning | 900 | 661 | 900 | (239) | 600 |  |
| Forward in Faith | 150 | 0 | 150 | (150) | 150 |  |
| Churches Together | 25 | 0 | 25 | (25) | 25 |  |
| Charitable Giving | 350 | 176 | 350 | (175) | 350 |  |
| Petty Cash | 0 | 415 | 0 | 415 | 0 |  |
| Music | 500 | 0 | 500 | (500) | 500 |  |
|  |  |  |  |  |  |  |
| **Total** | **10,781** | **10,335** | **10,781** | **(446)** | **10,501** |  |
|  |  |  |  |  |  |  |
| **Running Total** | **329** | **(3,351)** | **329** | **(3,680)** | **(891)** |  |
|  |  |  |  |  |  |  |
| **Restricted Income** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Restricted Expenditure** |  |  |  |  |  |  |
| Clergy | 1,200 | 652 | 1,200 | (548) | 1,200 | Funds for clergy payments will be taken from the main account |
|  |  |  |  |  |  |
| **Total** | **1,200** | **652** | **1,200** | **(548)** | **1,200** |
|  |  |  |  |  |  |  |
| **Balance on Carter Trust** |  | **0** |  |  |  |  |
|  |  |  |  |  |  |  |
| **Total 2020** | **(871)** | **(4,003)** | **(871)** |  | **(2,091)** |  |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR | | | | | | | |  |  |
| THE CHURCH OF ST FRANCIS OF ASSISSI HAMMERFIELD | | | | | | | |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **STATEMENT OF FINANCIAL ACTIVITIES** | | | |  |  |  |  |  |  |
| **FOR THE YEAR ENDED 31 DECEMBER 2020** | | | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | **Note** | **Unrestricted** | **Restricted** | **Endowment** | **Total** | **FUNDS** |
|  |  |  |  |  | **Funds** | **Funds** | **Funds** | **2020** | **2019** |
| **Incoming Resources** | |  |  |  | **£** | **£** | **£** | **£** | **£** |
|  |  |  |  |  |  |  |  |  |  |
| Incoming Resources from Donors | | |  | 2a | 3,200 |  |  | 3,200 | 3,106 |
|  |  |  |  |  |  |  |  |  |  |
| Other Voluntary incoming resources | | | | 2b | 176 |  |  | 176 | 436 |
|  |  |  |  |  |  |  |  |  |  |
| Income from charitable and ancillary trading | | | | 2c | 2,848 |  |  | 2,848 | 6,671 |
|  |  |  |  |  |  |  |  |  |  |
| Other ordinary incoming resources | | |  | 2d |  |  |  | 0 | 10,000 |
|  |  |  |  |  |  |  |  |  |  |
| Income from Investments | | |  | 2e | 762 |  |  | 762 | 768 |
|  |  |  |  |  |  |  |  |  |  |
| **Total Incoming Resources** | | |  |  | **6,984** | **0** | **0** | **6,984** | **20,980** |
|  |  |  |  |  |  |  |  |  |  |
| **Resources Expended** | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Grants |  |  |  | 3a | 176 |  |  | 176 | 596 |
|  |  |  |  |  |  |  |  |  |  |
| Activities directly relating to the work | | | | 3b | 10,813 |  |  | 10,813 | 20,528 |
| Of the church | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Fund-raising and publicity | | |  | 3c |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Church management and administration | | | | 3d |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Total Resources Expended** | | |  |  | **10,987** | **0** | **0** | **10,989** | **21,124** |
|  |  |  |  |  |  |  |  |  |  |
| **Net Incoming/(Outgoing) Resources** | | | |  | **(4,003)** | **0** | **0** | **(4,004)** | **(144)** |
|  |  |  |  |  |  |  |  |  |  |
| **Gains and (Losses) on Investments** | | |  |  |  |  |  |  |  |
| Realised |  |  |  |  |  |  |  |  |  |
| Unrealised | |  |  |  |  |  | 1,669 | 1,669 | 3,813 |
|  |  |  |  |  |  |  |  |  |  |
