

# Annual Report 2020-2021

Prepared for the Annual Meeting  
of St Mary's Anglican Church,

Monday 22nd November, 2021



## **Minutes of St Mary's Annual Parish Meeting**

**26<sup>th</sup> November, 2020- 11.30am**

### **Meeting declared open by Venerable Gavin Ward**

Acknowledgment of the traditional owners of the land

### **Attendance** (via zoom and in the church building)

Gavin Ward, Narelle Riley, Matthew Browne, Ann Marie McMahon, Don Cottell, Bev Cottell, Alan Phillips, Elsa Phillips, Annette Swaffield, Kevin Swaffield, Irene Curtis, Clarissa Burn, Kim Burn, Steven Riley, Meg Riley, Mike Lampard, Beryl Dunn, Noel Sprague, Ros Armstrong, Mark Armstrong, Nathanael Armstrong, Lil Kelly, Jan Kokic, Lesley McInerney, Noelene Jones, Denise Foden, Peter Schou, Venus Schou, Alma Sly, Don Sly, Calum Hay, Hilary Williams, Michael Williams, Samantha Dennett, Esther Rule, Mark Rule, Peter Wolfenden, Jennifer Wardop, Karen Chambers, Marj Stacy, Phil Stacy, Matthew Reeve, Terri Carr, Gill Garth, Pamela Allan, Susan Vanderstock, John Vanderstock, Marg Flanigan, Spencer Flint, Jenay Flint, Max Langshaw, Edith Langshaw, Sharon Ward, Robert Brennand, Tracey Sellars, Danielle Johansen, Gwen Hutcheson, Wendy Caramarco, Sue Allaz

### **Apologies**

Cath Robinson, Helen Gifford, Alison Rae, Annette Appleton, Henry Appleton, Robin Philbrick, Ruth Philbrick, Peter Watts, Heather Watts,

### **Bible reading & Prayer**

John 15 "I am the true vine" (read by Gavin) followed by prayer led by Rev. Matthew Browne

### **Previous Minutes**

Moved	Michael Williams	Seconded	Susan Vanderstock	Carried
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### **Acceptance of Electoral Role:**

Moved	Annette Swaffield	Seconded	Ann Marie McMahon	Carried
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### **Report by incumbent on entries in the registers of the Parish**

#### **Annual Reports**

Vicars Report

Curate's Report

Manager of Operational Ministries Report

Discipleship and Ministry Training Coordinator

*Congratulations to Ros on her forthcoming Ordination*

Wardens Report

Parish Council Report

Building Committee Report-

*Update from Ven. Gavin Ward that the parish have been called to a meeting on December 15th*

Synod Report

Home Group Report-

Winter Night Shelter Report

Kids Hope

CMS

Community Store Report-

Chibobo report-

*Thanks to Stitch & Sew for their mask making.*

*Money has been sent to Chibobo this week to train one of the former orphans as a nurse.*

Prayer Ministry report

Youth United report

St Mary's AMUA

Stitch & Sew report

Ministry to the Elderly report-

### **Move that the reports be received.**

Moved	Marg Flanigan	Seconded	Karen Chambers	Carried
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**Financial Reports-** presented by Noel Sprague

Projected budget in a better position thanks to Job Keeper and the State Government grant.

Thanks to everyone for their continued giving.

Thanks to Alan Phillips for his hard work as treasurer over many years.

**Move that the audited accounts be received as presented**

Moved- Mark Armstrong      Seconded- Alan Phillips      Carried

**Presentation of 2020/21 Budget by Noel Sprague**

The budget is a "living budget" that we will have to adjust, based on what happens with COVID

**Election of Auditor**

**Move that Rob Brennand be appointed as auditor.**

Moved- Mark Armstrong      Seconded- Karen Chambers      Carried

**Elections**

**Churchwardens:**

Mark Armstrong

Noel Sprague

Esther Rule (Vicar's Nomination)

**Parish Council:**

Samantha Dennett

Calum Hay

Matthew Reeve

Peter Schou

Annette Swaffield

Thanks to Wendy Caramarco, Alan Phillips and Danielle Johanesen for their service.

**Incumbency committee:**

Wendy Caramarco

Calum Hay

All declared elected

**General Business**

Motion of thanks to the leadership team of Gavin, Matt, Narelle and Ros for their leadership during these difficult times.

Moved- Lesley McInerney      Seconded- Bev Cottell

Motion of thanks to Nathanel, Mark and their team of helpers for their expertise and hard work with the live streaming

Moved- Lesley McInerney      Seconded- Peter Schou

**Meeting closed with the grace- 12.15pm**

## Vicar's Report to Annual Parish Meeting – 22 November 2021

As I write this report, Melbourne is once again moving out of restrictions having now experienced 6 periods of lockdown. As we all know this has provided frustrations, fatigue, anger, anxiety and depression. In addition a number of people have been stood down from their work because they have decided not to be vaccinated against the Covid virus. This has caused financial hardship for them and their families.

With schools closed during these lockdowns and most retail businesses also closed the impact on children, parents and individuals throughout the past year has been quite traumatic and tiring.

Our Parish has people who have been impacted by all of the above circumstances. In all of this we have continued to worship the Lord, remaining connected in various ways and serving God in our community as God has continued to work in the lives of many people.

My report will be split into 2 parts.

Part 1 – The Story of the past 12 months

Part 2 – Looking ahead with optimism

### **Part 1 - The Story of the Past 12 months**

As we began the Parish year – which starts in October 2020 - we began moving slowly out of lockdown and the restrictions of 2020.

We began holding small weekday Communion Services outside (at the rear of the hall) and then moved to holding small weekday Holy Communion Services in the church.

We continued to “live stream” 2 main services at 9.30am and 5pm.

As restrictions allowed we held our first “in person” Sunday service since March 2020 at 5pm in early December. These outdoor services continued over the summer months and were very popular.

As we were very restricted with numbers, we decided that our main Christmas services (7pm, 11pm and 9.30am) would be “live streamed”.

However, so that everyone got the opportunity to be in church over Christmas, we decided to hold 7 “in person” Christmas Services during the week leading into Christmas. Over 200 people attended these services.

We were able to host our Combined Churches Lessons and Carols (which we “live streamed”) and the Community Carols on the Village Green went digital.

On 3 January we returned to “in person” Sunday morning services (with overflow in the hall if needed) and our Wednesday service resumed on 13 January.

Things progressively became more normal, with lots of sanitisation and cleaning after services, doors open for ventilation and everyone entering through the front door and exiting via the side chapel and we had to remain seated for singing and wear masks.

During February, we finally obtained Diocesan approval, including a very generous grant from them, for our new worship centre and facility. Contracts were signed with building works due to commence after Easter. This would mean that we would lose the use of our hall, offices and Parish House with just the Community Store and Bluestone Church being usable buildings.

The Parish Hall became basically storage along with a Container which was placed on the Village Green. By the end of September, the new facility was beginning to take shape with foundations poured, steelwork in place and the framework beginning. The Cross was erected which was a wonderful symbol for Sunbury. (See Building report for further details). Thanks to Noel and Phill who have overseen this project so well.

In February Ros Armstrong was Ordained a Deacon and began her role as the Rev Ros Armstrong, Assistant Curate for a couple of days a week. Her specific focus was on pastoral care for the morning services.

By Easter, we were able to hold all our services, which were well attended. It was great to be back and celebrating as a church community again. We continued to “live stream” our 10.30am service for those who were away or still reluctant to be in a building with others.

On Good Friday we were able to gather (with some restriction in numbers) for our Combined Churches Good Friday service at St Anne’s.

Anzac Day fell on a Sunday so we held our 8.30am service and then headed up to the Anzac Memorial for the service mid-morning.

As daylight saving finished, the 5pm service came inside the church building.

Rev Matt Browne also began work as a Locum at the Parish of Lancefield and Romsey on Easter Day for 1.5 days/week. Matt continued as a member of the Staff Team at St Mary’s with chief responsibility for the 5pm Community.

With the offices and Parish House being demolished, the Staff Team reverted to working from home and this remains to date. We held staff meetings in café’s and then when restrictions began again, we reverted to staff meetings via zoom.

Services continued normally and Parish Life resumed to as much normality as we could with groups meeting off site or using the church building. (You can discover what took place in more detail in the other reports).

We even got to stand to sing in services without masks and we were about to bring back the cushions for the pews....**when**.....lockdown began again at the end of May. It was a bit of stop/start in regards to services until effectively the middle of July when “in person” gatherings (including Church services) effectively stopped. We had one Sunday in early August when Bishop Kate visited us “in person” before the extended lockdown began and we “live streamed” our 9.30am and 5pm Sunday services for the remainder of the church year.

