

**Report for the Parochial Church Council of
St Mary & St Michael's Church, Trumpington
for the period 2019/2020 and
Accounts for the year 1 January – 31 December 2019**

Aim and purposes

The Parochial Church Council (PCC) of St Mary & St Michael, Trumpington has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the parish church, the church office building (known as the Bakehouse) and the church hall, although the hall is let on a full repairing tenancy.

On 15 July 2019, following a period of vacancy, we were delighted to welcome to St Mary & St Michael, our new incumbent, The Revd Dr Mandy Maxwell, together with her husband David and their two sons, Luke and James. Mandy was formerly vicar of St Andrew, Girton and Priest in Charge of St Mary Magdalene, Madingley.

Unusually, due to the Coronavirus pandemic, the Annual Parochial Church Meeting 2020, which would ordinarily have taken place in April, has had to be postponed until 27 September 2020. This report therefore covers the period from the APCM 2019 to September 2020.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mary & St Michael. The PCC maintains an overview of worship in the parish and discusses proposals from the vicar (or in the absence of a vicar, the churchwardens, supported by a Worship Group of PCC members and others) as to how our services and worship can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning church activities, the vicar, churchwardens and the PCC have had regard to the Charity Commission's guidance on public benefit and, especially, the specific guidance on charities for the advancement of religion. We try to enable 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 God and Christ Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church building of St Mary & St Michael and the Bakehouse and that we ensure the continued maintenance of the church hall.

We are committed to being a church for all ages; we welcome people of all backgrounds and we seek to be a church reaching out to and serving the whole community. We believe that children have a vital place in the church. We value the traditions of the Church of England and at the same time are exploring fresh ways of giving praise and thanks to God.

We are particularly grateful to our churchwardens, Sheila Betts and Edmund Brookes, to the Vice Chair of the PCC, Gareth Atkins, to Helen Bell, our Church and Community Families Outreach Worker and others who led us through the vacancy and enabled us to continue our work both at the church and as a real presence within the wider community during this time.

Since the Coronavirus pandemic began early in 2020, and a lockdown was imposed in March 2020, new and unprecedented challenges have been presented to us and we have had to completely re-imagine services and church life.

Several thousand new homes in the developments at Trumpington Meadows, Clay Farm and Glebe Farm are now occupied, and Trumpington Meadows and Clay Farm are still expanding. In ordinary times the church has many opportunities and challenges to reach out to the expanding wider community, particularly families and young people, and people who have been relocated to social housing in Trumpington from other parts of the city and county, whilst not neglecting residents in longer-established parts of the parish who also require pastoral support. Whilst significant numbers of new residents from both Glebe Farm (Novo development) and the longer-established northern end of Trumpington Meadows (closest to the church) do come to services, reaching out to residents in the Clay Farm development and the newer properties beyond Trumpington Meadows Primary School and towards the M11 continues to be more difficult. The challenges of reaching out to these new communities while social distancing regulations remain in place, as they must do for the immediate future, are further amplified.

Cornerstone, which was initially intended to be the nucleus for a church plant into the Clay Farm development, trialed weekly café-church-style services on Sunday afternoons in the Clay Farm Community Centre for a year, and more recently monthly dinner church services in the Bakehouse, but these were not sufficiently well-supported to be sustainable in the longer term. Nevertheless, four members, together with our Church and Community Families Outreach Worker, attended the Mission-Shaped Ministry course run by the Diocese of Ely during 2018/19. One member has since been licensed as an occasional preacher after undertaking diocesan training and another has applied to undertake lay pioneer ministry training. Two others are considering applying for ordination training.

Our training curate, The Revd Diana Johnson, who joined us in September 2019, took on the role of facilitator of Cornerstone, which has developed into an umbrella term for a series of activities, part Inherited Church and part Fresh Expressions, within the parish. Weekly informal Ignatian meditation sessions are held on Sunday mornings and individual members have been helping with outreach projects such as HonC! and Messy Church.

Cornerstone as a project is now felt to have run its course, but the positive achievements of the past few years have been incorporated into the mainstream activities of the church.

The church continues to maintain the links forged with the two Trumpington Federation primary schools, Fawcett and Trumpington Meadows, and the PCC is once again represented on the governing body of the Federation by the vicar. A lay member of our regular congregation serves on the school advisory board (governing body equivalent) of Trumpington Park Primary School. Prior to the lockdown, weekly "Open the Book" presentations of Bible stories were being delivered to the children at assemblies in all 3 schools, by small teams of parishioners and other local residents, including the minister from Christchurch Trumpington, throughout the year. These were generally very well-received and it is hoped that the presentations can resume once all Coronavirus restrictions are lifted.

