

THE CHURCH OF THE ANNUNCIATION

Windermere Avenue South Kenton Wembley



REPORTS FOR THE ANNUAL PAROCHIAL CHURCH MEETING

11.00am 9th May 2021

With Annual Reports and Accounts for 2020

AGENDA

- Apologies
- Minutes of meeting 18th October 2020 (page 3)
- Elected members of the PCC (page 6)
- Election /re-election of two Church Wardens
- Report on the Electoral Roll
- Secretary's Report (page 7)
- Overview of the individual service teams and church life reports (pages 8 - 14)
- Church Warden's report (page 15)
- Fabric report (page 18)
- Financial reports: Treasurer's report & accounts 2020
Appointment of the external examiner of the accounts
(page 20)
- Vicar's review (page 22)
- Any other business

CHURCH OF THE ANNUNCIATION, SOUTH KENTON
MINUTES OF ANNUAL PARISH COUNCIL MEETING (APCM)
HELD ON 18th October 2020

PRESENT: Revd. Trevor Goddard, Ben Skeete (Church Warden) Jacqui Goddard (Church warden & Secretary), Frances Saunders, Anne Gale, Damien Crawford Hector, Gwyn Evans, and 5 parishioners.

Apologies: Patricia O'Reilly , Damien Crawford-Hector, June Lock

Trevor opened with prayer.

ANNUAL PARISH COUNCIL MEETING

PREVIOUS MINUTES: The minutes for the APCM meeting held on the 29th April 2018 were agreed and formally approved by Ann Gale and seconded by Frances Saunders.

The first item of business was for the Church Wardens to be elected/re-elected. Ben Skeete and Jacqui Goddard were willing to stand again. The meeting was happy to re-elect Jacqui and Ben to the role of Church Warden. Due to any conflict of interest as before, Jacqui will not become a signatory for financial business, as would normally be the case with a Church Warden. Frances Saunders proposed the appointments and Gwyn Evans seconded the appointments. The meeting was unanimous in its agreement with the election of these posts.

The Church Wardens will officially be signed in with the new Archdeacon in due course – awaiting a date from the Diocesan office.

MATTERS ARISING: Jacqui mentioned that last year's report (2018 – 2019) had now included information about data protection that has been put in place to comply with new GDPR rules.

REPORT ON THE ELECTORAL ROLL: The 2019 – 2020 roll currently stands at **50** people, with **1** name having been taken off this year and **2** new names added. Last year's roll was recorded at **49**. Which means we have one additional number to the role. The new electoral roll will be approved by the new PCC at their first meeting when the electoral roll has been made available in the church and also to the PCC members.

SECRETARY'S REPORT: Given by Jacqui Goddard as current secretary.

ELECTION OF NEW PCC & DEANERY SYNOD REPRESENTATIVE: June Lock stood down as the Deanery Synod Representative. Gwyn Evans has volunteered to replace June Lock as Deanery Synod representative. He has been duly elected at this APCM to stand as Deanery Synod representative for the next three years. Trevor will be accompanying the lay representative to the meetings, of which there are around three annually.

PCC members were elected at this APCM for the next three years, up to and including 2023. Joan Pendjiky and June Lock both asked to stand down.

The members of the current PCC are therefore as follows:

Frances Saunders, May Siow, Patricia O'Reilly, Damien Crawford-Hector, Anne Gale, Sasha Hansel, Iris Fenn and Eileen Heenan.

Ex-Aficio members are Jacqueline Goddard and Ben Skeete as Church Wardens, Gwyn Evans as Deanery Synod Rep and Trevor Goddard as vicar of this parish.

CHURCH WARDEN'S:

The report highlighted the following items:

FABRIC REPORT:

FINANCIAL REPORT: – was given by Revd. Trevor Goddard,

May Siow has worked on the accounts with Trevor throughout the year. The report to the APCM was presented in line with the financial report provided.

Hall Account for the year ending 31st December 2019

Working from Page of the overall report, the financial statement shows the income and expenditure from the church Hall.

- The income generated from the hall was
- The expenditure for the hall was
- Generating a surplus of

General Funds Income & Expenditure for the year ending 31st December 2019

The net Income generated from the church hall is shown on page 2 of the financial report under income and entitled "Net Income from Hall" this shows the amount £

Income was lower than the previous year by £

Expenditure was also up on the previous year by £

This generated a net surplus for 2018 of £

Balance Sheet for the year ending 31st December 2019

The balance sheet shows a slight increase of £ with the balance C-Fwd. of £ this means that the total current Assets for the church stand at £

APPOINTMENT OF THE EXAMINER OF THE ACCOUNTS: Trevor proposed that Priyani Sylva who he has known for a number of years. She has worked for 20 years and has the knowledge and experiences to inspect them be appointed as Examiner of the Accounts for 2018. Priyani Sylva was proposed by Ben Skeete and seconded by Frances Saunders.

