

The Parish of Tilehurst St Catherine and Calcot St Birinus

Annual Report and Financial Statements of the Parochial Church Council

(Registered Charity 1155524)

for the year ended 31st December 2019

Vicar

Rev Gill Rowell

Bank

NatWest Market Place

13 Market Place

Reading, RG1 2EG

Independent Examiner

Mr David Marett FCA CTA

5 Jennets Close, Tutts Clump, RG7 6JZ

And minutes

Of the meeting of Parishioners held on 7th April 2019

Of the Annual Parochial Church Meeting held on 7th April 2019

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Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Aims and purpose

Our Parish purpose is “To worship God and show Jesus’ love makes a difference in reaching, serving and caring.”

The PCC is responsible, together with the vicar, for the vision and mission of our church, pastoral, evangelistic and social and ecumenical. To do this we seek God’s will, ensure we operate within a legal framework, and are responsible for the financial stability of the church too, all under the authority of God. The PCC is also specifically responsible for the maintenance of St Catherine’s Church Centre, as well as Cornwell Community Church (CCC), which moved from the Cornwell Centre to St Catherine’s on Pentecost Sunday 2020.

Objectives and Activities

This year St Catherine’s entered its second year of Partnership in Missional Church (PMC) - a Church Mission Society and Oxford Diocese joint initiative - to realise God’s preferred and promised future for us, and seek to join in with what God is doing in our community.

PMC is a process of becoming missional, that is, of changing the way we think about being and doing church in our community. We are developing the spiritual practices of Dwelling in the Word and Dwelling in the World and have begun focussing on the spiritual practice of Hospitality. After a PCC/PMC Away Day we identified Calcot as the area in our parish for our (first) “missional experiment”, and after much consultation and prayer launched Calcot Cuppa – not as the experiment, but as a means of finding People of Peace to partner with in an experiment.

St Catherine’s is fortunate in having the resources of a well maintained and equipped building from which to carry out many mid week activities in this report. The church buildings are maintained to an excellent standard - as well as annual servicing of equipment, a new window was put in the hall kitchen, which after much planning, has been refitted and refurbished.

ACHIEVEMENTS AND PERFORMANCE

Worship and Prayer

A major change this year has been that Cornwell Community Church moved to St Catherine’s on Pentecost Sunday, after much prayer, seeking God, and consultation. This has not been an easy move, but we are hopeful that over the coming months “Allsorts@11” will become more established and attract families, whilst still offering a comfortable environment for those on the autistic spectrum.

Sunday services are now held at 8.00, 9.15 and 11 am.

At the end of 2019 there were 109 parishioners on the Church Electoral Roll.

On an average Sunday, 65 adults and 5 children under 16 attend worship.

The Sunday figures of attendance submitted to the annual membership return gave averages for October as follows: for 63 adults and 6 children under 16.

A mid-week service, often but not always Holy Communion, is popular with around 15 regular attenders.

Another useful figure in our annual return is “Worshipping Community”, which includes our Messy Church and Tots Praise congregations. At the end of 2019 we estimated our “Worshipping Community” to be around 144. Within this wider community we estimate there were 8 new members over 18, and 13 new children; however, 21 adults and 12 children were no longer worshipping with us. These joiners and leavers figures are mainly due to the transient nature of our Messy Church and Tots Praise congregations.

We are very happy to report that there were two marriage services (the first for 8 years!) this year.

Over the year 5 baptisms have taken place at St Catherine’s, all under 4 years. Three funerals have taken place at St Catherine’s and 8 cremation services have been conducted by our vicar and LLM.

Cornwell services, until May, were led by the Cornwell LLM with help from two lay leaders, with the vicar participating occasionally and leading the monthly communion.

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Youth Group takes place fortnightly with a group of about 12 teenagers. Sunday School provision is offered, although haphazard due to low numbers of children. Tots Praise is going well and has a core group of regular attenders (8-10 children), with occasional visitors.

St Catherine's Mother's Union continues to thrive and there is a monthly MU Bible Study group, and a prayer chain for (requested) emergency prayers. This year, the vicar joined the MU.

Weekly community prayer groups continue. A joint midweek prayer service alternating with St Joseph's Roman Catholic church takes place each week. The Parish participated in Thy Kingdom Come prayer, (between Ascension and Pentecost) and a 24/7 prayer event was held with creative resources in the Garden Room, well supported. The Lent Course was The Prayer Course and held twice a week on Thursday afternoons and repeated on Sunday evenings, with over 20 individuals attending each session, and around 4 individuals from other churches.

