

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 2020

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 2020 until the date this report
was approved are:

<i>Incumbent:</i>	Revd Michelle Ward	Chairman and Priest-in-Charge
<i>Curate:</i>	Revd Josephine Williamson	
<i>Wardens:</i>	Mr Kevin Beasley Mr John Hayes	
<i>Representatives on the Deanery Synod:</i>	Dr Joan Reading	
<i>Elected members:</i>	Mr Kevin Beasley	Treasurer
	Mrs Sarah Beasley	Secretary From APCM 2020
	Mr Stuart Bates	
	Mrs Gill Hammond	Deputy Churchwarden
	Mr Colin Harper	Until APCM 2020
	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 2020: 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 2020 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 every Sunday at St Michael's Church during January and February. The outbreak of the pandemic COVID-19 meant that from March 2020 there was a national lockdown and all churches were closed. It was wonderful to join in singing 'Jesus Christ is Risen Today' in the street for Easter. Services were arranged via Zoom from June for Evening Worship. A Church WhatsApp group was formed for daily Morning and Evening Prayer and general support. We were able to produce a prayer book before we had to close the church for people to pray at home which was shared by our diocese and others. We also produced a 'Vicar's and Curates Musings' to bring together up to date information. We also sent bookmarks and a card to our wedding couples who were affected by the pandemic and had to postpone their weddings to 2021.

Due to Government restrictions, 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 carry on.

During the first easing of lockdown the St Michael's was able to open for private prayer for an hour on a Sunday. Risk assessments were carried out and sanitizing guidelines were followed. Bunting was put in place to help with social distancing. A Test & Trace QR code was generated for those attending and a list of names was recorded for those who did not have a mobile phone with the NHS app on.

At a meeting in July the Priest in Charge and the PCC Resolved, for Broadway and Wickhamford acting jointly, to dispense with the reading of Morning and Evening Prayer as required by Canon B 11 and the celebration of the Holy Communion as required by Canon B 14 on the following occasions:
From Sunday 5th July 2020 until Sunday 6th September 2020.

The reason for the dispensation was that in the light of the Government's guidance on preventing the spread of Coronavirus, there was no church in the benefice which can be used safely for public worship on those occasions. If some services were able to go ahead but others cannot, the resolution would be edited accordingly.

St Eadburgha's was open for private prayer only.

No concerts or events have taken place.

For All Souls we asked people to bring a 'decorated bauble' and our Christmas Tree kindly donated by The Lygon Arms, was decorated as a memory tree and looked stunning. We invited families to come for individual prayer 13th Dec 2020 to see their loved one's bauble in place. We also sold lavender, jams and cakes at this event and drew the Christmas Draw – our only fundraising in 2020.

The Vicar's & Churchwardens' fund (initially called 'Petty Cash 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 enabled 30 x £50 vouchers for Tesco's to go to families in need at Easter due to an appeal for help at Christmas for the Christmas Hamper from Churches Together.

The Friends of St Eadburgha's have continued to support the parish with funds for the maintenance of St Eadburgha's Church, but fundraising has not been possible.

At Christmas we sent a card to everyone on our Electoral Roll and also a letter about our financial situation which 2 members of the electoral roll responded to. We also put an article in the new village Broadway News 'Save our Churches' with a website appeal to which 5 people responded re our financial situation and the crisis point we are at as a church. We also held a Carol Service on the Green – which was well attended and people would like to continue this next year. We also held a Zoom Carol's for those shielding as a churches together event.

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

Shellie worked with the Broadway Coronavirus Support Group and helped coordinate the volunteers through lockdown with the help of the church and village volunteers. This also caught the attention of the BBC News Alex Forsyth and ended up on the 10pm news!

4 services were offered around the benefice this past Easter one a day due to the pandemic and weekly morning worship continued in St Michael's from then on. We hope to keep opening our churches for services from Pentecost 23rd May for our other churches.

Review of the Year

The PCC met 9 times during the year and dealt with various matters. 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.

January and February 2020 PCC Meetings were held in St Michael's. Due to the outbreak of the COVID-19 pandemic, May, June, July, September, November and December meetings were held via ZOOM meeting. There were no meetings in March or April.

The PCC passed a Resolution at the May 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."

The time frame for holding the Annual Meeting was extended by the Church of England and therefore took place on Sunday October 4th 2020. It was held in St Michael's during a temporary lift in the lockdown restrictions.

During the year the PCC also discussed the following:

- ❖ Stewardship and Stewardship Campaign;
- ❖ Finance and budget issues. Government furlough scheme; Payment of Parish Share. Insurance. Charitable Giving. Parish Giving Scheme;
- ❖ Purchase of Parish computer;
- ❖ Lift repair / replacement;
- ❖ COVID-19 guidelines and risk assessments;
- ❖ Safeguarding;
- ❖ Childswickham;
- ❖ Church life after COVID-19 survey;
- ❖ Deanery Consultation on Deanery Simplification;
- ❖ Structure of Deanery Synods;
- ❖ Parish photocopier;
- ❖ Open Conversations;
- ❖ Social activities;
- ❖ Maintenance of the Churchyards;
- ❖ Quinquennial Surveys for St Michael's Church and St Eadburgha's Church
- ❖ Food bank;
- ❖ Blue tooth addition to the sound system;
- ❖ Redundancies and resignations;
- ❖ Tree and bench in churchyard;
- ❖ Lights in external wall at St Eadburgha's;
- ❖ Appeal letter to the members of the Electoral Roll and the village community.

The clock and portable electrical equipment have been serviced / tested.

Deanery Synod

During the year, the Synod met and discussed varied topics and reports were submitted to the PCC.

Financial Review

Total income on ordinary unrestricted funds was **£54,149** as detailed in the financial statements. Total expenditure on ordinary unrestricted funds was **£ 48,310**. No contribution was made towards the 2020 Parish Share.

The net result for the year was a deficit of income over expenditure of **£5,849** 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 **£7,149** which is significantly lower than this target.

The balance of restricted funds at the end of the year was **£10,237** 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 has been 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 2021.

The PCC considered the regulations with regard to 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.