OVERVIEW OF THE INDIVIDUAL SERVICE TEAMS AND CHURCH LIFE REPORTS:

Jacqui highlighted

VICAR'S REVIEW:

Trevor presented his review for the year. Please see report for full details.

ANY OTHER BUSINESS:

POST PCC MEETING:

The newly elected PCC met briefly after the APCM.

Present were: Revd. Trevor Goddard, Ben Skeete and Jacqui Goddard (Church Wardens), Gwyn Evans, Deanery Synod Rep, Frances Saunders, and Ann Gale

May was happy to stand as named treasurer again. Trevor proposed her appointment and June seconded it. All were in agreement.

Frances proposed that Jacqui be re-elected as Safeguarding Guarding Officer and Eileen seconded the proposal. Again, all were in agreement.

The role of Children's Champion was currently left as a vacancy and Jacqui is covering the role until we get someone to fill the post. We will put this on the agenda for the 8th November. Jacqui has agreed to combine the role of church secretary as part of her church warden role. These posts were agreed unanimously by all present.

D.O.N.M: Sunday 8^h November 2020.

(To be signed at the next APCM 2021)

Signed:

Date:

Members of the PCC

Ex-officio members:

Revd Trevor Goddard (vicar)

Ben Skeete (Churchwarden)

Jacqui Goddard (Churchwarden, Secretary & Safeguarding Officer)

Gwyn Evans (Deanery Synod Rep, Stewardship Secretary, PCC minutes note taker)

Elected Members:

Damien Crawford-Hector

Frances Saunders

Patricia O'Reilly

May Siow (Treasurer)

Sasha Hansel

Iris Fenn

Eileen Heenan

NB: Due to ill health Ann Gale has had to stand down from the PCC. We are thankful for her support and enthusiasm as a member of both the church and the PCC and keep her in our prayers.

PCC secretary's report: (2021)

The most recent APCM was held on 18th October 2020. This was an actual meeting during a period of time when lockdown restrictions had been eased. Since that date there have been five meetings of the PCC, each chaired by the vicar, the Rev Trevor Goddard, with Jacqui Goddard (Church Warden), fulfilling the role of secretary with Gwyn Evans supporting as note taker for the minutes on occasion. All have taken place via zoom due to the reinstated period of lockdown.

The church electoral roll has been updated as noted within the main report.

At last year's APCM PCC members were elected for a three-year term until 2023, when the next election will take place. This year members will therefore only change should anyone want to step down.

The PCC is made up of the Vicar as chair, two church wardens (and up to two deputy wardens) and a Deanery Synod Representative – all of whom are ex-officio members and do not need to be voted on. In addition, as we have 50 church members, we are allowed to elect 7 parishioners onto the PCC. So altogether we are legally allowed to have up to 11 members on the PCC.

2020 has been a uniquely strange year due to the spread and impact of COVID 19. It's implications for church life and activity have been far-reaching as the building needed to be closed for the majority of the time. Nonetheless, we have been busy throughout, with so much to give thanks for and to be encouraged by. It has been far more challenging to meet as a PCC, though being able to meet on zoom with most members has been helpful. We have continued to stay focused around the practical care of the church buildings and our finances as is the role of the PCC, and Trevor has kept us abreast of the impact of closure on our hall hire and our calendar of events. We had our three yearly church Triennial early in 2020. The Church Warden's report has provided information about any feedback from that visitation - the fabric report providing details of work completed throughout the year. Subsequent to this report are the individual reports within the larger APCM report, though it will be understood that much of what would have been happening had to be cancelled due to Government led Covid 19 restrictions in place throughout the year.

J Goddard

Communications report

By being able to make good use of 'Zoom' - a video-based communications platform - and encourage and enable others to use it too, we are very thankful to have been able to provide consistent ways of communicating with both the regular worshipping community and those connecting with us because of their links to our homegroup and/or coffee morning.

We have also been able to set up a YouTube channel, where we have been able to record our weekly virtual services, which can then be easily accessed via a YouTube link.

The church's website has been another important way of communicating and forging positive connections with our local community and ensuring a broad range of people have been made aware of what is available to them online, during several lockdowns and while some have been shielding or isolating. We have also had a consistently good number accessing our Sunday virtual services via the church Facebook page. We have continued to communicate with the wider neighbourhood via 'Nextdoor.co.uk' when there have been specific events, like Remembrance Sunday and Kid's Christmas, to name a few.

The other major way of connecting with the church and wider community has been via WhatsApp. We have four groups currently: Whole Church Chat – for friendship and fun; Prayer Requests – to share ongoing needs, COVID related and otherwise, along with two groups set up for sharing service and events info: VIRTUAL SERVICES & 'Church links without chat' (for those whose devices or circumstances mean they cannot manage too many incoming messages).

