

THE PARISH CHURCH OF ST MICHAEL & ALL ANGELS
WITH ST EADBURGHAS CHURCH. BROADWAY
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2021

Administrative information.

St Michael and All Angels' Church is situated in Church Street, Broadway, WR12 4AE.
It is in the Deanery of Evesham in the Diocese of Worcester within the Church of England. Correspondence
address is The Vicarage, Church Street, Broadway, Worcestershire, WR12 7AE.
Charity Registration Number 1129380.

Parochial Church Council (PCC) members who have served from 1st January 2021 until the date this report
was approved are:

Incumbent: Revd Michelle Ward Chairman and Priest-in-Charge

Curate: Revd Josephine Williamson

Wardens: Mr Kevin Beasley
 Mr John Hayes

*Representatives on
the Deanery Synod:* Dr Joan Reading (also Safeguarding Officer)

Elected members: Mr Kevin Beasley Treasurer
 Mrs Sarah Beasley Secretary
 Mr Stuart Bates Until APCM 2021
 Mrs Gill Hammond Deputy Churchwarden
 Mrs Marilyn Walker
 Mr Peter Grant

Aims and Purposes.

The object of the Parochial Church Council is the promotion of the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC co-operates with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The Parochial Church Council supported the following charities in 2021: Helping Hands in the Vale, The Royal British Legion and Water Aid.

Structure, Governance and Management.

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

The method of appointment of PCC members is governed by and set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

The PCC has reviewed the policies on: Health & Safety; Safeguarding and have completed the parish Safeguarding Toolkit as required by the Diocese; Graveyard; Conflict/Declaration of Interest; Reserves; Risk; Data Protection; Complaints.

The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.)

Annual reviews are carried out for our Lay Readers and Authorized Lay Ministers. Pay reviews are undertaken for the organist, the office administrator and the people who maintain the graveyard and churchyard.

The PCC meets on a regular basis and the standing committee has the power to transact the business of the PCC between PCC meetings subject to directions given by the PCC.

Objects and Activities

The PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

The main objectives for 2021 were to increase income by fundraising; increase presence in the community; encourage use of the church building for community events. However due to Covid-19 our aims changed to help our community by being a Christian and prayerful presence and hope during the pandemic.

Achievements and Performance

Services were held via Zoom for Morning Prayer until April 2021. There was a Zoom Evening Prayer each Sunday at 6.00 p.m. The Church WhatsApp group continued for daily Morning and Evening Prayer and general support.

Visits to Brompton House, home communion, pastoral visits, visits to the school, coffee club at No.32 and Tea at 3 were not able to restart in 2021.

We held a zoom Valentines event where people came and shared poems and favourite songs.

Zoom services were held for Mothering Sunday (Churches Together in Broadway), and a Zoom Lent Series based on talks from a BBC series.

Churches were opened for a limited time to allow people to pray privately for HRH Prince Philip who died in April.

From October there were two Communion Services each month at St Michael's on the 2nd and 4th Sundays (Communion in one kind only – bread.) From November there was a said BCP Communion at 9.00 a.m. on the first Sunday.

All Souls and the Tree of Light was a combined service in November on the Village Green by the Tree of Light. People were invited to bring along a memory bauble, as last year. We also sold lavender, candles, and cakes and held a Christmas Draw.

The Vicar's & Churchwardens' fund, set up in 2016, has been used to provide help for the poor, homeless and needy individuals in the village and provide food bank parcels at Christmas. This fund also helped families in need throughout the year.

The Friends of St Eadburgha's have continued to support the parish with funds for the maintenance of St Eadburgha's Church and all their support is greatly appreciated.

On Christmas Eve we held a Carol Service on the Green – which was well attended and appreciated. We also held a Zoom Carol Service for those still shielding. Midnight Communion was held at St Michael's on Christmas Eve and Communion on Christmas Day. On Boxing Day, a Service of Readings and Carols was held.

Shellie continued to work with the Broadway Coronavirus Support Group and helped coordinate the volunteers through lockdown with the help of the church and village volunteers.