Sadly the Winter Shelter for homelessness ran for only a couple of nights before we were locked down – but as “The Church in Sunbury” we were able to still offer accommodation to those in need.

During the year we were able to hold a couple of “new friends” gatherings at Café Circe after the 10.30am service. This was a wonderful way to get to know people better.

At Matt Browne’s suggestion we recorded some hymn sing-a-longs with Spencer, Judy, Robin, Phill and Gwen providing the music. These were very popular and released on our Youtube Channel fortnightly. Some even gathered (as permitted) outside the church to sing together as the recording went to air.

“Jimmy” also made a return during the extended lockdown; providing a Bible talk each week for the children (and young at heart) at services with Erin Browne sending around activities for the children to do related to the talk.

The Staff team offered a “Walk’n’talk’n’pray” opportunity to anyone who needed to catch up with someone and pray with them. A number of people took up this opportunity and speaking on behalf of the staff team – it was a great delight to see people and share with them.

Zoom morning teas took place after the morning service and 5pm even held a few zoom church services where people could interact with each other and the daily Morning and Evening Prayer on our Facebook Page continued to provide a good spiritual discipline for many in the Parish and keep people connected throughout the year.

In terms of sermon series we looked at the books of Job, John with “Come and See Jesus” during Lent, Acts, Mark (learning to read the Bible with someone), Isaiah, Micah and Hebrews along with various guests including Bishop Kate Prowd and Glen Fairweather from Prison Fellowship.

As restrictions eased, people began gathering in homes to watch services together.

During the year, my role as Archdeacon also involved quite a bit of work outside the Parish as the variety of Parishes I am covering had various challenges. I delight in this work but it has been quite exhausting at times.

I have found delight in coaching a number of clergy on a regular basis; in being the Chaplain for the National Servicemen’s Association and also mentoring a youngster from Sunbury West Primary School as part of the Kids Hope Programme.

Sadly, I officiated at the funeral of long-time and much loved parishioner Helen Krishna-Pillay during the year and Robin Phillbrick and I were invited to lead a Memorial Service at Goonawarra Gardens for those who had died (mostly of Covid) during the previous year, including our own Alan Inglis.

We also farewelled former Parish Councillors Rod Smyrk and Wendy Caramarco as they moved away to other parts of Melbourne and Australia, respectively.

So this past year has been full of various challenges, but we have made progress “spiritually” as we’ve relied on God and “physically” with the building slowly going up.

## **Part 2 - Looking Ahead with Optimism**

As we enter this new Church year there is so much to look forward to.

During the coming year we will have new facilities – with the joy and celebrations associated with a Grand Opening later in the year. This new facility will present us with wonderful opportunities to minister into our local community in a variety of ways.

Of course all of this will take time to develop and we have already commenced meeting in various teams to examine some key strategic directions, including:-

- Ministry to children and youth
- Welcoming to Serving
- Pastoral Care
- How the Café integrates into our Church Life and Mission
- Mission and Evangelism
- How the current Bluestone Church is best utilised for Parish and Mission life; and
- How we manage our new Facilities (bookings, marketing and maintenance)

Teams to explore “Ministry to Seniors” and “Discipleship and Training” will commence in the coming months.

We need to be ready and prepared for the possibilities that will come our way with these new facilities.

Additionally we have already been discussing the possibilities of a “Minster Model” with the Diocese which would provide us with additional resources from the Diocese so that we can share them with other parishes in our vicinity. In a sense what we have started with Matt’s ministry at Lancefield and Romsey is connected with this model.

We are also mindful of the huge change that will occur in our Parish life with this new facility. We have only had the Bluestone Building for worship and there are rich and deep memories associated with it. We need to take great care as we move to new facilities that as “we embrace the new.....we respect the old”.

We also move into an unknown future in regard to what we will or will not be permitted to do in regard to the next part of this pandemic, specifically with mandatory vaccination for certain activities and events and a cap on meeting numbers.

In all of these challenges, we need to care for each other; love each other and be willing to serve each other. St Mary’s has a rich history of doing this and the Parish Leadership Team is demonstrating this humility and service as they provide leadership for us into this new era.

As Jesus said: **“By this everyone will know that you are my disciples, if you love one another.” John 13:35**

Let’s step into this coming year with optimism and purpose, in the knowledge that God goes before us and with us.

### **Conclusion and thanks**

Over the year each Staff Team Member has had their own personal challenges and together, we have supported each other by listening; being honest with each other and praying for one another. I thank Matt, Narelle and Ros for their hardwork and collegiality in this challenging season of ministry. I thank Cath and Keil also for their support during the year and the Wardens and Parish Council for their outstanding contribution to Parish Life, leadership and support and care for the Staff Team.

My thanks (on behalf of everyone) to Nathanael Armstrong who together with Mark, Calum, Kyle and Erran have enabled us to continue to “live stream” our services and to remain connected. What a blessing from God you have been for us all.

Finally my thanks to God, who continues to inspire, sustain and strengthen me always. I look forward to serving God amongst you all into 2022.

Venerable Gavin Ward  
Minister

## **Annual Report: Matthew Browne – Assistant Priest**

The past year has presented a number of obvious hurdles to ministry but it has been good to discover afresh the flexibility and robustness of God's people in his faithfulness and strength.

### **5pm Congregation**

Beginning in late November I met with a team from 5pm to plan how to begin meeting outside on the Village Green. Thanks to generous donations we were able to purchase marquees, fencing and new audio equipment. We began services outside in December. After a couple of weeks the setup team became a well oiled machine and had the total time required to less than an hour. After a few weeks we decided to stop live streaming the service to encourage people to come to church in person. This also lessened the setup time and technical input during services.

The services were well attended and provided a different experience that still included all the elements of the 5pm service and community which we know and love. Our services were on display to the public in a way not tried before and it was great to engage with people walking past. We were able to continue outside until day light savings ended and were only forced inside on a couple of occasions due to weather.

For these reasons I would love to make outdoor services the norm for 5pm during nice weather months, especially once the new building is completed and the stage can open to the Village Green.

With the exception of the outdoor services and then a small number of indoor services we have continued online. During the latest lockdown we met on Zoom several times instead of YouTube in order to facilitate seeing and encouraging one another in a way not possible on YouTube.

My thanks to those who helped organise and run the outdoor services as well as all those who have contributed prayers, readings, music, service leading etc. online.

### **Preaching**

Preaching at 5pm has largely followed the same sermon series as the morning congregation/s but more recently I have been preaching at 5pm more regularly than the past couple of years.

I have particularly enjoyed preaching from Philippians, concentrating on Joy, as well as preaching through Hebrews. Another highlight was spending several weeks with Narelle, providing an example of how to read through Mark's gospel evangelistically with someone.

I have continued to meet with Peter Adam for a monthly preaching group which has helped to receive feedback and hone my skill.

### **Lancefield/Romsey**

I began as Locum (1.5 days per week) in the Parish of Lancefield with Romsey on Good Friday 2020 and look to be continuing in that role indefinitely for now. I have thoroughly enjoyed this role and it has served to be a good opportunity for personal growth. The Parish has experienced some growth in the past 6 months thanks to a number of St Mary's families who live locally choosing to support them.

I have been meeting with Gavin and the Archbishop's Canon, John Sanderson, to discuss the future of the parish and the potential piloting of a missional strategy called the Minster Model. These discussions are ongoing.



## **Missional Communities**

Since mid-2021 I have been researching Missional Communities as a possible way of St Mary's engaging with the community evangelistically. In recent months a group led by Erin Browne and Rachel Caddaye has formed and began to meet. In early 2022 I hope to add an additional men's group. This pilot will continue until around mid-2022 and hopefully give us some information and experience to help us consider the model further.

## **Other**

My role continues to encompass a little bit of everything. I have particularly enjoyed continuing to lead morning prayer on Facebook most mornings and thank all those who join me in that.

## **Thanks**

Thank you for all those who has sought to encourage, support and uphold in prayer the Browne family over the past year. At times it has been tough to continue so it means a great deal to have your love.

In Christ,

Matthew Browne

## **ASSISTANT CURATE- Ros Armstrong**

In some ways this year has followed on from last, with Melbourne spending months in lockdown of various levels. It was great to be able to worship together in person for a number of weeks in the first half of 2021, and yet frustrating again when we could not.

The highlight for me this year was to be ordained deacon in February and to take up the role of Assistant Curate here at St Mary's in an honorary position. I am looking forward excitedly to late November (strictly speaking part of next year's report) when I will be ordained priest and will be able to preside at Communion and give the Absolution and Blessing parts of the service. Unfortunately, with COVID restrictions still in place, the ordination service will be ticketed as it was in February, so most of you will have to watch on YouTube. The link will be sent out when available.

