

**The Parochial Church Council  
ST MARY'S CHURCH  
CRAWLEY  
in the  
DIOCESE OF WINCHESTER**



**ANNUAL REPORT AND FINANCIAL STATEMENTS  
of the  
PAROCHIAL CHURCH COUNCIL  
for the  
YEAR ENDED 31st December 2020**

**to be presented to the  
ANNUAL PAROCHIAL CHURCH MEETING  
on  
Friday 23rd April 2021  
5 pm  
online by Zoom**

**Correspondence Address:  
The Secretary  
Martins  
Crawley  
Winchester  
SO21 2PN**



# **The Parochial Church Council**

## **Background**

The PCC of St Mary's Church, Crawley is responsible for co-operating with the Incumbent of the Benefice of Crawley, Chilbolton, Littleton, Sparsholt with Lainston, and Wherwell by promoting within the ecclesiastical parish, the whole mission of the Church - pastoral, evangelical, social, and ecumenical. It also has responsibility for the maintenance of the church building of St Mary's Crawley, including the adjoining Church Room and facilities.

The 2020 Church Representation Rules no longer specify a minimum number of PCC meetings which must be held each year; instead, the PCC is required to hold a sufficient number of meetings to "enable the efficient transaction of its business".

## **Membership**

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules, or co-opted. During the year the following served as members of the PCC:

**Rector**                      Rev Jax Machin

**Church Warden**         Alick Kay

**Elected Members**     Mrs Diane Payne (Secretary), resigned on 16<sup>th</sup> July 2020.  
Mr Robin Bayford (Treasurer)  
Mrs Amanda Bayford  
Mrs Felicity Gillibrand (Secretary, appointed on 16<sup>th</sup> July 2020).  
Mr Phil Payne, resigned on 16<sup>th</sup> July 2020.  
Ms Anna Sunter, appointed on 16<sup>th</sup> July 2020.  
Mrs Hazel Watson, resigned on 16<sup>th</sup> July 2020

## **Standing Committee**

Rev Jax Machin, Alick Kay, Robin Bayford, Di Payne (resigned on 16<sup>th</sup> July 2020), Phil Payne (resigned on 16<sup>th</sup> July 2020), Anna Sunter (appointed on 16<sup>th</sup> July 2020).

This Committee is required by law and has power to transact business of the PCC between its meetings, subject to any directions given by the PCC.

## **Worship Committee**

Di Payne (Chair), Hazel Watson; both resigned on 16<sup>th</sup> July 2020.

## **Fabric Committee**

Robin Bayford (Chair), Phil Payne (resigned on 16<sup>th</sup> July 2020).

**This Report was approved at a meeting of the PCC on 18th March 2021**

## Acknowledgements

As always, the PCC is indebted to all who have contributed to the worship and mission of St Mary's Church, particularly at this very difficult time, when the whole world continues to face the threat of Covid-19.

We are particularly grateful to our Rector, Rev Jax Machin, as well as those serving and retired priests, Licensed Lay Ministers, and Lay Worship Leaders who have assisted the Benefice in covering our current service patterns.

In particular:

Rev Canon Bruce Kington.

Licensed Lay Ministers: Dr Alan Disher and Mrs Charlotte Nash.

Lay Worship Leaders: Alastair Baron, Andrew Kent, Sally Wesley, Di Payne and Carol Coleman (Messy Church).

We are also very grateful to Caroline McAulay, Administrator in the Benefice Office for her valuable administrative help and support; Amanda Bayford, and Alick Kay-Sacristans; members of the Choir, the Sidesmen and Sideswomen, Lesson Readers and those who lead intercessions; Tamsin Orlebar and Felicity Gillibrand - Flower Arrangers; Amanda Bayford - Cleaning Coordinator, looks after the church room, coffee rota, is Tower Secretary and who put this report together; all who dust, polish and vacuum our church which always looks clean and beautiful; those who maintain the churchyard; the team of Bell Ringers; and Felicity Gillibrand who co-ordinates the catering arrangements for special events.

In 2019, we were able to show our appreciation by inviting all those who contributed to the life and work of the church for drinks and light refreshments prior to the APCM. Unfortunately, in 2020, we were unable to repeat this due to the Covid-19 restrictions that were imposed; we do hope that it will not be too long before we can do this again.