The Revd Diana Johnson has been on the staff at St Faith's Preparatory School for many years.

Dr Helen Bell, our Church and Community Families Outreach Worker, was the only full-time member

of the ministry team during the vacancy. Until the end of August 2020, Helen, who is a Clinical Psychologist by profession as well as a regular member of the congregation at Trumpington, coordinated children's work within the church, and also worked closely with others in the community to reach out to local families in need. After taking up her post in September 2017, she made great strides in developing our outreach work with children and families across the parish. This three-year post was funded jointly by the church, with a start-up grant from Ely Diocese, and the County Council through the Trumpington Federation.

Helen reports that the nature of the work she has been involved with changed over the course of her appointment. She coordinated:

- **Messy Church** sessions which were being held monthly, but had to be put on hold prior to the lockdown due to a lack of volunteer support, which made the sessions not viable and unsafe. Seasonal Messy Church sessions were happening on a less frequent basis. In addition to lack of support, provision of a flexible and safe physical space continues to be problematic, as does lack of adequate kitchen facilities and toilets.
- Prior to the lockdown, **Junior church** (for children aged from 1 year) was held twice-monthly during the main Sunday service and numbers continued to increase, as more new families joined the church community. In response to growth, the older children (aged approximately 8+) were meeting in the Rainbow Day Nursery premises (opposite the Bakehouse). A rota of parents helped with sessions, enabling more age-appropriate materials to be provided for older and younger children. Materials used were from ROOTS, which follow the lectionary readings and this has been well received. The younger group (aged approximately 1 – 7 years) were told a story followed by creative response activities to explore what it means to them. The older group, had a directed discussion, using a Bible passage, encouraging them to think about what it means to be a Christian and to live out their faith throughout the week. During the lockdown and subsequently, the parent leaders, together with Helen, have produced weekly activities for children of both age groups to participate in during the main Sunday services streamed via Zoom.
- **Circle of Security Parenting (COS-P)** groups are relationship-based parenting courses run over an 8-week period. An evening course held at the Bakehouse and a group conducted at Clay Farm Community Centre have been carried out since April 2019. A crèche ran alongside the daytime group and this was well-supported by a team of volunteers from the community of Trumpington.
- **Hands on the Circle (HonC!)** is a stay and play group for parents/carers/grandparents/childminders etc. and pre-school age children. This began in June 2018 following a request from a group of parents, who had previously attended a COS-P group, to continue to meet and support one another and other families. Since it began, HonC! has grown in numbers and space, and prior to the lockdown typically reached between 40 and 50 families per week. Bring-and-share meals were held on the last Wednesday of the month and an artist in residence began a project about 'community and belonging.' An enthusiastic and committed team of volunteers attended each Wednesday. During August 2020 HonC! Joined with the Wildlife Trust BCN to run a toy lending library and distribute summer activity packs at the Clay Farm Centre and Trumpington Meadows Reserve.

Helen maintained good working relationships with all three local primary schools, offering psychological consultation and intervention to staff and families as requested. She also networked with many people out in the community in order to further the church's outreach work. We celebrate the very considerable innovative work which Helen has done in the parish over the

past three years and it was with sadness that the PCC accepted her decision to continue her work outside the framework of the institutional church.

Other activities for children and families in the parish include:

- The M&Ms Youth Group for young people between the ages of 9 and 13 from Newnham, Grantchester and Trumpington churches, was meeting monthly prior to the lockdown. Activities were run in Trumpington and Newnham, and sometimes further afield. Since the lockdown was imposed, the group has continued to meet periodically via Zoom. M&Ms is a place where young people can ask questions, talk about faith and other big questions and have fun along the way. Our thanks to Steve Burgess and to Gertine Blum from St Mark's, Newnham, who lead the group, and to others who help with activities.