| **Net Movement in Funds** | | |  |  | **(4,003)** | **0** | **1,669** | **(2,335)** | **3,669** |
|  |  |  |  |  |  |  |  |  |  |
| Balances brought forward at | | |  |  |  |  |  |  |  |
| 1st January 2020 (2019) | |  |  |  | 26,444 | 920 | 24,175 | 51,538 | 48,605 |
|  |  |  |  |  |  |  |  |  |  |
| Transfers between Funds | | |  |  | -380 | 380 |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Balances carried forward** | | |  |  | **22,061** | **1,300** | **25,844** | **49,203** | **51,538** |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **BALANCE SHEET** | |  |  |  |  |  |  |  |  |
| **AS AT 31 DECEMBER 2020** | | |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | **Note** |  |  | **2020** |  | **2019** |
|  |  |  |  |  |  |  | £ |  | £ |
| **Fixed Assets** | |  |  |  |  |  |  |  |  |
| Tangible Fixed Assets | |  |  | 5a |  |  |  |  |  |
| Investment Assets | |  |  | 5b |  |  | 25,845 |  | 24,175 |
|  |  |  |  |  |  |  | 25,845 |  | 24,175 |
|  |  |  |  |  |  |  |  |  |  |
| **Current Assets** | |  |  |  |  |  |  |  |  |
| Stock |  |  |  |  |  |  |  |  |  |
| Debtors |  |  |  | 7 |  |  |  |  |  |
| Short Term Deposits | |  |  |  |  |  | 8,540 |  | 8,504 |
| Cash at Bank and in hand | | |  |  |  |  | 14,821 |  | 18,859 |
|  |  |  |  |  |  |  | 23,361 |  | 27,363 |
|  |  |  |  |  |  |  |  |  |  |
| **Liabilities: Amounts falling due within 1 year** | | | | 8 |  |  | - |  | - |
|  |  |  |  |  |  |  |  |  |  |
| **Net Current Assets** | |  |  |  |  |  | **23,361** |  | **27,363** |
|  |  |  |  |  |  |  |  |  |  |
| **Long Term Loans** | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Net Assets** | |  |  |  |  |  | **49,205** |  | **51,538** |
|  |  |  |  |  |  |  |  |  |  |
| **Funds** |  |  |  | 6 & 9 |  |  |  |  |  |
| Unrestricted | |  |  |  |  |  | 22,061 |  | 26,444 |
| Restricted |  |  |  |  |  |  | 1,300 |  | 920 |
| Endowment | |  |  |  |  |  | 25,844 |  | 24,175 |
|  |  |  |  |  |  |  | 49,205 |  | 51,539 |
|  |  |  |  |  |  |  |  |  |  |
| The notes on the following pages form part of these accounts | | | | | |  |  |  |  |
| Approved by the Parochial Church Council on and signed on its behalf | | | | | |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Rev'd Michael Macey | |  |  |  |  |  |  |  |  |
| Chairman |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |
| **Notes to the Financial Statements** | | |  |  |  |  |  |  |  |
| **For the year ended 31st December 2020** | | | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **1. Accounting Policies** | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| The Accounts are prepared on an accruals basis, in accordance with the Church Account Regulations 1997 | | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |
| The accounts also comply with the Accounting and Reporting by Charities: Statement of Recommended | | | | | | | | |  |
| Practice (revised 2005); Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder; and with applicable accounting standards. | | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |
| The accounts are prepared under the historical cost conventions | | | | | |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | **Unrestricted** | **Restricted** | **Endowment** | **Total** | **FUNDS** |
|  |  |  |  |  | **Funds** | **Funds** | **Funds** | **2020** | **2019** |