During the first lockdown, Di and Phil Payne announced that they had taken the very sad decision to set themselves new challenges in their religious life, and, although they will worship in the Benefice from time-to-time, they would no longer play an active role at St Mary's.

Both Di and Phil have made a huge contribution to the life of St Mary's as well as supporting many activities in the Benefice.

Di was Church Warden for six years, a member of the PCC (including Hon Sec. and a member of the Worship Committee), and, following the death of David Dunbar, took over responsibility for "the music" at St Mary's-leading and organising the choir, acquiring and operating the Hymnal, and playing a leading role in the Benefice Music Group. She was also a member of the Benefice Council.

As well as being a member of the Worship Committee, Di organised many of the Special Services, including the Carol Service, and Christmas Eve Posada. She also "put together" and led many of the 4<sup>th</sup> Sunday Worship services.

Phil was also a member of the PCC, including time as Hon Sec. and a member of the Fabric Committee. He has very kindly agreed to continue updating the Baptism Roll, hung in the church; also, to provide any assistance in the maintenance of St Mary's.

Di and Phil "ran" a very successful House Group.

We are hugely grateful and thankful for all the tremendous work they have done for the church over many years; they will be greatly missed. We were delighted to learn that they still plan to worship, from time to time, at St Mary's.

Hazel Watson has also resigned from the PCC. Hazel, for many years, organised the Sunday School; we will always remember the great Nativity plays which played such a large part in our Christmas Day worship. Hazel, and her late husband John, also "ran" a successful monthly House Group. Although suffering from ill health, we are very hopeful that we will see Hazel at St Mary's from time-to-time.

## **PCC Report**

### **The Downs Benefice**

We have continued to witness the excellent cooperation between the five parishes in the Benefice, facilitated through representation on the Benefice Council. We have also had a number of opportunities to worship together, including the Benefice services, but, sadly, we had to cancel the Trinity Sunday service at Northwood Park.

Members of the Benefice also continue to play important roles in the Deanery and Diocese; in particular Andrew Kent, from Chilbolton, and Michael Coleman, from Littleton, as Lay Chairman and Chairman of the Finance Committee, respectively, of the Deanery. Andrew Kent, Colin Sheath from Chilbolton, Alick Kay, and our Rector served as a member of the Deanery Mission and Pastoral Committee.

#### Contacts:-

Benefice Council: Alick Kay, Di Payne (resigned 16<sup>th</sup> July 2020), and Robin Bayford (appointed 16<sup>th</sup> July 2020).

### **Sunday Services**

Our traditional pattern of Sunday Services (see below) continued for one month, until, with effect from 1st February 2020, following the 2019 review of the Benefice service patterns, there was to be no Family Communion Service on the 1st Sunday. There were to be, however, special services on that Sunday, from time to time.

1 <sup>st</sup> Sunday	Family Communion, until February.	10.00 a.m.
2 <sup>nd</sup> Sunday	Morning Worship	10.00 a.m.
3 <sup>rd</sup> Sunday	BCP Communion	8.00 a.m.
4 <sup>th</sup> Sunday	4 <sup>th</sup> Sunday Worship	10.00 a.m.
5 <sup>th</sup> Sunday	Benefice Communion	10.00 a.m.

However, as a result of the Covid-19 restrictions that were imposed by the Government, the Church was required to close on the 24<sup>th</sup> March and only re-opened, initially for private prayer (limited to Wednesday and Sunday from 10am-4pm), on 17<sup>th</sup> June. Thereafter, the number of services in the Benefice were limited (the first service in St Mary's, after the first lockdown, took place on 19<sup>th</sup> July), due the continuing requirement for social distancing and the need to

protect those leading and participating in the services; singing was also forbidden. As a result of this, and the decision of Di Payne to no longer lead services at St Mary's, the pattern of services was restricted to a limited number of 8am Holy Communion and 10am Morning Prayer services, as well as some Special Services e.g. All Souls, Harvest Festival and Remembrance Sunday. We also held, on the Sunday before Christmas, in a beautiful candlelit church, a service of Christmas Music and Readings. There may have been fewer there than for previous years' traditional carol services, but it was still a very special occasion as we looked forward to Christmas Day.

Following the arrival of the highly contagious second wave of Covid-19, the decision was taken to cancel the Christmas Day service, and to close St Mary's, except for private prayer on Sundays from 10am-4pm, until further notice.