There are two Lifegroups in the Parish which meet fortnightly, for Bible study, prayer and socials, and a Kinship group which meets weekly. This year, these groups, and two newly formed groups, undertook the SHAPE course, a six week course which helped individuals identify how their experience, skills, spiritual gifts and heart's desire all created their God's shape for service, and we are seeking to build on what was discovered through the course in 2020.

Every fifth Sunday joint services are held in the evening (celebration, healing, prayer) as well as occasional joint services at major festivals. This year we hosted the Tilehurst Churches Together service for Christian Unity; had speakers from the Leprosy Mission, Novi Most International, and Christian Aid. Harvest Festival was a highlight, with a bread making competition, assisted by the 7th Tilehurst Brownies, and shared tea afterwards. Christmas services included Christingle, 9 Lessons and Carols (followed by entertainment), and for the second year running Carols under the Old Oak Tree, with hot chocolate and mince pies, attended by about 200 from the community. Carol singing in a local pub and around the Ridings also took place; our Nativity service this year – which was unconventional - was well attended. All the services notably had visitors. Birch Copse Primary School held two Christmas services in St Catherine's, and Springfield School also came to St Catherine's for their Christmas Assembly. A group of students from Little Heath Secondary school visited St Catherine's to learn more of Christian worship, communion and Christmas. The 95th Scouts held a Carol Service for the second year running; and the Pre-school also held their Christmas nativity and celebration in the church, and Tots Praise joined in for a time.

Church Hall

St Catherine's Pre-school (which is run independently of the church) hire the church hall for 30 hours Monday-Friday; in the evenings it is hired by community groups, such as the WI (two groups), Brownies, pop dance, yoga, exercise classes. This year saw the introduction of an After School Club use the hall four afternoons a week, after Pre-School have gone. This year the Centre Action Group organised a cheese and wine evening for hall hirers, which was a useful opportunity to share ideas, hear comments of how to improve, and foster good relationships. We are grateful to our bookings clerk for her hard work in liaising with hall users.

Pastoral Care

This year pastoral care has continued to flourish informally and particularly through the allocated contact sheet; in 2020 it is hoped to establish a more coherent pastoral care scheme with particular individuals responsible for oversight and delivery.

MISSION AND EVANGELISM

Partnership for Missional Church (PMC) is gradually permeating church thinking, but this is a process, not a programme.

The Centre Action Group continues to consider how to raise our profile and develop its use, meeting about 6 weekly.

Café Siena has grown in busyness on Thursdays and Fridays, frequently reaching capacity at lunch times, and in

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September opened early on Wednesday mornings too (8.45 am). The Café offers a safe place to socialise, deepen relationships and serves as a useful meeting place to foster church and community relationships. It also gives opportunity for individuals with special needs to gain in confidence through work experience. This year a Bistro night which was sold out and it is hoped to hold more in 2020. Two Christmas lunches, one for our WI groups, and one for those who booked, were hugely successful. Thanks to our Café Manager and her fantastic team of volunteers.

Messy Church continues to attract families with young children, although numbers fluctuate.

A highlight of the year is Holiday Club held in August, with over 80 children attending and around 50 volunteers facilitating.

Friday Friends provides a weekly varied programme of activities for 25-30 older citizens, many of whom live alone.

A new initiative, Tuesday Get Together, was launched for those who live locally to have coffee and a chat, and this has been very popular.

Also, a Book Club, which meets monthly, has been launched and meets in Café Siena.

Friday Flop was held for a few weeks at the end of the summer for parents and children to come and “flop” on the grass, have cake and coffee.

Some from St Catherine’s regularly participate in the long running ecumenical “Prayer on the Streets” and meet for prayer and preparation twice monthly.

Streets in the Parish are prayed for every week, and included in our Notice sheets, and prayer cards are delivered to each home beforehand.

Boxgrove House, for adults with special needs, is visited every month and a simple service is held which is well received.

Cornwell 0-5s, held in the Cornwell Centre, offers a secure place for pre-school children and their parents and carers two mornings a week, Tuesdays and Thursdays.

Relationships with Birch Copse and Springfield Primary Schools and Little Heath School are maintained through assemblies and lesson input.

We provide a free taxi service for those in Calcot to join St Catherine’s Church on a Sunday for the 9.15 am service; and communion is offered to those in York House, Calcot once a month.

Calcot Cuppa, part of our commitment to the PMC process, was introduced on Wednesday mornings at High Leigh, Calcot for a trial period of 4 weeks in November.

The St Catherine’s website is continuously updated and we have a social media presence where we regularly publicise special events. RG31 the Parish magazine, is published monthly and distributed to many in the Parish. Special events are occasionally leafleted.