My main activity has been pastoral visiting though this was curbed by restrictions. It has been great to discover that what I had previously found nerve-racking was now something I could do confidently. It is an honour and privilege to go into homes and hear stories of faith, hope, sadness, and laughter.

I have continued to preach with some highlights. I gave four sermons during our "Come and See Jesus" series we did for Lent, including preaching on Easter Day for the first time. There were also two in the Acts series on Paul's missionary journeys.

I was honoured to take part in Helen Krishna-Pillay's funeral, giving the reflection – again a first. As for some of you, I had known her for many years, and yet there were still surprising things I learned about her when Gavin and I visited Krish and the family.

There is something about knowing you are on the right track when you are able to easily jump in to do something at very short notice, even when it is for the first time. For me, this was picking up Gavin's part in the RSL Sunbury's ANZAC day service. Another good experience to have under my belt.

I have enjoyed continuing to do Morning and Evening Prayer on Fridays. It is lovely to see in the chats the names and comments of people who are joining in, and I think it has been helpful for all involved to have times of prayer and praise each day.

In the latter part of the year, I have been doing Clinical Pastoral Education (CPE) at the Austin Hospital. This is part of the training for ordination which I had not done before, and it involved visiting hospital patients, learning to listen more than speak, to walk in their shoes and to bring comfort where needed. This has been especially helpful for patients as for many weeks there has been no visitors allowed, and the nursing staff are often very busy. I have been able to be someone to talk with, an ear to listen.

CPE has been good for me too. I have been less frustrated during this lockdown as I was still able to get out of Sunbury and do face-to-face ministry, something that has been harder for Gavin and Matt. As well, reflecting on my clinical practice has been not only about what I have said or done, but who I have been with that person, and who I am as a pastoral carer and minister. There have been some significant interactions – not just the conversations – which have helped me see even more clearly God's call of me to priesthood.

I would like to thank Gwen (chair), Mike, Heather and Ian for being my field committee this year, and for their continued prayer and encouragement. And thank you everyone for your best wishes for me.

I am looking forward to what happens in the coming year, knowing that whatever happens, it is all in God's hands.

## **MANAGER OF OPERATIONAL MINISTRIES- Narelle Riley**

I'm not calling this an annual report.....I'm calling it my 2020-21 gratitude report!

*"So then, just as you received Christ Jesus as Lord, continue to live your lives in him, rooted and built up in him, strengthened in the faith as you were taught, and overflowing with thankfulness."*

Colossians 2:6-7

### **Administration**

The entire year has been spent working remotely, a combination of COVID lockdowns and the building project. Packing up the offices in preparation for their total renovation was an interesting process – thanks to everyone who gave time to help with the packing process- and has provided the opportunity to review some of our processes and move towards a more environmentally sustainable paperless office. Electronic files are being saved to a parish cloud system, and staff and wardens are very familiar with me saying "I'll set up a google spreadsheet for that"!

Our building project has added a new scope to my role- dealing with utility company connections and disconnections, attending site meetings and managing payments (thanks to Noel Sprague and Samantha Dennett for their systematic overview of each invoice due for payment).

### **Governance**

A significant amount of time was spent in early 2021 ensuring that everyone was compliant with new clearance for service certificates, including an afternoon tea to assist all of the community store volunteers with their applications. Thank you to every one of the 71 people who followed through on the requirements. Further significant changes were made to the process in the second half of this year, which required more detailed applications by those people who work directly with children and youth. Again I am thankful to everyone who worked through the process and ensured that we had completed the requirements within the time frame.

## **Social Media**

Much of our parish life has occurred in an online capacity of some form this year. Nathanael Armstrong is a legend at setting up all the YouTube links and making sure we go live, and Kateryna Degtryariova has been a great help in maintaining our website.

St Mary's has a strong social media presence which includes our website which is a landing place for the public who are looking for information about us. The information there is mainly static and doesn't change very often. Our public facebook page and Instagram account are where we make announcements and keep people up to date with events, service times, the community store etc. People use the direct messaging options on Facebook and Instagram to communicate with us, as well as via our [admin@stmarysanglican.org.au](mailto:admin@stmarysanglican.org.au) email address. I use our gmail address to send and receive emails from parishioners. We are in the final stages of migrating to a new newsletter system which will hopefully overcome the frustrations of the weekly email being sent to junk or not delivered at all.

Our facebook groups have become a major source of connection within the Parish. There are 2 specific Facebook "groups" for our members. "St Mary's members" and "Women's Ministry". St Mary's also has facebook groups for Youth United, games night and Music Playtime which are managed by those leadership teams. The St Mary's members group has 181 members and is where morning and evening live prayer takes place. Thank you to Gavin, Matthew and Ros for continuing to lead these live sessions twice a day, 6 days a week! Within the group building photos and updates are shared, news from missions we support, articles of interest that are relevant to the group and member posted content also feature. Files such as rosters, newsletters etc can also be uploaded.

The Women's Facebook group has 122 members. The posts include a daily scripture verse and prayer at 7am, birthday messages article of encouragement, as well as fun posts such as "mingle Monday", "Wednesday wisdom", "Thankful Thursday", "Friday fun" and "Simon says Saturday".

I'm grateful for the joy, honesty and support that emanates from this group on a daily basis

## **Women's Ministry**

One of the highlights of my year occurred on Monday December 21st. as I watched 55 women and children scan their QR codes and file into St Mary's for a Women's Christmas service. It was a powerful moment to reflect together on all of the things that we have done together even whilst the church was supposedly "closed". Thanks to everyone involved in making this service happen, including those who read the word, led the prayers and provided the beautiful music.

The women's facebook group (as mentioned above) has been a powerful connection point and I have loved seeing people discover more about each other through the fun posts, the prayer requests and things like our month long "wanderlust" A-Z travel journey.

The steppers walking group have met on Tuesday's and Thursdays whenever they were allowed and my thanks go to Gill and Annette for their leading of these walks. During the warmer months we had "cuppa and chat" in the rotunda on Thursday morning, which also saw us raising funds through plant sales by Judy and a handmade craft stall by Jasmine Hahne raising funds for The Adam's in Timor Leste. These meetings transitioned to Thursday morning zooms over winter.

We planned a SOUPer Saturday and had 40 women booked to attend across 6 homes, until COVID lockdowns happened.

We undertook a women's advent study last year, and following on from its success, we have another study planned for this advent.

## **Katherine Christian Convention**

I am very thankful for the gap in lockdowns in May that allowed Kyle Cousins, Meg Riley and I to attend the Katherine Christian Convention in the Northern Territory. It was a very successful mission trip. We stepped out in faith, quite unsure of what we were really going to be doing other than “loitering with intent” late into the night, with indigenous children who attended the convention. The feedback we received from the committee, security team and other convention attendees was very positive. We formed relationships with the young people, played games, had some very significant conversations, returned them to the communities at appropriate times and helped to maintain a sense calm and order late at night around the KCC campsite.

In our post mission de-brief and evaluation the team all agreed that it was a worthwhile trip and are keen to return in 2022. We appreciated the prayers and support of the St Mary’s congregation and the opportunity to report back to the Sunday services about our experiences.

## **Sunbury Winter Shelter**

This year I decided to take a different direction with my role on the Sunbury Winter Shelter steering committee, and stepped back from my role as treasurer to take on the role of communications coordinator. Although we did not have a usable space at St Mary’s as a venue for SWS, under Alan Stafford’s excellent leadership we were able to fill the rosters for 13 weeks on a Thursday night, using St Andrews as our venue. Unfortunately COVID lockdowns meant that we were unable to hold the Winter Shelter for most of those 13 weeks, however our guests were well looked after by VincentCare, staying in the local motel. Alan and I thank everyone for their patience, their willingness to serve and their compassion.

As a final note of gratitude for this year, my family and I want to send immense thanks to everyone who upheld us in prayer and sent messages of support during my long and challenging stay in hospital.

*“I will give thanks to you, Lord, with all my heart;  
I will tell of all your wonderful deeds.” Psalm 9:1*

## **Wardens Report for the AGM 2021**

In October this year we have been blessed with a sermon series on Hebrews. In Hebrews 10:23 we read; “Let us hold tightly without wavering to the hope we affirm, for God can be trusted to keep his promise. Let us think of ways to motivate one another to acts of love and good works. And let us not neglect our meeting together, as some people do, but encourage one another, especially now that the day of his return is drawing near.” (NLV)

The Diocese undertook a compliance and Occupational Health and Safety audit of buildings in July with the parish been found compliant with one minor item being evacuation plans. Once our building program has been completed this will be updated for all buildings. The parish centre was not inspected as it was a building site.

