



**The Annual Parochial Church Meeting  
will be held in St Nicholas Church on  
Sunday 9<sup>th</sup> May 2021**

During the 10.00am Morning Worship

## **Agenda - Annual Meeting of Parishioners 'Vestry Meeting'**

1. Apologies
2. Minutes of the Annual Vestry Meeting 11<sup>th</sup> October 2020
3. Appointment of Churchwardens 2021– 2022

Nominated: Geoffrey Martin Dale

Proposer: Mandy Warman

Seconder: Rachel Stevens

Nominated: Rachel Stevens

Proposer: John Burbidge

Seconder: Mandy Warman

Nominated: Alison Duyvesteyn

Proposer: Rachel Stevens

Seconder: Mandy Warman

## **Annual Parochial Church Meeting (APCM)**

1. Apologies for absence
2. Minutes of APCM held on 11<sup>th</sup> October 2020
3. Matters arising from the minutes
4. Presentation of Electoral Roll
5. Presentation of Inventory
6. All reports sent out and therefore no verbal reports will be given
7. Opportunity for questions or clarification of reports
8. Appointment of Independent Financial Examiner of the Accounts
9. Elections
  - a. PCC Members

Nominated: Mandy Warman

Proposer: Rachel Stevens

Seconder: Tom Hicks

10. Rectors closing remarks
11. Any other business (to be notified in advance please)
12. Closing Prayer

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## **Rector's Report**

The past year has of course been dominated by the Covid 19 pandemic. When churches were forced to close in the first lockdown our initial response was to do what we could and we rapidly learned some basic online skills using just an iPhone. As time progressed, we had to climb a steep learning curve and together the team have learned so much that has enabled Sunday worship to continue, both online and in person, when the restrictions have allowed. I know that we are all incredibly grateful to our technical team who have made much of this possible. We are also so grateful for the commitment of our musicians, especially to Phil and Hannah, who recorded many songs in the Rectory garden when that was first allowed. They subsequently recorded for special services and have hardly had a Sunday off during the time we have been live streaming. The quality of the worship the musicians have offered has been wonderful.

Through online worship we have seen an increase in the numbers joining us. It is difficult to know whether people join us for a few minutes or for the whole service. What we do know is that many more people have "visited" church than was happening pre-pandemic. Therefore as we move forward we want to review how best we develop online worship as part of the overall life of the church.

Zoom meetings have not been for everyone but particularly during the first lockdown, Zoom enabled many of the church family to connect with one another and this included after church socials. As we moved on through the year, Zoom continued to provide a way for people to meet up and Life groups to continue. There has been an increase in corporate prayer as people have found it convenient to pray with others from home via Zoom. We have held two online prayer meetings a week plus a monthly meeting. For some people who were already housebound and those shielding, meeting on Zoom has indeed been hugely welcome.

It has been wonderful to have been able to keep the food bank open through the year. Tracie and her team of done a sterling job organising large amounts of donated food and ensuring that all who come to help are met with

compassion and generosity. It has been quite a challenge and they have more than risen to this and we were delighted when Tracie received an award from the community in recognition of her work.

Looking back over the year when many businesses and charities struggled, we can be thankful that financially we have ended the year well. This is thanks primarily to the furlough scheme, administered by Karen, together with the grants received from the council which Neil diligently applied for on our behalf. We are grateful for this financial assistance but also for those who have worked hard to get this funding.

The Churchwardens, PCC and staff have worked so well together to ensure all who have used our building - staff, church members and of course the various groups we have let our building to-have been safe and that throughout we have abided by the government rules. This has required hard and meticulous work and we are truly grateful for all who have played their part in this.

Opportunities arise even in the most challenging crises and it was particularly encouraging at Christmas to see so many families from our community take part in the Nativity trail and then again collect activity bags at Easter. Also at Christmas, many appreciated the opportunity to hang a prayer from our outside tree and again, the numbers that attended our outside carol services were hugely encouraging. All of this, notwithstanding this unique Covid-context we find ourselves in, perhaps reinforces the need for us to think and plan for the future in a way that goes beyond our buildings and into our community.

While the building has been closed we have been able to begin some of the work planned in the Jubilee project: the redecoration of the Narthex and the hallways, together with new carpets and painting of the hall. We have also levelled up the trip hazards around the outside area of the building and resurfaced an area for an overflow car park at St Nicholas. This is been paid for by a generous grants from the Erskine Mutton Fund and the Talbot Village Fund.