During the year, very sadly, 1 funeral took place:

Peter Wheble.

There was, also, a Thanksgiving Service for Simon Every's life; his death was reported in the previous year's Annual Report.

They are both very much missed by their family and friends.

### **Ministry Team**

As stated earlier, we are very grateful to the team of Priests, Licensed Lay Ministers and Lay Worship Leaders who have so willingly and ably led our services, in particular Jax, who has served as our Rector. She has continued to work tirelessly, with a significantly increased workload resulting from our inability to appoint an Assistant Priest. We are particularly grateful for her great pastoral skills at this very difficult time.

Although we were hopeful that we would be allowed to start the search for a new Assistant Priest, this has continued to be delayed whilst the Diocese carries out a review of the number of clergy, both required and available, in all the rural and urban parishes. In the meantime, we are benefitting from the dedicated work of the Ministry team and Parish Visitors.

Last year, it was reported that the Archdeacons, in their Plan (aMAP) pointed out "that for too long they had asked rural clergy to take on more churches, often with fewer resources, and, with falling clergy numbers, something more radical and imaginative is needed". We continued to be hopeful that the identification of 3 pilot Rural Benefices of the Future in the Diocese, including the Pastrow Benefice in the Andover Deanery, and the allocation of significant resources to these, for an identified period of time, would allow us to learn if there is a better way of managing our scarce resources. We are still awaiting any proposals but, in the meantime, the economic impact of Covid-19, has resulted in the Diocese, not only reviewing clergy numbers but also the structure of Benefices and Parishes. The result of this review will be announced in the near future.

## Church Attendance

Normal Sunday Attendance (adults + children)					
Year	Morning Worship/ Prayer	Family Communion	BCP Communion	4 <sup>th</sup> Sunday Worship	Average
2020	16	22+0	7	20+0	16+0
2019	16	19+0	8	18+1	15+1
2018	16	23+0	7	20+3	17+1

Church attendance has been significantly impacted by Covid-19 as a result of the need to social distance and the reluctance of parishioners to attend services due to major health concerns. Furthermore, many of our Special Services had to be cancelled e.g. Easter Day, Christmas Day and the Carol Service. However, we were still able, subject to social distancing and the restriction on singing, to hold our regular Service of Remembrance at the War Memorial; it was a reflection of the importance of the day in many peoples' lives, that 67 attended.

### Crawley PCC

During 2020 the PCC has met four times, in addition to the APCM; the latter was delayed until 9<sup>th</sup> October.

Although, at the APCM, I was re-appointed Church Warden, the list of responsibilities, prepared and allocated to members of the PCC whilst we had no Church Warden, has continued to be used as a basis for sharing these responsibilities. This has continued to work very successfully thanks to the efforts and cooperation of all the members.

The resignation of Di and Phil Payne, as well as Hazel Watson, at a particularly difficult time, left a very big gap in our resources. I am hugely grateful to the current members of the PCC for their dedication and hard work that has ensured that we have continued to be able to worship, when possible, at St Mary's. Our Incumbent encouraged the PCC to see the resignations and the likely impact of coronavirus on future services as "an opportunity and not as a problem". A challenge that has been taken up by all.

### Alick Kay

## **Electoral Roll**

At our APCM in September 2020 there were 62 members on that roll. Of that number, there were 61 resident and 1 non-resident members.

**Robin Bayford**

## **Messy Church**

In the Downs Benefice, Messy Church normally takes place on the second Saturday of each month (except April and August) between 4 and 6 pm, and circulates around the parishes of Littleton, Sparsholt and Crawley. Sessions take the form of 1 hour of crafts and other activities around a central Christian theme; a celebration with a Bible story, song and prayers; and a delicious meal to round the afternoon off.

The year started normally enough, with sessions on Jesus in the Temple as a boy, and Mary and Martha, but by the time of our March session (Messy Esther) it was rapidly becoming clear that we would have to rethink how we did Messy Church for the next few months.

Our first attempt at an online offering was Messy Rainbows at the end of March. To aid us in our outreach, BRF (Bible Reading Fellowship – Messy Church’s parent organisation) started providing Messy Church at Home sessions which we have been able to share with our families each month. In September we tried our first Messy Church in a Bag – Messy Trees, looking at various trees of the Bible, and accompanied by an online Celebration. Our final initiative for the year was an online Advent calendar with Bible story and video for each day.