The final repainting of the arch in the church was completed in January and now complements the freshly painted church plaster. Some small minor cracking has appeared which is disappointing but to be expected considering the age of the church. The slate roof will need attention and repairs next year, this will be reviewed once the site has been returned to us and the new facilities completed.

The Vicarage will also require some maintenance repairs to resolve movement and cracking, and this also will need to be completed utilising our maintenance budget in 2022.

With the end of the Jobkeeper program in March of this year we have been reliant upon parishioner contributions to pay salaries, utilities and provide support through donations to Christian organisations by St Mary's. We are indebted again for your faithfulness in contributing to the support of the church. With the Community Store being closed for a large part of the year we have experienced a 50% fall in income and support and this year we will be forecasting a deficit budget for 2021/22.

The wardens have been greatly encouraged during what has been another difficult year of COVID by the many acts of love and good works we have not only heard about but have experienced ourselves. The year has certainly presented challenges. We thank you for helping to keep our premises and each other COVID-safe through your diligence and obedience in observing the changing compliance directions over the year: whether in or out of lockdown, whether masks on or off, more distancing, less distancing, the 2-step cleaning following meetings and services, logging people in, assisting with QR coding and COVID Marshalling, managing on-line giving, conquering the technological and phone challenges of virtual services and meetings, etc etc. We give thanks to God for each of you and look forward to celebrating and worshipping in person in the very near future.

We give thanks to God for our staff team lead by Gavin. Together they have continued to innovate and provide options for worship, to meet, and to pray. Thanks also to Nathanael and the team who have worked for many months providing live streaming of our services so we can meet virtually each week.

We look forward with great optimism to the completion of our new facilities which will enable us to meet, worship, sing and pray together bringing the hope of Jesus to the people of Sunbury and surrounds.

Churchwardens

Mark Armstrong, Esther Rule, Noel Sprague

### **Parish Council report (Matthew Reeve, Secretary)**

This year we welcomed Ian Caddaye and Calum Hay to Parish Council. Parish council met for 11 meetings in the past year, mostly by Zoom but with several in-person meetings when restrictions allowed. Council members were encouraged by meeting together and privileged to see God at work through the many ministries that went on despite the pandemic. The work and witness of our faithful staff in a difficult year was particularly encouraging. This was a year where we were necessarily quite reactive to circumstances in our short-term decision making, but also invested in some longer-term strategic planning, as we have some changes which bring new opportunities (a new building, the Diocesan Minster Model being introduced, and shifts in church and society brought on by the pandemic and lockdowns).

Notable actions by Parish Council this year included:

#### **October 2020**

- Approved the creation of a kids Christmas video under the direction of Emma West
- Approved the 2020/2021 budget
- Approved the COVID safe plan for the parish

## **November 2020**

- Following due consideration given to the vulnerability of the staff and volunteers and the COVID plan in place, approved the reopening of the community store
- Approved \$300 donation to Backyard Bard

## **December 2020**

- Appointed Samantha Dennett as Treasurer and Matthew Reeve as Secretary
- Added Samantha Dennett and Esther Rule as signatories to church bank accounts
- Approved livestream-only services on Christmas Day

## **February 2021 (two meetings)**

- \$3500 giving approved to Adams family (CMS)
- Reopening strategy for church services discussed and approved
- Purchase of gazebos for outdoor services approved
- Approved taking \$1.3m loan from Diocese for building project
- Authorised payment of up to \$5500 for two shipping containers for onsite storage of church property during building works

## **April 2021**

- Approved the following giving:
  - BCA - \$775,
  - Winter Night Shelter - \$775,
  - Ridley College - \$775,
  - Sunbury Chaplaincy - \$775

## **June 2021**

- Discussed and organized temporary removal of some rows of pews to make church space more flexible while hall is unavailable
- Planned review of Child Safe information on church website

## **July 2021**

- Reviewed 'Minster model' documents and planning priorities (key strategic areas) for next 12 months

## **August 2021**

- Further reviewed Minster Model with Rev John Sanderson (who is supporting Diocese adoption of this model). Approved commencement of scoping process with Diocese for this model.
- Accepted Bishop Kate Prowd's recommendation to renew Rev Matthew Browne's license
- Appointed subcommittee to explore possible models for café in new church building
- Approved the following mission giving:

• CMS (Adams Family)	\$4500
• Discretionary funds for Rev Browne's ministry in Lancefield-Romsey	\$525
• BCA	\$225
• Open Doors	\$500
• Ridley College	\$225
• Sunbury Chaplaincy	\$225
• Careworks	\$1000

### **September 2021 (two meetings)**

- Reviewed 'Reimagining the Future' strategy with Rev Tim Johnson (St John's Diamond Creek)
- Approved 2021/22 budget
- Nominated the following Key Strategic Areas with responsible Parish Councillors to take forward planning processes with other church members invited to join these subcommittees:
  - Ministry to children & youth – Calum Hay, Matthew Reeve
  - Welcoming to serving – Narelle Riley
  - Discipleship training & ministries – Matthew Reeve
  - Outward looking missions – Mark Armstrong, Annette Swaffield
  - Pastoral care – Samantha Dennett, Narelle Riley
  - Senior's ministry – No councillor nominated but several parishioners will be approached
  - Integrating the new café into parish ministry & mission – Existing team
  - Facilities management & marketing – Ian Caddaye, Peter Schou, Noel Sprague
  - Historic St Mary's building – Esther Rule, Annette Swaffield

### **Building Committee Report to AGM 2021**

What an amazing God we worship. With hindsight if we were to reconsider the very worse time to commence a building program then 2021 would likely be it. With a pandemic raging across the world how did we come to be in the middle of the largest building program the parish has ever undertaken? Psalm 33 reminds us all:

"The Lord frustrates the plans of the nations and thwarts all their schemes. But the Lord's plans stand firm forever, his intentions can never be shaken."

God's intentions can never be shaken and so we are pushing ahead with our new facilities.

As of November, we will have expended over \$1.5M towards our new buildings.

Demolition completed in April, slabs poured, steel work in place, timber frames and roof trusses being installed and window frames partly in place. As the outline of the new worship centre reveals itself, we can now begin to imagine what God has in store for us 2022.

Whilst COVID, rain, material and trade shortages have impacted upon our completion date we are reassured that God is in complete control.

In the next few weeks roofing will be completed, window installation continued, and exterior cladding installation commenced. Planning for new service pits and installation of services, including an underground electrical supply and replacement of the switchboard in our existing bluestone church will also occur.

We are also hopeful that the shed and area at the rear of the existing hall will be handed over before the end of 2021 for use by the Community store

Ayjay our builder continues to move forward and as we as a parish work in the background on planning for what God has planned for us in 2022, please continue to uphold our building program in prayer.

*Phil Stacy, Noel Sprague*

## **St Mary's Synod Representatives' Report**

### **Proceedings – Special Session of Synod of the Diocese of Melbourne, April 16<sup>th</sup>, 2020.**

Synod Representatives: Gwen Hutcheson, Clarissa Burn, Kim Burn

The Synod gathering originally due to be held in October 2020 was postponed due to restrictions associated with the Covid -19 pandemic. Subsequently, no session was possible during the remainder of that year.

In consideration of the likelihood of future restrictions, a Special Session of Synod was scheduled for February 12<sup>th</sup> 2021 with the sole purpose of enacting the Diocesan Meetings (Temporary Arrangements) Bill 2021 to allow for the presence and participation of members of Synod or other Diocesan meetings by videoconferencing or teleconferencing means. This was necessary since Synod rules at the time did not permit it to occur other than with all members physically together in one place.

Another outbreak of Covid in February 2021 resulted in the Special Session of Synod being rescheduled for April 16<sup>th</sup> 2021. In the weeks preceding this meeting, copies of the proposed Bill and related documents were circulated for representatives to consider.

The session on April 16<sup>th</sup> 2021 was held at St. Paul's Cathedral in Melbourne and was of about one hour's duration. Due to a restriction on the number of people allowed to be inside the Cathedral at any one time, only the minimum number Synod representatives were able to attend.

The session consisted of:

- An acknowledgement of the Wurundjeri people of the Kulin Nations as the traditional owners of the land on which this Synod was being held.
- Opening prayers.
- Matters of procedure specifically for the session (Sessional Orders).
- Proposal of the Diocesan Meetings (Temporary Arrangements) Bill 2021.
- Time allotted for questions and speeches, for and against the Bill.
- Voting and enactment of the Bill.
- Expression of gratitude to those responsible for the careful organization of Synod during a difficult year.
- Closing prayers.