Volunteers

The PCC would like to take this opportunity to thank all of the many volunteers in the church who generously give of their time and talents to make things happen: including all those who serve on various church committees, who contribute in any way to our worshipful life, the church cleaners, the flower arrangers, those who help in the Café, at Friday Friends, with Messy Church and Holiday Club, with Cornwell 0-5s and Tots Praise, at jumble sales and fetes, those who keep St Catherine’s garden looking beautiful, and who ensure the church is well maintained, and our hard working and highly committed churchwardens.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Power Measure. It is a registered charity – No. 1155524. The method of appointment of PCC members is set out in the Church Representation Rules. Members of the PCC are either ex officio or elected by the Annual

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Parochial Church Meeting (APCM). All those who attend the services and are members of the congregation are encouraged to register on the electoral roll and if they feel so called, to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the Parish, including how the funds of the PCC are to be spent.

The PCC met 7 times during the year. In addition to discussing matters relating to the life and vision of the Parish, it seeks to ensure that best practice policies are adopted especially relating to health and safety, safeguarding, general data protection regulations (known as GDPR), employment practice and other legal requirements. A number of Action Groups, with particular responsibility for specific aspects of Parish life, are responsible to the PCC and report to it. Current action groups are Finance, Children & Youth, Church Centre, Strategy Action and Leaders & Preaching. In addition there is a Standing Committee and the Cornwell Community Leadership team operated until the move to St Catherine's.

The names of the members of the Council who have served since the commencement of the 2019 financial year and until the date this report was approved are: -

Ex officio members

Incumbent Rev G Rowell

LLM's Mr Tony Bartlett (also elected to Deanery Synod & elected as PCC Secretary)
Mr Mike Heather

Churchwardens Mr Richard Canning
Mr Stuart Poore

Elected members

Mrs Joanne Freeman (appointed as Treasurer by PCC)
Mrs Evelyn Bartlett
Mrs Ella Robles Canning (from APCM 2019)
Mrs Jo Day
Mrs Sheila Firth
Mrs Shirley Horsnell
Mrs Sonia Ludford
Mrs Val Poore
Mr Stephen Priter
Mrs Lorraine Roberts

Minute Recorder to the PCC

Mrs Jean Almond
Mrs Carol Charles (on two occasions when Jean was away)
Mrs Rosemary Cunningham (on three occasions when Jean was away)

Bankers

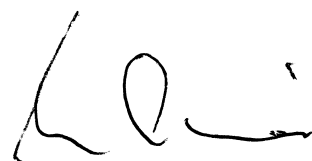
NatWest Market Place Branch, 13 Market Place, Reading, RG1 2EG,

On behalf of the PCC

Rev Gill Rowell
Vicar



Mr Richard Canning
Church Warden



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Financial Review for 2019

I am pleased to be able to report that our income for 2019 was 3% more than that for 2018. So, I would like to thank all of those who over 2019 gave money to the Church whether towards the normal running costs or for a restricted purpose such as the refurbishment of the Church Hall kitchen. The planned giving figures for 2019 are also up by 3% on those for 2018. I believe the introduction of the Parish Giving Scheme in November 2018 was used by all of us to reassess our level of giving. I would ask that we all continue to assess the amount that we give on an annual basis. The reason that the Gift Aid figure is reduced is because in 2019 only 9 months were reclaimed rather than the normal 12 months i.e. October 2018 to June 2019; July to December 2019 will be reclaimed early in 2020.

The increase in Church Hall income is partly due to the annual increase in the rates but also, we have gained some extra regular hirers including an After-School Club for four days a week. The café has hosted a bistro evening and provided special Christmas meals for the WI as well as the normal annual one; this combined with an increase in overall use has resulted in a surplus of over £1,000 from the café – so well-done Karen and all your helpers.

The Deanery also gave us a larger than normal Parish Share Rebate – they returned part of a contingency fund that was no longer needed. There were two miscellaneous refunds due to issues with both the boiler and a new lease arrangement for the photocopier.

The Parish Share did not change in 2019, however in 2020 it will increase to £60,000 meaning that we will need to find another £3,000 in 2020 to cover this. The following shows how the church's money was used in 2019.

You will have noticed that during 2019 two new church notice boards were put up outside, one at each of the gates to the site. One of the kinship groups bought two disabled parking signs, one to be placed at each of our disabled bays in order to make them more visible to those that use our car park. In the children's area at the back of the church, better storage and a rug were purchased by church members – in 2020 there will also be a notice board. An additional table and an attended card reader, so our clients can use their debit and credit cards, has been bought for the café along with a chalk board due to be installed in 2020. In the corridor purpose made leaflet holders have been added to help improve the display.