During the long months of the first lockdown, zoom coffee mornings straight after the 10.00 'O' Clock virtual service were a key way of helping people to stay connected with one another and to alleviate loneliness and stress. Though not attended in such high numbers during the second lockdown, there has still been a good group who found it encouraging to get together.

Since lockdown in March 2020, there has been a weekly service available via YouTube shared by email, WhatsApp, the church website and Facebook, without any breaks. This also continued when the church was opened between September and December.

For a few members of the church community, individuals have been able to offer additional support to ensure they could access the online service each week when they have not been able to do so independently – either by providing and setting up an electronic device for them each week or by sharing the online service over the phone via loud-speaker. These additional little helps have ensured that individuals have not been missing the experience of being part of the worshipping community.

Zoom homegroup has been run every other week as opposed to once a month in the vicarage, as was the norm before lockdown. Again this has allowed for people

who would otherwise be isolated and would miss the contact with others, to be able to continue to have those connections with others and to continue to encourage each other in our faith.

As we continue through a time where we will need to maintain a flexible approach to both meeting and accessing worship and fellowship, we are now well equipped to continue to meet the ongoing challenges of this current climate, aiming to ensure that people continue to feel welcome, feel they belong. And, as we always say, that belonging provides the ground for growing faith and bringing people nearer to God's love and grace.

Home group report

Having started the year meeting once a month at the vicarage, we had just begun a 6 week weekly get together for Lent, when the pandemic and national lockdown closed it all down. We have since moved to meeting fortnightly via zoom. We have regularly had 8 – 12 people joining us and it has also meant that a few people who are part of the wider Christian community locally, have also been able to join us. We have spent a lot of the year going through the book of the Psalms, sharing our favourites and exploring their meaning for our daily lives.

Our worship life

As is apparent from our communication's report, the majority of our year has seen our worship life taking place virtually, via zoom, YouTube, Facebook and WhatsApp. The challenges have been around ensuring people feel able to join in online from home and trying to ensure that the online services provided are helping people to have a good sense of being connected together in worship, feel that they can still grow in their faith and have the nearest thing possible to a first-hand experience of worship.

To help with that sense of involvement, we were able to work together to provide different people reading the New Testament reading via video each week – sometimes from as far afield as Hong Kong, Canada and Australia! People sent in pictures at different times to share on screen; we had interactive prayer using shared props or people sending in their prayers that they had recorded.

During Easter we got people to create their own Easter garden and send a picture in for sharing. At Pentecost everyone sent in a picture of themselves wearing red. Each week, when we shared the peace, people shared the peace together over WhatsApp – this has become an integral part of worship together while apart.

Jacqui and Gwyn shared in providing music by recording, while maintaining social distance so that people had the sense of live worship and could sing along. We have continued to sing a variety of traditional and more modern worship songs and

hymns. We have embedded power point as an integral part of the service to enable people to have easy access to the hymn/song lyrics and to all the participatory prayers.

People have continued to provide very positive feedback about the virtual services, on Sundays and on other occasions throughout the year.

Jacqui continues to be the main musician for worship. When away, Gwyn will often stand in to provide live music. The CCL license is renewed each year so that we can legally reproduce lyrics on song sheets or on the big screen.

Sadly, due to Covid 19 restrictions, we were unable to provide a prayer labyrinth during Advent 2020. But are hopeful that we will be able to host an Advent labyrinth this year.

Although we couldn't have a community choir in Advent, we were able to have a small, socially distanced choir and pre-record some lovely Christmas worship to be part of our online Carol Service. We were very blessed to have an inspiring family video with a beautiful Christmas song from Ben Skeete and his family. It was so uplifting.

As an online, virtual service, the carol service was very successful, with 177 online hits for the service, which was truly amazing. People were keen to share such a positive experience at such a challenging time. It meant that many more people than have been able to be part of the carol service in the past were able to have access to it.

We had an online Midnight mass so that we could host a live Christmas day service the following morning in church and had 47 hits for the midnight service.

Kid's Christmas online was supported by members of the congregation providing 'Blue Peteresque' activity slots, along with a puppet show and children's Christmas songs. Again, very well received, with over 100 hits on the YouTube channel.

The PCC have reflected that the online Christmas services and events provided a real ministry to the community at a time when inspiration, comfort and encouragement were much needed and agreed that we should consider providing such services online again next year, even if we are still able to hold live services at church.

J Goddard

Safeguarding Report

Jacqui Goddard is the current Safeguarding Officer (SO) for the Church of The Annunciation Jacqui will stand for election again under the new PCC for 2021-22. She holds a DBS certificate in her role as Junior church leader.

Sasha Hansel (DBS certified since 2019) has continued to support in her role as joint junior church leader. However, due to family commitments, Sasha had to take a step back from this role at the end of December 2020.