As at September 30<sup>th</sup> 2021, the 53<sup>rd</sup> Synod is expected to be held in October 2021.

We would like to thank everyone who has prayed for us and supported us as we participated in Synod as your representatives again this year.



## **PRAYER MINISTRY REPORT- Lesley McInerney**

2020-21 has continued to challenge us in all aspects of our walk of faith, and our prayer ministry at St Mary's has continued to respond to these challenges.

At St Mary's, we surround all we do with prayer, knowing that our heavenly Father listens and hears our prayers. As individuals, we pray in private. Between lockdowns we have prayed in our home groups and other group settings such as prayer partners and triplets. We have joined together in our worship services (in person and virtually) to offer prayers of praise, thanksgiving and intercession. Some of these activities have been disrupted by COVID, but some of us have continued to connect and pray through Zoom, including my own Home Group and meeting with my own prayer partner. Through Facebook, we have been able to join in morning and evening prayer every day except Sundays, led by Gavin, Matt and Ros. I posted daily prayer points on St Mary's Facebook page until November last year (when I thought lockdowns were all over), and Narelle has been posting a daily prayer on the Women's Ministry Facebook page.

Sue Allaz, Janet Minge, Elsa Phillips, Heather Watts and Hilary Williams are our intercessors who, until lockdown, met weekly to pray over church matters and for personal prayer requests submitted on the green Communication Cards. These meetings have been interrupted by COVID restrictions, but our intercessors have tried to meet between lockdowns, and to respond privately to emailed prayer requests submitted to our ministers. Our Prayer Chain, coordinated by Edith Langshaw, continues to respond to urgent prayer requests.

Until COVID struck in 2020, on the third Monday evening of each month at 7.30pm we met in the church for a Parish Prayer Meeting, which everyone was invited and encouraged to attend. The meeting usually included a Bible reading and a Psalm, and we broke into small groups to offer prayers and praise on church matters, major concerns around the world, local community concerns, and for individuals in need of our prayers. During lockdowns, these meetings were not able to take place, but it was a great joy that we were able to hold a number of in person meetings during 2021, praying especially for the new worship centre. We have since continued to meet using Zoom, making use of breakout rooms to break into small groups for prayer, laying our troubles and our needs before our heavenly Father, and seeking God's help for our church leaders in navigating the road ahead.

I encourage everyone to continue to make every effort in these changing times to continue to pray, alone and with each other, and to take advantage of every opportunity to connect with God in prayer.

## **KIDS HOPE=. Clarissa Burn- Kids Hope Coordinator**

After last year's 2 long lockdowns here in Melbourne due to the pandemic, we mentors were so looking forward to 2021 being a more Covid "normal" year of Face-to-Face mentoring. But alas, it wasn't meant to be; we went from one lockdown after another. Most of us mentors only met with our children in person a total of 4 times – 3 during the first term and once during the second term. This is due to the fact that even though Lockdowns 3 to 5 were short in duration, after they were lifted, only "essential staff" were allowed in the school grounds. So in Term 3, when it looked like we wouldn't be permitted back at school, we went back to Pen Pal mentoring which we first adapted last year. And with the way things are at the moment, it looks like we will just keep writing letters to keep in touch with our children until the end of this year.

Once again, we just look forward to a Covid "normal" New Year in 2022.

## **HOME GROUPS- Alison Rae**

The Lord is my rock, my fortress and my deliverer; my God is my rock, in whom I take refuge, my shield and the horn of my salvation, my stronghold.

Psalms 18:2 NIV

As the year comes to the end, I am ever grateful for the role in which homegroups and especially leaders shape the church as a community and a people. Thank you for all those who have continued to find strength and courage to inspire others.

As each of the group's continued to meet in person or on zoom, needs were met a greater sense of community was formed. Relationships and dynamics of the group's were able to be more flexible and more deliberate.

During the year the group's met to discuss the way in which we can bring our group's into the community of Sunbury and how we can better reach them as we move forward while the building was being built. God obviously had other plans to grow and build our group's more as we went into lockdown. And again the groups became prayer groups, sharing needs and concerns and connecting in every day struggles through, What's app or zoom or the simple telephone calls. Exercise groups to chat and socially distance depending on numbers were great catch ups. Groups struggled with time commitments and breaks for group as the children were unable to go to school and extra family members being at home for work. You made time to connect and stay connected.

Groups maintained home group times and successfully completed study topics in the allocated zoom time.

Thank you for the continued commitment of Gavin, Matt and Ros for the encouragement and prayers during the morning and evening prayer, that sustained us together at the times or more convenient times.

A big thank you to Narelle during continued challenges of a year even on holidays, made a commitment to uplift our morning through the daily prayers. And the wonderful engagement of the Women's Thursday zoom group.

As prayerfully we hope for normal, let us be thankful that during this time we have had the ability to be flexible to remain a community, prayerfully and thankfully trusting in the rock of our faith.

## **COMMUNITY STORE- Kristine Green**

There have been quite a few changes since we last worked.

We closed in July and didn't reopen til November because of the COVID lockdown.

Since then all the workers in the shop have been double vaccinated.

We still sanitise, clean toilets after use and we still wear masks.

We QR code when we enter the shop

Needless to say, even with all the changes everyone is really pleased that the shop is open.

## Chibobo Report, 2020 – 2021 - Annette Swaffield

*Religion that God our Father accepts as pure and faultless is this: to look after orphans and widows in their distress and to keep oneself from being polluted by the world. James 1:27*

While it has been physically impossible to visit the orphans and widows in the Chibobo district, we do continue to look after them through our prayers, love, concern, and financial support which has continued throughout the past 12 months enabling us to assist the community there to look after these vulnerable people.

Many of our intercessors regularly include prayers for Staivous and the community of Chibobo and we thank you for doing this and keeping them alive in the hearts of the people of St. Mary's. There is a genuine love and concern for Staivous, his family, the staff at HMP, the school, the Medical Centre, and the farm as I often receive enquiries about them all.

The Lenten tins were well supported this year. The introduction of direct banking options resulted in many people using this system as very few of us have accessible coins these days – a result of shopping habits changing through COVID. As a result of a successful effort, we were able to send \$3,500.00 to Chibobo to assist in the purchasing of a new submersible water pump for the HMP centre. This would pump water from a bore that we financed some years ago.

In May this year, we heard that the children of Chibobo would be returning to school, but they did not have any shoes to wear and little clothing. Time away from the Centre with their sponsors had resulted in anything that was provided to them during COVID was shared with others in the sponsor's family. On request, Staivous was able to provide us with shoe prices from the local PEP store (Best and Less equivalent) along with the prices for clothing. We were able to fund the cost of 2 sets of clothing for each child immediately from the sale of masks last year. A walkathon was held to raise money for the shoes with participants walking from outside St. Mary's to The Nook where a BBQ sausage sizzle was held. This was well supported and a total of \$2935 was raised.

Naabo, the daughter of Abeauty, the founder of HMP, has completed her training as a nurse and has returned to the Chibobo community at the present time. To utilise her skills, the sum of \$600.00 was sent for the purpose of providing wages for her while she assisted at the Medical centre – particularly with all the challenges that these current times bring. The local community of Chibobo has purchased an ambulance for their area and this has proven to be a very valuable addition to the community.

We have also been able to assist with money for the Agricultural projects being carried out on the farm to enable seed and fertilisers to be purchased. The farm provides valuable financial support for HMP and for vulnerable orphans and widows in the community.

Throughout all the challenges of the past 12 months, our commitment to look after the people of Chibobo has been steadfast and we give thanks for the people of St Mary's – that they continue to care for the people of this world in so many ways. 2022 would be St. Mary's scheduled year to visit Chibobo and physically support the people there. This of course will not be happening so our challenge is to be creative and look at other ways that we can continue to be a presence in the lives of the people there. Please pray about ways that we can do this as well as continuing your prayers for all at Chibobo.

## **CMS ANNUAL REPORT – Pamela Allan**

We continue to support Chris and Grace Adams in their work with the people of Timor Leste, which is one of the poorest countries in the world with a large population under 30 years of age .

Life in Timor Leste has , by and large , has returned to pre-Covid freedom allowing face-to-face discipleship and teaching to continue.

Chris has prepared 19 young folk for confirmation and has lead a study course on Galatians whilst Grace continues to work on “The Beginners Bible “ and “The Gospel Story Bible ”in the local language, also assisting with a ladies’ study group

Opportunity exists for their resources to be distributed in various districts. Three Christian schools have adopted Bible based curriculum “The Big Picture Story Bible” and resource packs have been delivered to 35 churches in remote areas.