The biggest change this year has been the much-needed refurbishment of the church hall kitchen and the nearby floor. In the main this has been funded by two legacies received in 2018 and 2019, along with other money given by members for the floor and new crockery and glasses resulting in receipts of £6,900 by 31.12.19. The total cost for the work was £9,500 of which £1,900 will not be paid until 2020. This means that overall we will only need to use £2,600 from our reserves – so many thanks to everyone that contributed.

At the beginning of June 2019 Cornwell Community Church decided to move to St Catherine's Church for worship and so Allsorts@11 was born; some of the cables needed to be adapted to enable all of our various congregations to worship. This also means that we spent less on the rent at Cornwell centre than we had anticipated. As a result of Partnership in Missional Church, Calcot Cuppa started on a Wednesday morning – the cost of the rent for the Calcot centre is being taken from the money kept back from the sale of St Birinus to fund mission in the Calcot area of the Parish. We are still continuing to fund the much-appreciated taxi service on a Sunday between Calcot and St Catherine's for the 9.15 am service.

This year Bible Society story books were bought for our younger members for Easter as well as Christmas. The youth group have a new snooker table which is used alongside all the other things that they do. Friday Friends had three RahRah performances this year instead two as in previous years. The hall users were invited to a wine and cheese evening. The budget for 2020 has once again been made in faith as a balancing one.

I would like to take this opportunity to thank all of those who help me manage the church accounts; Steph with Gift Aid and the Parish Giving scheme, Jean, Paddy and Sheila D with the hall and magazine invoicing, the members of the Finance Action Group and all of those who help with counting and banking the weekly monies.

Reserves policy

Oxford Diocesan Board of Finance (ODBF) recommend that PCC's reserves should be an amount equal to three months average spend. For us this would equate to £24,000. The current figure held is £10,500. The PCC has

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decided to build up our reserves to the recommended level by placing any parish share rebates and any surplus funds into the reserves. In 2019 £3,128 was received in donations, £4,000 had to be transferred out to increase the working capital and an additional £900 had to be used to help fund the kitchen refurbishment – resulting in an annual reduction in the reserve figure of £1,500.

The following will help you understand Pages 7 to 11

Unrestricted funds is money that the PCC can use for its general purposes.

Designated funds is money from unrestricted funds that the PCC has chosen to put aside for a particular purpose. The PCC can also decide to return any or all of this money to unrestricted funds.

Restricted funds is money that is received for a specific use such as donations to named charities.

Endowment funds this is a special form of restricted funds; in our case it refers to the money the PCC received after St Birinus was sold and is expendable and can be used to fund activities relating to mission in Calcot such as the weekly taxi service to and from the 9.15 am service at St Catherine's and any expenses relating to Calcot Cuppa.

The totals from the 2018 report are there for comparison purposes. The figures in the report are required to be shown to the nearest pound. Pages 7 & 8 are a legal requirement, all the other pages are provided to give more details.

Page 7 – Financial Statements for the Year Ended 31 December 2019

This page lists the receipts and payments for the year under categories that are required in the annual report to the Church of England. The fees for wedding and funerals, though they are not reported in this annual return do go through the PCC's bank account, hence the need for a separate line on this page so that the bank balances at the start and the end of the year balance correctly.

Page 8 – Statements of Assets and Liabilities

Cash funds shows how the total funds of the PCC were split between the current bank accounts and the deposit account.

Other monetary assets this is money due to the PCC from activities in 2019 but not received and banked until 2020.

Liabilities this is money in the PCC bank account for either services they received in 2019 (such as gas) but will not pay for until 2020 or money they received for other organisations such as charities, that will not be paid until 2020.

Note 2 shows the movements in the Designated Maintenance Reserves and the various categories of restricted funds during the year.

Page 9 – Note 3 Further Analysis of Receipts and Payments Accounts

Payments – note 3 d)

Church & Centre utility bills consists of the Electricity, Gas, Waste disposal and Wi-Fi bills.

Mission and evangelism consist of Children's Education, Tots Praise, Messy Church, Youth Club, Holiday Club, DBS checks, 0 – 5 Toddlers, Adult Education, Training and Outreach.

Page 11 – Note 3 Further Analysis of Receipts and Payments Accounts

Mission Giving – note 3 f)

In 2018 the Planned 6% of planned giving was based on the budget amounts, so this was all paid out in 2018. However, for 2019 this was changed to actual, hence the final figure relating to 2019 was not known until 2020 meaning that in 2019 only the money relating to the first six months was paid out in 2019. (The payments are made twice a year on a six-monthly basis) For info the budgeted figure was £3,090; the actual amount that will be paid out for 2019 planned income will be £3,240.

If you do have any questions please ask me – ideally before the APCM.