Safeguarding is a regular item on the agenda at every PCC meeting, to ensure that the safeguarding of children and vulnerable adults is kept in the forefront of our minds. Jacqui will ensure PCC members receive refresher safeguarding training during 2021.

There is currently still a vacancy for the Children's Champion – a role the Church of England has created to ensure that the nurturing and practical needs of our children is always considered when any changes are made, or to be flagged if there is a gap in the way we provide for them as a worshipping community, when they are within our care. Jacqui continues to cover this post until it can be officially filled.

Jacqui is also a certified Evidence Checker for the Church, which means that anyone wishing to take up a role within the church and needs to be DBS (Disclosure and Barring Service) checked, will have their evidence checked by her through an online process. She has been able to support other local churches as an evidence checker in order for them to process their DBS certificates.

8.15 Group

The group has continued to meet, as circumstances have allowed, as in previous years. This friendship group so successfully run by the late Marion Perrin, as a 'young wives group' in its beginnings, and as the 8.15 group in latter years, has continued to draw old friends together for much needed support, encouragement and fun! - also providing an important link back to The Annunciation, especially for those former members now no longer near enough to be still coming. This year it has, of course, been impossible to meet up due to Covid 19 restrictions.

While people have felt such a loss not being able to meet regularly, we have managed to stay in touch and very much look forward to being able to join together in the warmer summer weather when, God willing, restrictions are lifted. Another example of connections made and kept with the support of the community of The Annunciation.

J Goddard on behalf of the 8.15 Group

Social Report

One of the hardest hit occasions due to the pandemic has been our community coffee mornings. It's quite extraordinary to think that we have not been able to meet

for most of the past year and has felt so very strange for everyone who loves to get together.

We are looking forward to the time when a lifting of restrictions means we will once again be able to offer this ministry to our community and neighbourhood.

We have also very much missed our coffee and chat after each Sunday service. As already mentioned, our Sunday morning post service zoom coffee morning get togethers have gone a long way to make up for it. At times some of our members who don't have access to zoom, have been able to join in audibly by phoning in and joining in with the conversation that way.

Whilst we couldn't have our annual quiz night, we have enjoyed a few mini quiz nights online via zoom and the people who attended have enjoyed these.

When restrictions were slightly lifted over the summer, we were able to host the memory café, usually run at the local community library, as an outdoor event. These events were well attended, and people were very thankful for the opportunity provided.

Love in a Box

Sadly, due to Covid 19 restrictions, it was not practical for us to attempt organising running 'Love in a box' this year. People were encouraged to support the organisation by sending money donations instead so that the organisation could still have the financial resource they would need to respond to the children's needs as they have done for many years. We prayerfully hope that in the coming year we will once again be able to fill our shoe boxes and be part of the story of bringing Christmas joy to children as we have done before.

On behalf of Doreen Farrell.

Welcoming Team/Offertory/prayers/readings & Chalice rotas

Due to Covid restrictions all rotas have had to be suspended. The only exception to this has been for the short period of time we were open before Advent, when we have had a small group of welcomers to support safe meeting together for Sunday worship.

Welcomers have used full face visers so that they could welcome and reassure with a smile, while remaining safe. They have overseen keeping a track and trace register as people have entered the building, ensuring that people sanitise their hands as they come in. They have also ensured that people are guided around the one-way system during communion and at the end of the service.

Trevor and the PCC are so thankful for the support they have and continue to provide each week.

Brent Deanery Synod

Gwyn Evans is currently the appointed Brent Deanery Synod representative for The Annunciation. However, due to the Covid 19 pandemic, there have not been any meetings this year.

Eight Churches Together

The annual silent walk of witness for Good Friday was sadly unable to take place due to the start of lockdown at the end of March.

Trevor has been a regular attendee of the Eight Churches Together meetings until lockdown prevented any further meetings from being held this year.

Trevor Goddard

Stewardship Report

Report of Gift Aid claims made in 2021

HMRC tax rebates (for Gift Aid and Gift Aid Small Donation Scheme (GASDS) - Update 6.5.2021

Historically, due to circumstances beyond our control, the church had a backlog of claims to be made and Gwyn took on the role of Stewardship Secretary, which the late Jim Perrin had previously held.

The report below lays out details of the process of making claims for Gift Aid that were outstanding from 2018 and shows progress to date.

Various church members were approached regarding Gift Aid forms in order to enable Gift Aid declarations to be made.

This enabled a claim to be submitted for additional donations in 2018 (I had already claimed the majority of the 2018 donations), and to complete the 2019 GASDS and Gift Aid claims.

On 6.5.2021 moneys were received into the Barclays account for the sums of £80.90, £836.93 and £2,436.61.

Breakdown and explanation

Claim 1 (2018) related to an amount of £320, and consequently led to a rebate of £80 plus interest of £0.09 (£80.09)

Claim 2 is the period 1.4.2019 to 5.4.2019. The claim was for: -

a) Gift aided donations of £1,991.60 (being from 10 donors) and

b) GASDS donations of £844.88 + non-gift-aid envelope donations of £498,80 = £1,343.68 GASDS.

