

# **THE CHURCH OF THE ANNUNCIATION**

Windermere Avenue    South Kenton    Wembley



REPORTS FOR THE

## **ANNUAL PAROCHIAL CHURCH MEETING**

**10.30am 8<sup>th</sup> May 2022**

With Annual Reports and Accounts for 2021

## AGENDA

- Apologies
- Minutes of meeting 9<sup>th</sup> May 2021 (page 3)
- Election /re-election of two Church Wardens
- Elected members of the PCC and election of new members (page 7)
- Report on the Electoral Roll
- Secretary's Report (page 8)
- Overview of the individual service teams and church life reports (page 9)
- Church Warden's report (page 14)
- Fabric report (page 16)
- Financial reports: Treasurer's report & accounts 2021  
Appointment of the external examiner of the accounts (page 18)
- Vicar's review (page 23)
- Any other business

**CHURCH OF THE ANNUNCIATION, SOUTH KENTON  
MINUTES OF ANNUAL PARISH COUNCIL MEETING (APCM)  
HELD ON 9<sup>th</sup> May 2021**

PRESENT: Revd. Trevor Goddard, Ben Skeete (Church Warden) Jacqui Goddard (Church warden & Secretary), Frances Saunders, Gwyn Evans, (Stewardship Secretary & Deanery Synod Rep)  
and 3 parishioners in person  
one PCC member, Iris Fenn, and 2 parishioners via zoom

Apologies: Patricia O'Reilly, Damien Crawford-Hector, Eileen Heenan

Trevor opened with prayer.

**ELECTIONS OF CHURCH WARDENS' PARISH COUNCIL MEETING**

**PREVIOUS MINUTES:** The minutes for the APCM meeting held on the 18<sup>th</sup> October 2020 were agreed by Gwyn Evans and seconded by Frances Saunders as an accurate record of the events of the last APCM as above.

**MATTERS ARISING:**

- The key totals of figures for the finance section of the minutes were noted to be missing from last year's minutes. Jacqui apologised for this oversight, and it was agreed that the minutes would therefore be formally approved at the first full PCC meeting after the APCM.
- There was a typo of an apostrophe in the word 'wardens', which needed to be removed.
- The meeting noted that Ann Gale had needed to stand down from the PCC due to long term poor health.

**ELECTION/RE-ELECTION OF CHURCH WARDENS:**

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 Tuesday 6<sup>th</sup> July 2021, 7:30pm at St Gabriel's church, Cricklewood.

## ANNUAL PARISH COUNCIL MEETING

**REPORT ON THE ELECTORAL ROLL:** The 2020 – 2021 roll currently remains at **50** people, with names added or removed to date.

The new electoral roll was approved as seen by Gwyn Evans, seconded by Frances Saunders and accepted by all present as an accurate record.

**REPORTS:** All reports were provided both as actual and virtual copies (using a QR code) within the main body of the annual report. However, other than the finance reports, they were not read out on this occasion in keeping with guidance for ensuring APCM's are kept to a limited time due to Covid restrictions. Everyone was encouraged to take the time to read them through in their own time.

**PCC & DEANERY SYNOD REPRESENTATIVE:** Gwyn is currently the elected deanery synod representative for The Annunciation.

PCC members were elected at last year's APCM (2020) for three years, up to and including 2023.

The members of the current PCC are as follows:

Frances Saunders, May Siow, Patricia O'Reilly, Damien Crawford-Hector, 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.

**FINANCIAL REPORT:** – was spoken to 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.

Trevor shared that we had done well this year considering the impact of covid19. He said we have been helped by having yearly contracts set up with the nursery and with the Wembley Operatic Society, which has meant that we have been able to keep rent coming in, within the context of flexibility and understanding of individual group's needs. Wembley Operatic had unfortunately had to end their contract for the foreseeable future.

Surplus from the hall increased a little as outgoings were lower, due to there not being many works or repairs to carry out during lockdown.

The income from Gift Aid has been robust. Stewardship and income from hall hire are understandably down, but all things taken into consideration, we still did well.

It was asked if we are aiming to run financially as a church with a cash reserve ‘cushion’.

