

# THE PAROCHIAL CHURCH COUNCIL OF ST MICHAEL AND ALL ANGELS, HIGHWORTH WITH SEVENHAMPTON AND INGLESHAM

## Notes to the Detailed Statement of Financial Activities *(continued)*

### Year ended 31 December 2024

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2024.

#### ADMINISTRATIVE INFORMATION

PCC members who served between 1<sup>st</sup> January 2024 and 31<sup>st</sup> December 2024 are:

Office	Name	Re-election date
<i>Ex Officio Members</i>		
Incumbent	Rev Phil Goodey	
Curate	<i>Vacancy</i>	
Churchwarden	Mrs Pam Linfield	2024
Churchwarden	Mr Phil Sapwell	2024
Deanery Synod Rep	Mrs Bobby Bailey	2026
Deanery Synod Rep	Mrs Sandra Goodey	2026
<i>Elected Members (elections are for a three-year term)</i>		
Member	Mr Stephen Fasham ( <i>PCC Treasurer</i> )	2026
Member	Mrs Julia Bishop	2026
Member	Mr Peter Croton	2026
Member	Mrs Bobby Bailey	2027
Member	Mrs Jill Elbourn	2027
Member	Mr Clive Webb	2027
Member	Mrs Ruth Huband ( <i>Safeguarding Officer</i> )	<i>(Resigned)</i>

St Michael's Church is situated in Lechlade Road, Highworth, near Swindon. It is part of the Diocese of Bristol within the Church of England. The correspondence address is Church Office, Vicarage Lane, Highworth, Swindon, Wiltshire SN6 7AD.

The PCC is registered with the Charity Commission (registered number 1132544).

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Michael's, the membership of the PCC consists of the incumbent, curate, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

Given its wide responsibilities the PCC has a number of committees, each of which deals with a particular aspect of parish life. During 2024 the PCC and Standing Committee met 11 times either in person or via email. PCC meetings include a report from the Treasurer and updates from the Safeguarding Officer and Fabric committee. There were reports about Eco Church when appropriate. Matters discussed at PCC meetings during the year included:

- CAP and Highworth Churches Together
- Sevenhampton Church, maintenance and services
- Church Finances and Parish Share Obligations
- Church Hall
- Youth Ministry, what we need, how we meet that needs and the costs involved
- Telecommunications
- Eco Church

The PCC has responsibility for promoting within the parish of Highworth with Sevenhampton and Inglesham the whole mission of the Church - pastoral, evangelistic, social and ecumenical. All PCC members are trustees of the registered charity that is St Michael's. The trustees consider that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit

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## Notes to the Detailed Statement of Financial Activities *(continued)*

### Year ended 31 December 2024

guidance published by the Charity Commission and in particular the Commission's guidance in The Advancement of Religion for the Public Benefit; the trustees believe they have had regard to the duty in their administration of the PCC in ways including:

- Providing the opportunity for Christian Worship by the community of Highworth through the benefit of the church building and worship leadership.
- Providing both a building and the leadership for Baptisms, Weddings and Funerals for the whole community of Highworth,
- Providing both a building and the leadership for community thanksgiving occasions.
- Providing leadership for Funeral Services at Swindon Crematorium
- Providing a building open for personal sanctuary and prayer, 7 days a week
- Offering pastoral care both to members of the public and to the church congregations
- Maintaining a Grade 1 Listed Building which is open to the public as part of the history and culture of our community and nation.

Some of the events in the life of St Michael's during 2024 were as follows:

- Weekly provision of youth groups.
- A place for the town to celebrate an act of Remembrance every year (as well as other nationally recognised events and festivals).
- Regular Children's Craft and Film days during school holidays.
- Providing a venue for town wide ecumenical events, such as Lent Lunches.
- Collections in various forms for the Swindon Foodbank, Prospect Hospice, Christian Aid and Highworth's CAP Centre.
- Providing Boxes of Hope to over 80 families.
- Saturday drop in.
- A venue for musical concerts and a volunteer expo.
- Monthly meet, greet and eat group giving older people in the church family and community a comfortable setting in which to social and enjoy a meal together.
- A regular weekly Toddler Group.