Total Claim 2 = £3,335.28.

Rebate received was £833.82 plus interest of £3.11 (total £836.93)

Claim 3 is the period 6.4.2019 to 31.12.2019, the claim being for

a) Gift aided donations of £5,803 (being from 10 donors) and

b) GASDS donations of £2,704.91 + non-gift-aid envelope donations of £1,202.30 = £3,907.21 GASDS.

Total Claim 3 = £9,710.21. Rebate received was £2,427.55 plus interest of £9.06 (total £2,436.61)

Grand total: Claim1 + Claim 2 + Claim 3 = £3,354.44 received c. April/May 2021.

All donations thereafter remain unprocessed, and no gift aid has yet been claimed.

The process requires intense concentration and is very time-consuming, so is completed in batches due to its complexity.

Gwyn Evans

Stewardship Secretary

Church Wardens report (2021)

This report covers the business of the PCC for 2020.

As mentioned in the secretary's report, the PCC met for a virtual PCC meeting on five occasions between the last and this APCM. This report gives a snapshot of business covered during that period.

At the start of the year we reflected the previous year, noting the encouragements and causes for reflection we could take into the new year. The Advent season had been a real opportunity to share God's love with our neighbourhood. We were thankful for a positive response from the local community to our invitation to celebrate the season at our carol service, where we had 80 in attendance, with a lot of new faces joining us. In contrast had been the 'no show' at the Kid's Christmas event – the first time since we had started this venture 6 years previously. We reflected on the reality that everything had its time and perhaps we needed to change focus and pray about what we do next.

We weren't to know the extent to which the pandemic would impact on church and community in the months that have followed.

A few weeks before lockdown was enacted, we had our church's triennial Archdeacon's visitation. The Archdeacon's post being vacant at that time meant the Area Dean was overseeing and another Area Dean was supporting the process. Richard Young met with Trevor, Ben and Jacqui, as Church Wardens, to look over the church's policies and paperwork around Safeguarding and other key areas of church life. He was very positive about our paperwork and how we were managing the processes of the day to day running of the church. He gave a few suggestions and areas of follow up – to produce an electronic copy of the church's works logbook to go alongside the hard copy; to create a separate finance policy with an accompanying risk assessment and to look at the majority if not all of our PCC holding a DBS certificate as part of good safeguarding practice. These processes have been ongoing although they have been somewhat superseded by more pressing matters during the months that have followed due to the impact of the pandemic.

In his feedback to the PCC Richard Young said:

'It was so encouraging to hear of all your efforts to make connections with your community. Thank you for all your hard work and commitment.'

The challenges we have faced during the year can perhaps be looked at in the light of the change of focus the Covid 19 pandemic and subsequent lockdowns have brought. Just before the lockdown the PCC had unanimously agreed for the fabric committee to look into how the church building could be improved to enable a greater footfall and use of the church building.

The PCC's challenge is about making the building a more flexible space without compromising the importance of it as a space for weekly worship. There is a need for it to be a warmer space during colder months, so it is more welcoming and comfortable for visitors. A bigger challenge is the ongoing issues around subsidence.

The fabric committee, with a large amount of work from Gwyn Evans, put together a proposal for a faculty to the DAC (Diocesan Advisory Committee), which had been unanimously carried by the PCC, but was subsequently refused by the DAC. However, The PCC then discovered that, due to our church not having what is known as legally consecrated status, (as opposed to being spiritually consecrated – i.e. set apart for worship) it means that we don't actually need a faculty to make changes to the building. We would, instead, need to approach the council for planning permission should we want to make changes to the structure of the building or in the church grounds. This means that we can move forward with making suitable plans. Having revisited the original plans we are reflecting on the best way forward and what might be the best way to prioritise what needs to happen and when.

Progress with research and planning have been understandably slowed due to the impact of Covid 19, but conversations and exploration is ongoing in spite of the obvious limitations of the current time.

While events and hall bookings have had to come to a halt, which has had an impact on church income, the need to look after the buildings as well as the church family and local community, has not stopped. A detailed list of key works are contained in the fabric report, within the main report. We have been so thankful for the ongoing financial support from the church family, which has meant we could continue to meet the needs of the buildings that we are custodians of, and pay our way throughout the year. When restrictions have lifted sufficiently, the nursery has been able to return, which has been good news for the families, the workers and for us too. We are hopeful that with the slow but steady lifting of Covid 19 restrictions, it will not be too long before we are able to offer the church hall for rental again in the evenings.

Other encouragements have included the developing relationship and partnership between St Cuthbert's and the Annunciation, especially with the licencing service for Trevor and Steve to become associate vicars of both parishes, which took place at the beginning of March. We are sure this will be of mutual benefit for both communities, in knowing that we are not isolated and alone and that we can support each other in practical ways in our service to the Lord and to our neighbourhoods.