Trevor confirmed this was the case. He said that in a normal year we would run with a small surplus – having agreed some years back that we should always keep three months capital as a reserve. We don’t show it as such because the funds are there for us to draw upon.

There was discussion about our buildings and the need to look at what we want to do with them in order for them to continue to be a great asset to our community here and in order to be available and suitable to be used more readily during the week. Trevor went on to say, we only currently use our building for an hour a week – which is, in the long term, unsustainable. We also need to be running and maintaining our buildings in an echo friendly way as possible so that they are sustainable for the future.

Trevor said that these are presented as draft accounts, not yet inspected. Once independently inspected they can be approved at a PCC meeting in the next month or so.

The APCM was in approval for us to defer the signing off of the financial report to the nearest convenient PCC.

Gwyn proposed, Ben seconded, and the meeting agreed unanimously.

**APPOINTMENT OF THE EXAMINER OF THE ACCOUNTS:** Trevor proposed that Priyani Sylva be appointed once more as she has proved suitable for a number of years. She has worked for 20 years and has the knowledge and experiences to inspect them. Trevor proposed that she be appointed as independent Examiner of the Accounts for 2020. Priyani Sylva was proposed by Gwyn Evans and seconded by Frances Saunders.

### **VICAR’S REVIEW:**

Trevor presented his review for the year. (Please see the final page of the annual report).

### **ANY OTHER BUSINESS:**

Jacqui has added the annual parish letter to the annual report as an appendix, as it reflects the responses of the community to this unique time throughout the pandemic.

On behalf of the congregation, Gwyn thanked Trevor and Jacqui for their efforts in continuing to keep the church community together and connected during the ongoing challenges of the pandemic – in particular the weekly commitment to setting up the online services with the amount of technical work involved and time given at weekends to produce and share to our wider congregation of people not able to attend in person now we are open. All agreed.

### **POST PCC MEETING:**

The PCC met briefly after the APCM.

Present were: Revd. Trevor Goddard, Ben Skeete and Jacqui Goddard (Church Wardens), Gwyn Evans, Deanery Synod Rep and Stewardship Secretary, Frances Saunders, and Iris Fenn (via zoom).

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

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

The role of Children's Champion was currently left as a vacancy and Jacqui is continuing to cover the role until we get someone suitable to fill the post. Jacqui has agreed to once more 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 30th May 2021. Zoom option will be available for those unable to attend in person.

(To be signed at the next full PCC meeting, post APCM)

Signed: 

Date: 30/5/2021

## **Members of the PCC 2022**

### **Ex officio members:**

**Revd Trevor Goddard** (vicar)

**Ben Skeete** (Churchwarden)

**Frances Saunders** (Churchwarden)

**Gwyn Evans** (Deanery Synod Rep, Stewardship Secretary)

### **Elected Members:**

Damien Crawford-Hector

Jacqueline Goddard (PCC Secretary & Safeguarding Officer)

Patricia O'Reilly

Iris Fenn

Eileen Heenan

## **PCC secretary's report: (2022)**

The most recent APCM was held on 9th May 2021. This meeting was held, socially distanced, in church, lockdown restrictions having been relaxed. Some were able to attend via zoom on this occasion. Since that date there have been eight meetings of the PCC, each chaired by the vicar, the Rev Trevor Goddard. All have taken place via zoom as this has been the most convenient way of holding the meetings. There was an additional PCC away day, joint with St Cuthbert's, to discuss our vision for the next five years and to encourage a sense of joint mission and encouragement.

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

The current PCC members were elected at the 2020 APCM for a three-year term until 2023, when the next election will take place. This year any change to membership of the PCC will, therefore, only happen due to anyone having stepped down and new persons having been elected.

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 now have under 50 church members on the electoral roll, we are allowed to elect 6 parishioners onto the PCC. So altogether we are legally allowed to have up to 10 members on the PCC (including the vicar).