Chris, Grace, and fellow SU ministry send a big “thank you” for our financial support and prayers.

## **Youth United 2020- Ian and Jenny Caddaye**

Youth United has met remotely via Zoom on a weekly basis during the second, third and fourth school terms as well as during school breaks at the request of the youth. The generous offer from the Sunbury Girl Guides to use the Guide Hall to meet in person when Covid restrictions allowed earlier in the year was gratefully accepted and appreciated by the Youth.

A regular number of 4-6 youth were present for each session which included a chance for general chatting and catch up for the youth, some games (on-line when on zoom) and a study. During the year a number of studies were completed including some general topics of interest from the Youth that were discussed in a biblical context.

The youth have been well served by the leaders Calum Hay, Kyle Cozens, Erran Caddaye and Jenny Caddaye who have worked enthusiastically to be a source of encouragement and leadership to the youth during what has been a difficult year for all. Emma West has joined as part of the leadership team during terms 3 and 4 and been an enthusiastic leader and a great blessing to the group.

## **ST. MARYS' A.M.U.A. SUNBURY - Susanne Baxter-Smith**

I would like to present the Annual Report of St Mary's Anglican Mothers' Union Australia for 2021. This will be a short report this year due to all our lockdowns. We have managed to have a Zoom meeting most months with 5 – 6 members attending, in April we did manage a lovely morning tea get together at the Gatehouse Coffee Shop.

At our AGM in October 2020, which was held on Zoom, the following members were elected Office Bearers for the following year:

President: Susanne Baxter-Smith

Secretary: Bev Cottell

Treasurer: Jan Kokic

Vice President: Gill Garth

We have 13 financial members, averaging 8-10 per meeting.

Our projects for this year have been to knit or crochet baby blankets for premie babies at the Royal Womens' Hospital, and beanies and gloves for the Mission to Seafarers.

We have also been collecting for a charity called Share the Dignity, which helps homeless women with a handbag or backpack filled with personal items for women.

Members from NW Region including St Mary's met in November to pack 3000 Christmas cards (which have been collected from members) for women in prison in Victoria. The women each receive a pack of 4 cards to send to their family and friends, which we have been told are gratefully received.

There have been two baptisms this year, one child which MU attended and presented a candle, and one adult.

We were able to have a most successful fund raiser this year, during June we had a No Cake Cake Stall in which we raised \$897. I would like to thank all members involved and St Marys' congregation for their donations. These funds will be used to help support Northern Outreach projects and the Disaster Fund in Australia as well as other overseas projects, including the Karen nursery school which suffered a lot of damage in a cyclone and flood and needed to be rebuilt.

I would like to give my thanks to Bev for her secretarial skills and helping me. Also for the wonderful work she does as Co-ordinator of the North/West Region, keeping in touch with all branches, of which there are many, in normal times driving many kilometers to visit different groups.

My thanks also to Jan as Treasurer and other members who have had various roles during the year.

I would also like to thank Gavin and his staff for their help and support this year.

## **STITCH AND SEW – Gill Garth**

Our group usually meets on a Tuesday afternoon from 1pm - 3pm. We are an enthusiastic group who sit and chat while doing our individual craft such as knitting, crochet, patchwork and cross stitch. Due to the hall being unavailable we began the year meeting in each others houses and would like to thank Annette Swaffield, Joan Purton and Marj Stacy for their hospitality. It was then decided that we could meet at the back of the Church but only had one gathering before restrictions, due to Covid 19 prevented us from meeting at all. I am sure we will see some beautiful finished projects once we are able to meet again, we will certainly be celebrating with a "Welcome Back" lunch.

We do miss not being able to get together and welcome new members. Through Zoom we have heard of many people who have some wonderful craft skills, and we are hoping that they will join us when we resume our meetings

If you just want to come along for a "chat and a cuppa" then this is the group for you. Keep an eye out on the St Marys Facebook page as to where we will be meeting.

Gill Garth (0429 946 389)

## **St Mary's "Ministry to the Elderly" Team- Robin Philbrick**

STANDBY!

That's what our "Ministry to the Elderly" Team has been on for the past 18 months. Standby!

Unable to continue our "normal" monthly visits to Riddell Gardens, and our quarterly visits to Goonawarra, like everyone else, we've been experiencing consequences of Covid-19 in aged care facilities across the nation.

And . . . just when a chink of light forced its way through a slightly-opening nursing home door – WHAMMOO! SLAMMED SHUT AGAIN!

Our hearts and prayers go out to our many friends in nursing homes – local and beyond.

ON THE POSITIVE SIDE . . .

Of the few opportunities we've had to actually ENTER the aged care facilities in the past 12 months, one occasion is particularly memorable.

It was a Memorial Service for many who had passed away at the Goonawarra facility over past months. Arranged by Lorraine Watkins, the Service was conducted to help give some measure of closure to Residents who had watched a number of their "neighbours" pass during the year, and to give members of Goonawarra Staff an opportunity to grieve, and to bring some closure to them as well.

In an outside garden setting at Goonawarra, with hymns playing softly in the background, Gavin led a beautiful, thoughtful but low-key Service, in which the name of each resident who had passed was read out as a Staff member laid beautiful rose on the lawns in front of the “congregation”, in memory of that person. A beautiful, poignant moment for all. And an opportunity to say “goodbye” – an opportunity frequently missed during the year.

What a privilege to attend such an important, such a beautiful Service. Memorable, in the best possible way. Thank you, Gavin. (Due to Covid 19 restrictions, only Gavin and Robin were able to attend.)

We pray for residents. And encourage them over the phone. But . . . it’s not quite the same, is it?

Our wonderful Team members have kept in touch, encouraging one another as we await opportunity to again minister in this way. The Elderly need all the encouragement, and spiritual support, that we can offer.

Thanks to the members of our Team: to Cath (and Josh), Elsa and Alan, Sharon, Valda, Ruth, Denise, Noelene, Debbie and Karen.

And we live in HOPE that the 2022 calendar year will bring with it new opportunities to minister to the Elderly. (Maybe not ZOOM – not always manageable!!)

In closing, we must mention with gratitude the fact that, after many years of service in this Team, Elsa and Alan Phillips have now retired from this ministry. We give grateful thanks to God for their untiring support, in so many ways. And for their encouragement, guidance and help as we as a Team have ministered to so many of the Elderly. Sincere thanks, Elsa & Alan.

And we’re ALL hoping for a FAR BUSIER 2022, ministering to the Elderly.



# Finance Reports 2020-2021

Prepared for the Annual Meeting  
of St Mary's Anglican Church,

Monday 22nd November, 2021





## **INDEPENDENT AUDITOR'S REPORT**

### **Report on the Financial Statements**

**St. Mary's Anglican Church, Sunbury, Victoria, Australia**

**Financial Year Ended: 30 September 2021**

In accordance with s.45 of the Parish Governance Act 2013, I have audited the accompanying special purpose financial report of St Mary's Anglican Church, Sunbury, which comprises:

- The balance sheet as at 30 September 2021;
- The statement of profit or loss for the financial year ended 30 September 2021; and
- The Notes attached to the financial accounts for year ended 30 September 2021.

The audit work conducted also incorporated a review of the accounts for St Mary's Anglican Church's Community Store for the financial year ended 30 September 2021.

### ***Management's Responsibility for the Financial Report***

The management of St. Mary's Anglican Church, Sunbury, is responsible for the preparation and fair presentation of the financial report and for such internal control as management determines is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

My responsibility is to express an opinion on the financial report based on my audit. I have conducted my audit in accordance with Australian Auditing Standards. Those standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

**Independent Auditor's Report**  
**St. Mary's Anglican Church, Sunbury**  
**Financial Year Ended: 30 September 2021**

***Opinion***

In my opinion the financial report:

- complies with s.42(1), (2) and (3) of the Parish Governance Act 2013; and
- presents a true and fair view, in all material respects, of the financial position of St Mary's Anglican Church, Sunbury, as at 30 September 2021, and of its financial performance for the year then ended.

14 November 2021



Robert Brennan  
Certified Practicing Accountant  
Chartered Accountant  
Certified Internal Auditor

8 Thompson Street  
GLEN WAVERLEY  
Victoria  
3150

## **ST. MARY'S ANGLICAN CHURCH**

### **FINANCIAL ACCOUNTS AS AT 30 SEPTEMBER 2021**

#### **NOTES TO ACCOMPANY ACCOUNTS (as per required at Schedule 3 in Parish Governance Act 2013)**

(a) The Church Wardens have adopted cash accounting as the predominant basis for financial reporting, with recognition of some payroll accruals. There were no estimation techniques adopted which are material to the presentation of the accounts.