Gwyn's continuing work in his role as Stewardship Secretary, of claiming back our Gift Aid from the diocese has been making great strides and we are grateful for his ongoing commitment to seeing that we can receive all that we are entitled to as a

church. It is particularly appreciated over this year, when finances have been understandably challenging.

Our online services have been so supportive in helping our community to stay connected to one another and to maintain a strong sense of collective worship, although having to stay in our own homes, throughout the lockdowns.

It is really encouraging that while we have been unable to meet physically it has been an opportunity for the main worship area to be decorated and cracks filled as well as the grounds looked after.

We give thanks to God for the friendship we have been able to develop with Roe Green Strathcona school over the last six plus years through Trevor and Jacqui's regular assembly visits. We are saddened that the school has found itself in a position where it is due to be closed within the next year. However, we have been able to offer them our support and prayers as a school in the community and are thankful for this opportunity to witness to God's love in challenging times.

We thank God for his great love, steadfastness, comfort and strength towards us all and look to him for the coming year.

Jacqui Goddard & Ben Skeete

Fabric Report for the period of 2020

This is an overview of key works done during 2020 to care for the fabric of the buildings – the church and the church hall along with the grounds.

January

All Chubb fire extinguishers were serviced for the hall and for the church.

February

In keeping with the last structural surveyor's inspection report, arrangements were made for work to fill the cracks throughout the church building. In addition it was arranged that the main worship area, all side rooms and lobby would be redecorated. Also that the redundant wall heaters in the side rooms would be removed and the inner and outer walls be rendered. It was also agreed to repoint areas of the outside wall facing the railway track and, to clear the grounds at the back of the church running parallel with the railway track and along the side of the church facing the vicarage garden.

March

All works listed above were completed in March.

May

Peter Cockeran, the structural engineer, carried out our annual survey. Jacqui shared with him verbally our desire to update the building. His report included advice around the church structure and what we might need to do going forward. He suggested we need to keep in mind how we manage the ongoing subsidence issues for longer term solutions. He also suggested that if we consider changing the windows, that we should bear in mind windows with low bearing mullions built into their structure.

Between May and October further works were paused due to other priorities and restrictions during the period of lockdown.

October

A trench was dug (by Ed Rose) alongside the church hall up to the side room of the church where the electrics and fuse box are situated, and a three-phase cable installed and tested by Brian Lovell – our usual electrician. A 3KW fan curtain heater was installed over the door to the main worship area.

Heating:

We have continued to use the two gas cylinder heaters along with free standing oil radiators with fans, while we are looking at an effective alternative way of heating the church. We will need to remove and replace gas cylinder heaters at the end of December as our building insurance will no longer cover their use in the building.

This is due to the risk of explosion should a fire break out. This will be picked up by the PCC in the new year.

As mentioned in the last APCM in October 2020, although we would like to have replaced our heating source by now, we are having to consider both short- and long-term solutions. The diocese had advised earlier in the year that we needed to properly review the heating needs for the whole church and not just the main worship space. Now we have installed the three-phase cable it will give us much more flexibility around what system we decide to employ. As said in the last report, this will be picked up by the PCC and the Fabric Committee in the coming year and we really hope that we will have a renewed heating system up and running in time for next winter season.

Fabric committee:

The fabric committee will continue to meet to support the PCC in its planning for the buildings and the site's needs. Current members of the group are Trevor Goddard, Gwyn Evans, Damien Crawford-Hector and Jacqui Goddard.

Grounds and cleaning:

Sean O'Sullivan continues to be employed to look after the grounds and carry out regular checks of the drains as well as regularly clearing the flat roof.

The church continues to be cleaned by Elaine Grant on a weekly basis.

Policies and certificates:

All policies and certificates pertaining to the church and hall buildings have been updated and all safety checks are up to date.

Jacqui Goddard, on behalf of Trevor Goddard, Gwyn Evans and Damien Crawford-Hector.

Treasurer's report for 2020 accounts.

(excel sheets of figures added separately).

The finance team involved in maintaining the financial records of the church of the Annunciation are May Siow treasurer, Sasha Hansel Finance administrator, Gwyn Evans Stewardship secretary, Priyani Sylva independent examiner. Rev Trevor Goddard Vicar assists with the preparation of the accounts.

All the accounts have been maintained in good order and we have maintained a healthy balance sheet throughout the year even with the huge challenge of and extraordinary year under lock down.

The balance sheet this year are showing a deficit of £4601.58 in a year when the church has had to be locked down and our income drastically reduced. with no income from Services reduced income from all lettings and no income from our coffee mornings and other events that we would normally hold throughout the year.