- MOPS (Mothers of PreSchoolers), run by Emma Heras alongside Isla Monk and Janet Davies, normally hold sessions two mornings a month during school term times, at Trumpington Meadows School, while their babies and toddlers are looked after in Moppets crèche. In January 2020, Janet Hookham and Leila Allsop who, together with a loyal team of volunteer helpers, mostly parishioners, had run Moppets since its inception 6 years ago, 'retired' to take on other church activities. We are most grateful to Janet Hookham and her team and also to Ken and Della Fletcher, who have faithfully continued, taking over responsibility for running Moppets, alongside Isla and Janet Davies. Since lockdown, MOPS has operated in virtual form, with fortnightly evening meetings via Zoom. MOPS continues to be popular, offering a unique opportunity for mums to build community with one another, make something special, exploring discussion themes about motherhood and faith, all whilst their children are looked after in their own special environment. Mums are encouraged and blessed at this important stage of their lives giving them some much needed time and space. Many of our regular mums have developed invaluable community and friendships over the time they have been coming, and been open to conversations about faith and prayer. The theme in 2019/20 was 'to the full', based on a verse from John 10:10. Prior to lockdown the group was welcoming around 15 mums (most with preschoolers, some with older children), sometimes up to 25 for special sessions like advent wreath making, but the reach is far wider than this, with many former regulars still wanting to keep in touch after they have gone back to work. Successful sessions run in 2019 and 2020 have been an inspiration talk from the lady who set up 'gourmet brownie company', MOPS bake off session and 'Molly dancing!'. Many of the families also attend other church activities like Messy Church. Our thanks to all who help with this valuable activity.

During 2019 we also:

- held a welcome party for Mandy and her family
- hosted an autumn barbecue for Junior Church members and their families and
- held a special Christmas session of MOPS and MOPPETS.

Two adults from Trumpington were confirmed at Grantchester in March 2019, but there were no other confirmations or admissions of young people to communion during the vacancy.

The Bakehouse meeting room and office continued to be well-used prior to the lockdown. Regular church activities were held here, including Junior Church, PCC and other meetings, seminars, discussion groups, as well as occasional services and church social activities. The meeting room was usually booked on two weekday mornings as well as occasional evenings, afternoons and Saturday mornings for church-related groups. The vicar's office is in the Bakehouse and normally our Church and Community Families Outreach Worker, our part-time church administrator and our part-time communications officer would work there at various times during the week.

The Church Hall is let to the Rainbow Day Nursery, which provides a valuable facility to the community all the year round, as well as income to help fund church activities.

Achievements and Performance

Worship and Prayer

The PCC and the clergy are keen to offer a variety of church services during the week and over the course of the year, and all are welcome to attend our regular services. Throughout 2019 the following services were held on Sundays:

8.00am Holy Communion (BCP)

10.00am Sung Eucharist (Common Worship) or All Age Communion
or Third Sunday Service for All Ages followed by Holy Communion

Evensong (1928) was held on third Sundays only and Cornerstone held an informal service on fourth Sundays to which all were invited.

Prior to lockdown a Holy Communion service was held on Wednesdays at 10.30am. Additional services were held at all major festivals in church in 2019, and on Zoom in 2020. A special evening service of thanksgiving was held in church on VJ weekend in August 2020. On Fifth Sundays, the main service would usually be a combined service with the congregations of Grantchester and Newnham. Messy Church sessions were, until curtailed, held after school in the church.

The main service on the third Sunday in each month is a more informal interactive occasion, based on the Liquid Worship concept, with musical accompaniment from a group of musicians rather than the organ, attracting more families and individuals who might feel less comfortable at a more traditional service. This had been followed by a said service of Holy Communion at 11.15am, but the timings of the two services were switched early in 2020, to allow a more flexible ending to the main service, to enable families to stay on afterwards and meet others, and the option of occasional bring-and-share lunches afterwards.

Festivals and some of our Monthly All Age communion services have been enhanced by musical contributions from the adult choir. We are grateful to Dr Alan Howard for directing the choir.

The Wednesday morning service had a small regular congregation, but also attracted both occasional visitors and those who could not make Sunday services due to other commitments.

Whilst numbers attending the 8.00am and 10.00am services have remained fairly static since 2017, Messy Church had become increasingly popular, particularly once sessions were held at the church. Numbers attending pre-Christmas carol services and services on Christmas Eve/Christmas Day held up well, notwithstanding the vacancy. There are now 135 names on the roll, of whom 36 live outside the parish. This is an increase of 8 since the roll was revised prior to the APCM 2019.

