

# ST WINIFRED'S CHURCH, MANATON

*Address for correspondence:*

Green Loaning, Manaton, Newton Abbot, Devon, TQ13 9UA

## **Annual Report & Financial Statements of the Parochial Church Council for the year ended 31st December 2018**

Rector:

The Revd Prebendary Simon Franklin

Bankers:

Lloyds Bank,  
41 Courtenay Street  
Newton Abbot TQ12 2QW

Independent Examiner:

Mrs Alison Twose  
7 Kiln Close  
Bovey Tracey TQ13 9YL

Benefice website:

[www.moretonbenefice.uk](http://www.moretonbenefice.uk)

The Parochial Church Council is an Excepted Charity

### **Aim and Purposes**

St Winifred's Parochial Church Council has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish of Manaton the whole mission of the Church, pastoral, evangelical, social and ecumenical. It is also responsible for the maintenance of St Winifred's Church.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship in our church and to remain an important part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within it. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance to charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work

To facilitate this work it is important that we also maintain the fabric of our Church which is a Grade 1 listed building dating back to the early 15th Century.

## **Achievements and Performance**

### ***Worship and Prayer***

The PCC is keen to offer a range of services which include Holy Communion, all age and evensong services. In addition we provide special services when necessary or desirable. We have started to include other types of services during the year such as Compline and Iona-based services. The PCC has been given a selection of percussion instruments, mainly of an African nature, which offer a different type of musical accompaniment suitable for All Age worship but which has not been used so far to any great extent.

As part of the Benefice of Moretonhampstead with Docombe Chapel, Manaton, North Bovey and Lustleigh we take part in the regular United Benefice services on the fifth Sunday of a month which move around the four parishes. This year the Benefice Ascension Day service was held at Beckaford Farm in Manaton.

With the help of our Readers we were able to offer a range of Easter services: Compline in Holy Week, an hour at the cross on Good Friday and a well-attended service of Holy Communion by Extension on Easter Day.

We held the usual Harvest service and popular lunch, the profits of which go partly to top up the food box in the church for "Homeless In Teignbridge Support".

For the last four years we have remembered the centenaries of the deaths of the nine men from Manaton who were killed in the First World War with a short ceremony in the service and the placing of a ceramic poppy on the altar in the Lady Chapel. A permanent stand for the nine poppies is now in the Lady Chapel. A special Armistice Centenary service this year was led, as usual, by the Manaton branch of The Royal British Legion.

Our annual carol service moved away from the traditional service but was well attended and as popular as ever.

In the absence of a priest and organist, our Christmas Midnight Mass was a service of Communion by Extension with unaccompanied singing: different but improved by the musical need to sit closer together than normal.

Our Discussion Group kindly hosted by Ann Mosley normally meets once a month and follows Advent and Lent courses. The prayer group meets in the church on the first Saturday of the month.

At present there are 45 parishioners on the electoral roll. The average attendance at a normal Sunday service is 20. There have been three baptisms, two weddings, one funeral, and one burial of ashes during the year.

### ***Deanery Synod***

One member of the PCC sits on the Moretonhampstead Deanery Synod and thus provides the PCC with a link to the other churches in the area, whilst reporting back on important issues raised at meetings plus the work of the Diocesan and General Synods. During the year the emphasis has been on consultations with all members of the deanery about a planned reduction in the number of stipendiary clergy in the deanery over the next five years. The PCC has encouraged a full participation in those discussions.

### ***Church fabric and proposed extension.***

A loop system was installed during the year which, despite some teething problems, has been deemed very successful by those who need it most. The system includes a facility for playing CD's which could provide another worship resource. Our discussions on an extension to the church to provide a lavatory and small kitchen have progressed, including the possibility of carrying out additional work to improve the facilities in the church both for storage, meeting space and more adaptability for informal services. Meanwhile, the boiler has coped but will need replacement once a decision on the extension has been made and approved.

Usual maintenance to the external fabric has been carried out, but there is still long-term work required to the main fabric of the church. Overdue tree and hedge surgery was also carried out during the year.

Kneelers in front of the communion rail have been installed.

The church suffered from an invasion of bees and wasps in the Lady Chapel. The means of entry has not been discovered for certain and this is something that the churchwardens and other members of the PCC will monitor.

### ***Mission and Evangelism***

Helping those in need is a demonstration of our faith. In addition to collections for the Disaster Emergency Committee for the Indonesian tsunami appeal made at two services in October and the Children's Society and the DEC Yemen Appeal made at the Christingle and Carol Services respectively, we gave fixed amounts to four charities from the PCC general account. Details can be found in the Financial Report.

### ***Other Activities***

The church is kept open during daylight hours except in extreme weather conditions, thanks to a band of openers and closers. Other activities include flower arrangers, cleaners and bell ringing. Reports of the various groups will be given at the APCM.

### **Financial Review**

The Financial Statement for 2018 has been drawn up to show the transactions and net assets of the three funds for which the PCC was responsible during the year, namely the General Fund (available for any purpose of the Church), the Fabric Fund and the Church Clock Fund.

In 2017 the **General Fund** showed a surplus of over £10,000. This year there was a small deficit of £436. Just as 2017 was not as good as it appeared so 2018 is certainly not as bad. On the receipts side for instance the key items of Planned giving and Collections have held up well, both showing small increases. The reason for the shift from a surplus to a deficit is to be found elsewhere, on the income side especially in Income tax recovered and Grants and Legacies. In 2018 only one reclaim of income tax was made; in 2017 there had been two. Legacies in 2017 provided £3750; in 2018 £500. These are relatively volatile items and their magnitude and timing can alter the overall picture considerably.