Joanne Freeman

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Financial Statements for the Period Ended 31 December 2019

Receipts and Payment Accounts

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	TOTAL 2019 £	TOTAL 2018 £
RECEIPTS						
Voluntary receipts:						
Planned giving		42,216			42,216	40,828
Collections at services		3,158			3,158	2,742
All other giving/ voluntary receipts	3 a)	2,012	3,842	29	5,883	11,215
Gift Aid recovered		8,980			8,980	11,497
		56,366	3,842	29	60,237	66,282
Activities for generating funds	3 b)	5,421			5,421	4,240
Investment income				208	208	213
Church activities	3 c)	44,576	1,077		45,653	38,649
Total receipts		106,363	4,919	237	111,519	109,384

PAYMENTS

Church activities

Diocesan parish share		57,111			57,111	57,111
Clergy and staffing costs		1,114	50		1,164	1,723
Church running expenses	3 d)	21,377	1,595	1,138	24,110	23,681
Centre running costs		12,772	669		13,441	7,194
Café running costs		12,512	319		12,831	10,633
Mission giving and donations	3 f)	1,690	2,557		4,247	5,505
Costs of generating funds		73	0		73	101
Total payments		106,649	5,190	1,138	112,977	105,948

Cash at bank and in hand at 1 January		18,075	5,025	5,555	28,655	24,218
Funds transfers	2	-631	631		0	0
Excess of receipts over payments as above		-286	-271	-901	-1,458	3,436
Fees - funerals and locums - surplus / deficit see Note 3 e)			-247		-247	1,001
Cash at bank and in hand at 31 December		17,158	5,138	4,654	26,950	28,655

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Statements of Assets and Liabilities

Note	Unrestricted funds £	Restricted funds £	Endowment funds £	TOTAL 2019 £	TOTAL 2018 £
Cash Funds					
Bank Current account	14,995			14,995	16,909
Deposit funds	2,163	5,138	4,654	11,955	11,746
	<u>17,158</u>	<u>5,138</u>	<u>4,654</u>	<u>26,950</u>	<u>28,655</u>
Other monetary assets					
Parish Share rebate for previous year	2,831			2,831	2,828
Gift Aid recoverable for previous year	1,391			1,391	719
Hall rent due for previous year	5,191			5,191	4,835
	<u>9,413</u>			<u>9,413</u>	<u>8,382</u>
Liabilities					
Electricity and Gas	1,578			1,578	1,384
Kitchen refurbishment	1,712	229		1,941	0
Photocopying	460			460	595
Coffee money - Sharon Nordley	4	296		300	312
Mission giving for final 6 months	1,550			1,550	0
FAITH Christmas envelopes		283		283	221
Send a Cow		694		694	709
	<u>5,304</u>	<u>1,502</u>	<u>0</u>	<u>6,806</u>	<u>3,221</u>

Notes

- The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis
- The movements in designated and restricted funds during the year were:-

	Bal b/fwd 01/01/2019	Receipts	Payments	Transfers	Bal c/fwd 31/12/2019
Designated					
Maintenance Reserves	12,274	2,878	900	-4,650	9,602
Legacy	5,000	1,000	6,000		0
Restricted					
Maintenance Reserves	0	250		650	900
Café	682		297		385
Cornwell 0 to 5 s	1,640		79		1,561
Donations to charities	1,288	2,609	2,557		1,340
Specials	771	2,060	2,257	-19	555
Totals without ODBF funds	<u>4,381</u>	<u>4,919</u>	<u>5,190</u>	<u>631</u>	<u>4,741</u>
ODBF balancing figure Note 3 e)	<u>644</u>	<u>2,532</u>	<u>2,779</u>		<u>397</u>
	5,025	7,451	7,969	631	5,138

ODBF - Oxford Diocesan Board of Finance

The donations to charities and specials funds are the result of donations given to specific appeals

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Note 3 Further Analysis of Receipts and Payments Accounts