In common with all places of worship in the country, we were forced to close the church for several months during the lockdown period and a new pattern of services had to be developed. To begin with we were only able to offer one service on Sundays, at 10.00am, streaming via Zoom. At the height of lockdown, we attracted 40 family units each week to this service, including some former regular members of the congregation, who for health or distance reasons were no longer able to attend services in person. As soon as restrictions were eased, and we were able to reopen the church building for private prayer, we did so, and as soon as services were permitted once again, we introduced a 9.00am BCP service of Holy Communion on Sundays, which has attracted a congregation of about 20 each week. We are now in the process of re-establishing the 10.00am Sunday service with congregation in the church, but also streamed on Zoom, and a weekday service of Holy Communion. During September 2020 it will not be possible to hold both a 9.00am and a 10.00am service on the same Sunday, because of the cleaning required to be carried out between services.

Weekly Ignatian meditation services, initially pioneered by Cornerstone, have been extended to the wider congregation and we have also introduced 'Church Outside', a monthly picnic in the churchyard with a Bible story, primarily for families, but to which all are welcome.

Like many churches around the country we are finding that regular worship, which might in the past have meant almost every Sunday, now for many means once or twice a month, but overall, the numbers of individuals and families with whom the church has regular contact is continuing to increase.

In December 2019, we joined once again with Christ Church Trumpington (see Ecumenical Relationships below) to promote and support an outdoor 'Christmas Carol Sing' community event at Anstey Hall, primarily for families of children attending our 3 local primary schools, Fawcett, Trumpington Meadows and Trumpington Park. The future of this event will now be reviewed, as, Coronavirus restrictions notwithstanding, the time may have come to do something more relevant to the community outside the church congregations, for example in partnership with the grassroots Community Carols on Trumpington Meadows.

We welcomed Bidwells for their carol service in the church in 2019, as in previous years.

Between Ascension Day and Pentecost 2019 we followed *Thy Kingdom Come*, the Church of England initiative, by holding an evening service of prayer and readings in church each weekday. The church was also open during the day throughout (as during the rest of 2019 and until the lockdown) for anyone wishing to come in and spend time in prayer.

In Advent 2019 the vicar led a course based on materials produced by St. Martin-in-the-Fields. In Lent 2020 she led a course studying the book of Exodus and how the people of God were shaped into being the People of God, based on material produced by the Diocese, and after Easter 2020 a Bible study of the book of Nehemiah.

During 2019, one homegroup met regularly at a home in Trumpington Meadows and another, formed initially to be the nucleus for the planned church plant, also continued to meet regularly.

A church book group usually meets several times a year.

As well as our regular services, groups and courses, we enable our community to celebrate and give thanks to God at milestones on the journey through life. During 2019, 4 baptisms and 8 weddings were celebrated in the church. 9 funeral services were also held in the church and there were 3 interments of ashes where the funerals had been held elsewhere.

Mothers' Union baptism anniversary cards are sent from the church to all baptised babies and children from their 1st to 4th anniversaries. 25 cards were sent in 2019 and it is anticipated that 25 will be sent in 2020.

Deanery and Diocesan Synods

Two PCC members, Helen Bell (until July 2020) and Della Fletcher, have served as elected members of the Ely Diocesan Synod.

Two further PCC members are elected members of the Deanery Synod and elections will be held again at the APCM 2020. The Synods provide the PCC with an important link between the parish and the wider structures of the church. Our Synod representatives have produced a separate report.

Fabric

To facilitate the work of the church in the community it is important that we maintain the fabric of the church buildings and that suitable facilities are provided for all who worship or visit.

The church is normally open for visitors and for private prayer outside normal service hours, from 9.00am – 4.00pm, 7 days a week. Visitors are monitored by 2 cctv cameras as they enter and leave the building outside service hours and they are greeted by an automatically operated light as they enter. These arrangements are known to be appreciated both by the local community and visitors from further afield. Currently, due to Coronavirus cleaning requirements, it is only possible to open the church from 12-2pm on Wednesday and Fridays for private prayer, but it is intended that the building will be open again every day as soon as these requirements can be relaxed.

A new sound system was installed in the autumn of 2019, largely funded by a very generous legacy which had been set aside by the PCC for the purpose. The PCC is most grateful to the donor and the impact of the new system is perhaps best summed up in the comment of one longstanding church member who said 'The quality of the spoken voice is very good and the loop system effective throughout the whole church. As a necessary user I am most grateful for the investment made.'

The most recent quinquennial inspection report, received in August 2018, recommended some further work, notably in the ringing chamber, a number of relatively minor stone repairs, attention to the boundary walls and pre-emptive specialist repair assessment of some of the fabric, notably the tower roof. Essential work to the windows in the ringing chamber was carried out in 2019 and a faculty (church planning permission) application has been obtained to carry out the bulk of the remainder of these works.