The 2020 Accounts:

1. Hall Accounts

Looking at the accounts on the first page labelled *Hall Accounts for the Year Ending 31st December 2020*. The report shows the income and expenditure for all the activities in running the hall in 2020.

Despite lockdown we have managed to increase our surplus generated from managing the hall. The main reason for this was our reduced costs on repair and maintenance in the previous year we had spent a considerable sum on redecorating the hall installing new heating and new wiring and a new fuse box.

The surplus for the year ending the 31st of December 2020 was £11,558.03 compared to the surplus generated in 2019 which was £10,237.27. This is an increase of £1320.76 for 2020.

Income: New contracts were issued for regular users at the start of 2020. But because of coronavirus and the lockdown several regular users were unable to continue to use the hall. This can be seen in the reduced income generated.

In 2019 the total income from hall lettings was £20,575.90 compared to total hall income for 2020 which was £18,541.85. This is a reduction of for the year ending 31st of December 2020 of £2034.05.

Expenditure: The expenditure on the hall in 2020 was lower at £6983.82 compared to 2019 which was £10,338.63. This was a reduction in expenditure of £3354.81. As mentioned above the main catalyst for this reduction in hall spending was lower costs totaling £3227.21 for repairs and maintenance.

Overview: The hall accounts show a surplus for 2020 of £11558.03, which is transferred to the main church income and expenditure accounts under "Net income for hall".

2. Church Income & Expenditure Accounts:

Accounts second page labelled *General Fund Income & Expenditure for the Year Ending 31st December 2020*. This report shows all the income and expenditure for all the activities in running the Church site in 2020.

Income: Gross income for 2020 was £30,568.14 when compared to 2019 total income of £76,118.75. The gross income was lower in 2020 because of a one-off transfer of monies held in trust by the London Diocesan Fund. Despite lockdown stewardship income remained relatively robust due to members of the church generously transferring money directly into the church bank account. The church held online services each week throughout lockdown and information was provided in the notices and on the web page of the church to encourage people to transfer money directly into the churches bank account.

Expenditure: Total expenditure in 2020 was £5454.37 higher than in 2020. Contributing factors were. Common fund Increased by £468.00 to £15600.00 Charitable giving increased by 3342.50 to £3760.00. and repairs and maintenance increased by 3334.76. repairs were done to all the cracks in the church building and the inside of main church was redecorated.

Overview: there was a considerable change in the overall surplus and deficit show between 2020 and 2019 in 2019 the main accounts were showing a a surplus of £46,403.40 and in 2020 this year we are showing a reasonable deficit of £4601.58 despite all of the difficulties of this extraordinary year.

3. Church Balance sheet accounts 2020

The balance sheet represents the total assets of the church as at 31st December 2020. The total movement between 2019 and 2020 was a reduction of £4601.58. The total assets held by the church as at the 31st of December 2020 was £57,724.01.

Appointment of Examiner of the Accounts:

Mrs. Priyani Sylva has agreed to examine the 2020 church accounts. Priyani has worked in accounting for 20 years and has the knowledge, experience and understanding needed to review the churches accounts.

The attached accounts are draft accounts this is because of current restrictions. We have not been unable to present the current accounts and paperwork to Priyani Sylva for independent examination prior to this meeting This will be completed in the next month and approved at the next PCC meeting.

I therefore propose that these attached draft accounts for the year ending 31st December 2020 are approved by the PCC once they have been independently examined and signed off.

May Siow & Trevor Goddard.

**The Church Of The Annunciation
Windermere Avenue, South Kenton
Balance sheet for the year Ending 31st December 2020**

	2020	2019
<u>CURRENT ASSETS</u>		
Central Board Of Finance	0.00	0.00
Business Premium Account	51,633.84	54,591.23
Current Account	6,020.17	7,664.36
Petty Cash	70.00	70.00
	57,724.01	62,325.59
	57,724.01	62,325.59
 <u>REPRESENTED BY</u>		
General Funds 31-12-2020	62,325.59	15,922.19
Surplus of Income over expenditure (Deficit)	(4,601.58)	46,403.40
	57,724.01	62,325.59
	57,724.01	62,325.59

I HAVE EXAMMINED THE ACCOUNTS COMPRISING THE GENERAL FUNDS, CASH ACCOUNT, TOGETHER WITH THE INCOME AND EXPENDITURE ACCOUNTS OF THE GENERAL AND THE HALL MANAGEMENT ACCOUNTS, AND IN MY OPINION THEY ARE AN ACCURATE RECORD OF THE CHURCH OF THE ANNUNCIATION FINANCES FOR THE YEAR ENDING 31ST DECEMBER 2020

SIGNATURE:

DATE:

The Church Of The Annunciation
Winderemere Avenue, South Kenton
General Fund Income & Expenditure for the year Ending 31st December 2020