Matt and Lisa of course joined us this year; not the easiest moment to begin a curacy but we are grateful for the way they have very quickly become part of our church. Paul Eaton started LLM training during the year and it's been

enriching to have a growing ministry team especially as together with the wardens and others involved in leading within our church, we all bring different gifts.

In a difficult year we have known many blessings. Not least we have received some significant legacies and of course we are extremely grateful for the generosity of those who bequeath them to us. The PCC will steward these funds wisely and plan how this money can be invested to grow the mission and the ministry of the church both now and in the coming years.

Finally, I would like to end by saying, on behalf of our churches, thank you to God! We have heard so many stories from the Church Family of how God has met their needs this year, how prayers are been answered and how so many of us have grown in our faith through this tough year. It has been particularly encouraging to hear how many have said they have felt genuinely supported and cared for by other church members; a sense of each of us looking out for one another. Charles and I would like to thank you for all your encouragement to us this year.

Jane Burgess (Rector)

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## **Churchwarden's Report**

This year has been difficult for all of us in so many ways. The Coronavirus pandemic has changed our Church life out of all recognition in ways none of us could have imagined.

Working with Jane we were part of decision making about suspending Communion, rearranging our space, putting in place COVID measures for worship services including hand sanitiser, mask wearing and socially distanced seating. Then as Lockdown loomed, closing our buildings and moving our services online as all our usual activities were suspended.

The setting up of the COVID Committee enabled us to get our buildings up and running very quickly after Lockdown was released in the summer. This helped to contribute to the Lettings income for the Parish.

In June, it was great to welcome Matt, as our Curate, and Lisa, although it has not been easy for them to settle into a new place when there was no chance to see people face to face.

This closure was a good time to get some practical work undertaken, redecoration of hall and Narthex and recarpeting.

When the buildings were able to reopen, we had time to undertake the Inventory in both Churches and updated the log and Terrier to reflect this. With the photograph Inventory created last year the task was completed in under two hours, instead of taking the usual day to sort through everything.

Without an APCM, our terms as Churchwarden, which is an annual re-election was extended until the Autumn when our APCM meeting was able to happen as part of the morning service.

As we moved towards Christmas, our role was to help the practical facilitation of the Nativity Trail and Carol Services, small tastes of things that had been missed during Lockdown. The outdoor Carol Services, providing the opportunity to sing, were popular and have led to suggestions that this become a regular occurrence.

It has been a real team effort to make this year happen and we are so thankful for Jane and Charles, for the new addition of Matt as our Curate and to our staff; Karen and Tracie in the office, Anne working with Housekeeping and John, John and Danny looking after the site. They have been through periods of furlough and at times things have been really uncertain, but they have stuck with us. We thank them all.

As we head into the Spring/Summer our prayer is that the vaccination programme and positive improvement in Coronavirus cases will enable us to return to a degree of normality and that this will include the worshipping and social life of the church, as well as welcoming back those who use our buildings so that the buzz of activity can return.

Geoff and Rachel

## **Finance Report**

### **Introduction**

The following report is an update on the church's finances which covers the period between the 1<sup>st</sup> January to the 31<sup>st</sup> December 2020.

During the latter part of 2020 a finance team was established to support the work of the Treasurer and to maintain an overview of the church finances.

We have recently transferred to a new accounting system on QuickBooks. It has been a long and arduous transition to the new system but one which we are now starting to see the advantages of, as it is providing us with greater clarity and insight into the accounts. Members of the PCC have their own login details to view the church's live accounts and report which provides greater transparency and helps us to closely monitoring things.

Clearly the financial situation last year was shaped significantly by the impact of Covid-19, however we were provided with some loss of income grants which have helped us through this challenging time. Additionally, in 2020 we were kindly given a few significant legacies, and these are reported below.

***Layout of this report*** The report describes:

- a. The 'day to day' income and expenditure (excluding large legacies) for our churches (St Nicholas and St Hubert)
- b. The 'day to day' income and expenditure for the St Nicholas centre (i.e. this relates to the income and outgoings of all the various community clubs and activities that use our building)
- c. The combined income and expenditure figure excluding legacies
- d. Key observations including a note about large legacies and grants received in 2020
- e. A statement summarising the overall financial position and issues raised for 2021

### **Our churches - 2020 income and expenditure**

#### ***Income***

Our churches combined income was £59,946.27 and this was derived from:

- Collections
- Donations
- Furlough claim wages
- Small legacies
- Planned giving scheme and envelopes

### ***Expenditure***

Our churches' expenditure was £79,975.39 and this is made up from the following:

- Church and clergy service expenses
- Insurances
- Licences
- Wage & salaries
- Share payment
- Administrative expenses
- Repairs and maintenance

The expenditure incurred in the day to day running of the church therefore exceeded its income by £20,029.12.