2021 has seen the impact of the pandemic continue to make its mark on our local and broader community. Although we were able to open up, it was with a list of restrictions designed to help everyone feel as safe as possible while coming to worship. We ensured that sanitiser and masks were freely available, kept the doors and windows open wherever possible and operated a one-way system for communion, while offering the wafer to represent both the bread and wine. As restrictions lessened, we were able to reinstate refreshments after the service, which was most welcome. We have continued to meet as a PCC, via zoom as we are unable to have our meeting after the Sunday morning service now due to the second service at St. Cuthbert's each week. Meeting online means it is relatively easy for everyone to take part, wherever they are. As a PCC we have continued to stay focused around the practical care of the church buildings and church finance, ensuring that maintenance is prioritised and that we are planning ahead to ensure the buildings remain fit for purpose. We have also continued to reflect on, plan and begin to implement in small ways becoming more eco-friendly as a church. This will be reflected to an extent in the fabric report. Subsequent to this report are the individual reports within the larger APCM report, which will reflect in some ways the ongoing impact the Covid 19 pandemic has had on organising events in and for the community.

J Goddard

## **Communications report**

As already mentioned, we have been able to use ‘Zoom’ regularly for our PCC meetings. We have continued to use our YouTube channel, where we have been able to upload our weekly virtual services, which can then be easily accessed via a YouTube link.

The church’s website continues to be another important and effective way of communicating and maintaining positive connections with our local community. We still have a small but significant minority who are still reliant on the virtual services provided each week. Some members have become housebound during the year and are thankful to still have this link with the church community each week. We have continued to have 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 our coffee mornings, Remembrance Sunday and our Christmas Carol Service, to name a few.

Throughout the year we have continued effectively connecting with the church and wider community via the four WhatsApp groups: ‘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). For those who don’t have WhatsApp we still maintain communication via email each week to provide the link to the online virtual services.

While zoom homegroup had continued to be well attended up until the summer, as people got used to the renewed freedom, we found that it was no longer meeting people’s needs. It was decided to suspend the online homegroup for the time being and review when it would be right to reinstate it as we move forward into the new year.

We were able to invite people to share in our Christmas festivities and services this Autumn and Winter, both online and face to face. Online services included, a pre-recorded Carol Service and a kid’s Christmas.

## **Home group report**

Homegroup, as mentioned above, as an online group was suspended and, due to the changeable nature of Covid 19 case numbers, we were unable to reinstate a face-to-face group up until the end of the year.

## Our worship life

Our worship on a Sunday morning has continued as described throughout the remainder of the year. In keeping with the diocesan advice, services have remained simple and slightly shorter to minimise risk of those attending. Numbers have continued to remain stable at around the same level as before the start of lockdown in March 2019. Having opened in time to celebrate Easter together, it was a joy just to be together in familiar surroundings celebrating our faith.

The most significant change and development to our worship life has been Trevor becoming full time vicar of St Cuthbert's church in addition to his continued post here at the Annunciation as a self-supporting minister. This has meant a change to an earlier start for the service, from 10.00am to 9.30am. We shared a very uplifting Harvest Festival service and during Advent brought the two churches together in a joint community choir, having two carol services during December that were very well attended and well received. At the Annunciation we had numbers nearing 80, which in the circumstances was quite amazing. We also had a shared Midnight Mass, hosted at The Annunciation with numbers nearing 30, with more neighbours than in previous years. We had a joint Christmas Day service at St Cuthbert's. For those who could not be physically with us in worship, the online services have continued to help people 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.

Jacqui continues to be the main musician for worship. When away, Gwyn will usually 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. Jacqui and Gwyn have continued to share in providing sung worship, and it was a particular joy when we all had permission to sing again, masked and unmasked!

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.

When Trevor and Jacqui are away on leave, Revd Jeremy Crossley has, towards the end of the year, been able to cover the services once more. Due to the changeable nature of Covid 19 during the Christmas season we were able to provide a prayer labyrinth, but on a smaller scale, so that people weren't spending too long a time sharing the same space. There were four stations and people were pleased to enjoy their time of much needed reflection.

J Goddard

## **Safeguarding Report**

Jacqui Goddard continues to hold the role of Safeguarding Officer (SO) for the Church of The Annunciation. Jacqui will stand for election again under the new PCC for 2022-23 as the role runs from just after the APCM until the following year at the same time.