| **2. Incoming Resources** | |  |  |  | **£** | **£** | **£** | **£** | **£** |
|  |  |  |  |  |  |  |  |  |  |
| 2a. *Incoming Resources from donors* | | | |  |  |  |  |  |  |
| Planned giving | |  |  |  | 690 |  |  | 690 | 465 |
| Collections (Open plate) at all services | | | |  | 2,510 |  |  | 2,510 | 2,641 |
| Sundry Donations | |  |  |  |  |  |  | 0 | 0 |
|  |  |  |  |  | 3,200 | 0 | 0 | 3,200 | 3,106 |
|  |  |  |  |  |  |  |  |  |  |
| 2b. *Other voluntary incoming resources* | | | |  |  |  |  |  |  |
| Appeals |  |  |  |  |  |  |  | 0 | 0 |
| Legacies |  |  |  |  |  |  |  | 0 | 0 |
| Fetes & other fund raising events | | |  |  | 176 |  |  | 176 | 436 |
|  |  |  |  |  | 176 | 0 | 0 | 176 | 436 |
|  |  |  |  |  |  |  |  |  |  |
| 2c. *Income from charitable and ancillary trading* | | | | |  |  |  |  |  |
| Magazines |  |  |  |  | 8 |  |  | 8 | 8 |
| Coffee |  |  |  |  |  |  |  | 0 | 0 |
| Church hall lettings etc. | |  |  |  | 2,840 |  |  | 2,840 | 6,663 |
| Candles |  |  |  |  |  |  |  | 0 | 0 |
| Merchandising & Printing | | |  |  |  |  |  | 0 | 0 |
|  |  |  |  |  | 2,848 | 0 | 0 | 2,848 | 6,671 |
|  |  |  |  |  |  |  |  |  |  |
| 2d.*Other ordinary incoming resources* | | | |  |  |  |  | 0 | 10,000 |
|  |  |  |  |  |  | 0 |  | 0 | 10,000 |
|  |  |  |  |  |  |  |  |  |  |
| 2e. *Income from investments* | | |  |  |  |  |  |  |  |
| Dividends and interest including any | | | |  |  |  |  |  |  |
| Reclaimed tax | |  |  |  | 762 |  |  | 762 | 768 |
|  |  |  |  |  |  |  |  |  |  |
| **Total Incoming Resources** | | |  |  | **6,984** | **0** | **0** | **6,984** | **20,980** |
|  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |
| Notes to the Financial Statements (Continued) | | | | |  |  |  |  |  |
| For the year ending 31st December 2020 | | | | |  |  |  |  |  |
|  |  |  |  | **Note** | **Unrestricted** | **Restricted** | **Endowment** | **Total** | **FUNDS** |
|  |  |  |  |  | **Funds** | **Funds** | **Funds** | **2020** | **2019** |
| **3. Resources Expended** | | |  |  | **£** | **£** | **£** | **£** | **£** |
|  |  |  |  |  |  |  |  |  |  |
| 3.a *Grants* | |  |  |  |  |  |  |  |  |
| Missionary & Chartiable giving: | | |  |  |  |  |  |  |  |
| Church overseas | |  |  |  |  |  |  |  |  |
| Missionary Societies | |  |  |  |  |  |  |  |  |
| Relief & development agencies | | |  |  |  |  |  |  |  |
| Home missions & other Church | | |  | 10 | 176 |  |  | 176 | 596 |
| Societies |  |  |  |  | 176 | 0 | 0 | 176 | 596 |
|  |  |  |  |  |  |  |  |  |  |
| 3.b *Activities directly relating to work of The Church* | | | | | |  |  |  |  |
| Ministry: Diocesan Parish Share | | |  |  | 4,151 |  |  | 4,151 | 4,036 |
| Ministry: Clergy Expenses | | |  |  | 652 |  |  | 652 | 1,243 |
| Church - running expenses | | |  |  | 5,117 |  |  | 5,117 | 5,231 |
| Church maintenance & repairs | | |  |  | 893 |  |  | 893 | 10,385 |
|  |  |  |  |  | 10,813 | 0 | 0 | 10,813 | 20,895 |
|  |  |  |  |  |  |  |  |  |  |
| 3c. *Fund-raising and publicity* | | |  |  |  |  |  |  |  |
| Costs of fetes and other fund-raising events | | | | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| 3d. *Church management and administration* | | | | |  |  |  |  |  |
| Administration: | |  |  |  |  |  |  |  |  |
| Printing & Stationery | |  |  |  |  |  |  |  |  |
| Telephones | |  |  |  |  |  |  |  |  |