### **Church Centre - 2020 income and expenditure**

#### ***Income***

The income from centre operations brought in £44,356.22 from the following income streams:

- Covid-19 loss of income grant
- Covid Business Restriction Grant
- Room hire income
- Services

#### ***Expenditure***

The expenditure from centre operations was £16,186.23 from the following expense streams:

- Maintenance
- Utilities
- Administrative expenses

## ➤ Insurances

The income from the centre operations therefore exceeded its expenditure by £28,169.99.

### **Combined income and expenditure**

Considering now the combined income and expenditure of both the church and the church centre we end the year with a gain of £8,140.87. This is encouraging, particularly considering the challenging year it has been for the church with a lower footfall in the church building and the wider financial impacts presented by the pandemic and reflects the faithfulness of church family giving and the support of government grants.

However, it is important to note that, financially, *our churches are effectively being subsidised by the church centre*. Having said this, all the payroll expenditure is currently included in the churches' outgoings so this likely overstates the figure for the churches' expenditure. For 2021 we have changed the way salaries are allocated to reflect the fact that most of the Centre Co-ordinator's time is spent on the church centre and that the caretakers' time is shared equally between churches and church centre.

### **Other income and outgoings**

- **Legacies** In 2020 we were very fortunate to have been left a few large legacies totalling £210,000.
- **Redecoration costs** We undertook a major redecoration of the church hall, narthex and corridors including recarpeting; we also built an extension to the car park. All this work was funded by grants that Neil applied for on our behalf.
- **Planned giving and donations** In total, planned giving and donations were £4,088.94 lower in 2020 than in 2019 and this is because of lower footfall through the church because of Covid-19 so less was received in the donation plate. However, there was a rise in the amount given through planned giving schemes and envelopes by £2,264 as some made the change since they could not donate on the plate.
- **Room hire income** The total income from room hire in 2019 was £58,849.39; however the total income from room hire in 2020 was

£33,620.88, a reduction of £25,228.51. We did receive a Dorset Covid Business Restriction Grant in 2020 though this was only £8,434.

### **Final observations and summary**

**Future investments** PCC are making decisions about how best to use the legacy money by putting some into the Jubilee fund toward the refurbishment of St Nicholas and investing some into future mission and ministry projects; we do not envisage using legacy money to subsidise shortfalls in day to day church and centre operations.

**Issues to address in 2021** Looking ahead in the coming year, the figures for 2020 highlight three areas for attention as follows:

- Principally as a consequence of the legacies we now are fortunate to have a large amount of savings and these needs to be invested wisely. The finance team together with the PCC are exploring various options.
- Our overall healthy financial balance shouldn't obscure the fact that at present the day to day income from our church, principally from our giving, is not fully covering our church-related expenses and parish share. We are therefore dependent on the income generated by the church centre.
- In terms of future income from the church centre (lettings) much will now depend on how quickly bookings from clubs and other activities will resume and whether further covid-related disruption occurs. Early signs are encouraging but obviously there is a long way to go.

Tom Hicks Treasurer

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### **Church Centre Report**

Over the last 12 months life has been challenging for everyone due to the restrictions imposed by Covid 19. In April the decision was made to furlough some of the staff when the centre was forced to close to outside bookings and Church services. Gradually over the course of the year as the centre has been allowed to reopen the staff hours have been increased again but at present 3 members of staff are still on part time furlough.

Despite the closures the centre has continued to be used whenever it can be open by a wide range of groups of all ages, including some new groups. While the revenue generated from the bookings is still down on what we had hoped for we have been luckier than a lot of other centres whose layout did not enable them to reopen while restrictions have been in place. We are also grateful to Wimborne Orchestra who despite only being able to meet for a few months in 2020 have continued to pay their rental for the Church for their regular rehearsal slot throughout 2020.

Moving forward once we are fully open again some of the new groups have indicated they would like to stay. This will mean that the centre should be busier than before and the revenue will be increasing. We have however, now reached the point where we are having to turn groups down as we are unable to accommodate them so it is unlikely that the revenue can be increased much further.

While the closures have been frustrating we have tried to use the time positively. During the first closure as the Foodbank was the only activity allowed to run Tracie was able to rearrange their way of working and introduce a one way system that ensured the safety of volunteers and those coming to collect food. The Foodbank has modified this system since but still uses the Narthex area twice a week instead of just the small cupboard in the Narthex. The feedback from families and volunteers has been very positive as they feel safe and welcomed.