The issue of installing additional essential facilities (toilets, kitchen facilities, storage and more flexible meeting space), whilst acknowledged as necessary to make the church building fit for purpose in the 21st century, cannot be considered whilst essential repairs are needed and without raising additional, new, funds. We will also need to have a full team of 2 churchwardens, PCC Treasurer and PCC Secretary in place to support the vicar, before embarking upon such a major project.

The temporary licence for the temporary wooden ramp leading to the chancel steps continues.

Cemeteries

The parish has three cemeteries: the old churchyard immediately around the church, the Hauxton Road cemetery and the new churchyard to the south of the church. The first two are now closed, meaning that no further interments are permitted other than into an existing double-dug grave, or the placement of ashes into an existing grave. Maintenance of the closed churchyards is the responsibility of Cambridge City Council, whilst the church maintains the new, open, churchyard. The Church of England imposes strict rules on what is and is not permitted re graves in church cemeteries and the vicar and churchwardens are required to enforce these. Much work was done by volunteers during the vacancy to level graves in the new churchyard.

Pastoral Care

The clergy team, in conjunction with the Pastoral Group, comprised of some PCC members and others, undertakes a considerable amount of pastoral work in the parish. Some members of the parish are unable to attend church due to sickness or age. A member of the team visits all church members who request it, to celebrate communion with them either at home or in hospital, although there have been restrictions on this during the Coronavirus pandemic. We are particularly grateful to Estelle Howard and The Revd Marguerite Roberts for taking on additional pastoral visiting work during the vacancy.

Clergy and trainees

In addition to welcoming Mandy as our new incumbent, we were delighted to welcome The Revd Diana Johnson, who joined us as a training curate on 1 September 2019. Diana had begun her

curacy at Girton and Madingley, with Mandy as her training incumbent.

John Pettigrew, who, with Anne Strauss, led our Third Sunday services during the vacancy, has continued to lead these services and we congratulate John on his diocesan licensing as an occasional preacher.

We are delighted that Stephen Burgess, a retired Methodist minister, now has the Bishop's permission to preach and lead services at Trumpington.

We are grateful to the non-stipendiary priests The Revd Steve Harris and The Revd Marguerite Roberts who are both licensed to St Mary & St Michael as associate ministers and who have conducted and assisted at services during 2019-20 and also to the many visiting clergy who took services for us during the vacancy.

Anne Strauss completed her the 3-year Eastern Region Ministry Course and was ordained deacon at Ely Cathedral at Petertide 2019 and is now training curate at St James, Wolfstan Way. We are very grateful to Anne for her continuing input into the life of the church whilst training for ordination, both before and during the vacancy.

In September 2019 we welcomed two new ordinands from Ridley Hall, Kirsty O'Grady and Ben Brady. Kirsty has now completed her placement with us, but Ben will continue with us for a further year and we look forward to welcoming another student from Westcott House in Michaelmas Term.

Mission and Evangelism

Helping those in need is a demonstration of our faith. During 2019 we raised money for a variety of different charities, notably the Mothers' Union Harvest Appeal (£401.50) at Harvest Festival and the Children's Society at Christingle (£633.70). Donations were also made direct but through the auspices of the church as follows:

- In Christian Aid week 2019, envelopes were delivered to all homes in the parish by a team of volunteers. 31 envelopes were returned and the sum of £921.19 (after including Gift Aid) was donated through the church (in addition to any sums which may have been donated direct)
- The food donated at Harvest Festival was given to Jimmy's Night Shelter
- New toys donated at a Toy Service in December were given to Cambridge Women's Aid
- The retiring collection at the King's Men concert was donated to Addenbrooke's Charitable Trust (£188.83) and Cambridge Churches Homelessness Project (£188.83)

The money raised through Lent lunches in 2019 was donated to CMS (£405 including Gift Aid).

When the Cambridge Half Marathon was again routed to run directly past the church in 2019, closing nearby roads at the time of our usual Sunday morning services, we welcomed spectators with hot drinks, snacks and live music, and held our main service in the evening. Money raised from donations for the refreshments in 2019 was given to Arthur Rank Hospice (£208.20). Spectators were similarly welcomed at the 2020 event.

Social and fundraising events such as our second Christmas tree festival, including another very well-attended concert by The King's Men, a travel talk and our harvest lunch were all open to the wider community, not just church members. The church took part in other community events, e.g. the Trumpington Schools' Fete, held at Fawcett School and the Wildlife Trust open day on Trumpington Meadows. Some church members attend Trumpington Residents Association meetings and others attend meetings of the Southern Fringe Community Forum organised by the Cambridge City Council.