On the expenditure side total spending rose by about £2000; the fall in Major works (which in 2017 included the new tarmac at the lych gate among other things and in 2018 was confined to a repaired frontal and the new kneelers), being more than offset by increases in Church running expenses and churchyard upkeep. The purchase of oil is a large part of running expenses and we had three deliveries in 2018 as against two in 2017, and the churchyard costs include over £1800 paid for removing the large fir tree and clearing the whole West boundary which had become seriously overgrown.

We regard Charitable giving as one of our duties and this increased by over £500. We made donations to the following in 2018:

	£
Children's Society	125
Children of Yemen (via UNICEF)	230
Indonesian Tsunami Appeal	662
Devon Historic Churches Trust	350
Farming Community Network	300
Heatree Activity Centre	300
St Petrock's, Exeter	300

We have commented in the past on the lack of expenditure from the **Fabric Fund**. This year we are pleased to say that, following recommendations in the last Quinquennial report, £3460 was spent on repairing and renewing the rainwater goods of the church. In addition to this a loop system costing £4600 was installed and £2700 spent on initial fees for examining the viability of the proposed new extension to the church to provide toilet and kitchen facilities.

There has been no activity involving the Clock fund.

A **Petty Cash** fund is also kept by the churchwardens on behalf of the PCC. Historically this has arisen from vergers' fees paid for weddings and funerals but in recent years has included the net profit from the Harvest Lunch. The fund is used to top up the Homeless In Teignbridge Support food box and incidental expenses incurred by the churchwardens on behalf of the PCC. The balance on 31st December 2018 was £431.66.

### **Reserves Policy**

The policy of the PCC on reserves is to seek to hold sufficient realisable assets in the appropriate funds to cover expenditure on anticipated major works, expenditure on small-scale repairs, maintenance and renewal of the church's

fabric, including the organ and clock, and at least one year's general expenditure.

### **Safeguarding**

The PCC is aware of the need for proper safeguarding provision and has complied fully with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to House of Bishop' guidance on safeguarding children and vulnerable adults. The Parish Safeguarding Policy Statement (which is to be approved annually at the first meeting of the PCC after the APCM) was re-approved at the PCC meeting on the 8th June 2018. A notice referring to the Statement and supporting documents, a copy of which is available in a file in the North East chapel of the church (the "Children's Chapel"), is published on the church notice board.

All the lay members of the Council and others involved with the All Age services have undergone at least the basic awareness training course for safeguarding and most have attended higher levels of safeguarding training. No safeguarding issues arose in 2018.

### **Volunteers**

The PCC is very grateful to all our volunteers. Jill Rogers retired as a churchwarden in 2018, and Joan Hayes will be retiring in 2019. Both have been very hard acts to follow.

As ever, the PCC's thanks go to all who continue to help in so many ways including John Wellingham, Ann Mosley and Paulie James our organists, Rose Underhill and her All Age worship group, the sidesmen, flower ladies and cleaners, openers and closers, bell ringers, coffee servers and washer uppers. We also thank our readers Hilda Flint, Lionel Holmes and John Randall for all they do in support and encouragement of our worship. We are also very grateful and lucky to have Father Chris Benson as a retired priest to lead us in some of our communion services and at our discussion groups. We are so grateful for all that is done to make St Winifred's a warm and welcoming place for all.

### **Our Incumbent**

By the date of our Annual Parochial Church Meeting we will have said goodbye to Simon Franklin who has served us so well for the last seven years. The PCC is extremely grateful for the way in which he has led us in our worship and encouraged us in our Christian growth both as a church and individually.

### **Structure, Governance and Management**

The PCC reviewed its data records in accordance with the General Data Protection Regulation which came into effect on the 25th May 2018 and believes it complies with the current data protection legislation.

The members of the PCC are either ex officio (our Rector, Reader, churchwardens and Deanery Synod representatives), elected at the Annual Parochial Church Meeting (APCM) by those members of the congregation who are on the Electoral Roll or co-opted by the PCC in accordance with the Church

Representation Rules. During the year, the following served as members of the PCC:

*Incumbent:* The Revd Preb Simon Franklin *Chairman*

*Wardens:* Mrs Joan Hayes *Co-Vice Chairman*  
*Representative on Deanery Synod*  
Mr Chris Butcher (elected churchwarden, APCM 2018)  
*Co-Vice Chairman*

*Reader:* Mrs Hilda Flint

*Elected members:* Mrs Sarah Baily  
Mr Tim Baily (co-opted)  
Mrs Yvonne Crout  
Mrs Ann Mosley  
Mrs Anne Payne (elected APCM 2018)  
Mr John Pike  
Mrs Jill Rogers (retired as churchwarden, APCM 2018)  
Mr Colin Stewart *Secretary and Treasurer*  
Mrs Rose Underhill *Parish Safeguarding Representative*

The full PCC met five times during the year times including one open meeting, and one joint PCC meeting of the benefice in connection with the deanery consultation on future stipendiary clergy.

There is also a Standing Committee which has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. Its members are the incumbent, the churchwardens, the treasurer plus Mrs Rogers and Mrs Mosley.

**Approved by the PCC on 14th March 2019 and signed on its behalf by:**

..... (Vice Chairman) .....(Vice Chairman)