There have are drawbacks to moving online, but a major benefit has been the ability to make contact with other Messy Churches and families – the Messy Advent Calendar was enjoyed by one of our families who had moved away during the year, and Messy Rainbows was shared as far afield as Brisbane, Australia! We have also joined in BRF’s Easter Celebration and Ascension Day Messy Adventure, with contributions from Messy Churches around the world.

For more information, and for news on when we might be able to meet again, visit our Facebook page: Messy Church in the Downs Benefice

**Carol Coleman**  
**Messy Church Leader**

## **The Bells**

In February 2020 Crawley hosted a District Practice and the bells were rung for the Service of Thanksgiving for Simon Every. Ringing stopped due the pandemic at the beginning of March. Some ringers have enjoyed the online Ringing Room being coached and encouraged by Edmund Wratten and joining ringers from across the District. We look forward to the day when ringing can resume later in 2021 and visitors are always welcome to join us.

**Amanda Bayford**



## **Parish Visitors**

During 2020, Parish visitors were hard at work re-imagining what it means to 'visit' in a pandemic. They managed to forge 'remote' relationships with those visited, by telephone, email and other social messaging mechanisms. In many cases their generosity of spirit included collecting shopping, prescriptions, and delivering the odd cake to the doorsteps of those they care for. During this year, when we have all felt moments of loneliness and isolation, it is moving to hear from individuals how much these kindnesses by PV's have been appreciated. Along with the wider village networks which have also operated to help neighbours cope with the exigencies of shielding, the work of our PV's has helped many people to feel connected to the life and witness of our church community. They have done all this whilst also having to manage their own and their families' safety and care.

This comes with my thanks before God for all our Parish Visitors and for Anna Cockram for her invaluable support in administering the PV programme during this unprecedented time; and with the assurance of my prayers for each of you and those to whom you minister.

Should anyone reading this feel a call to be a PV, please contact me on 07761 055228.

**Revd Jax Machin**

## **Residential Care Homes**

The year began with our usual flurry of visits to care homes and the Holy Communion services at Flowerdown and Westholme. My thanks to Shirley Lupton and her team for their devotion to the residents of Flowerdown, and to Sylvia Arnold and Deirdre Wratten for playing their keyboards at these services; helping to bring folks alive through a shared memory of beautiful, classic hymns.

Thanks to the swift action by hospitals, hospices and nursing homes in this area, external visits were cancelled early on in the pandemic and as a result, the impact of Coronavirus in these settings has been mercifully limited. However, the consequence of isolation from family and friends, and from visits such as ours has been devastating for residents. I keep in touch with Sunrise, Westholme and Flowerdown, though these opportunities are sometimes brief, owing to the very great pressure on care staff at this time. I have provided the homes with resources so they can hold Festival worship for themselves. In a few cases, I have been able to visit the sick and the dying, communicating with them through open doors and windows; for others I have spoken with them by 'phone. I have also supported some families who are unable to visit, by seeing residents from outside the building on their behalf; by sending prayers and verses of scripture; and by letting them know I have lit a candle for their loved ones.

I know the care teams and residents, along with their families, have felt upheld by our prayers during this difficult year. Bless you all for your commitment to these important places of care. May our prayers fill them with a sense of our loving Father's healing presence and bring them the blessing of His merciful peace, strength and comfort.

**Revd Jax Machin**

## **Downs Benefice – 2020 series of Lent Talks**

We began a cracking series of Lent Talks, asking speakers to reflect on ‘How has your faith influenced your work and how has your work influenced your faith?’ We had encouraging numbers of folks in attendance for the first two events at Sparsholt and Chilbolton. However, our rich schedule of guest speakers for this year was foreshortened by the advent of Lockdown on 23<sup>rd</sup> March.

Happily, we were able to welcome Mark Hibbert-Hingston, Co-ordinator of Winchester Street Pastors, to Sparsholt on 3<sup>rd</sup> March for a fascinating insight of a Street Pastor’s experience through a night-shift on the alcohol-fuelled streets of Winchester; and Tom Burden, Headmaster of Pilgrims’ School in Winchester gave us a moving account of God at work in his life as he prepares to train for ordained ministry.