We have also taken the opportunity to change our accounting system to a more user friendly system. The new system is connected to our banking system so is always up to date. The system allows members of the PCC and our Accountant to access it remotely so in the event of office staff being unavailable due to unforeseen circumstances the finances of the Church and Centre can still be managed. This is a much safer system than we previously had which relied on staff manually inputting information from the bank account and could not be managed remotely.

We have been able to undertake some essential maintenance work to the building. This work would have been difficult to do when we are fully open due to access being restricted. New carpets have been fitted in the Narthex and

corridors and this area has also been painted. This work has given the building a fresh look which has been appreciated by the groups using it.

Hopefully 2021 will be a positive year for the Church and centre and we will be able to reopen some of our outreach services such as toddlers and the coffee shop which play a vital role in the life of the village. I am confident that the revenue can also increase but we need to accept that we will have to cover the monies lost this year so will still probably have a deficit at the end of this year.

Karen Dale

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## **Corfe Mullen Foodbank**

Like everyone else, the Foodbank has experienced a roller coaster of a year; with ups and downs. There is lots to cover in this year's APCM report as I do not want to skimp, I want to shout out loud how proud I am of what the Foodbank has achieved. So, here goes...

### ***Volunteers***

We are all volunteers, no one gets paid for any work done for the foodbank. Whilst we may be open for four hours each week, there are, often, many hours behind the scenes, collecting donations, food shopping, dropping off donations, paperwork, creating ideas, correspondence, thinking. It all adds up. Ann and Heather had to shield, so we were short two volunteers, Hannah W. had just joined the team so was dropped into the deep end and stepped in with Jan becoming my Friday ladies; they even opened bank holiday Friday VE day. Hannah B, helped out for a bit on Wednesday with me, then Teresa came on board too and is still with us. Although Ann could not come in, she offered valuable support over the phone as my sounding board, as well as keeping Heather in the loop. More recently, Sally has joined us working in our isolation room, sorting and dating donations. They have been stars throughout the year,

continuing with the foodbank, as well as coping with their personnel challenges. Others have stepped forward too, members of the community who have done odd bits and bobs; deliveries, collections and sorting. I thank them all.

### ***Church***

Volunteers are important, but so is having a base, and this is where we have been very fortunate. A year ago we were operating out of the old stationary cupboard, feeling like a chrysalis, but now we have emerged into a butterfly.



We had to work within the government guidelines for everyone's safety, so made use of the amazing space and set up a one-way system, through the narthex and out via the hall emergency exit door. It was cold, but it worked.

We changed when the rules changed, and are now just inside the narthex entrance, but still socially distanced. Going forward, our aim is to remain free of the cupboard so we can continue to provide the warmer, open, reception.

### ***Numbers***

Corfe Mullen has a hidden need, lots of people struggle behind closed doors; money coming in, money going out. We see people when those finances are stretched due to unforeseen circumstances. The foodbank is more like a neighbour who hands out that cup of sugar (to those of us who remember being sent to neighbours to ask for odd shortfalls!). Last year, 2020, we gave out roughly the same number of bags as we did for the previous three years (2019, 2018 and 2017) combined. One Friday before Christmas will never be

forgotten, we helped 17 families, everyone was very patient; whilst we were frantic!

### ***Relationships***

An odd title, but an unexpected benefit from the last year has been the wonderful relationships that have developed. We have, over the past couple of years, had contact with our local schools, but this has widened as well as deepened. Schools have contacted us for food bags, which they then dropped to families as well as directing families to us. Like the schools, our links with Wimborne Foodbank have grown, Sharon has become a friend to Corfe Mullen Foodbank and we have helped each other out with excess items and shortages. The Co-op has always supplied our bags, but now we are working closer with them and the Co-ops in the area; their Christmas campaign helped with our 'hamper' bags during Christmas. The local nursery, Jack and Jills got in touch with a suggestion about packed lunches for school holidays. The foodbank has expanded this initiative, as these items are not standard items for a food bag.

New contacts have been made too, a few of which will be mentioned. For those of you that remember the harvest video we put together, you will recall that the local allotment association donated surplus fresh veg. This was great, and very appreciated by those that came in and certainly tested out the volunteers on how to cook some of the items!