	Unrestricted funds	Restricted funds other	Endowment funds	TOTAL 2019	TOTAL 2018
	£	£	£	£	£
Receipts					
a) All other giving/voluntary receipts					
Donations	1012	3842	29	4883	6215
Legacy	1000			1000	5000
	<u>2,012</u>	<u>3,842</u>	<u>29</u>	<u>5,883</u>	<u>11,215</u>
b) Activities for generating funds					
Parish magazine - advertising	1,205			1,205	590
Summer and Christmas fetes	3,102			3,102	2,818
Jumble sales	757			757	832
Special events/pop up shops	357			357	
	<u>5,421</u>	<u>-</u>	<u>-</u>	<u>5,421</u>	<u>4,240</u>
c) Church activities					
Fees for weddings and funerals	1,536			1,536	1,096
Parish magazine - sales	815			815	745
Church Hall lettings	20,070			20,070	17,042
Café income	13,653			13,653	10,949
Friday Friends	1,344			1,344	1,630
Cornwell 0 - 5 s	3,034			3,034	3,588
Holiday Club	928			928	695
Youth Group	332			332	252
Bookstall	36			36	87
Parish Share rebate	2,828			2,828	1,817
Misc refunds		1,077		1,077	748
	<u>44,576</u>	<u>1,077</u>	<u></u>	<u>45,653</u>	<u>38,649</u>
Payments					
d) Church running expenses					
Church & Centre utility bills	5,692			5,692	5,173
Insurance	2,327			2,327	2,332
Cornwell Rent	1,066			1,066	1,863
Calcot Rent	0		98	98	47
Hospitality	562			562	510
Equipment	79	143		222	379
Bookstall	28			28	28
Parish magazine printing	1,664	255		1,919	1,362
Printing and stationery	1,730	301		2,031	1,509
Church & Centre maintenance	2,235	521		2,756	3,585
Upkeep of church grounds	432	130		562	496
Upkeep of services	1,007			1,007	1,457
Mission and evangelism costs	4,390	245	1,040	5,675	4,255
Administration	45			45	565
Independent Examiner	120			120	120
	<u>21,377</u>	<u>1,595</u>	<u>1,138</u>	<u>24,110</u>	<u>23,681</u>

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Note 3 Further Analysis of Receipts and Payments Accounts

	2019	2018
e) Oxford Diocesan Board of Finance (ODBF) fee workings		
Receipts		
Funeral fees received by PCC due to others	2,532	2,943
Locum service fees refunded by ODBF	<u>0</u>	<u>1,825</u>
	2,532	4,768
Payments		
funeral fees paid to ODBF	2,449	1,684
funeral expenses	305	195
refund of fees due to other PCCs	25	570
service fees paid to locums by PCC	<u> </u>	<u>1,318</u>
	2,779	3,767
surplus/deficit	-247	1,001

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Note 3 Further Analysis of Receipts and Payments Accounts

f) Mission Giving

	2019 planned £	2019 extra £	2018 planned £	2018 extra £
Overseas Mission Societies				
Agape	100		200	
Leprosy Mission		262		523
Novi Most	320	111		
USPG	320		275	
Wycliffe Bible Translators	102	288	300	314
	<u>842</u>	<u>661</u>	<u>775</u>	<u>837</u>
Relief & Development Agencies				
Christian Aid		278		
Send a Cow - solar panels	10	790		
Shoe boxes	20		24	
Tear Fund		265		359
	<u>30</u>	<u>1,333</u>	<u>24</u>	<u>359</u>
Home Missions				
Berkshire Churches Trust	25		25	
Bishop's Outreach Fund				364
CCA	320		275	
Childrens Society			300	1
CIRDIC			325	
Corrymeela			275	
Faith		251		285
Helen & Douglas House	3	312	0	310
Livability			300	
Readifood	150		735	40
	<u>498</u>	<u>563</u>	<u>2,235</u>	<u>1,000</u>
Secular Charities				
Duchess of Kent hospice	320		275	
	<u>320</u>	<u>0</u>	<u>275</u>	<u>0</u>
TOTAL	1,690	2,557	3,309	2,196

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

BUDGET AT 31 DECEMBER 2019 - 52 WEEKS

	ACTUALS 2019	BUDGET 2019	VARIANCE 2019	BUDGET 2020
	£	£	£	£
RECEIPTS				
Voluntary receipts				
Parish Giving Scheme Gift Aided	26,988	25,000	1,988	28,000
Parish Giving Scheme Non Gift Aided	3,276	2,500	776	3,500
Standing Orders Gift Aided	4,360	7,000	-2,640	4,400
Standing Orders non Gift Aided	540	500	40	550
Envelopes Gift Aided	5,105	7,000	-1,895	4,000
Envelopes Non Gift Aided	1,947	1,000	947	2,000
Plate	2,865	2,600	265	3,000
Gift Aid recovered	8,980	10,000	-1,020	9,500
Messy Church	134	200	-66	100
Tots Praise	159	0	159	150
General Donations	842	1,000	-158	600
General Donations Gift Aided	120	1,000	-880	200
Total	55,316	57,800	-2,484	56,000
Other receipts				
Magazine Advertising	1,205	1,000	205	900
Jumble Sale	757	900	-143	0
Fetes	3,102	2,500	602	3,000
Special Events/Pop up shops	357	0	357	800
Net Fees	1,536	1,000	536	1,000
0-5 s Toddlers	3,034	2,500	534	3,000
Holiday Club	928	700	228	1,000
Youth Group	332	200	132	300
Friday Friends	1,344	2,000	-656	1,500
Bookstall	36	50	-14	50
Magazine Sales	815	700	115	800
Hall Lettings	20,070	17,500	2,570	24,000
Café Sales	13,653	10,500	3,153	13,450
Total	47,169	39,550	7,619	49,800
TOTAL RECEIPTS	102,485	97,350	5,135	105,800
Excess of receipts over payments				
Church activities	-20,980	-17,370		-24,005
Other activities	23,716	17,370		24,005
All activities	2,736	0		0
Hall	14,197	10,580		17,130
Café	1,141	-1,050		0

