

## **Annual Parochial Church Meeting**

(For all those on the Church Electoral Roll of the Parish)

The following reports are issued in preparation for the APCM of St Paul's Church in Tongham, which will be held at 11.30am on Sunday 30<sup>th</sup> April 2017.

1. Churchwardens Report
2. PCC Report
3. Treasurer's Report and Accounts
4. Deanery Synod Report

### **1. Churchwarden's report 2017**

Churchwardens:       Mrs Margaret Murray  
                              Mr Sean Kavanagh

The past year has been a busy and challenging year for both the Vicar and the Church. The village continues to support the church wholeheartedly, and many familiar faces are seen at the church events, for example the Christmas fayre. The Christmas services are also very well-attended. The numbers of regular worshippers continue to grow and as a church we are well-prepared to meet the challenges which we face.

2016 was St Paul's 150<sup>th</sup> birthday; the year of celebration kicked off in January with a special service which was attended by many invited guests, including the Parish Council, Revd Nick Williams and Revd Erik Gibbons and their families, and Bishop Andrew, who preached an entertaining and thought-provoking sermon. The service was followed by a roast beef lunch in the Old School hall. We also had the Summer Fayre, which was enlivened by a special brew from the Hogs Back Brewery entitled 'More TEA Vicar'. In October we had, not a Harvest festival, but a very lively Barn Dance, music provided by Roques Gallery, and pulled pork to keep us going. The final (phew) event was a Christmas Fair, where we followed the new trend of outsourcing and sold tables in the North Room to people selling jewellery, sweets, cards, books, things to fling in the bath – and we had stalls too, so many thanks to all who attended, helped and supported these events. Watch out for next year – the Events team will be asking for more help.

Looking to the year ahead, the main challenges are the roof and the ramp. We have funding in place for the roof and this will take place this year; regarding the ramp, we are planning a fundraising weekend (possibly in July) and already have over £5,000.00 in the pot. Once this work has begun, we will be seeking advice on 'curtain heating' for the new entrance doors (warm air - many shops and offices have this). Other fundraising and events will continue to take place to help support the work of the church.

The Old School Hall was redecorated last summer, with new flooring in the North Room and the Porch entrance area, many thanks to Karl Albrighton and his team and to all the willing church members who gave up time to clear down, clean and put back! Many thanks also to Suez Communities Trust (formerly SITA Trust), who gave us a very generous grant. There may be outstanding problems with the hall roof but we are hoping the roofer doing the church roof will be able to advise and assist with these.

The Bell Tower will be redecorated this year; the clock control unit will be moved to allow the time to be amended from a distance. The ditches and drains are under control and are regularly monitored.

We want to give thanks to our hard workers; the gardening team, the refreshments team, of course the Buzz leaders, the welcome teams, the sound team, readers, parish visitors, Coffeeplus team, Messy

Church... the list, if not endless, is extensive! We know that people are very busy these days and do not have much free time to give to church, but really we cannot function without help. The Events team in particular need more help and support; if you would like to volunteer to 'buddy up' with an experienced events member, do please let Claire, Sean or Margaret know. The Events team would be happy to mentor you. You will not find yourself suddenly running the summer fete, but you may find yourself helping someone to do so.

Finally, our appreciation goes to Claire, our Vicar; Claire, you really are a Vicar for the whole village, not just the church. Thank you for all your hard work and your commitment.

Sean and Margaret

## **2. PCC Report 2017**

### **Administrative information:**

St Paul's Church is located in Poyle Road, Tongham, GU10 1DS and is within the Aldershot Deanery of the Guildford Diocese. The Parochial Church Council (PCC) is a 'charity exempt from registration' with the Charity Commission.

### **PCC members in office at the time of writing are:**

Vicar: Revd. Claire Holt

Chair Wardens: Mr Sean Kavanagh - Vice chair (since 2014) Mrs Margaret Murray (since 2015)

Deanery Synod: Mrs Sally Banks (PCC Secretary) and Mr Kay Tauschwitz (next elections 2017)

Elected members:

- (until 2019) Mrs Jane Milne, Mr Rutton Viccajee, Mrs Sarah Johnson
- (until 2018) Mrs Sophie Vincent, Mr Dave Welch and Mr Glenn Penfold
- (until 2017) Mrs Norah Ashley-Barker, Mr Bill Manfield and Mrs Nicki Bunce (Treasurer)