(b) The Anglican Diocese has been engaged to perform financial processing and reporting for St Mary's.

(c) The Parish generates its income primarily from collections, offerings, donations and the operations of St Mary's Community Store.

(d) In addition to salaries and stipends, any payments to related parties were reimbursements for expenses incurred on the Parish's behalf.

(e) All incoming receipts are of an operating nature and do not represent capital.

(f) The Parish holds the following restricted funds:

a. ADF Maintenance Reserve — the reserve fund for the Parish relating to maintenance and repair to the Church. No funds can be drawn out without the approval of the Diocese upon the receipt of an application.

b. An ADF Approved Building Fund Reserve, an ADF Future Building Fund and five ADF Building Fund Term Deposits - These funds are used as reserve accounts for St Mary's development of the Church building.

(g) The Parish operates the St Mary's Community Store.

(h) The Parish does not have any contingent liabilities.

(i) No loans were outstanding at the date of the financial statements.

(j) No funds of the Parish were materially in deficit at the date of the financial statements.

(k) No ex gratia payments were made by the Parish during the financial year.

(l) The accounts have been prepared in accordance with generally accepted accounting principles through Australian accounting standards.

**Balance Sheet**PO BOX 2049  
SUNBURY VICT 3429

As of September 2021

ABN: 16 128 744 661

1-0000	Assets		
1-1000	Current Assets		
1-1109	NAB Accounts		
1-1110	General Cheque Acc 516062042	\$82,210.08	
1-1112	Rest & Maint Acc. 651925242	\$832.70	
1-1118	Community Store Cheque 5020	\$739.61	
1-1125	Deposits on Mission Trip		\$50.00
1-1127	Petty Cash-Community Store		\$350.00
1-1141	Petty Cash - Parish Office		\$200.00
1-1142	Petty Cash Office - F.Currency		\$35.00
1-1145	Float Cash Comm Store		\$150.00
1-1147	Youth and Young Adults Camp		-\$265.12
1-1148	Petty Cash - Catering Float		\$200.00
1-1150	Parish Camp 2009		-\$68.09
Total Current Assets			\$84,434.18
1-2000	Cash On Hand - ADF		
1-2100	ADF SAV.05004120		\$11,789.38
1-2201	ADF 4990 Future Building Fund		\$318,706.88
1-2210	ADF 05004905 ApprBldgFund		\$513,864.42
1-2215	ADF SAV.05005010 Maint.Reserve		\$16,230.86
1-2220	ADF Parish Giving 05004616		\$502.82
1-2223	Staff Leave Liability		\$10,005.13
1-2230	ADF SAV 05009176 Comm Store		\$5,617.10
1-2231	Com Store - Access Account 9752		\$490.22
1-2235	ADF Mission Giving - 05009609		\$8,691.60
1-2282	ADF Appr Bldg T/D 443009209		\$740,005.81
1-2284	ADF T/D 443009508 Future Bld#2		\$136,158.15
1-2302	ADF Inv 443009475		\$10,399.39
1-2303	ADF T/D 443009530 Future Bld#4		\$77,672.71
1-2304	ADF T/D 443009516 Future Bld#3		\$30,660.28
1-2305	ADF T/D443009579 - Future Bld Fund #5		\$136,206.81
Total Cash On Hand - ADF			\$2,017,001.56
1-2400	Non-Current Assets		
1-2410	Church Organ		\$60,747.91
1-2412	Computer		\$990.91
1-2413	Software		\$227.27
1-2414	Store Equipment		\$908.18
1-2415	Television/Projector		\$2,981.82
1-2416	Furniture		\$1,245.00
Total Non-Current Assets			\$67,101.09
1-3000	Vicarage 8 Jardine Cres		\$369,519.54
1-4000	Bldg Develop't Project		
1-4001	New Worship Centre - Phase 1	\$1,318,757.82	
Total Assets			\$3,856,814.19
2-0000	Liabilities		
2-1000	Current Liabilities		
2-1125	Temp Rec- Deposit on Mission		\$575.25
2-1147	Temp Rec'd - YYAC		\$2,016.09
2-1300	GST Liabilities		
2-1340	GST Tax Collected	-\$282.14	
2-1350	GST Tax Paid	-\$70,639.14	

This report includes Year-End Adjustments.

**Balance Sheet**

As of September 2021

2-1355	GST Rounding & Adjustments	-\$1,190.23	
	Total GST Liabilities		-\$72,111.51
2-1400	Payroll Liabilities		
2-1405	PAYG Withholdings	\$88.00	
2-1406	Superannuation Payable- Parish	\$1,606.68	
2-1407	Superannuation payable-Sal Sac	\$3,077.64	
2-1412	Fringe Benefit A/C - Gavin W	\$4,053.43	
	Total Payroll Liabilities		\$8,825.75
	Total Current Liabilities		-\$60,694.42
	Total Liabilities		-\$60,694.42
	Net Assets		\$3,917,508.61
3-0000	Equity		
3-8000	Retained Earnings	\$2,216,716.26	
3-9000	Current Year Earnings	\$1,699,762.55	
3-9999	Historical Balancing	-\$839.83	
	Total Equity		\$3,915,638.98

This report includes Year-End Adjustments.

**Profit & Loss Statement**

October 2020 To September 2021

4-0000	Income		
4-1000	Collections		
4-1004	5pm Offertory	\$58,184.41	
4-1005	Open Plate & Envelope Offertor	\$38,239.20	
4-1010	Electronic Giving	\$162,032.28	
	Total Collections		\$258,455.89
4-1020	Weddings/Funerals		
4-1024	Wed/Funeral ADF24859 BuilFund	\$400.00	
4-1025	Weddings/Funerals Asst. Clergy	\$100.00	
	Total Weddings/Funerals		\$500.00
4-2000	General Donations		
4-2001	Donation Winter Night Shelter	\$6,300.00	
4-2009	Chibobo Orphanage	\$581.00	
4-2010	Chibobo Famine Appeal	\$2,935.95	
4-2013	Chibobo Buildings	\$2,365.45	
	Total General Donations		\$12,182.40
4-5000	Trading/Fundraising Activities		
4-5001	Community Store	\$35,483.29	
4-5011	CMS Tins	\$1,134.65	
	Total Trading/Fundraising Activities		\$36,617.94
4-6001	Building Income		
4-6003	Future Building Funds	\$324,687.56	
4-7000	Income B/Interest endowments		\$0.07
4-7001	Interest - Other ADF		\$12,869.29
4-9000	Income Parish Property-Nett		\$1,108.00
4-9001	Reimbursement - Clergy Stipend		\$7,104.64
4-9100	Grants		
4-9102	Archdeacon Allowance - ADOM	\$7,180.00	
4-9103	Grants-For Land or Building	\$1,300,000.00	
4-9105	Grants - COVID 19	\$94,168.05	
	Total Grants		\$1,401,348.05
	Total Income		\$2,054,873.84
	Gross Profit		\$2,054,873.84
6-0000	Expenses		
6-0999	STAFF COSTS		
6-1700	Vicar/R.Vicar Stipend/Allow		
6-1710	Vehicle Replacement Fund Vicar	\$4,180.00	
6-1716	Vicar's Long Service Leave	\$1,596.00	
6-1717	Archdeacon Allowance	\$4,020.00	
6-1720	Superannuation-Vicar	\$9,176.88	
6-1724	Benefit Account GW	\$29,826.60	
6-1725	Salary SacrificeSuperannuVicar	\$16,217.88	
6-1730	Wages, Salaries & Stipends GW	\$17,278.80	
6-1735	MV Running Cost Vicar	\$520.49	
	Total Vicar/R.Vicar Stipend/Allow		\$82,816.65
6-1790	M Browne's Stipend/Allowance		
6-1791	Browne's Stipend/Wages	\$22,291.44	
6-1792	Browne's Superannuation	\$7,800.36	
6-1793	Browne's Sal. Sac. Super	\$5,200.20	
6-1794	Browne's Benefit allowance	\$24,510.84	

This report includes Year-End Adjustments.