Sadly, the talks by Jonathan de Sausmarez from The Children's Society at Crawley on 18<sup>th</sup> March; Howard Rowe, former Lead Chaplain of Winchester City Centre Chaplaincy at Littleton on 27<sup>th</sup> March; and Dr Roland Guy, Consultant Endocrinologist, at Wherwell on 2<sup>nd</sup> April had to be postponed. I very much hope we will be able to invite them to come and speak in the future.

It is almost hard to imagine the streets of Winchester filled with Friday night revellers as we come to the close of 2020!

**Revd Jax Machin**

### **Safeguarding**

A Safeguarding Policy is a statement that makes it clear what an organisation or group will do to keep children and vulnerable adults safe, and the mechanism by which it will respond to any concerns raised. In accordance with the Church of England Safeguarding Policy, the PCC's commitment to "Promoting a Safer Church" is displayed on the Downs Benefice Website.

The PCC has its own designated Safeguarding Officer, details of whom can be found displayed in the porch of the parish church. Safeguarding Officers report directly and in confidence to the Rector.

Safeguarding is a compulsory item raised at each PCC meeting to ascertain any additional concerns. The Safeguarding policy document will be considered for revision annually prior to APCM. DBS clearance is sought for any individual deemed to be working in any capacity with children and vulnerable adults under our Benefice umbrella. Please raise any concerns you might have, in the first instance, with your Safeguarding Officer, currently Alick Kay. In emergency, please contact the Rector.

**Alick Kay**

### **The Fabric Report**

During the year £2,992.50 was spent on removing moss from the back roof of the church, £2,877.60, on a new boiler for the church room and £1,341.76 for new roving mikes for the sound system.

**Robin Bayford**

## **Financial Review**

**Total receipts** were £42,224 (2019 £42,469) and are detailed in the financial statements. These included a £10,000 (2019 £5,000) legacy.

**Total expenditure** was £40,710 (2019 £37,787). This expenditure included £21,410 (2019 £20,805) for the diocesan parish share which largely provides the stipends and housing for the clergy.

Charitable giving of £3,140 (2019 £4,546) is detailed in note 2 to the financial statements.

**Before the legacies there was a net outflow of resources for the year of £8,486** (2019 £372). 2020 Income was down due to the Covid pandemic and repairs cost £7,611 in the year.

### **Reserves policy**

It is the PCC's policy to maintain a balance on unrestricted funds (if possible) to meet approximately six months unrestricted payments and to cover unforeseen emergencies. The balance of £23,391 meets this target.

**Robin Bayford**

**Hon Treasurer**

## Rector's Report

### SCRIPTURE FOR 2021

'The Lord stood by me and strengthened me, so that through me the message might be fully proclaimed and all the Gentiles might hear it.' (2 Timothy 4:17)

Our year began with high hopes of delivering discipleship courses and worship services designed to increase our worshipping communities. Instead, as we began to contemplate Lent our whole world seemed to change beyond recognition. In the weeks before the UK entered into Coronavirus Lockdown on 23<sup>rd</sup> March 2020, Churchwardens, Ministry Team and PCCs worked with me to assess the impact of Coronavirus on our services; along with trying to meet the needs of wedding couples, Baptismal candidates and bereaved families, mindful of the growing fear and spread of the virus, especially in congregational gatherings and fundraising events.

Once Lockdown kicked in, we were in a minefield of logistical issues. One unfortunate casualty was having to cancel the wedding of a Wherwell couple who were due to marry on the very day Lockdown began. There was a flurry of preparing resources for each parish, enacting a plethora of legal requirements – the most onerous of which being the quieting of bells and the closing of church doors against faithful people who, during Lockdown more than ever, longed for the sacred sanctuary our churches. It has been painful for us all, but we have done so in order to save lives and to support the work of the NHS. Offering up the last Eucharistic Prayer to be said for a long while in our Benefice at St Stephen's, Sparsholt, with John Wesley as the sole congregant, was a deeply moving experience for us both as we prayed for our world and entrusted God's people into His healing and merciful hands .... Where two or three are gathered, indeed.