There is a link to the parish website www.trumpington.church from the Trumpington Residents Association website.

The parish magazine, *The Trumpet*, compiled and edited by Sheila Betts, is published 6 times a year by the church for the whole of the community, and includes articles from local, non-church groups. It is delivered free of charge to homes in the parish, by a group of volunteers. The magazine more or less covers its cost through advertising, with rates reviewed each year. Larger print runs were again required during the year as the number of new homes in the parish increased further, reaching 6000 copies for the most recent issue. The magazine is also now available in some local shops as well as on the church website, where further details of services, church groups and events can be found. Due to the Coronavirus pandemic, the April/May and June/July editions were published mainly online, but by popular demand and with help from the Trumpington Volunteer Service, we were able to distribute hard copies of the August/September issue to about 90% of homes in the parish.

Our Communications Officer, Dominic Halford, works part-time in the church office and, as well as maintaining the church website, produces our weekly email newsletter and keeps our church Facebook page up to date.

Some 12 members of the church community volunteered, some individually and some as part of a team, with the Churches Homelessness Project run in Cambridge over the winter months of 2019/20. Under the scheme, a group of up to 17 homeless guests were provided with an evening meal and a safe place to sleep out of the cold every night from early December until the lockdown was imposed in March. While some individuals helped at other churches over the winter, the Trumpington team took turns to work with representatives from the Wesley Church, at Wesley, as St Mary & St Michael is too far from the centre of the city to provide a suitable venue. Many thanks to Julia Smith and Steve Burgess for their leadership roles.

Trumpington has an active branch of Mothers' Union which has produced its own separate report.

Ecumenical Relationships

Our clergy have continued to work to foster closer links with the neighbouring parishes of Grantchester and Newnham as envisaged by the Deanery Pastoral Plan. Combined services are held on occasional Sundays during the year, and worshippers from all 3 churches are encouraged to attend evening services at the other churches on Sundays when there is no service at their own church.

Christ Church Trumpington, a church plant from Rock Baptist Church, meets in premises at Fawcett School and has taken over the site on Alpha Terrace previously owned by C3. As well as collaborating with us for the Christmas Carol Sing event, the pastor regularly participated in "Open the Book" assemblies.

There are no other churches of mainstream denominations holding services in Trumpington, but Faith Life Church Cambridge meets at Trumpington Community College.

Volunteers

The PCC is grateful to all the volunteers who work so hard to make the life of the church run smoothly. During the vacancy the contribution made by volunteers was more important than ever as we strived to maintain as much of church life as we can. In particular we would like to thank our two churchwardens, Sheila Betts and Edmund Brookes, who have worked tirelessly on our behalf throughout the year and who took on many additional responsibilities during the vacancy.

Churchwardens at St Mary & St Michael have traditionally served no more than 4 years without a break, but Sheila has now served in excess of the normal legal maximum of 6 years, having stayed on

to see us through the vacancy, and so she is stepping down at the APCM 2020. We are very grateful to Sheila for all the work she has done, both visibly and behind the scenes, serving the parish and ensuring that all runs smoothly. Thank you, Sheila.

We would also like to thank the flower arrangers who decorate the church beautifully each week (except during the penitential seasons of Lent and Advent) and for festivals; those who maintain the churchyard and cut the grass and erect the outdoor crib at Christmas; those who deliver the parish magazine; those who provide transport to and from church services for those who need it; those who organise social and fundraising events; those who help with activities for children, young people and families in the community; and all those who help with administration, rotas, brass cleaning and with minor maintenance of the church and its contents.

Financial Review

The finances of the PCC proved to be relatively stable in 2019, although the General Account again, and for the third consecutive year, shows a negative cashflow. Though the PCC had budgeted for a deficit, the situation is deteriorating and the solvency of the PCC relies in no small measure on income from investments which are the result of historic generosity. 2019 was the last full year in which the PCC will have the benefit of funds from both the Diocesan Mission Fund and the Trumpington Federation to support the Church and Community Families Outreach Worker. From an expenditure perspective, the PCC continued to meet its full Ministry Share in 2019 and is committed to the same in 2020. With the induction of Rev'd Maxwell, Trinity College resumed full payments from its Vicar of Trumpington Fund to support the vicar in her administration activities.

