



St Andrew's Malvern

Partnering with God in the flourishing of our communities

Trustees Annual Report 2021

Annual Report of the Parochial Church Council

For the year 1st January to 31st December 2021



Registered Charity Number: 1128973

Contact PCC Secretary: c/o St Andrew's Church, Churchdown Road, Malvern WR14 3JX

1. Introduction

*'The **Parochial Church Council** or PCC, is the executive body of a Church of England parish. It is constituted as a body corporate by the Church Representation Rules set out in Schedule 3 to the Synodical Government Measure 1969, and consists of the clergy and churchwardens of the parish, together with a number of representatives of the laity principally elected by the annual parochial church meeting of the parish. Its powers and duties are defined by certain Acts of Parliament and other legislation, principally the Parochial Church Councils (Powers) Measure 1956. It has the responsibility of co-operating with the incumbent (rector, vicar or priest) or priest in charge in promoting the mission of the Church in its parish.*

Formally, the PCC is responsible for the financial affairs of the Church and the care and maintenance of the church fabric and its contents. These latter responsibilities are executed primarily by the churchwardens. It also has a voice in the forms of Service used by the church and may make representations to the bishop on matters affecting the welfare of the parish.'

The Church Representation Rules (2020) detail local church governance arrangements and provide the framework under which PCCs and parishes operate to best serve ministry and mission in their contexts.

St Andrew's Church is situated in Poolbrook, Malvern. It is part of the Diocese of Worcester within the Church of England. In September 2014 St Andrew's became part of the Chase Team Ministry which includes St Mary's Pickersleigh and All Saints Malvern Wells & Wyche. The three parishes each have their own Parochial Church Council. The Chase Team has a Team Rector and a Team Vicar (with responsibility for St Mary's in Pickersleigh), and in 2018 a Curate joined the team. The Rector, Team Vicar and Curate are remunerated through the Diocese of Worcester.

2. Aims and Purposes

St Andrew's Parochial Church Council (PCC) has the responsibility of cooperating with the Team Rector, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the St Andrew's Church Centre complex.

In Autumn 2017 the PCCs of St Andrew's and All Saints agreed a new joint mission statement to describe our core purpose:

- **Encountering Jesus** in Worship, Prayer, Word and Spirit.
- **Growing whole-life, life-long disciples.**
- **Seeing lives transformed and communities flourish** as we demonstrate and proclaim God's Kingdom.

This is all under pinned by the strapline '*Partnering with God in the flourishing of our communities*'.

3. Objectives and activities

The PCC believes that St Andrew's provides clear benefit to the public including by:

- providing resources and facilities for public worship, pastoral care and spiritual development for both those living in the Parish and beyond.
- promoting the Christian religion and Christian values for the benefit of individuals and society as a whole.
- making the facilities of the Church Centre available to the wider community (rather like a village hall).

The local community directly benefits from a whole range of activities, services and events that St Andrew's provides. These include toddler groups, youth groups, Holiday@Home activities, bereavement support, debt support, the Octagon Coffee Shop and provision of the occasional offices (funerals, weddings, baptisms). The St Andrew's Church Centre is a fantastic community facility available for public hire at reasonable rates.

4. Achievements and Performance

2021 was another challenging and different year due to the Covid-19 Pandemic and many of our normal activities had to be curtailed in keeping with Government and Church of England guidelines. However, we continued to run services throughout the year, either 'in-person' or online or both, and, in addition to our established mechanisms, found new ways of ministering, and serving our communities. Despite the pandemic we have seen our congregations grow significantly over the last year which represents more than a 100% increase in worshipping community since 2015.

	2015	2016	2017	2018	2019	2020	2021
Total Worshipping Community	160	201	244	261	263	297	326
0-17s Worshipping Community	43	55	63	69	66	71	84

Our 2021 Annual Review (prepared jointly with our sister church All Saints) for the Annual Parochial Church Meetings (available at St Andrew's Church or from our web site www.standrewsandallsaints.org/resources/annual-reviews/), gives a more detailed summary of many of our activities and achievements over the last year.