She holds a Disclosure and Barring Service (DBS) certificate in her role as church warden and Junior church leader. 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.

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. Due to a delay in Jacqui's updated refresher training, she was unable to provide refresher training for the PCC members. However, this will be followed up in the new year as a priority as soon as she has been able to complete her own training. One of the outcomes of the triennial earlier in 2021 was that the Area Dean was encouraging all PCC members to complete a DBS check as it is now deemed good practice for those in leadership roles within the church to hold a DBS certificate. This will be an ongoing process, hopefully being completed sometime during early to mid 2022.

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.

### **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. In spite of the struggles of being able to meet due to the ongoing challenges of Covid 19, the group did manage to meet in the summer and celebrated 50 years of the friendship group by eating together at the Toby Carvery. It really was a joyous reunion after so many months in isolation from friends. It was sad that during lockdown, one of the members had passed away. But there was a lot of reminiscing and thankfulness too.

This is another example of precious connections made and kept with the support of the community of The Annunciation.

J Goddard on behalf of the 8.15 Group

### **Social Report**

We were able to tentatively plan our first social event of the year – our coffee morning - in July - a mainly outdoor event, it was a plant sale. It was so well attended with about 50 people throughout the morning visiting. It showed that there was a real appetite to get together again. We subsequently reinstated the Coffee morning plus programme in September and had a steady flow of friends visiting regularly, though with the unpredictability of Covid 19, numbers have been changeable.

Having missed our coffee and chat after each Sunday service, it was wonderful to get it going again. To begin with we made changes to how we served to be in keeping with the guidelines, serving people at the tables and encouraging people to stay seated and to wear masks unless eating and drinking. We also provided individually packed snacks to minimise contact. Everyone was willing to do what was needed in order for us to happily meet socially in this way. It helped enhance our feeling of family and of worship together too. By the end of the year things felt a bit freer and while taking great care, things were allowed to be a little more relaxed. Though ventilation of the hall has been maintained.

We have missed not being able to host live quizzes or have outings out with the local community. But we look forward to a time, perhaps not too far in the future when these occasions can be planned and enjoyed once more.

### **Christmas Tree Children's Project**

Once more, due to Covid 19 restrictions, it was not practical for us to attempt organising running ‘Love in a box’ this year. Marianna was able to organise us supporting the Christmas Tree Children’s Project, which supports children more locally, who have very little and are unlikely to receive presents at Christmas time. The response to this project was so positive. The presents were wrapped and put under the tree until they were collected for both churches. There were at least 200 presents and it took 6 police officers to empty the car of bags when Marianna delivered them to the police station. A wonderful outpouring of God’s love to those in need. Thank you.

On behalf of Marianna Dominguez

## **Welcoming Team/Offertory/prayers/readings & Chalice rotas**

We have been able to reinstate the various rotas to help church services and social activities run more smoothly. We currently still only use the wafer as a representation in communion for both bread and wine, so we do not currently run a chalice rota. This will be reviewed at the appropriate time in the months to come. Welcomers have used full face visers so that they could welcome and reassure with a smile, while remaining safe. Now they are using a mask if they choose to. Hand sanitiser remains available to all on entrance to the church. Trevor and the PCC are so thankful for the support people on the rotas continue to provide each week.

## **Brent Deanery Synod**

Gwyn Evans is currently the appointed Brent Deanery Synod representative for The Annunciation. Face to face meetings have recently been reinstated.

## **Churches Together**

The annual silent walk of witness for Good Friday was sadly unable to take place once more this year.

Trevor has continued to be a regular attendee of the Churches Together meetings, which were recently reinstated as face-to-face meetings. During the year Revd Olwen Fields retired as vicar of the Ascension. Revd Jacqueline Shalloe was installed as vicar of the Ascension in October 2021. Next year's silent walk of witness will be on the agenda in the new year.

Trevor Goddard

## **Church Wardens report (2021)**

This report covers the business of the PCC for 2021.

As mentioned in the secretary's report, the PCC met for a virtual PCC meeting on eight occasions between the last APCM (May 2021) and this APCM. This report gives a snapshot of business covered during that period.