| Administrator | |  |  |  |  |  |  |  |  |
| Loan repayments & costs | | |  |  |  |  |  |  |  |
|  |  |  |  |  | 0 | 0 | 0 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |  |
| **Total Resources Expended** | | |  |  | **10,989** | **0** | **0** | **10,989** | **21,491** |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **4. Staff Costs** | |  |  |  |  |  |  |  |  |
| There were no staff costs payable in respect of 2020 | | | | | |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | |  | |  |  |  |  |
| Notes to the Financial Statements (Continued) | | | | |  | | |  |  |  |  |
| For the year ending 31st December 2020 | | | |  | |  | |  |  |  |  |
|  |  |  |  |  | |  | |  |  |  |  |
| **5. Fixed Assets for use by the PCC** | | | | | | | |  |  |  |  |
| 5a. *Tangible Fixed Assets* | | |  |  | |  | |  |  |  |  |
| Buildings |  |  |  |  | |  | |  |  |  |  |
|  |  |  |  |  | |  | |  |  |  |  |
| 5b.  *Investments* | |  |  |  | | **Market Value** | | |  |  |  |
| 1,264 shares in the CBF Investment | | | |  | | **2020** | | **2019** |  |  |  |
| Fund (historical cost at | | | | | **£** | | | **£** |  |  |  |
| 31st December 2020 - £734) | | |  |  | | 25,845 | | 24,175 |  |  |  |
|  |  |  |  |  | |  | |  |  |  |  |
|  |  |  |  |  | | **Unrestricted** | | **Restricted** | **Endowment** | **Total** |  |
|  |  |  |  |  | | **Funds** | | **Funds** | **Funds** | **2020** |  |
| **6. Analysis of Net Asset Fund** | | |  |  | | **£** | | **£** | **£** | **£** |  |
| Fixed Assets | |  |  |  | |  | |  | 25,844 | 25,844 |  |
| Current Assets | |  |  |  | | 22,061 | | 1,300 |  | 23,361 |  |
| Current Liabilities | |  |  |  | |  | |  |  | 0 |  |
| Long Term Loans | |  |  |  | |  | |  |  | 0 |  |
| **Fund Balance** | |  |  |  | | **22,061** | | **1,300** | **25,844** | **49,205** |  |
|  |  |  |  |  | |  | |  |  |  |  |
| **7. Debtors** | |  |  |  | |  | |  | **2020** | **2019** |  |
|  |  |  |  |  | |  | |  | **£** | **£** |  |
| Prepayments of Gas & Electricity | | |  |  | |  | |  |  |  |  |
|  |  |  |  |  | |  | |  |  |  |  |
| **8. Liabilities: Amounts Falling Due** | | | |  | |  | |  |  |  |  |
| **Within One Year** | |  |  |  | |  | |  |  |  |  |
| No liabilities falling due within one year | | | |  | |  | |  |  |  |  |
|  |  |  |  |  | |  | |  |  |  |  |
| **9. Fund Details** | |  |  |  | | **Balance at** | |  |  |  |  |
|  |  |  |  |  | | **31/12/2020** | |  |  |  |  |
| **Endowment Funds** | |  |  |  | | **£** | |  |  |  |  |
| Gulliver Bequest | |  |  |  | | 25,845 | |  |  |  |  |
|  |  |  |  |  | | 25,845 | |  |  |  |  |
|  |  |  |  |  | |  | |  |  |  |  |
| **10. Missions and Charitable Giving 2020** | | | |  | |  | |  |  |  |  |
|  |  |  |  |  | |  | |  |  |  |  |
|  |  |  |  |  | | **Gross** | |  | **Allocation** |  |  |
|  |  |  |  |  | | **Donation** | | **Collection** | **from PCC** |  |  |
| **Beneficiary** | |  |  |  | | **£** | | **£** | **£** |  |  |
| Forward in Faith | |  |  |  | |  | |  |  |  |  |
| Churches Together | |  |  |  | |  | |  |  |  |  |
| DA Mampong (Ghana) | | |  |  | |  | |  |  |  |  |
|  |  |  |  |  | | 0 | | 0 | 0 |  |  |
|  |  |  |  |  | |  | |  |  |  |  |
| At the Carols by Candlelight in December 2020 The Hospice of St Francis collected £175.50 | | | | | | | | | | |  |
|  |  |  |  |  | | |  |  |  |  |  |