Some of the key features include:

- We have transitioned to a new service structure across St Andrew's & All Saints which provides five different services each week, with the addition of a monthly Messy Church and 'Waiting Room.' This allows a variety of different needs to be met and a greater choice of service style for congregation members. The St Andrew's 10:30am service is also recorded and available online for those watching from home.

- An in-person and an online Alpha course which had guests from across Malvern exploring faith.
- Regular children and young people's ministry including toddler groups, children and youth groups on a Sunday, youth mentoring and an Autumn Youth Alpha Course to support them pastorally and in their discipleship.
- Pastoral and spiritual support for members of the congregations and members of the community through the pandemic, including support of the Bereavement Team.
- Working with the Octagon Community Centre to run a community pantry and 'Thursday project' working with vulnerable families in our parish.
- Supporting further clients in debt through the Malvern Christians Against Poverty (CAP) Centre, which extended its ministry to Ledbury in 2021.
- Supporting the work of our mission partners, both locally, nationally and internationally (including Bible Society, CMS, Bible Society, UNOH, Josiah Ventures, Open Doors), donating over £19,000 to these organizations.
- Serving our community through occasional offices: funerals, weddings and baptisms.
- Supporting local people in financial difficulty through the Blessings Fund.

5. Future Plans

2022 will be a year of significant transition as the church seeks to continue to re-build after the pandemic and also adjust to significant changes on the staff team. The curate leaves in April 2022, and we have not been able to appoint a new Youth Minister since our previous Youth Minister finished his agreed 3 years in August 2021. With the significant increase in worshipping community size, the church now needs to transition to a 'larger churches' leadership structure to enable it to be 'healthy and sustainable' and recruiting and embedding this will be the key focus for 2022.

The key areas for the coming year will therefore be:

- Recruiting a new Youth Minister, Operations Manager and Associate Minister and raising the required finances to support these roles.
- Continuing to embed the new service patterns, creating 'congregational leadership teams' to support this.
- To seek to explore setting up a new 'worshipping community' at the Octagon to reach those in our community for whom current services are not a good fit.
- Continuing to grow leadership teams in all areas of church life, especially in children and youth ministries.
- Continued support and focus on 'frontline mission' and equipping people to be disciples in their Monday to Saturday lives.

6. Financial Review

Total income from all sources for the year was £237,323 compared to £239,127 in 2020 (a 0.8% decrease).

Expenditure was contained in the year to £229,235 (compared to £218,787 in 2020, representing a 4.8% increase). During the year we had periods of closure of our church

and church centre and a significant part of our activity moved online and into other forms as summarised elsewhere in this report. Despite this, costs continued to be incurred in many areas.

The net effect of these results produced a £7,823 increase in net resources over the year to £144,704 (£136,881 at 31 December 2020). Of this:

£1,780 (2020 - £2,045) is permanently endowed,

£30,855 (2020 - £26,271) is restricted in nature and

£10,909 (2020 - £11,089) is designated by the Church for specific purposes.

This leaves £101,160 (2020 - £97,476) as unrestricted funds which, after due allowance for tangible fixed assets, gives £87,832 (2020 - £82,053) as freely available reserves for use in the charitable activities of the Church.

7. Reserves and investment policy

It is the policy of the Church that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least three month's running costs (approximately £60,000). The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Church's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Funds balances held in excess of short-term needs are invested with the CBF Church of England Deposit Fund. The endowment investment is held in a CBF Investment (Income) Fund. The church has no loans against these funds.

The trustees have assessed the major risks to which the Church is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

8. Structure, governance and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. Annually, and well in advance of the Annual Parochial Church Council meeting, all members on the electoral roll of St Andrew's are invited to be nominated to sit or re-sit on the PCC for a 3-year period. If too many members are nominated, a simple vote is conducted at the Annual Parochial Church Council meeting.

The PCC locally manages St Andrew's Church building, the St Andrew's Church Centre and the grounds on behalf of the Diocese of Worcester. This includes short and long term maintenance and enhancement of the assets.