In April 2021 churches were allowed to open with the following guidance:

- Services should be carried out in the shortest possible time - to ensure safety and minimise infection spread
- Worshippers should wear a face mask and keep a 2m (6ft) distance from anyone not from their own household or support bubble
- People must not mingle with anyone not in their own household or support bubble, and should be "encouraged to move on promptly" afterwards
- Spoken responses from worshippers should be uttered softly, and there should be no communal singing or chanting indoors to reduce the risk of transmission

We ensured that movement during the service was kept to a minimum and operated a one-way system while maintaining social distancing during distribution of communion. We also weren't able to offer refreshments after the service.

Slowly and surely restrictions began to lift and by the summer we were able to have our first social event on the calendar of a Coffee Morning and plant sale, which was well attended by around 50 people and where friends from the neighbourhood as well as from within the church helped set up outside and make the morning a success. The full coffee morning programme was able to be reinstated in September.

The plans we had hoped we could take forward around development of the church to encourage a better footfall have slowed considerably due to the wide impact of the pandemic on church life. Our main focus has been on drawing people back together as a worshipping community and building up our community once more. The plans we had been making around making improvements to the church building in order to be able to invite the library's memory café to use our site, sadly fell by the wayside as the memory café stopped running. It has meant that we have had to review our plans for how the church might be used in the future. The PCC will continue to prayerfully consider how to move forward with the possible development of the church building.

The good news for the financial health of the church is that the hall lettings have been able to resume, and we now have a healthy level of long-term bookings on a yearly basis for four out of the five weeknights, with a wide range of activities happening. The Wembley Operatic group have resumed their rehearsals; a Martial Arts group has been started; the dancing class has resumed, a Slimming World group has started, and a new Romanian church group has started. We have also been

contacted by someone from the scouting movement as they are looking at the possibility of starting up a new scouting group in this area in the coming year and are looking for suitable venues. We will want to encourage their presence in this area and will be following up with them in the new year.

Our partnership and growing relationship with St Cuthbert's is something we can feel encouraged by. We shared the Christmas season, having a joint choir for the Christmas Carol service, which took place at both sites. We were able to invite people from St Cuthbert's to join us for our Midnight Mass and were invited to attend St Cuthbert's for the Christmas Day service. We have plans for the new year to further strengthen our relationship with St Cuthbert's.

Our online services continue to be a source of encouragement and strength to those unable to return to church since lockdown ended and also continue to reach a wider online congregation of people who discovered our services during lockdown and have continued to source them for their worship, from outside of the parish and even abroad.

We are thankful to God for his great love, his mercies, his comfort and encouragement and look to him to guide us through a year that will have its challenges but also its blessings.

Jacqui Goddard & Ben Skeete  
Churchwardens

## **Fabric Report for the period of 2021**

This is an overview of key works done during 2021 to care for the fabric of the buildings – the church and the church hall along with the grounds.

### January

New free-standing heaters in situ in the church, which have replaced the gas cylinder heaters that we were no longer covered by insurance to have in the building.

### February

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

PAT testing completed.

Gas safety checks completed.

### May

The wooden posts for the old, large noticeboard were removed.

A new electric switch was replaced for one of the radiators in the hall after it failed.

The sink in the ladies' toilets was repaired, as it was coming away from the wall.

### June

Structural engineer, Peter Corcoran, inspected the site in order to advise us on the best way forward regarding underpinning.

### July

Due to fly tipping we had to order a skip to clear the rubbish. (The diocese covered the cost of the skip).

The back wall in the central worship area of the church was repainted to cover the gap in painting where the organ pipes unit used to sit.

The weeds were cleared behind the church nearest the railway track and the ground treated with weed killer.

The windows were cleaned inside and out.

### September

A chain barrier was installed for the car park entrance, to be used on Wembley Stadium match days in particular and other occasional times, to deter parking without permission and to deter fly tipping.

The site survey in order to assess the soil was carried out by the company Fastrack. This involved drilling pilot holes around the church and a large 20 metre deep hole at the front of the church, to assess the correct depth needed for new foundations of any future building.