### **Structure, governance and management**

The method of appointment of Elected Members conforms to the requirements of The Church Representation Rules (2011 revision) whereby all Church attendees must register on the Electoral Roll for 6 months minimum and may then seek election to the PCC. Usually members are elected for three years (and may serve for six years before resting for a minimum of a year) ideally with three members being elected each year as three retire (but they remain eligible for re-election if they have not completed six consecutive years on the Council). Reaching the end of their term this year and now standing down are Mrs Norah Ashley-Barker and Mrs Nicki Bunce, with grateful thanks for your contribution of service you have given to the Council. Mr Bill Manfield has offered to stand for a further term, for which we are really grateful.

While not a member of the PCC, Mrs Elaine Penfold has been our Safeguarding Officer for many years and is now also wishing to step down. Mrs Nicki Bunce is also stepping down from her role as Treasurer as she finishes her 6 years on the PCC. Both these roles will need to be filled for the coming year.

## Objectives and activities

The PCC has the responsibility of co-operating with Vicar: Revd. Claire Holt, in promoting within the ecclesiastical parish the whole mission of the Church (pastoral, evangelistic, social and ecumenical). The PCC also has freehold ownership and maintenance responsibilities for The Old School (beside the Church in Poyle Road) which serves as the Church Hall.

## Church attendance

There are now 108 names on the Church Electoral Roll. Average weekly attendance at the main Sunday service over the whole of 2016 was 55 adults and 25 children.

## Review of the year

### PCC:

During this year we have worked in a different way as a PCC. We focused our PCC meetings on our **Church Development Plan** (we called it a Mission Action Plan or MAP at the last APCM), reviewing how things were developing.

1. To roll out a shared leadership plan to enable us to continue to grow
2. To review administration support
3. To review PCC meetings and subcommittees to resource vision and support new Mission Action plan for 2017

In reverse order!

3. Our review of PCC meetings meant we set up subcommittees to enable us to focus on particular areas of church life, to achieve more and not end up with very long PCC meetings which try to cover everything. These meetings have been very productive! The down side of this has been trying to ensure the actions actually get carried out. To this end, we have reviewed our plans for the coming year and will now have:
  - 5 PCC meetings – with each of our coordinators doing a focused presentation at 1 meeting
  - Subcommittee meetings in between to ensure we are covering well the key areas of maintenance, finance and mission
  - Standing Committee to help move actions forward in between meetings
2. We have been delighted to appoint Wendy Blight as our administrative support. She has picked up a supportive role for the maintenance team and is beginning to pick up additional roles to help Sally as she has fewer hours available.
1. The Vision Subcommittee has been looking at the Shared Leadership plan and has now got to the stage where the Shared Leadership Team is established, and the Vision Subcommittee can be disbanded! The Shared Leadership Team has begun meeting and has been developing the new Church Development Plan for the coming year.

### Shared Leadership Team:

Children and Families: Helen Rogers

Youth: Dave Welch

Discipleship: Jane Milne

Pastoral: Rutton Viccajee

Outreach: Pete Shears

In addition to considering the Church Development Plan (CDP), the PCC has continued to approve events,

to consider proposals from subcommittees, review finance and direct how funds are spent, updated Terms of Reference and considered where best to involve volunteers or get paid support. This year, we have taken the decision to employ James Cheesman to mow the churchyard and Alison Pickles to clean the church.

A huge thank you to all the volunteers who have done this for so many years! It is so difficult to get enough volunteers that we feel this decision has released us to use our time more wisely.

The PCC has a role in accountability and checking the decisions that are being taken and we are very blessed to have a PCC where we are able to do this with good humour, a joint desire to make the best decision possible and an openness to comments made.

The wardens have been fantastic this year in supporting everything going on and Claire too! They have been very active in making grant applications, which are extremely time consuming. And we are very grateful to them for all this hard work, which has also been so successful. The refurbishment of the Old School is fantastic and the roof work will start soon, now that a bat survey has taken place! A huge thank you to them!

In what has been our 150<sup>th</sup> year, we can celebrate so much! God has been so good in directing us, equipping us and helping us to reach our goals and put us in a strong position for the next 150 years.