Despite these difficulties, many of the changes we have traversed have catapulted us into the 21<sup>st</sup> Century in positive ways I could never have believed possible! We have become so *au fait* with Zoom and other video-conferencing technologies that, though we all long for the opportunity to meet and worship with each other again, Zoom has become a practical and innovative platform for future gatherings such as some PCC meetings.

Our wonderful Ministry Team have risen magnificently to the challenge of delivering services in new and thoughtful ways. Many have done so through their own personal adversities. Andrew and Lesley Kent and Charlotte and Simon Nash have been remarkable in continuing their ministries in the face of personal bereavement and family illness. Our love, thanks and prayers are with them and their families. Charlotte's Morning Prayer by Zoom has become an established favourite at 9.30am on Tuesday mornings, with an ever-increasing cohort of worshippers. We have also managed some glorious services *outside* churches, in those heady days between lockdowns, which also served to draw in passers-by, with children and dogs to worship with us!

Carol Coleman, Carol Ward and their team have put together some thought-provoking and prayerful Café Church videos; Messy Church has reached out to families with thoughtfully produced themed bags of activities; and we have produced a number of recorded worship videos, beginning with the Trinity Sunday service. Though the numbers viewing these videos remains small, it is our aim to increase them. One huge difficulty is the poverty of network signal in each church which hampers our ability to record services. In 2021 the Benefice will have to look closely at connectivity issues as the need for wired/wireless signals will only increase.

Our Benefice website has expanded to accommodate the electronic resources we now upload – both home grown and from around the Church of England. My particular thanks go to John Little for his patience and expertise in volunteering to develop the website.

The two Parish Magazines have blessed us with hugely entertaining articles this year. My weekly

email 'Newsletters' have also found a firm following, with parishioners forwarding them to family and friends around the world – recipients now include an ex-pat church in South America; and extended families in Australia, America, Africa and the Channel Islands have joined our growing Benefice family. Another positive consequence of the pandemic has been the cohesive melding of Christian worship in a global ministry, for which we must thank the Lord!

As your parish priest, the spiritual challenges of the year have been diverse – leading us through the pandemic; supporting individuals' physical and mental health needs; comforting the sick and dying; building empathic relationships as the bridge between loved ones; being 'church' to our schoolchildren and families; spending hours on the 'phone with folks in self-isolation. With a focus on prayer, the mountains have been climbed, and, thanks to your prayers and actions, each aspect of the workload has borne fruit. It has been a particular privilege to support bereaved families in managing their grief, and to help them cope with the many restrictions placed upon them. Prior to funeral services, people came to us feeling bewildered, frustrated, angry and upset about Lockdown measures, so it has felt good to know they came away from loved ones' funerals with a deep sense of peace; sharing that the service felt intimate and exactly right. So much so, many families no longer feel the need for larger Thanksgiving services post-Covid.

Baptisms and Weddings were badly affected. A huge amount of time has been spent working with couples and families, trying as best we can to support them as their plans have needed to be scaled back, rescheduled ... and then cancelled altogether. Thankfully all our couples and families, who we have not been able to accommodate this year, have re-booked their weddings and baptisms for 2021. We have received praise for the way we have managed their particular needs and circumstances. This has been a particularly important outcome – both for the families and for our finances.

In respect of our financial position as a benefice, it is clear that those parishes who have implemented the Parish Giving Scheme have come through the year in a better position than those who are reliant on fetes and other community activities to raise funds. We have lost most of our planned income for the year and yet still have responsibilities to pay our Diocesan Common Mission Fund as well as the maintenance and upkeep of our five beautiful churches. I am indebted to all of our Treasurers for their sound financial management, just as I am to each of you who make donations and legacy arrangements in favour of our benefice. If, as you read this, you feel able to increase your giving or to make a new financial commitment to our churches, please contact me or Caroline McAulay in the Benefice Office and we will put you in touch with one of our Treasurers.

Speaking of Caroline, I would like to make particular mention of her administrative support to our Benefice during this past year, which has gone way beyond that for which she is remunerated; often volunteering long hours in the evening and at weekends, helping me to navigate new technologies and particularly in recording, editing and delivering video services.

2020 has been a rollercoaster of a year for us all, I know - managing tragedies alongside sometimes hilarious experiences as we have learned to cope with the 'new normal' of social distancing, face-masks and other necessary paraphernalia of pandemic. One laugh out loud moment during a Communion service was my being spotted raising a chalice to my lips, through the Perspex visor I had forgotten I was wearing! Wine everywhere ... and a good deal of socially-distanced laughter to boot.