	2020	2019
<u>INCOME</u>		
Stewardship Giving	8,744.90	9,727.69
Church service Collections	1,663.17	2,442.20
Fund Raising	190.00	115.34
Net Income From Hall	11,558.03	10,237.27
Donations	1,978.65	1,495.83
Inland revenue Gift Aid Received	925.92	9,530.54
Fees (Weddings, Funerals, Banns)	0.00	489.40
Interest & LDF Fund	3,567.47	41,744.48
Miscellaneous	1,940.00	336.00
	<u>30,568.14</u>	<u>76,118.75</u>
<u>EXPENDITURE</u>		
<i>Giving</i>		
Common fund payment	(16,068.00)	(15,600.00)
Charitable Giving	(3,760.00)	(417.50)
	<u>(19,828.00)</u>	<u>(16,017.50)</u>
<i>Church Ministry</i>		
Vicarage & Vicars Expenses	(420.00)	(737.09)
Printing and stationery	(511.88)	(431.37)
Water Rates	(569.29)	(580.21)
Telephone	(323.26)	(263.76)
	<u>(1,824.43)</u>	<u>(2,012.43)</u>
<i>Church & Grounds</i>		
Church Expenses	(3,310.79)	(4,864.79)
Light, Heat & Water	(638.34)	(254.88)
Insurance	(1,398.25)	(1,444.09)
Repairs And Maintenance	(7,931.42)	(4,596.66)
Grounds Maintenance	(238.50)	(440.00)
Sundries	0.00	(85.00)
	<u>(13,517.29)</u>	<u>(11,685.42)</u>
TOTAL EXPENDITURE	<u>(35,169.72)</u>	<u>(29,715.35)</u>
Surplus of Income over expenditure (Deficit)	<u>(4,601.58)</u>	<u>46,403.40</u>

**The Church Of The Annunciation
Winderemere Avenue, South Kenton
Hall Account for the year Ending 31st December 2020**

	2020	2019
<u>SUMMARY OF HALL BOOKINGS</u>		
WINDERMERE NURSERY	16,122.96	16,262.88
WEMBLEY OPERATIC SOCIETY	1,503.85	2,287.98
IRISH DANCE HIRE	728.04	80.00
ROMANIAN PRAYER GROUP	0.00	1,260.00
PRIVATE HIRE	187.00	685.04
	<u>18,541.85</u>	<u>20,575.90</u>
 <u>EXPENDITURE</u>		
LIGHT, HEAT & WATER	(4,197.63)	(4,404.78)
INSURANCE	(1,081.29)	(1,008.12)
REPAIRS AND MAINTENANCE	(876.02)	(4,103.23)
CLEANING & WASTE COLLECTION	(828.87)	(822.50)
	<u>(6,983.82)</u>	<u>(10,338.63)</u>
 SURPLUS (DEFICIT) TRANSFERRED TO GENERAL FUNDS	 <u>11,558.03</u>	 <u>10,237.27</u>

Vicars Review 2021

It was only back in October we managed to hold our last APCM and in that meeting I shared with you my reflections on the past year and our hopes for the future. Since that time there have been further lockdowns, significant turmoil and the introduction of the vaccine. The vaccine has brought great hope to our country and our world and we are now looking and hoping for a post Covid world, but we are still on a long journey.

The journey that the Church worldwide has travelled throughout this Covid 19 pandemic has been remarkable, engaging in ways of communicating with their communities that a few years ago would have been impossible. Our church here at the Annunciation has been working hard to keep that communication going by using weekly recorded online services, WhatsApp prayer groups, Zoom homegroups, meetings and PCC groups. And the patterns that have developed means that more people have engaged and can engage with the worship, prayer and life of our church and develop a sense of belonging to the family we are at the Annunciation.

We would love to grow our family further in person and virtually. The PCC have been looking at the church building to see what we can do to accommodate different groups during the week. We have been looking at plans to make the building more accessible and homely so that people feel welcome. We long to have a church that is a warm, well equipped and a comfortable environment for all. Where the community can come together, share who they are and also learn something of the Christian faith and God's love for them ,which has been at the heart of this place for many years.

The pandemic has taken its toll on many people's well-being, Their physical mental and the spiritual well-being. As we move out of Covid we need to find new ways for us to be reengaged, encouraged and strengthened. Reengaged with a new spirit and a new vision for the future. In times like these when we feel weak we need to know deep within our souls that it is God who is our strength - strength beyond strength. Over the last two Sundays we have been looking at John's Gospel and that inspiring and important message to abide in Christ and stay close to him if we are to live and flourish and bless others. This is the message we need to take on as a whole church. We need to recognise that our church here at the Annunciation survives and flourishes when we fully turn to Christ and when we are trusting him for all we need for our future. So we call on our living God that:

¹⁴ The grace of the Lord Jesus Christ and the love of God and the fellowship of the Holy Spirit will be with us all.

2 Corinthians 13:14

Rev Trevor Goddard