**REPORT ON THE FABRIC GOODS AND ORNAMENTS – 2020 – 2021**

**All Three Churches**

Covid-19 had a significant impact on our Parish with buildings closed for long periods of time, then opened only for private prayer and when we resumed it was with restrictions of social distancing and limited numbers. Last year’s architect’s 5-year inspection, that covered all three churches, still has a number of outstanding items that will need to be addressed. They are not all the highest priority, though important, and they will be addressed as soon Covid-19 allows us to return to a more normal way of life and will be planned when time, resources and finances permit.

All three Churches have had their obligatory annual and periodic maintenance, inspection/testing.

The annual inspection of gas heating appliances and boilers, fire protection systems/extinguishers, portable electrical appliances, lightning conductors and fixed electrical systems have all been carried out in accordance with statutory requirements and regulations. Remedial action was taken where necessary.

**St John’s**

The main activity has been outside the building. On the South side the yew tree has been reshaped to open-up that side of the building. The South side hedges have been removed and a new rose memorial garden with a concrete border has been created. This will also allow us to provide memorial plaques for those interned in the garden of remembrance. The benches around the church have been repainted and the South path towards the church and hall has been substantially re-laid and repointed. The hedge on the North side has been removed and the re-planting is work in progress.

The copse on the North East side is being trimmed back and re-modelled. A new path has been created through the middle with a bench in the middle of the copse, plus a compost bin for garden waste. The North side wall by St John’s road has been repaired (after a car accident) as well as a substantial part of the North East wall behind the war memorial (damaged by a fallen tree). The gates on the North and South sides have been industrial cleaned and re-sprayed.

At St John’s a card reader device for electronic giving has been installed (GoodBox). This is in addition to the on-line “Sum-up” account and the “Donr” text giving account.

During the lockdown period, main Sunday services have been pre-recorded and uploaded for Sunday viewing, which has been very time-consuming. We are grateful to our ministry team and director of music for all their efforts in making this happen. This has provided access to a much wider on-line congregation, many of whom will not be able to join us after the Covid-19 restrictions are lifted. The Churchwardens’ Easter appeal aims to provide the resources to live capture/record and stream services on-line and continue our digital ministry as well as our normal services at St John’s.

**St Francis**

St Francis Church has been closed for a considerable time during the pandemic. It does now require maintenance in various areas which have not been possible under the Covid-19 rules. Attention is required on the flat roof areas (patches). Some of the stone buttresses need repointing (front and back). Some slate tiles need either fixing or replacement and several internal areas need repainting (hall) and light repairs (ceiling in the committee room).

St Francis depends to a great extent on the income from the hall hire and one limiting factor is easy wheelchair access to the hall and/or toilets. There are options to create an internal access ramp to the hall and the toilets at the same time, which could ensure that we are able to accommodate a wider range of hirers and be in a more stable financial position.

**St Stephen's**

St Stephen’s Church remains a cause for concern. As reported last year, this building was put up in 1959 and was intended to last 20 - 30 years. The architect’s report refers to it as “a simple timber-framed construction and can be described as being generally tired”.