Congregational giving to support the church's activities remains at a considerably lower level than similar parishes in the Diocese, and shows no sign of significantly increasing, notwithstanding the introduction during the year of contactless giving. That the PCC is solvent is due totally to the income sources detailed above. There is little scope to cut costs as the vast majority of expenditure covers the full cost of the Ministry Share, fixed running costs (insurance, heat and light), and supporting the Church and Community Families Outreach Worker.

The PCC received two small legacies in 2019 and an anonymous donation of £10,000 for which it is very grateful. We are also very grateful for kind donations of a complete set of new hymn books to enhance our worship and thermal coffee jugs which enabled us to serve real coffee after the main service.

While receipts and payments were largely in line with expectations during the first quarter of 2020, the Coronavirus pandemic and lockdown had a significant impact on cash in both the second and third quarters and there will be a further, but hopefully reduced, impact in the final quarter. That the PCC has not had to cut back financially to date and will not in the remainder of 2020, is due entirely to historic generosity and prudence in building a cash reserve '*against a rainy day*'.

In the last 6 months, collections and yellow envelope donations have been practically nil, as has fee income. Rental income has also been missed. While the PCC has received significant donations, at the time of writing it has so far not received the almost annual anonymous and very generous donation, which has helped underpin our accounts. While in the final quarter of 2020, the PCC will not incur the budgeted costs of the Church and Community Families Outreach Worker, it is likely that the year-end will show a very significant deficit on the General Account. The size of this very much depends on how much congregational giving there is in the last four months of the year, and whether parishioners are able and willing to increase their voluntary giving to cover that which they would have given in normal times. Notwithstanding this pessimism, the PCC will retain some free reserves at 31 December 2020.

There were a small number of related party transactions in 2019. One member of the PCC is remunerated to source advertisements and prepare the parish magazine, The Trumpet, for publication. One co-opted member of the PCC is paid for administrative work and the Church and Community Families Outreach Worker was, until July 2020, ex-officio a PCC member as an elected member of Diocesan Synod. No other PCC member received any remuneration except for the repayment of expenses incurred on behalf of the PCC.

Reserves & Funding Policy

The PCC holds reserves to ensure it can meet its committed financial obligations. As at 31 December 2019, unrestricted reserves totaled £87,988, which is about 6 months' general expenditure. The Fabric Fund reserve is held against any unexpected and sudden repair bills. While there is no specific target for these reserves it would be desirable to have a General Reserve of about 6 months' expenditure (c£81,000) and a strategic repair reserve of c£40,000. Small amounts of cash are held in the general account as part of restricted funds covering the Bells, Churchyard and Flowers.

£3,089 is held within the Fabric Fund towards the provision of an all-access toilet within the church. Some Fabric Fund cash is also held in the PCC's general bank account to pay maintenance bills as they arise. The current unrestricted reserve is sufficient to cover the projected extra costs of authorised projects for their duration.

It is PCC policy to invest capital sums as units in the Unitised Investment Fund of the Central Board of Finance of the Church of England.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and it is a registered charity.

The method of appointment of PCC members is set out in the Church Representation Rules.

At Trumpington the membership of the PCC consists of:

- Ex Officio: Incumbent, all other clergy and 2 members of Diocesan Synod
- Elected by parishioners: 2 churchwardens
- Elected by those members of the congregation who are on the electoral roll of the parish: up to 2 Deanery Synod representatives and up to 12 ordinary members
- Co-options by the PCC: to fill casual vacancies in elected membership plus a maximum of 2 others.

All those who attend our services are encouraged to register on the electoral roll and stand for election to the PCC. PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members will receive initial training into the workings of the PCC.

The full PCC has met 10 times (twice via Zoom) since the APCM 2019, with an average level of attendance of 72.86%. Given its wide responsibilities, the PCC has a number of committees or subgroups dealing with particular aspects of parish life and some of these groups also involve other members of the congregation. Groups have discussed matters such as social activities, worship and pastoral care and are all responsible to the PCC and report back to it. The PCC's Standing Committee meets occasionally, as needed, between PCC meetings, to expedite issues.

Safeguarding

The PCC and the vicar have a duty of care under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (i.e. the duty to have due regard to the House of Bishops guidance on safeguarding children and vulnerable adults) to ensure the protection of the vulnerable in the church community.