**Profit & Loss Statement**

October 2020 To September 2021

6-1795	Browne's Vehicle Replacement Fund	\$4,560.00	
6-1796	Browne's LSL	\$1,596.00	
	Total M Browne's Stipend/Allowance		\$65,958.84
6-1800	Administrator's Salary		
6-1801	Superannuation-Administrator	\$3,526.29	
6-1802	Administrator Salaries	\$37,227.73	
	Total Administrator's Salary		\$40,754.02
6-1899	Other Staff Costs		
6-1940	Work Cover	\$2,826.77	
	Total Other Staff Costs		\$2,826.77
6-2100	Accounts Officer		
6-2103	Salary - Cleaner	\$15,302.40	
6-2104	Superannuation - Cleaner	\$260.66	
	Total Accounts Officer		\$15,563.06
	Total STAFF COSTS		\$207,919.34
6-2300	Insurance		
6-2301	Insurance - Property	\$10,234.60	
6-2303	Bookkeeping Exp.	\$6,000.00	
	Total Insurance		\$16,234.60
6-2400	Church Expenses		
6-2401	Wine,Wafers,Envelopes,Badges	\$531.21	
6-2404	Books & Training	\$304.13	
6-2405	Media Costs	\$1,354.85	
6-2406	Piano/Organ/Music/CCLI	\$665.34	
6-2407	Office Expenses-Stationery	\$1,321.27	
6-2409	Copyright and Subscriptions	\$229.00	
6-2416	Hospitality	\$185.73	
6-2422	Parishioners Hospitality & Wel	\$57.50	
6-2423	Funeral & Wedding Costs/Organ	\$100.00	
6-2424	Kids Hope	\$1,090.36	
6-2426	Telephones & Internet	\$3,320.51	
6-2471	Print & Copy	\$4,155.12	
6-2472	Comm. Store- Expenses	\$11,805.58	
6-2476	Equipment	\$510.47	
6-2480	Police Checks	\$560.00	
	Total Church Expenses		\$26,191.07
6-2500	Property Related Expense		
6-2510	Church Building		
6-2511	Utilities- Church	\$1,614.60	
6-2512	Repairs to Church	\$2,744.78	
	Total Church Building		\$4,359.38
6-2514	Incumbent/P.I.C Residence		
6-2515	Utilities- Vicarage	\$2,934.72	
6-2517	Utilities Curate	\$2,723.96	
6-2518	Curate Housing Allowance	\$21,900.00	
	Total Incumbent/P.I.C Residence		\$27,558.68
6-2520	Parish Centre		
6-2521	Repairs -Other Properties	\$355.77	
6-2522	Hume Rates	\$747.10	
6-2523	Utilities - Hall & Expenses	\$3,711.84	

This report includes Year-End Adjustments.

**Profit & Loss Statement**

October 2020 To September 2021

	Total Parish Centre	\$4,814.71
6-2530	Parish House	
6-2532	Utilities - Parish House	\$1,391.40
	Total Parish House	\$1,391.40
	Total Property Related Expense	\$38,124.17
6-3100	Mission Expenses	
6-3101	Parochial Assessment	\$37,164.10
6-3201	Community Store Giving	\$610.00
6-3204	Parish Council Giving	\$13,875.00
6-3207	CMS Tins	\$1,134.65
6-3208	Chibobo Mission	\$7,458.36
6-3212	Winter Night Shelter	\$6,400.00
	Total Mission Expenses	\$66,642.11
	Total Expenses	\$355,111.29
	Operating Profit	\$1,699,762.55
	Total Other Income	\$0.00
	Total Other Expenses	\$0.00
	Net Profit/(Loss)	\$1,699,762.55

This report includes Year-End Adjustments.



## 2021/22 St Mary's Budget

	2020/21 Budget	2020/21 Actual	2021/22 Draft Budget
<b>INCOME</b>			
Offertory Collections	\$ 240,000	\$ 258,456	\$ 255,000
Weddings & Funerals	\$ 1,500	\$ 500	\$ 1,360
Donations & Mission Giving	\$ 8,000	\$ 13,317	\$ 5,040
Community Store	\$ 55,450	\$ 35,483	\$ 51,270
Grants- Archdeacon, Locum clergy	\$ 3,000	\$ 14,285	\$ 22,500
Parish Property Hire	\$ 2,000	\$ 1,108	\$ 500
Funds raised for New buildings	\$ 50,000	\$ 1,624,688	\$ 50,000
Interest	\$ 7,000	\$ 12,868	\$ 1,200
JobKeeper & COVID Grants	\$ 58,650	\$ 94,168	
<b>Total Income</b>	<b>\$ 425,600</b>	<b>\$ 2,054,873</b>	<b>\$ 386,870</b>
<b>EXPENSES</b>			
<b>STAFFING COSTS</b>			
Vicar's Stipend, Super & vehicle allowance	\$ 81,136	\$ 82,817	\$ 88,770
Curate's Stipend, Super & vehicle allowance	\$ 70,583	\$ 65,959	\$ 72,605
Manager of Op. Ministries- Salary & Super	\$ 41,034	\$ 40,754	\$ 41,859
Cleaning Staff- Salary & Super	\$ 13,043	\$ 15,563	\$ 8,500
Work Cover	\$ 2,100	\$ 2,827	\$ 4,800
<b>Total STAFFING COSTS</b>	<b>\$ 207,895</b>	<b>\$ 207,920</b>	<b>\$ 216,534</b>
<b>Mission Giving</b>			
Mission Giving- Chibobo & Others	\$ 6,000	\$ 13,858	\$ 2,000
Community Store Giving	\$ 6,100	\$ 610	
Parish Council Giving	\$ 14,500	\$ 13,875	\$ 15,000
CMS Tins	\$ 1,500	\$ 1,134	\$ 800
<b>Total Giving to MISSION</b>	<b>\$ 28,100</b>	<b>\$ 29,477</b>	<b>\$ 17,800</b>
<b>Property Related Expense</b>			
Church Utilities & repairs	\$ 2,700	\$ 4,359	\$ 2,600
Vicarage and Curate Housing- Utilities & repairs + rent	\$ 26,682	\$ 27,559	\$ 32,300
Parish Centre Utilities & repairs	\$ 6,805	\$ 4,815	\$ 1,580
Parish House Utilities & repairs	\$ 298	\$ 1,391	
Insurance- all properties	\$ 12,500	\$ 10,235	\$ 13,000
<b>Total PROPERTY Related Expense</b>	<b>\$ 48,985</b>	<b>\$ 48,359</b>	<b>\$ 49,480</b>

## 2021/22 St Mary's Budget

<b>Ministry and operational Expenses</b>			
Bookkeeping Fees	\$ 6,500	\$ 6,000	\$ 6,500
Wine/Wafers/Envelopes	\$ 550	\$ 531	\$ 700
Confirmation/ Baptism	\$ 150	\$ -	
Conferences	\$ 750	\$ -	\$ 750
Books & Training	\$ 500	\$ 304	\$ 1,500
Media Costs, CCLI, Subscriptions	\$ 3,550	\$ 2,249	\$ 3,900
Office Expenses-Stationery	\$ 1,500	\$ 1,321	\$ 1,000
Children's & Youth Ministries	\$ 750		\$ 1,000
Playgroup Expenses	\$ 300		\$ 300
Hospitality	\$ 1,000	\$ 186	\$ 1,000
Parishioners Hospitality & Wellbeing	\$ 400	\$ 58	\$ 400
Funeral & Wedding Costs	\$ 500	\$ 100	\$ 200
Kids Hope	\$ 450	\$ 1,090	\$ 1,450
Telephones & Internet	\$ 4,745	\$ 3,321	\$ 4,750
Printing & Copier lease	\$ 7,200	\$ 4,155	\$ 5,000
Community Store- Expenses	\$ 24,037	\$ 11,806	\$ 18,931
Equipment purchases & excess Comm.store funds	\$ -	\$ 510	\$ -
Police Checks	\$ 350	\$ 560	\$ 200
Outreach Events	\$ 150		
5pm Service	\$ 250		\$ 500
Social Events- (Building launch/Women's Ministry)	\$ -		\$ 2,600
<b>Total Ministry &amp; Operational Expenses</b>	<b>\$ 53,632</b>	<b>\$ 32,190</b>	<b>\$ 50,681</b>
<b>Other Expenses</b>			
Parochial Assessment	\$ 32,250	\$ 37,164	\$ 36,000
Bank Fees	\$ 50	\$ -	
<b>Total Other expenses</b>	<b>\$ 32,300</b>	<b>\$ 37,164</b>	<b>\$ 36,000</b>
<b>TOTAL EXPENSES</b>	<b>\$ 370,912</b>	<b>\$ 355,111</b>	<b>\$ 370,495</b>
Operating Profit/Loss	\$ 54,688	\$ 1,699,762	\$ 16,375
<b>Funds Transfers &amp; Additional account transactions</b>			
<b>Building Project Includes Interest</b> (Building pledge funds transferred to ADF approved building accounts)	\$ 57,000	\$ 1,637,556	\$ 51,200
<b>(Job Keeper assisted) Profit/Loss</b>	<b>\$ (2,312)</b>	<b>\$ 62,206</b>	<b>\$ (34,825)</b>