It has more number 1’s (the most urgent category) than either of the other two churches and it is only thanks to the hard work and dedication of the small congregation that it is being maintained. The most urgent task now is the South West side of the building which needs serious refurbishing/painting. So far one quote of £3K has been received for this work. Further consideration should be given to the overall state of the whole building and what is needed to remain safe and useable for the next 5 to 10 years. We also need to consider the St Stephen’s garage which has a considerable amount of Asbestos, cannot be used and is a health and safety risk if not addressed. We suggest that advice is sought from either Dacorum Borough Council or DAC.

**Other tasks**

Other tasks undertaken this last year, mainly at St John’s, include general upkeep of the churchyard, trimming trees, removing ivy from trees and from surrounding walls and grass cutting within the churchyard/memorial garden. The south porch door has been stripped and varnished and the metal hinges have been cleaned and repainted.

We would like to give our heartfelt thanks to ALL the unseen army of volunteers who do so many jobs in the churches (far too many to list) which help with the day to day running and upkeep of the church and the grounds to make it a welcoming place for all those who visit it throughout the week.

Job Rombout and Marian Davies, Churchwardens

**SIDES PERSONS SEEKING ELECTION**

|  |  |  |  |
| --- | --- | --- | --- |
| Chris Angell | Jean Garner | Yvonne Laidlaw | Yolanda Porter |
| Julie Barton | Philippa Graham | Graham Liddle | Alan Proehl |
| Sally Bates | Mark Harbour | Leslie Lunn | Sue Proehl |
| Garth Bridgwood | Alison Hart | Anne Lyne | Job Rombout |
| Peter Clayton | Catherine Holness | Richard Lyne | Cathy Shaw |
| Marion Cowe | Marion Howard | Annie Mitchell | Connie Shaw |
| Alan Darvill | Andreas Ioannou | Alan Munford | Trevor Standen |
| Marian Davies | Lorraine Ioannou | Yvonne Munford | Beryl Taylor |
| Paul Davies | Noel James | Ian Packe | Di Tovey |
| Ken Farmborough | Sheila James | Janet Packe | Gill Williams |
| Jo Fisher | Marion King | Rob Porter | Ian Williams |
|  |  |  | Muriel Williams |

**Report of Deanery Synod proceedings (2020 - 2021)**

This report covers the proceedings of the Hemel Hempstead Deanery Synod for the period from March 2020 to February 2021.

During the year there was only one Deanery Synod meeting as a result of the Covid-19 pandemic lockdowns. This one meeting was held in February over Zoom. The key areas of discussion are reported below:

**Tuesday 23 February on Zoom**

22 synod members joined this Zoom meeting. The Deanery Treasurer Peter Bladon reported on expenditure for the prior year, which had covered the funding of Zoom subscriptions for the parishes, which had been reclaimed for the Diocese.

Several new Lay members of Synod were at the meeting and they were all welcomed. A short Commissioning liturgy was led by the Rural Dean Rev Mike Macey, participated in by the lay members present.

The Deanery’s General Synod rapporteur Anthony Archer gave the meeting an update on General Synod plans for the coming year, including the agenda for the forthcoming synod meetings – also to be held via Zoom webinar.

The Rural Dean shared information about the Living in Love and Faith programme which it is hoped that every parish will have the opportunity to engage with over the coming months.

Synod broke out into small groups for social time and sharing of news.

It was agreed that a Deanery outing involving a coach trip would probably not be appropriate this year, but a local pilgrimage walk to St Albans was suggested as an alternative and is being investigated.

Further Deanery meetings planned this year:

Deanery Synod Standing & Pastoral Committee

Tuesday 15 June Tuesday 4 May

Tuesday 19 October Wednesday 29 September

**Carolyn Andrews, Deanery Secretary**

**Vicar’s Report on 2020**

*(to be given at the APCM 2021)*

2020 is perhaps a year best forgotten! A year when, for most of us, our lives where placed on hold as the Covid-19 pandemic plunged the world into chaos. Our common life was hugely impacted – as I will outline below – but we still managed to achieve quite a lot in an authentic, faithful, and ‘present’ way.