## COMMITTEES

### Standing Committee

Membership - appointed at the first meeting of the new PCC, and consisting of not less than five persons, Chair of PCC (Vicar) and Churchwardens, Treasurer, Ruth Huband and Bobby Bailey (elected PCC members). Members of PCC have a perpetual invitation and may be asked to attend as required. The PCC secretary is also Secretary to the Standing Committee

The Standing Committee meetings alternate with the monthly PCC meetings. Its purpose is to carry out any time critical business of the PCC\* and carry out delegated actions by the PCC.

Quorum – at least 4 members of the Standing Committee, including an elected PCC member.

\*Email exchanges of those who reply within a given time-frame in relation to the urgency of the situation will be summarized and submitted to the PCC to form a record of delegated decisions. The PCC will abide by the decisions of the Standing Committee by treating the Standing Committee as 'full PCC in miniature' "

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## Notes to the Detailed Statement of Financial Activities *(continued)*

Year ended 31 December 2024

### **Fabric Committee**

The Churchwardens have confirmed that the Registers are maintained in good order and the Church Plate is all present, and in good condition.

To be brutally honest the fabric committee is one of St. Michael's teams suffering from a lack of people. The verse "The heart is willing but the flesh is weak" describes the situation only too well. As a team we are getting older, most of us can no longer carry out anything other than the most straightforward maintenance. We are also having to restrict ourselves from climbing ladders and going onto the roof – though we all think we still can, common sense tells us not to be so silly. We need fresh minds and bodies to join us.

That said many issues have been dealt with by the team. For example, keeping the footpath lights working (this seems to be a perennial issue) unblocking sinks and cleaning a large wine stain from the church floor. The running of the church has been maintained with PAT testing electrical equipment and boiler maintenance/repairs have been carried out. Both of these are done by outside contractors who are engaged through the office. More serious repairs are also contracted out (e.g. repairs to the church wall when a car hit it and repairs to the clock). However, some of the biggest projects have not been advanced. These include the repair of the flagpole and weathervane and replacing the lead on South Transept roof. These require more involved and technical discussions with contractors, including on site (i.e. on the roof/tower) than is reasonable to expect or possible for our admin team to deal with. We need an able-bodied team member with some building knowledge to take the lead on these projects – volunteers please!

### **Stewardship Committee**

The committee met several times to plan the stewardship campaign and to ensure stewardship remains at the heart of Church life. We continue to find meeting our financial responsibilities and potential projects challenging, while at the same time so many of us giving very sacrificially of our time, gifts and resources.

### **Safe from Harm Committee**

This committee monitors the appointment of people to roles within the church involving children, young people and vulnerable adults. The committee reports to the PCC on matters relating to the Safe from Harm guidelines and the Vulnerable Adults guidelines.

### **Standing Committee of PCC**

The standing committee met most months when the PCC is not planning to meet to ensure business was kept up to date and progressing as needed.

### **Church Hall**

The Church Hall is now managed by the Parish Administrators with any issues being referred to the PCC for a decision.

As a consequence of investigating loosening tiles in the kitchen ceiling there were concerns that the material above the ceiling might contain asbestos. A full professional asbestos survey was commissioned. This survey revealed the presence of asbestos throughout the building. Although none was of immediate danger, except above the kitchen ceiling, as it was sealed, the presence of asbestos would have made renovations and repairs to the building extremely complex and expensive. The building was closed while the PCC considered options for its future. Advice was taken unlikely costs of various options. It was decided that the PCC should dispose of the building given that the cost of refurbishing it or replacing it would be prohibitive, and the church does not currently have any need for building. In line with Church of England regulations the building's title is held by the Diocesan Board of Finance. Permission is currently being sought from that body to market the building for development.

# THE PAROCHIAL CHURCH COUNCIL OF ST MICHAEL AND ALL ANGELS, HIGHWORTH WITH SEVENHAMPTON AND INGLESHAM

## Notes to the Detailed Statement of Financial Activities *(continued)*

Year ended 31 December 2024

### AIM AND PURPOSES

St Michael and All Angel's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Philip Goodey, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

### OBJECTIVES AND ACTIVITIES

Our mission statement of "*To share Jesus, through growth in our love for God, each other and our community*", continues to be worked out through a strategy of being a Church of congregations, cell groups and celebrations.

The building is a major asset and beacon for the town. On many nights it is floodlit and serves as a heart-warming 'welcome home' as the traveller returns to Highworth.