### **Parish Life:**

We have continued with many of our regular activities. Although we had less events last year, (to try to do less, better) we still had a Summer and Christmas Fayre and a Harvest Barn Dance. These were bigger and better and drew in new people, some of whom now attend services! But they required a huge amount of effort, much of which landed on Margaret Murray. So, this year, we have smaller events again, with the hope that different people will take responsibility, helped and supported by the Events Team, so that the work is better shared out.

Our Children's team continue to do an amazing job and we give thanks to Karen, Nicki, and Lyn who have stepped down from regular help (though we keep inviting them back!) and Susi who is still helping with, but not leading, Buzz. We continue to have successful Easter, Summer and Christmas Buzz events which involve many children from St Paul's infants past and present, as well as others from the local community. Such a great opportunity! And Coffee Plus / Messy Church continue to support this work and build links with many families. The recent meals provided for mums was really appreciated!

Our Youth group, The Hub, also continues to meet on a Sunday evening and enable our young people to chat and share together. It has been great to see so many at Café Church, our newest service.

Café Church has been running termly and provides a great, relaxed time to worship and be encouraged in faith. Our termly Evensong also continues to be popular.

Fellowship Lunch has continued to grow – we really could do with a bigger hall to accommodate the large numbers! (Not on the plans, don't worry!) And we have seen several of Fellowship Lunch become regular attenders at our Wednesday 10am communion service, which also continues to grow (regularly getting 20+ people attending!). And Jamboree continues to provide a range of speakers to interest many from church and the wider community.

We have also been developing our pastoral team, and have been able to support several during a stay in hospital really well.

Last year was a bumper year for Weddings and Baptisms, but all churches are getting less funerals and we were the same. Do let people in the parish know we love to support and help them in each of these areas.

It is so encouraging to see so much taking place and to see people getting closer to God and growing in faith. A huge thank you to all the volunteers who enable these things to happen.

## **4. Finance Report 2017**

Treasurer: Mrs Nicki Bunce

The accounts for 2016 show that income has increased since last year, this is largely down to two reasons. Firstly we made a Gift Aid claim covering the previous two years, moving forward we plan to try and claim this each year to smooth the income. And secondly we have been overwhelmed with the response to our currently "low-key" fundraising for the ramp and porch project. We have already seen over £5000 raised for this worthwhile project with the main fundraising efforts still to come in 2017.

We also received a £9400 grant from SITA which was quickly put to good use in the re-decoration of Old School. The decoration work was completed over the summer with a local builder and the results are fantastic.

Running costs for the church have remained stable at just over £5000 per calendar month and we have continued to address our maintenance projects as well as work to improve the graveyard.

We have continued to regularly support charity organisations (Water Aid, Phyllis Tuckwell, 2 Nepalese Charities, Blythswood Care) on a monthly basis with other one off donations being given to a project in Sudan organised by Bishop Anthony and to Step by Step. We have increased our giving this year.

Looking ahead for 2017 our parish share is to increase, and our main financial focus is the Ramp and Porch Project and the Church Roof.

Nicki Bunce

**Parochial Church Council of St Pauls, Tongham**  
**Statement of Financial Activities**
**For the year ending 31st December 2016**

<b>INCOME</b>	<b>2016</b>
<b>Voluntary Giving</b>	
Church Box	£218.26
Collection	£6,216.26
Envelopes Gift Aided	£3,803.60
Gift Aid Tax Recovered	£17,019.21
Other one off donations	£7,859.46
Planned Giving not Gift Aid	£4,832.00
Planned Giving with Gift Aid	£27,476.60
Total Voluntary Giving	<u><b>£67,425.39</b></u>
<b>Grants</b>	<u><b>£10,200.00</b></u>
<b>Interest</b>	<u><b>£58.27</b></u>
<b>Church Activities Income</b>	
Childrens Work	£567.88
Church Groups	£1,429.55
Funerals	£3,725.00
Weddings	£3,038.00
Total Church Activities Income	<u><b>£8,760.43</b></u>
<b>Activities to Generate Income</b>	
Church Events	£4,039.67
Ad-Hoc Hall Hire	£823.75
Regular Hall Hire	£6,281.00
Parking	£2,040.00
Total Activities to Generate Income	<u><b>£13,184.42</b></u>
<b>TOTAL INCOME</b>	<u><u><b>£99,628.51</b></u></u>