At the start of 2020 I recall commenting in the notices on Epiphany Sunday that I had enjoyed a good post-Christmas break and, feeling rejuvenated, was going to make 2020 count so it was time to buckle-up and get active. Things started out well even if the news coming out of China caused growing concern. We had a couple of fun and profitable Quiz evenings; we held our annual pancake party for children and instigated a pancake evening for adults… washed down with some punchy cocktails; and we started an excellent Lent Course on prayer, given by our then Associate Minister, The Reverend Canon Dr Ruth Goatly. Our Church Community was *alive and kicking*, excited about the future and willing to explore where God might be leading us. Conversations with partner organisations about starting a Youth Club were progressing well as indeed was our work with schools and children. We were monitoring the news on the spread of Coronavirus and taking the necessary precautions: suspending the chalice, sharing the peace in a contactless way, and even suspending public worship on Mothering Sunday whilst still keeping our church buildings open for private prayer.

But then the pandemic hit. On 23 March the Prime Minister addressed the Nation requiring that we “Stay at Home”. Lockdown 1.0 had begun. The Archbishops of Canterbury and York ordered that all churches were to be locked. Hastily, preparations were made for Holy Week and Easter to be celebrated at home; I set-up an Altar in my study so that, as I looked out over the Parish and prayed for you all, Christ could still be made present through the Holy Eucharist and bring his comfort and peace; and each week of the pandemic I have written to parishioners to keep you informed of developments and to encourage our now disparate but common life. Between us, Ruth and I established a ‘phone buddy’ network – primarily focusing on those whom the Government deemed most at risk and those whom we knew to be on their own (over time this network has grown to include most of our fellowship but not everyone) – as a means of remaining in contact and offering practical and emotional support.

Lockdown 1.0 was tough. It was a new and unwelcome experience for many. Many in employment were either made redundant, furloughed, or compelled to set-up offices in bedrooms; schools were closed and children were ‘home-schooled’; key-workers bravely went to work to feed the nation, look after key-worker children, or care for the sick and dying; non-essential medical appointments were cancelled; clubs and organisations were either suspended or went virtual with the help of Zoom and other internet video platforms; and all the while infection and death rates rose. But in the midst of this there were some shards of light: a beautiful spring; less pollution; time for families to reconnect; a more gentle pace of life. Daily walks became our means of exercise and a chance to see the outside world. And the Nation came together each Thursday evening to express thanks to, and solidarity with, all Key Workers – especially our NHS.

On reflection I think the Church locally responded as well as it could in these remarkable times. Our biggest instrument for mission – our church buildings – had been denied us. No one was allowed in to pray even though that was what we all wanted to do whenever we passed. Not being equipped to live stream services from the Vicarage our congregations either used the resources we provided, joined the Abbey in their virtual worship, or joined the nationally produced material. We established the means to continue fellowship with weekly coffee mornings and ‘Happy Hour’ drinks evenings on Zoom which proved popular. We amended our meeting structures so that meetings either took place on Zoom or were suspended. Among those meetings suspended was the full Parochial Church Council due to the large size of the council making a Zoom meeting unwieldy. Instead the Standing Committee assumed the responsibility of the PCC and thus met monthly to ensure that good governance of the Parish and sound financial oversight continued.

On Sunday 10 May the clergy were once again permitted the use of church buildings to enable worship at home. With the assistance of Keith Beniston our Director of Music – who has been a tremendous resource and committed colleague during the pandemic – we were able to record our Parish Eucharist and upload it to our website for the first time. Barring some minor technical difficulties, this was the first step towards something vaguely like worship as normal although our church buildings remained locked. Hampered by locked buildings but wanting to enable prayer we rearranged the porch at St John’s so that prayer requests could be left and votive candles lit. A few weeks’ later were able to open the church daily for private prayer. Risk assessments were completed, areas roped off, sanitiser stations installed and volunteers found to open and lock the doors each day. My sincere thanks to Marian Davies in particular, but also to Di Tovey, Paul Davies, Lorraine Ioannou, and Graham Gibbs who have undertaken this duty.