It has been a joy to encourage people to flourish and grow in faith throughout this unprecedented time, and to have learned inventive new ways of worshipping God and sharing the good news of the Gospels which have sustained us. The way in which our parishes have reached out as a faith community to meet the needs of our neighbours is a credit to you all. Secular groups have joined with us, and together we have helped to support the people we serve. My sincere thanks to each of you.

All this is evidence of the grace and majesty of our merciful and loving triune God! Father, Son and Holy Spirit have never felt as present among us than at this time. May God bless you all.  
With my love in Christ,

**Revd Jax Machin**

# **Independent Examiner's Report to the Parochial Church Council (PCC) of St Mary's Crawley**

I report on the accounts for the year ended 31 December 2020, which are set out on Pages 14-16.

## **Respective responsibilities of the PCC and Independent Examiner**

The PCC 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 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 PCC and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts, and seeking explanations from the PCC 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 matter has come to my attention:

1. which gives 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.

Christopher Phillips  
Whitethorn Cottage  
Crawley  
Winchester  
SO21 2PN

22<sup>nd</sup> March 2021

ST MARY'S CHURCH CRAWLEY

STATEMENT OF FINANCIAL ACTIVITIES  
For the year ended 31 December 2020

	Notes	Unrestricted Funds	Bell Fund	Fabric Fund	TOTAL 2020	FUNDS 2019
		£	£	£	£	£
<b>INCOMING RESOURCES</b>						
<b>Voluntary income</b>						
Planned giving						
Gift Aid donations		23,467	-	-	23,467	21,852
Income tax recovered		6,353	-	-	6,353	6,998
Collections		1,422	-	-	1,422	4,872
Donations		520	-	-	520	1,655
Legacies		-	-	10,000	10,000	5,000
		31,762	-	10,000	41,762	40,377
<b>Activities for generating funds</b>						
Fund raising events		15	-	-	15	616
		15	-	-	15	616
<b>Income from Investments</b>						
Bank interest		-	-	148	148	258
		-	-	148	148	258
<b>Income from church activities</b>						
Fees for weddings and funerals		219	-	-	219	846
Donations towards parish paper		80	-	-	80	372
		299	-	-	299	1,218
<b>TOTAL INCOMING RESOURCES</b>						
		32,076	-	10,148	42,224	42,469
<b>RESOURCES EXPENDED</b>						
<b>Church Activities</b>						
Missionary and charitable giving	2	3,140	-	-	3,140	4,546
<b>Ministry</b>						
Diocesan parish share		21,410	-	-	21,410	20,805
Rector's expenses		536	-	-	536	1,015
Heating, electricity and water		1,056	-	-	1,056	1,809
Insurance		2,063	-	-	2,063	2,067
Repairs and maintenance		4,619	-	2,992	7,611	2,855
Cost of services		672	-	-	672	992
Parish paper		241	-	-	241	314
Share of benefice office expenses		3,866	-	-	3,866	3,148
Stationary and copier		115	-	-	115	236
		37,718	-	2,992	40,710	37,787
<b>Generation of voluntary income</b>						
Fund raising events		-	-	-	-	54
		-	-	-	-	54
<b>Governance costs</b>						
		-	-	-	-	-
		-	-	-	-	-
<b>TOTAL RESOURCES EXPENDED</b>						
		37,718	-	2,992	40,710	37,841
<b>NET (OUTFLOW)/INFLOW OF RESOURCES</b>						
		(5,642)	-	7,156	1,514	4,628
<b>TRANSFERS BETWEEN FUNDS</b>						
		-	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>						
		(5,642)	-	7,156	1,514	4,628
BALANCE BROUGHT FORWARD AT 1 JANUARY 2020	1.(b)	29,033	1,245	11,805	42,083	37,455
<b>BALANCE CARRIED FORWARD 31 DECEMBER 2020</b>	1.(b)	<b>23,391</b>	<b>1,245</b>	<b>18,961</b>	<b>43,597</b>	<b>42,083</b>