## October

In the church hall several electric Light Strips were replaced, and a broken plug socket replaced.

The electrician replaced one light fitting, which is broken.

A local carpenter built a replacement cupboard to house the electrics in the hall.

## Fabric committee:

The fabric committee hasn't met this year due to changing circumstances. It will be necessary to look at who is on the committee and who can help take things forward practically on behalf of the PCC in the coming months. Current members of the group are Trevor Goddard, Gwyn Evans, Damien Crawford-Hector and Jacqui Goddard.

## Grounds and cleaning:

SOS Services (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. Stephen Foxley was appointed as hall cleaner at the time the nursery was able to open up again. He does a thorough clean of the hall every Saturday to support high levels of hygiene for the hall.

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

## Eco Church

As a church we have now signed up to be part of Eco Church, which is a project run by 'A Rocha' – an organisation concerned with caring for God's earth. This is a reward scheme where churches can progress from bronze to silver and gold in their eco status. We are currently perusing our bronze status. This means we will be working towards achievable targets over the next year in educating ourselves as a church community to reduce our carbon footprint as we carry out our activities and plans as a church and as individuals.

## 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 & Ben Skeete

## **Treasurer's report for 2021 accounts.**

The finance team involved in maintaining the financial records of the church of the Annunciation are May Siow (treasurer), Ben Skeete (Church Warden), Gwyn Evans (Stewardship secretary), Priyani Sylva (independent examiner). Rev Trevor Goddard (Vicar).

All the accounts have been maintained in good order and we have maintained a healthy balance sheet throughout the year as lockdown has eased over 2021 the Hall income has gradually increased providing a more secure footing for the future.

The balance sheet this year is showing a surplus of £4157.94. As the church has re-introduced services, Coffee Mornings, and activities in the community. The income of the church for 2021 has increased by £3016.14 in comparison 2020's income.

### **1. Hall Accounts**

Looking at the accounts on the first page labelled *Hall Accounts for the Year Ending 31<sup>st</sup> December 2021*. The report shows the income and expenditure for all the activities in running the hall in 2021.

After lockdown we have managed to increase the surplus generated from managing the hall. The main reason for this was an increase in rental income. Two new groups began to use the hall in 2021. Slimming World on Wednesdays and a Martial Arts group on Tuesdays.

The surplus for the year ending the 31<sup>st</sup> of December 2021 was £12,400.64 compared to the surplus generated in 2020 which was £11,558.04. This is an increase of £842.60 for 2021.

**Income:** New contracts were issued for regular users in 2021. In 2020 the total income from hall lettings was £18,541.85 compared to total hall income for 2021 which was £19429.01. This is an increase of £887.16 for the year ending 31<sup>st</sup> of December 2021.

**Expenditure:** The expenditure for the hall in 2021 was £7028.37 compared to 2020 which was £6983.81. This was a small increase in expenditure by £44.56. This is a low level of spending on the halls maintenance repair and utilities we expect this to increase in 2022.

**Overview:** The hall accounts show a surplus for 2021 of £12,400.64, 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 31<sup>st</sup> December 2021*. This report shows all the income and expenditure for all the activities in running the Church site in 2021.

**Income:** Gross income for 2021 was £33,584.28 when compared to 2020 total income of £30,568.14. Gross income this year has increased by £3,024.14 as a

result of church activities being reinstated after Covid restrictions. Two areas saw an increase in income. Stewardship and gift aid received. Gift Aid received in 2021 totalled £3354.44 and related to stewardship and donations up until 31-12-2019. Three claims were submitted during the year these were for £836.93, £2436.61 and £80.60 totalling £3354.44. Gwyn Evans the churches stewardship recorder has meticulously worked his way through the historical records to ensure that we have recovered all of the gift aid monies receivable for The Annunciation up till 31<sup>st</sup> of December 2019 a big thank you to Gwyn for his hard work and dedication in resolving these issues. He is continuing to work on recovering further outstanding give date for 2020 and 2021.

**Expenditure:** Total expenditure in 2021 was £29,426.34 which was £5,743.38 lower than in 2020. The main contributing factors were. The common fund contribution was reduced by £1,168.00 and no charitable giving from the church was made to external organisations. In 2020 we made donations to charity of £3760.00.

