

**Parish of St Mary's, Drimpton, in Beaminster Area Team,  
in the Deanery of Lyme Bay and in the Diocese of Salisbury**

# **ANNUAL REPORT 2018**

Publication date March 2019

Annual Report and Financial Statements of the Drimpton, St Mary Parochial Church Council  
for the year ended 31<sup>st</sup> December 2018

# DRAFT 1



St Mary's Church  
Drimpton  
Beaminster  
Dorset

## **PAROCHIAL CHURCH COUNCIL MEMBERS**

Chairman    The Team Rector

Lay Chairman  
              Mr Neville Adams

Churchwardens  
              Vacancy

Representative on the Deanery Synod  
              Mr Neville Adams

Elected Members  
              Mr Neville Adams  
              Mrs Christine McPherson (Hon Secretary)  
              Mr Andrew McPherson  
              Mr Norman Marsden (Hon Treasurer)

Correspondence to:  
              Mrs Christine McPherson, 17 Applefield Road, Drimpton, DT8 3RY

## **TEAM CLERGY**

The Revd David Baldwin (Team Rector)  
The Revd Jo Neary (Pioneer Priest, Team Vicar)  
The Revd Elfrida Savigear (Associate Minister)

## **BANKERS**

Lloyds Bank plc  
PO Box 1000, BX1 1LT

## **INDEPENDENT EXAMINER**

Mr Richard Heal  
1 The Laurels, CREWKERNE, TA18 7BX

## **WELCOME**

Welcome to the 22nd published Annual Report and Accounts of St Mary's Parochial Church Council (the PCC).

The PCC hopes you will find this Annual Report helpful and informative. St Mary's Church is situated on the eastern edge of Drimpton and all are welcome to join us for Sunday worship. The pattern of services during 2018 is set out on page 4. Special arrangements are made for Festival Days. St Mary's Church is open daily, usually from 10.00am to 4.00pm but weather and seasonal conditions may curtail these hours.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The method of appointment of PCC members is 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.

## **OBJECTIVES AND ACTIVITIES**

The PCC is required to co-operate with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church building.

Drimpton is part of the Beaminster Area Team which has three stipendiary priests - a Team Rector, a Pioneer Priest (Team Vicar) and an Associate (non-stipendiary) Minister. Partner Priests (retired clergy) and two Licensed Lay Ministers support the stipendiary priests. Within the parish there is a Lay Worship Leader, two Eucharistic Assistants and a Lay Pastoral Assistant.

## **STATUS**

The PCC is a charity excepted from registration with the Charity Commission.

## **MEMBERSHIP**

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. A list of members who served during the year ending 31<sup>st</sup> December 2018 is shown on page 2. Regular PCC meetings were held four times during the year with an average attendance of 95% for lay members. The clergy were represented at all four meetings.

## **CHURCHWARDENS**

There were no nominations and vacancies remained for Churchwardens.

## **COMMITTEES & HELPERS**

The STANDING COMMITTEE consisted of the Chairman, Churchwardens (none elected in 2018), Treasurer and Secretary. This is the only committee required by law, having power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

The EVENTS COMMITTEE, which plans and runs the social and fund-raising events during the year, is co-ordinated by Mrs Jane Marsden. The aim is to have events both to raise funds for the church and to be an important means of fellowship.

Mrs Kay Porteous compiled rotas for readers, intercessors and providers of music for liturgical worship, also the cleaning and flower rotas for the church.

Mrs Kay Porteous organised groups of people to arrange flowers for special Church Festivals and for the Flower Festival in July.

## WORSHIP AND SERVICES

The pattern of worship in 2018 was a Eucharist on first and third Sundays at 9.30am, Family Worship (or Morning Prayer) on second Sundays at 11am and a United Service on fourth Sundays either at 6.30pm at St. Mary's which includes the Flower Festival songs of praise in July or at 10am at Netherhay Methodist Church (alternating monthly between the two churches). Other special United services were Mothering Sunday which was a joint service at Netherhay Methodist Church and Remembrance Sunday at St Mary's.

## EVENTS AND SOCIAL

There was a lack of organisers and helpers in 2018 which meant that we just held one Lent Lunch and a Harvest Lunch. 'Hazels Cream Teas' in June was as popular as ever and the Flower Festival and Gift Day in July was a success.

*Jane Marsden*

## CHURCH AND GROUNDS REPORT

### 1. The Building

During April 2018 the Quinquennial Inspection of the church took place by Mr Daniel Cantrell of John Stark & Cricknay Partners. It should be noted that churchwardens have a statutory responsibility to undertake an annual inspection of the fabric and furnishings of their church and submit a report to the Parochial Church Council (PCC)

and subsequently at the AGM. Currently St Mary's is without churchwardens, however an overview of the very important Quinquennial Inspection is considered essential in view of its financial implications as well as the need for self-help. Support

The main points raised in the report are as follows:

(a) St Mary's church is generally in fair condition. There is however, an ongoing problem of dampness at the west end. This will continue unabated, and must be addressed, particularly as damp penetration is in the proximity of the electrical supply. Currently there is no risk to those requiring access.