Review of the Year

The PCC met 10 times during the year and dealt with various matters. Meetings held during the first 6 months took place via Zoom and once the COVID-19 restrictions had been lifted in July meetings resumed in St Michael's Church. Attendance at meetings has been good. The PCC also received reports from the sub-committees: Standing; Finance; Fabric; Social, Fundraising and Mission. Reports were also received from the Deanery Synod and Diocesan Synod.

The PCC had passed a Resolution, at its May 2020 meeting, that “as per rule M29 of the Church Representation Rules 2020, to meet as a PCC on Zoom and ratify decisions subject to those not being able to meet on Zoom being given ample opportunity to add their views via email beforehand and then fill them in after via conversation.”

During the year the PCC also discussed the following:

- ❖ The Grapevine Magazine;
- ❖ Finance and budget issues. Government furlough scheme; Payment of Parish Share. Insurance. Charitable Giving. Parish Giving Scheme;
- ❖ Concerts;
- ❖ Redundancies and resignations;
- ❖ Safeguarding Action Plan;
- ❖ Valentine's Day Zoom service;
- ❖ COVID-19 guidelines and risk assessments;
- ❖ Churchyard maintenance – at Snowhill Road and St Eadburgha's
- ❖ Growing as Kingdom People;
- ❖ Childswickham;
- ❖ Damage to St Michael's ceiling;
- ❖ Appeal letter to the members of the Electoral Roll and the village community;
- ❖ Quinquennial Surveys for St Michael's Church and St Eadburgha's Church – completed in April 2021;

- ❖ Access to the clock, bell, and roof at St Michael's Church;
- ❖ Installation of a flagpole and flag on St Michael's tower;
- ❖ Clergy wellbeing;
- ❖ Services after COVID – including Harvest, Remembrance and Christmas;
- ❖ Broadway United Charities;
- ❖ Laying up of the Royal British Legion Standard;
- ❖ Social activities including the Christmas Draw;
- ❖ Advent Calendar windows;
- ❖ Food bank;
- ❖ Tree and bench in churchyard; Planting of a tree in memory of HRH Prince Philip; Consideration of a report on the state of the trees in the churchyard following bad storms.

The clock and fire extinguishers have been serviced / tested.

Deanery Synod

During the year, the Synod met (also via Zoom) and discussed varied topics and reports were submitted to the PCC.

Financial Review

Total income on ordinary unrestricted funds was **£73,303** as detailed in the financial statements. Total expenditure on ordinary unrestricted funds was **£67,410**. **£10,000** contribution was made towards the 2021 Parish Share.

The net result for the year was a surplus of income over expenditure of **£5,893** on unrestricted funds.

Reserves Policy

It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to at least three months' unrestricted payments. This is equivalent to £20,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the end of the year was **£13,043** which is lower than this target.

The balance of restricted funds at the end of the year was **£11,038** and is comprised of the Parish Building Fund. This is used to fund the upkeep of St Michael & All Angels' Church fabric and St Eadburgha's fabric.

Where income permits it is PCC policy to transfer funds into the Parish Building Fund, the Heating Fund, the Organ Fund, and the Mission Fund. In the past year this has not been possible as there have been no surplus funds.

It is our policy to invest funds with the CCLA Church of England Deposit Fund. There are no funds currently invested.

The PCC has proposed to set aside sufficient funds, income permitting, to build up a more adequate amount of reserves in all funds through a Stewardship Campaign and fundraising events. It will also make every effort to pay the Parish Share in full.

Risk Management

The PCC receives Regular Financial updates from the Treasurer. Income remained lower due to the COVID-19 pandemic.

Due to the economic climate less interest has been received on savings.

The PCC is aware of the necessity to increase income and plans to hold a stewardship campaign in 2022.

The PCC considered the regulations regarding data protection – the General Data Protection Regulation (GDPR) which came into force on 25th May 2018. Contact preferences have been recorded, secure storage has been purchased and a GDPR Policy is now in place.