The largest area of expenditure this year is for repairs and maintenance. Under this heading the church spent £5,680.40 in preparation work to produce plans to re-order the church building. This included a structural engineers report and a church site inspection including boreholes and a reports on the ground structure and soil samples.

**Overview:** there was a considerable change in the overall surplus and deficit show between 2021 and 2020. in 2020 the main accounts were showing a deficit of £4,601.58 and in 2021 this year we are showing an surplus of £4,157.94. This is very positive news. The church has turned round from making a deficit in 2020 during the height of Covid to making a small surplus in 2021.

### **3. Church Balance sheet accounts 2021**

The balance sheet represents the total assets of the church as at 31<sup>st</sup> December 2021. The total movement between 2020 and 2021 was an increase of £4,157.94. The total assets held by the church as at the 31<sup>st</sup> of December 2021 was £61,881.95.

### **Appointment of Examiner of the Accounts:**

Mrs. Priyani Sylva has agreed to examine the 2021 church accounts. Priyani has worked in accounting for 20 years and has the knowledge, experience and understanding needed to review and examen the churches accounts.

May Siow & Trevor Goddard

**The Church Of The Annunciation  
Winderemere Avenue, South Kenton  
Hall Account for the year Ending 31st December 2021**

	2021	2020
<b><u>SUMMARY OF HALL BOOKINGS</u></b>		
WINDERMERE NURSERY	16,775.04	16,122.96
WEMBLEY OPERATIC SOCIETY	0.00	1,503.85
IRISH DANCE HIRE	713.97	728.04
SLIMMING WORLD	1,140.00	0.00
MARTIAL ARTS	700.00	0.00
PRIVATE HIRE	100.00	187.00
	<b><u>19,429.01</u></b>	<b><u>18,541.85</u></b>
 <b><u>EXPENDITURE</u></b>		
LIGHT, HEAT & WATER	(2,359.09)	(4,197.63)
INSURANCE	(1,230.50)	(1,081.29)
REPAIRS AND MAINTENANCE	(2,072.48)	(876.02)
CLEANING & WASTE COLLECTION	<b><u>(1,366.30)</u></b>	<b><u>(828.87)</u></b>
	<b><u>(7,028.37)</u></b>	<b><u>(6,983.81)</u></b>
 <b><u>SURPLUS (DEFICIT) TRANSFERRED TO GENERAL FUNDS</u></b>	<b><u>12,400.64</u></b>	<b><u>11,558.04</u></b>

**The Church Of The Annunciation  
Winderemere Avenue, South Kenton  
General Fund Income & Expenditure for the year Ending 31st December 2021**

	2021	2020
<b><u>INCOME</u></b>		
Stewardship Giving	10,194.06	8,744.90
Church service Collections	1,928.28	1,663.17
Fund Raising	0.00	190.00
Net Income From Hall	12,400.64	11,558.03
Donations	1,614.77	1,978.65
Inland revenue Gift Aid Received	3,354.44	925.92
Fees (Weddings, Funerals, Banns)	199.00	0.00
Interest & LDF Fund	3,655.30	3,567.47
Sundries	237.79	1,940.00
	<b><u>33,584.28</u></b>	<b><u>30,568.14</u></b>
<b><u>EXPENDITURE</u></b>		
<i>Giving</i>		
Common fund payment	(14,900.00)	(16,068.00)
Charitable Giving	0.00	(3,760.00)
	<b><u>(14,900.00)</u></b>	<b><u>(19,828.00)</u></b>
<i>Church Ministry</i>		
Vicarage & Vicars Expenses	(420.00)	(420.00)
Prininting and stationery	(424.79)	(511.88)
Water Rates	(595.04)	(569.29)
Telephone	(493.98)	(323.26)
	<b><u>(1,933.81)</u></b>	<b><u>(1,824.43)</u></b>
<i>Church &amp; Grounds</i>		
Church Expenses	(3,247.58)	(3,310.79)
Light, Heat & Water	(314.26)	(638.34)
Insurance	(1,230.50)	(1,398.25)
Repairs And Maintenance	(7,640.47)	(7,931.42)
Grounds Maintenance	(157.50)	(238.50)
Sundries	(2.22)	0.00
	<b><u>(12,592.53)</u></b>	<b><u>(13,517.29)</u></b>
<b>TOTAL EXPENDITURE</b>	<b><u>(29,426.34)</u></b>	<b><u>(35,169.72)</u></b>
<b>Surplus of Income over expenditure (Deficit)</b>	<b><u>4,157.94</u></b>	<b><u>(4,601.58)</u></b>