### SUPPORT FOR OTHER ORGANISATIONS

Support for others is very much a part of church life, and during the year St Michael's has been involved in a wide range of support for other organisations, working both for church and secular purposes, in local, national, and international organisations. Many members of the church remain very active in all aspects of town life.

### CHURCH ATTENDANCE

The average normal weekly attendance during 2024 attendance was 68 adults and 4 children. The average normal weekly attendance does not include Baptisms or Festival services.

### ACHIEVEMENTS AND PERFORMANCE

#### Youth and Children

- Church based youth groups.
- The weekly Toddler group runs during term time and continues to be very well supported.
- Children are admitted to communion before confirmation.

#### Older People

- Continued success of the 'Midweek Church' with numbers regularly around 20 people
- Meet, greet and eat group gathers monthly for socialising and food.
- A weekly Saturday coffee morning in the church or church room.

#### Other activities

- Making more use of the re-ordered building for worship and mission activities.
- Growth of parishes working together for services and events.
- Growth of our use of technology for services and prayer meetings and business meetings.

### FINANCIAL REVIEW

The full details of our income and expenditure can be found in the Financial Report. Our Structured Giving, either by monthly banker's order or by the weekly/monthly envelopes scheme, combined with the Gift Aid claim continues to be our major source of income. Clinton's Gift continues to support the church. The PCC is fully committed to ensuring we make a fair contribution towards the Parish Share which is paid to the Diocese. These funds are used for supporting ministry, education and outreach, and other areas such as Parish support services and retired clergy. Information about finance is reported at PCC meetings. The PCC have not been able to meet its Parish Share contribution, being £30,000 below the requested amount. This is, in part, due to monthly giving reducing over the last few years and rising energy costs. The PCC will not be in a position to make up the shortfall in 2025. The PCC wishes to

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## Notes to the Detailed Statement of Financial Activities *(continued)*

### Year ended 31 December 2024

express its thanks to everyone who has contributed in any way to the ministry and mission of St Michael's.

#### Donations Received

Donations have been received during the year from Clinton's Gift towards Youth work, Parish Administration support and maintenance of the church. Clintons Gift is a charity whose primary aim is to further the religious and other charitable work in the parish of Highworth by repairing and maintaining the church.

Clintons Gift support 50% of the costs of youth costs as well as a 20% contribution towards the cost of Parish Administration. Planned giving is received for Christians Against Poverty (CAP) and Youth and Schools work. Donations have also been received for RBL Poppy Appeal, Christian Aid / Disasters Emergency Committee (DEC) and Boxes of Hope.

#### Reserves Policy

The PCC reserves policy is to maintain quarterly budgeted income against quarterly budgeted expenditure in the current account which requires quarterly income of £43,000 excluding support from Clintons Gift. Each year funds are transferred from the current account to the PCC Fabric, Legacies and Parish Mission account and allocated to Church floodlighting, church room and the Youth Project.

#### THE FUTURE

Plans for 2025/26

- Providing a three-year training placement for a Curate (A priest in training) from the summer 2025-2028.
- Co-ordinating and enhancing our communications both in print and electronic will continue.
- Continued development of the preachers and leaders team through regular meetings for prayer and discussion of teaching themes.
- Employing a youth worker to help:
  - our outreach in to Warneford school, looking after the pastoral and spiritual needs of teenagers in the fall out of the Pandemic.
  - Re-envision our current youth club,
  - Start a community youth club to provide a safe and welcoming space for teenagers.
- Continue to support the CAP debt centre.
- Seeking the right way forward to grow our relationships outside of current services, especially for occasional services contacts.
- Continuing the Saturday morning drop ins for community involvement in the life of St Michael's, which is proving successful in developing relationships outside of services.
- Ensure a crèche is provided each Sunday service.
- Continued integration of the 3 parishes for services and events where possible.

#### RESPONSIBILITIES OF THE PCC MEMBERS

The PCC members are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the PCC members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the PCC members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;

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## Notes to the Detailed Statement of Financial Activities *(continued)*

### Year ended 31 December 2024

- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC members are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993 and the Charity (Accounts and Reports) Regulations 2008. The PCC members are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees' annual report was approved on ..... and signed on behalf of the board of trustees by:

Philip Goodey  
Rector