In terms of safeguarding, the incumbent and the PCC have complied with all the requirements:

- The PCC has adopted and implemented the House of Bishops' Safeguarding Policy 'Promoting a Safer Church', which is reviewed annually and displayed in church and on the website.
- The PCC has approved use of the *Parish Dashboard*, an online tool to help the Parish Safeguarding Officer (PSO) implement and work through the Church of England's Safeguarding Action Plan.
- An appropriately experienced, named PSO (Sheila Betts) is appointed to work with the vicar and the Parochial Church Council and a suitably-trained DBS assistant is appointed to help process safer recruitment checks (Joanne Davidson).
- A range of safeguarding policy statements and safer working practices have been approved during the year.
- All church officers and those responsible for working with children, young people and vulnerable adults on behalf of the church are safely recruited and have done or are due shortly to do the Safeguarding training/s appropriate to their role/s. (47 volunteers and 7 clergy/lay staff are currently DBS checked). Most have up to date safeguarding training at the appropriate levels (Still to do: C0 - 1; C0 & C1 - 3; C1 - 2; S1 - 2; S1 and S3; 2)
- Appropriate insurance is in place to cover all activities undertaken in the name of the PCC which involve children, young people and adults.
- Procedures are in place for dealing promptly with safeguarding allegations or suspicions of abuse.
- All data protection legislation is complied with, especially in regard to using (e.g. storing) information about any church officers and any safeguarding records.
- Work is currently underway to complete activity risk assessments for each activity which is associated with either children or vulnerable adults and run in the name of the church.
- The PSO reports regularly to the PCC on safeguarding in the parish – safeguarding is a standing agenda item at each PCC meeting.
- An addendum re safeguarding is always included in any hire agreement when any person/body hires the church or Bakehouse for any activity that involves children, young people or vulnerable adults.
- St Mary & St Michael's Trumpington was in vacancy during the first half of 2019. No safeguarding issues were passed on by the previous incumbent.

Administrative information

St Mary & St Michael's Church is situated on Grantchester Road, Trumpington. It is part of the Diocese of Ely within the Church of England.

The Parochial Church Council of the Ecclesiastical Parish of St Mary and St Michael Trumpington (working name PCC Trumpington) is a registered charity, registration number 1139132. The charity's principle address is The Bakehouse, 1A Grantchester Road, Trumpington, Cambridge, CB2 9LH. All current PCC members are trustees of the charity.

PCC members who have served at any time from 1st January 2019 until the date this report was approved are:

Ex- officio:

- | | |
|-------------------------------|---|
| • The Revd Dr Mandy Maxwell | Vicar - Incumbent (Chair) (from 15 July 2019) |
| • The Revd Marguerite Roberts | Associate Minister |
| • The Revd Steve Harris | Associate Minister |

- The Revd Dr David Karoon Curate (until 13 January 2019)
- The Revd Diana Johnson Curate (from 1 September 2019)
- Mrs Della Fletcher Member of Diocesan Synod
- Dr Helen Bell Member of Diocesan Synod (until July 2020)

Elected:

- Mrs Sheila Betts Churchwarden
- Mr Edmund Brookes Churchwarden (Treasurer)
- Mrs Carolyn Aston Deanery Synod Rep (Secretary)
- Mr Ken Fletcher Deanery Synod Rep
- Dr Gareth Atkins (Vice Chair)
- Mrs Almudena Cano (until APCM 2019)
- Ms Jackie Fish (until APCM 2019)
- Mrs Janet Hendy (from APCM 2019, previously co-opted)
- Mrs Janet Hookham (from APCM 2019)
- Mrs Katie Howard (from APCM 2019)
- Dr Michelle Johnson (from APCM 2019)
- Dr Siân Jones (from APCM 2019)
- Mr Chris Points
- Mrs Catherine Rowland
- Mr Andy Proudfoot (until APCM 2019)

Co-opted:

- Ms Rachel Acland (from 16 July 2019)
- Ms Joanne Davidson (from 16 July 2019)
- Mrs Fiona Gabrielczyk (from 16 July 2019)
- Mrs Sarah Gill (from 16 July 2019)
- Ms Izzie Sutherland-Cash (from 16 July 2019)

Advisers to the PCC

Independent Examiner: Lisa King, Burdett King Accountancy Limited, 8 The Hamiltons, Newmarket, CB8 0NF

Inspecting Architect: Oliver Caroe RIBA AABC, Caroe Architecture, Office 5, Unit 8, 23–25 Gwydir Street; Cambridge CB1 2LG

Approved by the PCC on 7 September 2020 and signed on their behalf by The Revd Dr Mandy Maxwell, Vicar and Chair of the PCC:

..... M Maxwell (signed)