**The Church Of The Annunciation  
Windermere Avenue, South Kenton  
Balance sheet for the year Ending 31st December 2021**

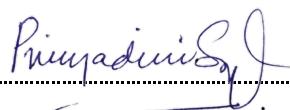
	2021	2020
<b><u>CURRENT ASSETS</u></b>		
Central Board Of Finance	0.00	0.00
Business Premium Account	51,639.00	51,633.84
Current Account	10,172.95	6,020.17
Petty Cash	70.00	70.00
	<b>61,881.95</b>	<b>57,724.01</b>

**REPRESENTED BY**

General Funds 31-12-2020	57,724.01	62,325.59
Surplus of Income over expenditure (Deficit)	4,157.94	-4,601.58
	<b>61,881.95</b>	<b>57,724.01</b>

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 2021

SIGNATURE: .....



Priyani Sylva

DATE: ..... 06-05-2022 .....

## **Vicars Review 2021**

### **The Annunciation Vicar's report 2021.**

#### **We start the year with one church and end with two.**

As we entered in to 2021, we were dealing with all the ongoing complications that Covid has caused. The interruption to Services and events. Facemasks, communion only in one form (bread), social distancing and all the other rules and regulations which we put into practice to ensure people were kept as safe as possible. On the 23<sup>rd</sup> of June 2021 the restrictions were lifted in England. But a cautious approach was still to be taken by all. The Annunciation over the last year has maintained recording the weekly Sunday service which is still well regarded and viewed each week by a faithful group. This has been an innovation that has given access to past members to the church they love. We have also maintained the Zoom PCC meeting.

During the year the church that I was associate vicar at, St Cuthbert's North Wembley, saw the departure of their vicar Reverend Steve Morris in July 2021. I was contacted by the Bishop and asked if I would be willing to take on the extra responsibility of running this church in addition to The Annunciation. After a period of prayer I decided that this could well benefit both parishes.

I was appointed and licensed by Bishop Pete to be the vicar of St Cuthbert's on the 27<sup>th</sup> of September 2021 where we held a very special service. My first service at St Cuthbert's was a joint service for Harvest on Sunday 3<sup>rd</sup> of October at 11am. We had a good attendance for both churches. The two church changed the time of their services from then onward to accommodate the change from two vicars to one. Now the Annunciation service is held at 9:30am instead of 10am. In 2021 after much disruption due to covid we reinstated the monthly Coffee Morning. It has not reached pre-Covid levels of attendance but we are hopeful for future as the community rebuilds its confidence.

#### **Joining together our resources:**

Both churches came together at Christmas to be part of the Community Choir this was a real opportunity for members of both churches and the public to get together and to get to know each other. Both churches put on carol services with the Community Choir and they were an amazing success as always. Jacqueline (my wife) managed to work her magic as she always does. It is these events that highlight our presence in the community and has built up a reputation in South Kenton. The Annunciation is now a very well regarded community hub. We are looking at how best we can develop some of the facilities that we offer at the Annunciation in 2022.

#### **A Heart for the future and beyond:**

We are a Christian community who believes that Jesus Christ transforms the lives of those who get to know him and as Christ's church here at the Annunciation, we need to pray that Christ will be made known to us all in a new way and to all we meet. This is not because we want our Church to be super successful but because we know as individuals who are the receivers of God's love, it is Good for us and Good for Gods world. We are called by God to have a heart of Worship, a heart of service, and a heart of Generosity may that be our corporate and individual focus for the future year and beyond.

Rev Trevor Goddard