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

BUDGET AT 31 DECEMBER 2019 - 52 WEEKS

	ACTUALS 2019	BUDGET 2019	VARIANCE 2019	BUDGET 2020
PAYMENTS	£	£	£	£
Church running expenses				
Parish Share	57,111	57,111	-0	60,000
Minister expenses	854	1,000	146	900
LLM expenses	260	500	240	200
Visiting clergy	0	50	50	50
Children's Education	14	30	16	30
Messy Church	39	20	-19	30
Tots Praise	18	0	-18	30
Adult Education	432	60	-372	60
Training Outreach	510	350	-160	500
Mission Giving	1,690	3,090	1,400	4,000
Giving envelopes	73	95	22	75
Insurance	2,327	2,300	-27	2,500
Rent	1,067	1,800	734	0
Church maintenance	2,235	714	-1,521	2,400
Equipment	79	50	-29	100
Upkeep of services	907	750	-157	800
Church flowers	100	100	0	100
Hospitality	562	380	-182	300
Upkeep of church grounds	432	50	-382	100
Stationery	1,730	1,500	-230	2,200
Administration	45	150	105	100
Independent Examination	120	120	0	120
Electricity	2,301	1,700	-601	2,000
Gas	2,467	2,500	33	2,500
Waste Disposal	645	600	-45	650
Wifi	278	150	-128	260
Total	76,296	75,170	-1,126	80,005
Other costs				
0 - 5 Toddlers	2,358	1,500	-858	2,355
Holiday Club	711	400	-311	800
Youth Group	260	180	-80	200
DBS checks	48	80	32	80
Magazine	1,664	1,500	-164	2,000
Bookstall	28	50	22	40
Hall running costs	5,872	6,920	1,048	6,870
Café running costs	12,512	11,550	-962	13,450
Total	23,453	22,180	-1,273	25,795
TOTAL PAYMENTS	99,749	97,350	-2,399	105,800

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Independent Examiner's Report to the Trustees of Tilehurst St Catherine and Calcot St Birinus Church, Tilehurst, Parochial Church Council

I report on the accounts for the year ended 31st December 2019 which are set out on pages 6 to 10

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility to

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

Basis of Independent Examiner's Statement

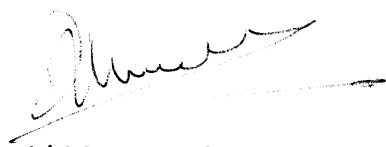
My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

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

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s. 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



David Marett, FCA CTA
5 Jennets Close,
Tutts Clump,
RG7 6JZ
5th March 2020

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Minutes of Meeting of Parishioners – 7th April 2019

The meeting was held at 11.00 am after a joint service held in St Catherine's Church.

Present: The Wardens, and 43 adult parishioners.

5 under-16s were present.

There were 7 apologies for absence.

1. Rev Gill Rowell opened the meeting with prayer for the progress of the meeting and God's protection for the future of the Parish.

2. Election of Churchwardens for the Parish

There were 2 nominations:

Name	Proposed	Seconded
Richard Canning	Joan Burbidge	Pip Maclellan
Stuart Poore	Anne Soley	Richard Canning

All were in favour and the Wardens duly elected.

Gill thanked Richard and Stuart for filling this role so faithfully and willingly over the past year

Minutes of the Annual Parochial Church Meeting held on 7 April 2019

Only members of the Electoral Roll were eligible to vote at the meeting.

1. Acceptance of the Minutes of the previous meeting and matters arising

The Minutes of the meeting held on 22 April 2018 had been circulated prior to the start of the meeting. They were accepted as a true record.

Proposed	Chris Addison	Seconded	Sonia Ludford	All in favour
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There were no matters arising.

2. 2018 Parish review

The reports in the Parish review had been incorporated in a booklet and circulated in advance. Gill said that she was proud to belong to a Parish with such a committed group of people covering such a wide range of activities.

There were no questions on any of the reports in the booklet.

3. Presentation of Annual Report and Financial Statements.

This report had also been circulated in advance of the meeting.