ST MARY'S CHURCH CRAWLEY

BALANCE SHEET AT 31 DECEMBER 2020

	Notes	2020	2019
<b>CURRENT ASSETS</b>			
Debtors	3	11,362	1,410
Short term deposits		27,358	38,210
Cash		8,227	6,583
		<u>46,947</u>	<u>46,203</u>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
Creditors	4	3,350	4,120
		<u>43,597</u>	<u>42,083</u>
<b>NET CURRENT ASSETS</b>			
		<u>43,597</u>	<u>42,083</u>
<b>FUNDS</b>			
Unrestricted	1.(b)	23,391	29,033
Bell Fund	1.(b)	1,245	1,245
Fabric fund	1.(b)	18,961	11,805
		<u>43,597</u>	<u>42,083</u>

**Robin Bayford**

Honorary Treasurer  
3 February 2021

**NOTES TO THE FINANCIAL STATEMENTS**

**1. ACCOUNTING POLICIES**

1.a. The financial statements of the PCC have been prepared in accordance with Church Accounting Regulations 2006 together applicable accounting standards and SORP 2005

The accounts have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of informal gatherings of church members.

**1.b. FUND ACCOUNTING**

The General Fund represents the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC.

The Bell Fund shows funds raised for the bells and expenditure on the bells.

The Fabric Fund is a designated fund, created in 1965 by a resolution of the PCC, as a reserve to pay for the costs of major repairs and maintenance to the church building. Donations received specifically for this Fund are similarly restricted.

**1.c. FIXED ASSETS**

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected (at a reasonable time).

All expenditure incurred in the year on consecrated or beneficed buildings is written off under the heading repairs.

**1.d. INCOMING RESOURCES**

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

**1.e. RESOURCES EXPENDED**

Grants and donations are accounted for when paid over, or for the period awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognized when it is incurred and is accounted for gross. The cost of repairs is recognised if the work has been commenced.

## ST MARY'S CHURCH CRAWLEY

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### 2. CHARITABLE DONATIONS

	2020	2019
	£	£
Approved at the January 2020 meeting of the PCC:-		
The Trinity Centre Winchester	500	500
Winchester Churches Night Shelter	500	500
Karis Kids	500	500
Winchester Street Pastors	500	500
Street Reach - Winchester	500	500
ShelterBox	-	500
The Boaz Project, Hill Farm.	500	500
	<hr/>	<hr/>
	3,000	3,500
From special services		
Downs Benefice Parishes	-	232
Hampshire & Isle of Wight Air Ambulance	-	146
The Fly Navy Heritage Trust	-	130
Royal Air Force Association	-	172
Injured Jockeys	-	172
The British Legions poppy day appeal	140	194
	<hr/>	<hr/>
	3,140	4,546
	<hr/> <hr/>	<hr/> <hr/>

#### 3. DEBTORS

Taxation recoverable	1,362	1,410
Legacy received February 2021 re 2019 death.	10,000	-
	<hr/>	<hr/>
	11,362	1,410
	<hr/> <hr/>	<hr/> <hr/>

#### 4. CREDITORS

Charitable donations authorised by the PCC as 2020 expenditure.	3,000	3,500
Winchester church organisations	100	60
Accrual for utility and other costs	250	560
	<hr/>	<hr/>
	3,350	4,120
	<hr/> <hr/>	<hr/> <hr/>

#### 5. LOAN ADVANCED TO THE DOWNS BENEFICE - contingent asset

On 26 March 2016 Robin Bayford donated £5,000 to St Mary's on the condition that this money was advanced as a loan to the Downs Benefice. In certain circumstances this loan is not repayable to St Mary's, so provision has been made against this sum.

#### RISK ASSESSMENT

The PCC have considered the major financial risks to which it is exposed, and actions to mitigate those risks, and have set up a system to keep such risks under review.

i) There is an ongoing process of identifying evaluating and managing significant risks appropriate to the small size of the organisation which prevents complete division of duties.

ii) Financial results are monitored at each PCC meeting and compared to the budget which is prepared annually.

iii) The PCC's insurance cover is reviewed annually, and fire and similar risk assessments are carried out on an ongoing basis.

Any system of internal control is designed to manage rather than eliminate risk and can provide only reasonable, and not absolute, assurance against material loss.

#### OTHER INFORMATION

Bankers:	Independent Examiner
National Westminster Bank	Chris Phillips
105 High Street	White Thom Cottage
Winchester SO23 9 AW	Crawley