Action required **within** 12 months is as follows:

- (i) Install DPC and re-lay coping at the east end of the roof, and the east end of the south slope of the nave.
- (ii) Open joints in external walls require re-pointing. Remove vegetation.
- (iii) Flashing above west end to be repaired, and DPC to be dressed below coping. The removal of stone to be removed from west wall at high level inside the church for further investigation. Estimated cost of (i) to (iii) - **£4,850**
- (iv) Repair pointing in external walls
- (v) Replace broken glass in windows, re-point treat woodwork .
- (vi) De-rust and redecorate ironwork to windows.
- (vii) Treat wood work against fungal decay/insect attack
- (viii) Estimated cost ((iv) to (vii) - **£1,550**
- (ix) Redecorate ventilation grills, (self-help).

Action required during the Quinquennial Period is as follows:

- (x) Redecorate/repair porch windows and doors
- (xi) Significant repair to west window
- (xii) Remove vegetation and point in open joints to boundary wall.

Estimated cost of (ix) to (xi) - **£6,400** (costs could marginally reduced by self-help)

**The total estimated cost of repairs required is £12,800.** To fulfil the architects estimated costs, grants and fund-raising will be required.

A qualified builder, who undertakes work on historic buildings, will be meeting members of the PCC to discuss a realistic programme of work. In addition arrangements will be made to include the widening of the step at the entrance to the church porch which has been incorporated within a current budget. Routine maintenance costs, i.e bell maintenance, electrical/fire extinguisher inspection/testing, are estimated at £750.

Future repairs (beyond the 5 year period) to porch and windows is estimated at **£9,000**.

Desirable improvements i.e improve entrance, provide WC, address blown plaster, redecorate ceiling etc. is estimated at £44,050

## **2. The Churchyard**

A number of trees in the churchyard have been professionally trimmed, and additional pruning has been arranged.

*Neville Adams*

## **BEAMINSTER AREA TEAM COUNCIL REPORT**

The matters covered by the Team Council this year are as follows:

### **(a) Safeguarding**

The Diocese has been taking the Safeguarding of Adults and Children very seriously with comprehensive training courses made available at different levels depending on positions held. All ordained and Licensed Lay Ministers (LLM's) within the Beaminster team have received this training. Training for PCC's, and others (i.e churchwarden's, Sunday school staff, bell ringers etc.) is now being provided locally by trained staff within the team. Arrangements and policy are displayed on the church noticeboard.

### **(b) The General Data Regulations**

The PCC has acted on the Data Protection legislation, introduced on 25<sup>th</sup> May 2018, by appointing a member to take on the role of Data Protection Officer (Neville Adams). In addition the PCC Secretary contacted all those on the electoral roll, as well as those receiving regular communications from the church advising them of their rights and the PCC's legal responsibilities in regard to the legislation.

You have the right to:

- Ask us to correct the personal data we hold about you
- Ask us to delete the personal data we hold about you where there is no compelling reason for its continued processing
- Ask to see the personal data we hold about you
- Lodge a complaint with the Information Commissioners Office at [www.ico.uk/concerns](http://www.ico.uk/concerns)

A draft data protection policy has been produced and will be adopted in the near future.

### **(c) The Provision of Church Services**

Difficulties were being experienced in providing the same number of church services due to less clergy, retired clergy and LLM's within the team, compared to the time when the amalgamation of 14 parishes was adopted, . In addition the responsibilities of The Revd. Canon David Baldwin and The Revd. Jo Neary had increased. It was therefore decided to form a Church Wardens group to determine alternative solutions to this problem. Any recommendations will be forwarded to the Team Council for their consideration.

### **(d) Finance**

St Mary's contribution to the Team expenses amounts to £940.00 for the year 2018, dropping to £860 for 2019. The total projected costs for the whole team in 2019 is £17,000. Such expenses cover the salary of the team administrator, clergy expenses, stationary, printing/photocopying, equipment, training, and Messy Church.

*Neville Adams*

## **DEANERY SYNOD REPORT**

### **Deanery Synod Report**

The Deanery Synod, chaired by The Revd. David Baldwin discussed the following matters during the year.