The administrative costs and clergy expenses for St Andrew's & All Saints are shared equally between the two PCCs. The clergy stipends are met by the Church Commissioners.

St Andrew's employs a part time cleaner and, jointly with All Saints, employs:

- A Youth Ministry Leader. (This was filled until August 2021 when the role holder completed their agreed 3-year term and, following advertisements, no one was appointed to the role. From September to the year end the role was partly filled by an intern and is now being re-advertised.)
- A part time Children and Families Ministry Leader.
- Two part time Office Administrators.

The PCC typically meets approximately seven times per year. Between meetings, the day to day business of the PCC is undertaken by a Standing Committee consisting of Chair, Vice-Chair, Churchwardens, Deputy Churchwarden, Parish Safeguarding Officer and Treasurer. Any decisions taken by the Standing Committee are summarised at the subsequent PCC Meeting.

When appointed, new PCC members are provided with a basic introduction to their role, typically including how the PCC operates, the basics of being a Charity Trustee and a Church financial introduction/overview. During the COVID-19 pandemic, much of this has been provided remotely, but probably not as effectively as previously when it was possible to meet face to face. We will aim to return to face to face induction and training as soon as practical.

The PCC responds positively and implements all appropriate legislation linked with health and safety and disability. Examples include:

- A Health & Safety Policy is in place, supported by an appropriate set of responsibilities, rules and risk assessments. This includes a fire risk assessment and appropriate test procedures, e.g. fire alarms, emergency lighting, gas and electrics.
- The new build provides level access to virtually all areas and provides fully compliant disabled facilities.

9. Safeguarding

The PCC has fully complied with its duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

During 2021, 35 members of the churches have completed DBS checks and 35 members have completed safeguarding training at various levels. The Parish Safeguarding Officer has implemented use of the Diocesan safeguarding dashboard. This tool enables us to ensure that we continue to be compliant with current safeguarding requirements.

A few safeguarding concerns have arisen during the year, which have been addressed promptly by the Rector and the Parish Safeguarding Officer. Support and advice have been sought from the Diocese when necessary.

10. Administrative Information

Full Name:

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Malvern.

Charity Registration Number: 1128973.

The Church is an unincorporated charity constituted as detailed earlier in this report.

Address

St. Andrew's Church, Churchdown Road, Malvern, WR14 3JX

Secretary - currently vacant.

Being covered by one of the Church Administrators - Mrs Sarah Yeadon, c/o St. Andrew's Church, Churchdown Road, Malvern, WR14 3JX.

Leadership

Incumbent: Revd Dave Bruce
Team Vicar: Revd Lynne Sparkes
Team Curate: Revd Peter Myres

Associate Ministers: Revd David Ritchie
Revd Helen Wilkinson

Youth Ministry Leader: Vacant and currently advertised
Michael (Eddy) Edwards had the role for 3 years to August 2021

Children and Families Ministry Leader: Helen Attree

Wardens: Nick Fane
Lis Whybrow

Readers: Derham Cook
Judith Keene
Heather Williamson

Representatives on Deanery Synod: Jane Mortimore
Carole Nicholls

Trustees (PCC Members)

The trustees (PCC Members) who served during the year were:

Dave Bruce (Chair)
Derek Barnes (Vice Chair)
Nick Fane (Churchwarden)
Lis Whybrow (Churchwarden)
Andy Lymer (Treasurer)
Derham Cook
Val Fane
Alan Holmes

Virginia Jones
Anna Laidler
Chris Mesley
Jane Mortimore
Peter Myres (from 20th May 2021)
Carole Nicholls (from 18th April 2021)
Simon Noble
Jennifer Oakley
Judy Oliver (to 18th April 2021)
Ellie Quinlan
Colin Robbins
Alice Wills (resigned 2nd October 2021)
Heather Williamson
Helen Wilkinson (from 20th May 2021)

11. Declaration:

The Trustees (PCC) declare that they have approved this annual report at their meeting on the 17th March 2022. Signed on behalf of the PCC:



Revd D C Bruce MA
Chair



Dr D H Barnes
Deputy Chair