Then on Sunday 5 July we were finally permitted to open the doors for public worship once more, albeit with the now familiar restrictions of face coverings, track and trace, sanitiser, and social distancing. For those still shielding services continued to be recorded and posted on our website. Eventually, the choir was permitted to return and we enjoyed some memorable evening services sung by the choir, but congregations were still prohibited from singing.

Sadly, the autumn heralded another rise in infections and deaths and once again we went into lockdown – Lockdown 2.0! Again all public worship was suspended but our recorded services continued. Plans meanwhile were being finalised for how we could celebrate Christmas safely. We opted to ticket our Christmas services and to double our offering of services due to the limits social distancing placed on capacity. We planned for our Christmas Tree Festival to be partly outside – to bring Christ’s light and hope to our community – and to enable some community carol singing. Mercifully, our planning paid off and although restrictions intensified we were still able to celebrate Christmas safely and together. Ticketing proved popular and was an easy to use system – some services were sell-outs! But alas the increased restrictions meant many stayed at home and attendance over Christmas was well-down on both previous years’ and ticket sales.

With our buildings closed for much of the year and restrictions on gatherings our Halls have been used very little during 2020. This created an unwelcome dip in income and consequently the Standing Committee of the PCC had to make the hard decision not to Parish Share. This is the first time in living memory we have had to do this. Thankfully our regular giving remained consistent and we were able to meet all other expenditure, but the pandemic has highlighted how perilous our financial position is. Moving forward we must try to ensure that our giving covers the actual costs of Ministry and any income from lettings is used for repairs or other desirable projects.

I should like to record my thanks once again to so many of our number who give considerable amounts of time and energy to ensure our common life continues – even in the midst of a pandemic. There are too many to name in person without this sounding like an Oscar’s acceptance speech, but I should like to thank you all. From creating and distributing our parish magazine to cleaning churches, flower arranging to preaching, phoning buddies to making music, welcoming worshippers to weeding flower beds, teaching children to providing transport to church you all make our common life richer – THANK YOU.

In my previous annual reports I have often provided a comparison of the number of Occasional Offices that have taken place during the last year. Since our churches were locked for such a significant period these comparisons are fairly pointless this year but for interest we held 4 weddings, 7 baptisms, and 30 funerals. Of those funerals conducted by the Ministry Team we said farewell to some long-term members of the Church: Anne Higham, Stella Chandler, Linda Gair, Sheila Charge. Their funerals were conducted according to the regulations in force at the time meaning that very few mourners could attend their actual service but instead people lined the route or assembled (distanced) outside.

In 2020 we also said goodbye to two of our Ministry Team. In January Sheena Wilson, who had recently completed her training as a Lay Reader, moved to The Wirral and in November Ruth Goatly retired from licenced parochial ministry. Both contributed enormously to our common life are much missed – their ministries among us have helped shape us and enabled us to be the people God is calling us to be moving forward.

Moving forward is not going to be an easy task. We don’t know what the future holds or when society will fully re-open. Covid-19 shows no signs of departing although the arrival of effective vaccines is to be lauded and celebrated. The task we face as a Church community is one of rebuilding: rebuilding our fellowship and social activities; rebuilding our links with schools and societies; rebuilding confidence; rebuilding our finances. It will not be easy as we have all slowed-down a little due to lockdown. We have got used to doing less and perhaps do not want/or have the energy to do more again. Some of our organisers have already expressed a desire to step back from previously held roles, and to them we express our sincere thanks for all they have done for our common life.

The road ahead will not be smooth but I believe we have the vision to be a flourishing Church in this part of Hemel Hempstead. There will be difficult decision to take but with prayer and consultation these decisions will be made. Your witness, your support of each other (and me), your generosity, and your faithfulness are an example to us all and are what is going to get us through this. May the Lord bless us in this task as we go about his work transforming communities, making new disciples, and going deeper into his love.

In Christ,



**The Reverend Michael Macey, Vicar**