#### **1. Deanery Plan**

The aims of the 10 Year Plan covered in last years report which were under the heading of Renewing Hope by Deepening Discipleship, Nurturing Vocations and Sustaining Ministry This was further clarified by the vision of encouraging a Christian heart in every community by:

- (a) Sustaining and expanding ministry
- (b) Increasing membership
- (c) Continuing the Rural Hope initiative after funding ceases in 2022
- (d) Maintaining pre-ordination training
- (e) DBE's (Support Diocesan Board of Education) work with children and young people

To date there has been some progress as follows:

- (a) The numbers of people exploring vocations has increased
- (b) Confirmations have increased
- (c) New mission hubs have been established
- (d) A Mission policy for new housing areas has been adopted
- (e) The DBE have successfully supported children and young people.

As part of these challenges the failure in past years to ensure adequate pension requirements for both current and future demands has resulted in a need to find £10.4 million over 10 years. Parish Share increases are likely to be between 2.5% and 6.1%

#### **2 Finance**

By the end of September 2018 parishes in the Deanery had paid £340,495 of the required £491,203. The increase in Diocesan Share for 2019 would be 2.5% which equated £10,536,548. The increase at Deanery level would however be less at 1.95%

#### **3 Rural Hope**

A presentation by Sarah Keen – Rural Hope Programme Manager is briefly summarised as follows:

- (a) Rural ministry is relational – focused on, and embedded in, the community

Lay people are involved in all aspects of church life and are involved in many other activities in their communities

- (b) Church attendance on average is 3%-6% of the local population, compared to less than 2% across the UK as a whole. The church is also very much part of village life.

- (c) Addressing the Issues as follows:

- (i) Leading into Growth by supporting ordained and lay leaders, in groups and as individuals, through local training and mentoring, encouraging congregational participation; seed-corn funding for mission projects (through Aldhelm Mission Fund); and residentials for rural incumbents.

- (ii) Rural Ministry Experience Scheme for young adults aged 18-30 to explore if God is calling them to ordained ministry in a rural setting.

- (iii) Rural Training Pathway for ordinands and trainee Licensed Lay Ministers based at Sarum College, enabling them to gain an understanding of, and experience in country parishes and benefices.

(iv) Rural Placements giving curates and mid-career clergy the chance to experience ministry in the countryside, and helping them to consider a move.

(c) Future action

(I) Journey

What is God's call for us at this time?

(II) Leadership

How can we best support current leaders and grow new ones?

(III) Discipleship

(IV) How can we share our faith with others?

(V) Mission

How can we show God's love in our actions and words?

(VI) Vision

What is God commissioning us to do in the years to come?

(d) Next Steps

(i) The aim is to run the first Thrive course in Dorset starting in March 2019,

(ii) The RFO's will be seeking to identify groups of 6-8 people from rural multi parish benefices

(iii) 6-8 such groups from adjacent deaneries will come together to form a Thrive Community for training purposes

(iv) A convenient venue will be arranged for training days.

If anyone is interested in participating in this initiative, or who would like further details, please contact The Revd. Canon David Baldwin

*Neville Adams*

## **CHURCHES UNITED**

The bond between the Anglican Church and the Methodist Church continue to be strong with combined services being held in each church on alternate months. This link is further strengthened by the Fellowship Group which meets twice a month to discuss, and meditate on passages from scripture, or a particular matter of interest, for example, a very interesting talk was given on the structure and work undertaken by Mercy Ships. The evening closes with prayers. The meals together has been particularly well attended, and our appreciation goes to Dermot and Mary Stack for hosting this event, and those who support it.

The combined Carol Service and the procession of the cross on Good Friday through the village continue to be well attended.

With the current difficulties facing St Mary's, we ask for the prayers of all those who attend the Methodist Chapel to help us find a solution to this challenging issue. In the meantime we continue to pray that the fellowship between the two churches continues.

*Neville Adams*

## **FINANCIAL REVIEW**

### **General Fund**

As envisaged 2018 was another problematic year. The church remained essentially reliant on receipts from collections, planned giving and from fund-raising activities as well as delving into cash reserves to cover expenses.

Planned giving has increased thanks to more members using monthly standing order which helped to give a modest increase of £300 including service collections.

Generous support from the village was once again shown on Gift Day with £910. Parochial fees for internment and memorial added £177.

100 Club had 98 members and raised around £600 for church funds.

This helped to offset the deficit but receipts were again insufficient to cover payments. The result was a deficit for the year of £1171, an improvement from a deficit of £2338 in 2017. The General fund was standing at £1612 at the year end, down from £2782 at the start of 2018.

The Gift-Aid scheme gave a tax refund which provides a significant part of our income. Total tax refund for 2017 (paid in January 2018) was £1470

For 2019 the Diocesan Share has decreased again to £7944 from £8753 but with no certainty of any fees and donations it is envisaged that once again the church will have to use the reserve funds and with the general fund down to just £1612 it is difficult to see the church being able to pay the full share beyond the end of 2019.

### **Fabric Fund**

Payment was made for some of the church and churchyard repairs and maintenance work including necessary tree pruning which was covered by a generous individual donation of £200. At the end of the year the fund stood at £9726.