Recently a new initiative has been introduced following some work we, and other foodbanks, did with the CAB. It allows us to refer directly to the CAB, rather than suggest people contact them. My personal favourite has been the Friendly Food Club; they offer workshops to help people eat more for less, as well as cooking tips on a budget. They had to change during the pandemic and instead offered recipe bags. Each bag contains all the ingredients, a recipe, as well as video link and recipe related children activities. I raved about these in the harvest video too. We have managed to create our own versions, and

started off in time for Easter with Hot Cross Bun Bread and butter pudding. We have also joined a Dorset government forum to share ideas within the food bank community.

### ***Donations***

We rely on donations, and the community certainly donated during the pandemic. We received so many 'Boris Boxes'; the government boxes issued to those who shielded, by people who did not need them and who had tried to cancel them. But we also received lots of other donations of items, as well as money to allow us to keep our shelves stocked. It was, in a way, a good job the building was empty - as we needed to use several of the rooms to store everything. Donations from harvest and at Christmas by the local schools covered the floor or the lounge (at the end of the narthex). A family of four came in and all spent three hours sorting and dating; and still there were some bags left unpacked. It has truly been amazing, overwhelming and we are so grateful for all the generosity and support we have - and continue - to receive. Some of you may be aware of local authority's financial support to food banks, which we also benefited from; although I did think it was a hoax initially, until Karen told me that funds had arrived!

A local supporter suggested I take a look at the B&M website; I am so glad I did. They were running an 'adopt a foodbank' campaign. The foodbank had to be local to the store, so I duly filled out the form and sent it off. Now, there are a number of 'bigger' foodbanks in our area, so you can imagine my surprise to hear that we had been picked. So, one early quiet April (2020) morning we went down to the store for a trolley dash. We had £1500 to spend, over two separate trips. Jane and Charles helped bring everything back on our second trip, as my poor car groaned under the load the first time around. We shared some of it with Wimborne Foodbank, which was part of the conditions. It was an amazing experience, and all down to a local who spotted the campaign.

Donations continue to trickle in, but not on the scale we were seeing, our reserves have dwindled so we are now back to raising awareness of our 'wanted' items.

## ***The Future***

We will make subtle changes to how we operate as we have learnt the value of a warm and friendly welcome. Our new aprons, with our amazing embroidered emblem (kindly arranged by Jane Lloyd) now identify us with the Foodbank.



These are a key part of this new approach along with our new banner, both kindly funded by a grant from Corfe Mullen Town Council. We hope to build on our relationships, to forge pathways for those that need support as well as continue to support those that need a cup of sugar.

Thank you to everyone that has been part of an extraordinary year.

Tracie Jackson

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## **Deanery Synod Report**

Corfe Mullen PCC lay reps to Wimborne Deanery are Daphne and Alison. Synod meets quarterly. This year, all meetings have been held remotely, using zoom platform (which has certainly led to an increase in attendance).

Diocese has launched “parish support”, a centre to provide advice regarding Church Buildings, Governance and Pastoral Planning, plus general support.

Safeguarding Team has completed massive work on the diocese web site making the task for verifiers and parish safeguarding officers easier. All PCC members must have DBS certification. Following the Church of England Report on Safeguarding the training requirements for volunteers have been increased.

The diocese aims to be carbon neutral by 2030. Bishop Karen encourages each parish to have an eco-champion to lead on reducing their churches carbon footprint. Deanery plans to make available resources to assist the eco champions.

At each meeting, deanery synod holds breakout groups, where we have the opportunity to learn from other parishes and swap ideas. This year has focussed on covid and lockdown-benefits, priorities for recovery and opportunities for the future. We have also looked at different ways to improve giving.

**Deanery Action Plan** The areas the Deanery aims to focus on are;

Vocation and Discipleship, Caring for the Environment, Resourcing and Giving, Music and Worship, Children and Young People, South Sudan and Reaching out to New Communities

**Finance** As at the end of January 2021, parishes in Wimborne Deanery have paid 91.6% of the 2020 Share Request. The Deanery was congratulated in achieving these exceptional results in 2020 during difficult times.

Acknowledging that during 2021 parish finances are likely to be stretched, the diocese says "Please pay what you can". The total Share Request across the diocese for 2021 has reduced from the 2020 level of £10,692,047 to £10,660,367 and Wimborne Deanery is being asked to pay £1,048,227.

Work continues on this diocesan 5 Year Financial Plan which aims to eliminate the annual deficit of around £1M by 2025. This autumn, the diocese will be launching a Generous Giving Campaign.

Minutes of Deanery Synod meetings are available with PCC minutes.

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End of Reports

Just a reminder, that if you would like to raise a question to be considered by the rector and / or the PCC, then please submit it by Tuesday 4<sup>th</sup> May to Jane Burgess (revjaneb@gmail.com).