**EXPENSES**

Giving to Other Organisations	<u>£3,675.31</u>
Parish Share	<u>£39,061.68</u>
Maintenance	
Church Maintenance	£4,164.70
Churchyard Maintenance	£882.00
Hall Maintenance	<u>£11,051.50</u>
Total Maintenance	<u>£16,098.20</u>
Resources	<u>£410.02</u>
Running Costs	
Baptisms	£196.12
Communion Expenses	£85.36
Incumbent Expenses	£1,498.29
Insurance (Church and Hall)	£2,525.71
Kitchen Consumables	£202.01
Wake Up and Shake Up Expenses	£58.27
Weddings and Funerals	<u>£1,272.31</u>
Total Running Costs	<u>£5,838.07</u>
Staff Costs (includes admin, cleaner, vergger)	<u>£3,824.19</u>
Training	<u>£647.00</u>
Utility Bills (includes Gas, Electricity, Water)	<u>£4,560.54</u>
Admin (sundries, postage etc)	<u>£948.58</u>
Fund Raising Expenses	
Church Groups	£1,444.12
Children and Youth Work Expenses	£929.85
Special Events	<u>£1,731.31</u>
Total Fund Raising Expenses	<u>£4,105.28</u>
New Building Work	<u>£2,124.74</u>
<b>TOTAL EXPENSES</b>	<b><u>£81,293.61</u></b>
<b>OVERALL TOTAL</b>	<b><u>£18,334.90</u></b>

## CURRENT BANK BALANCES

CAF Bank - Deposit	£26,319.78
CCLA - Deposit Fund	£10,338.34
CCLA - Fabric Fund	£16,246.17
	<u>£52,904.29</u>

## OF WHICH RESTRICTED FUNDS

Ramp	£5,895.09
Other	£6,034.73

## 5. Deanery Synod Report 2017

This year we have continued to have very well run and interesting meetings, continuing with the same format. This year, George Newton is taking a sabbatical, so the meetings are chaired by the lay Chair, James Lee. Each meeting starts off with a short time of worship led by the hosting church, and some news on the opportunities and challenges faced locally. There's then an opportunity to hear about things going on in the Deanery, for example the Wellesley project (formally known as the Aldershot Urban Expansion) and also updates from Diocesan and General Synod meetings.

Each meeting we have and invited speaker on a particular topic of interest, and in the 3 meetings this year, we have once again covered some really interesting areas – see below. It's a great opportunity to meet and get to know people from other churches around the deanery, as we chat over tea and cake before the meetings start, or through our break-out discussion groups.

There are formal minutes for each meeting, but I also publish notes for us here at St Paul's, and try and highlight things which I think our church family would be interested in. The notes are filed at the back of the PCC Minutes file, at the back of church – do stop and have a look some time, or if you'd like an electronic copy, just drop me an email at [office@stpaulstongham.org.uk](mailto:office@stpaulstongham.org.uk). The notes below are very brief, but do please have a look at the original notes – there's lots of interesting stuff in there!

### 15<sup>th</sup> June 2016 at The Church on the Heath, Fleet – Pastoral Care

The Church on the Heath is a new ecumenical church, established 10 years ago, to serve the new community at Elvetham Heath, and is very close in nature to the new church at Wellesley. Starting with a congregation of only 25, the church has grown, and now has a church family of around 150 adults and 50-60 children on a Sunday.

Revd Clive Richardson spoke about the changing face of Pastoral Care in the 21<sup>st</sup> century, focusing on the issues faced by carers, and we discussed ways in which the church can support people who are carers in our communities. Lots of contacts and resource information was handed out.



**13<sup>th</sup> October 2016 at St Peter's Ash – Wellesley Vision**

This was a very exciting evening, as we got to meet Revd Jackie Maw, the new Pioneer Minister for Wellesley, and hear about her work as she starts to establish a new church in this growing community.

**22<sup>nd</sup> February 2017 at Christ Church Crookham – Fresh Expressions of Church**

Jens Mankel is the diocesan Church Planting and Fresh Expressions Advisor, and he gave a very inspiring talk to help us think creatively about how we can reach out to people who don't come into church. He challenged us to think about church on days other than Sundays, at locations where people work, exercise or meet socially. Also to think about how we communicate the Gospel both during our services, and as we talk to people in our everyday lives – let's be relevant and clear about the Good News we have to share.

Sally Banks  
Kay Tauschwitz