The 460 income shares (capital value £7410) in the CBF Investment Fund, purchased with the receipts from legacies in the past, are intended as reserves for the Fabric Fund.

### **Acknowledgement**

The PCC thanks all church members and the church's many other loyal supporters for their generosity and the fund raisers for their dedication, cheerful enthusiasm and for giving their valuable time.

### **Reserves Policy**

It is PCC policy to maintain, if possible, a balance on unrestricted funds which equates to approximately six months' unrestricted payments to cover emergency situations which may arise from time to time. The balance of £1612 on unrestricted funds at the year end is disturbingly low and much less than six months payments (in 2015 the PCC voted to suspend the policy).

### **Independent Examiner**

Richard Heal who has been Independent Examiner for the Financial Report has decided to step down after many years. His diligence and patience has been much appreciated by myself and past treasurers and I am sure the PCC will wish to thank Richard for his sterling work over the years.

*Norman Marsden*





## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the R&P basis.

### Receipts & Payments Accounts<sup>1</sup>

(see next page for all Notes)

	2018		2017	
	£	£	£	£
<b>General Fund</b>				
<b>Receipts</b>				
Voluntary receipts				
Planned giving (£2329 Gift Aided)	2329		1621	
Collections (£140 restricted; £2995 Gift Aided)	3145		3563	
Other giving/donations	135		201	
Gift Aid recovered (£175 restricted) <sup>2</sup>	1470	7079	1389	6774
Activities for generating funds				
Events	1725		1929	
Funds for charities	243		0	
100 Club	1288	3256	1200	3129
Investment income	327	327	317	317
Church activities				
Fees	177		370	
Magazines	299	476	315	685
Total Receipts		<u>11139</u>		<u>10905</u>
<b>Payments</b>				
Church activities				
Diocesan share		8753	9111	
Team costs <sup>5</sup>		940	1422	
Running costs		1083	1517	
Upkeep of Services		20	61	
Administration & sundry expenses		24	25	
Magazines		325	329	
Mission giving & donations		419	141	12606
Cost of generating funds				
Events & sundry expenses		50	42	
100 Club prizes		695	595	637
Total Payments		<u>12309</u>		<u>13243</u>
Excess of Receipts over Payments (General Fund)		-1171		-2338
Balance at 1st January		2782		6032
Balance at 31st December <sup>3</sup>		1611		2782

	2018	2017
<b>Fabric Fund (restricted)</b>		
<b>Receipts</b>		
Gift Day (£216 Gift Aid from 2016)	0	
Other donations	250	
Events		
Gift Aid recovered <sup>2</sup>	0	216
Investment income (Churchyard Trust)	19	19
	<u>269</u>	<u>235</u>
<b>Payments</b>		
Church maintenance & repair	63	154
Churchyard maintenance & repair	655	
	<u>718</u>	<u>154</u>
Excess of Receipts over Payments (Fabric Fund)	-449	81
Balance at 1st January	10175	10094
Balance at 31st December	9726	10175

### Statement of Assets and Liabilities at 31st December 2018

	General, Designated & Fabric Funds 2018 £	Churchyard Trust <sup>4</sup> 2018	General, Designated & Fabric Funds 2017 £	Churchyard Trust <sup>4</sup> 2017
Lloyds Bank Treasurers Account <sup>2</sup>	7,635		9,194	
Petty Cash	39		99	
CBF Deposit Account	3,664		3,664	
Total Cash <sup>3</sup>	<u>11338</u>		<u>12957</u>	
CBF Investment Funds <sup>6</sup> (number of shares)	460	150	460	150

It is estimated that there is Gift Aid of £1660 to be recovered from HMRC re 2018 receipts

- Notes: 1. Small differences in totals arise due to rounding  
2. Relates to previous year's receipts  
3. Team costs include the Easter Offering of £140 (restricted collection)  
4. Churchyard Trust is held by Salisbury DBF  
5. £1612 General Fund; £9726 Fabric Fund  
6. 460 income shares were valued at £7410 on 31/12/18 (capital value is reserve for Fabric Fund)

**Annual Report approved by the PCC on 4th March 2019 and signed on its behalf by:**

Revd Canon David Baldwin  
Rector

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS/TRUSTEES OF ST. MARY'S CHURCH, DRIMPTON, PAROCHIAL CHURCH COUNCIL**

I report on the accounts for the year ended 31<sup>st</sup> December 2018 which are set out in the preceding pages this Annual Report.

**Respective responsibilities of the Trustees and Independent Examiner**

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of the Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with s.130 of the 2011 Act; or
  - to prepare accounts which accord with the accounting records have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

Richard M Heal, Independent Examiner  
1, The Laurels, Crewkerne, Somerset TA18 7BX