The Treasurer, Joanne Freeman reported that we have joined the Parish Giving Scheme and 34 members are currently making use of it for their planned giving. Joanne encouraged people to join as it ensures that the church has a steady income and Gift Aid income payments are received monthly throughout the year.

As far as possible, the report was self-explanatory as Joanne had used her experience to include answers and explanations for the normal queries that could arise.

There were no further questions at the meeting.

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

Gill was pleased to report that:

Cornwell 0-5s are going well,

The café is busy on both days, though more help is needed.

Tots Praise is going quite well and is enjoyed by those attending.

The Annual Report was accepted by the meeting.

Joanne was warmly thanked for all the hard work that she puts into maintaining the accounts so efficiently and in ensuring the smooth running of our church finances. The Treasurer's responsibilities also include paying and providing tax information for our employees.

Joanne's recent illness had highlighted the need to have a shadow treasurer who could take over if required.

The income from planned giving has been reducing which means that it will be difficult to balance the books for next year. We need to find innovative ways to raise the money to pay our Parish Share.

4. Vicar's address, including statement from Cornwell Leadership Team

Gill thanked everyone for the warm welcome that she received on her arrival 12 months ago and for all the prayers and support that she has received over the past year.

This year's theme is "Deeper in and further out" as in the story of Ezekiel. This speaks to us as an analogy for PMC.

Gill arrived with 3 values from the retreat that she attended before joining us: Healing, Hope and Hospitality.

Parish structure: Gill gave a PowerPoint presentation on the Parish Structure – firmly centred on God. She described the Standing Committee and the Action Groups and their purpose. Leaders will be needed for the new Church Centre Action Group.

The new Strategy Action Group is at the centre of church planning. Some of the Action groups such as Communications Action Group and Pastoral Care Action group have not been functioning as strongly as they should and there is a need for Baptism Visiting and Bereavement Counselling.

There will be a new Missional and Innovation Team.

Gill illustrated the importance of Worship in the life of the church and stressed that we should be Contemplative, Compassionate and Courageous.

We have to meet various statutory requirements such as Safeguarding - training courses are taking place, and Data Protection.

Gill thanked Sonia and the Leaders of the PMC Steering team.

Statement from Cornwell Leadership.

After a lot of prayer, consultation with their members at their 25th Birthday celebrations and further discussion, it had been decided that the Cornwell Congregation would change to meeting at St Catherine's and would no longer use the Cornwell Centre.

Various factors had led to this decision, including:

- Attendance at services had reduced considerably – they had halved over the past 5 few years.
- The church had not made an impact on the local area as was initially envisaged.
- Several key members no longer attended and the onus of leadership was falling on too few members.

Parochial Church Council Tilehurst St Catherine and Calcot St Birinus

The congregation had been surveyed and had considered that the meeting place was not an important factor for them – the service content and style was the most important thing.

It was decided to start using the facilities at St Catherine's and develop an All-age Service and Sunday School.

The new service will start at 11.00 am from Pentecost, 9th June and starting from 19th May, the 9.30 will move to 9.15 to allow more time. The new set-up will be reviewed after 6 months.

There is still a lot to consider and many small details need to be sorted.

Gill concluded by re-reading the passage from Isaiah about making a way in the wilderness which had been one of the readings in today's service.

There was a short break

5. Election of Parochial Church Council Members

Stephen Priter had completed 3 years on the PCC and so his term of office was complete.

Jo Day and Val Poore have 1 year more to serve

Evelyn Bartlett, Sheila Firth, Joanne Freeman, Shirley Horsnell, Sonia Ludford and Lorraine Roberts will continue to serve for a further 2 years.

There was one new nomination, Ella, and also, Stephen Priter was prepared to stand for re-election

Ella Dominguez Robles	Proposed	Joanne Freeman	Seconded	Hilary Smee
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Stephen Priter	Proposed	Michael Charles	Seconded	Richard Yates
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All were in favour and Ella and Stephen were duly elected.

6. Other Church Elections as required

The Assistant Wardens are elected by the PCC and not by these meetings.

7. Election of Deanery Synod Members

Tony Bartlett will continue to serve as a representative for a further year.

Two places remain unfilled but further members can be added during the year.

8. Appointment of Independent Examiner

David Marett, who has been the Independent Examiner for 2018, is prepared to continue for the coming year.

Proposed	Chris Addison	Seconded	Stephen Priter	All in favour
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9. AOB: A question was asked about our ministry in Calcot. Due to other constraints, this is not our immediate priority, but some initiatives may come out of PMC.

10. The Hymn, Lord of the Years, was followed by prayer.

After Gill's final thanks, the meeting closed at 12.20 pm and was followed by a shared lunch.

