

For 2017 we have done all we can our end and hope to confirm at APCM that 2017 Accounts are indeed signed off.

For 2018 the accounting work has been done and draft annual Accounts in publishable format will be available at APCM, we are hopeful that these will be reviewed and signed off within the next 4-8 weeks, subject largely to the independent reviewer.

Ralph Catto, Treasurer

West Cheltenham Parish

Annual Church Meeting

10.30am, Sunday 28th April 2019 @ St Mark

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West Cheltenham Parish Annual Church Meeting

10.30am Sunday 28th April 2019

Agenda

Annual Meeting of Parishioners

1. Appointment of tellers (if needed)
2. Election of parish wardens

Annual Parochial Church Meeting

3. Elections and Appointments

Three persons to serve on PCC for three years

Independent Examiner

4. Minutes of the meeting of 22nd April 2018
5. Matters arising from the minutes
6. Annual Report and Financial Summary for the year ending 31st December 2018
 - Annual Report (attached)
 - Financial Summary (attached)
7. Electoral Roll Update
8. Any Other Business (to PCC Chair by 26th April)
9. Vision Launch

costs but to go to new activities; something that may not be possible unless giving income increases.

On costs, repairs at St Marks represent the almost tripling since 2017 of 'Building Maintenance and Repair Costs' to £66,431. Repair costs have been 'lumpy' and often similarly large over recent years, and that is not sustainable. I suspect addressing the fundamental issues with the building in a more structured approach would be cheaper than ad hoc repairs as necessary, as well as making the building more welcoming, flexible and useful.

Ultimately, 2018 saw a surplus of £35,458, and whilst we should rightly be thankful for that, we should be aware that if we had not had the £45,000 legacy income it would have been a £5,868 deficit.

Reserves

Church Activities Reserves	£495,006		£495k = Cash or Bank Deposits (£362k='Restricted' mainly for buildings)
Other Reserves	(£3,187)		
Total Reserves	£491,819		

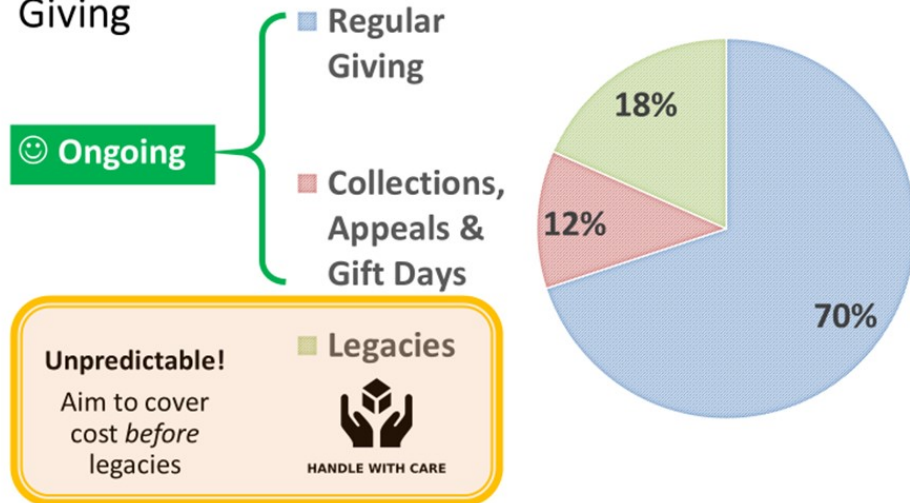
Buildings	£274,671		Buildings – Asset or Liability?!
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'Church Activities Reserves' look healthy at almost £½m, however a little over 70% of those are 'restricted' i.e. the donor specified the purpose the money should be applied to. Most of that restricted monies are for building works, thankfully given the comments on St Marks above and the opportunity of the site of the former St Aidan's building.

Administration

PCC ratified my appointment as Treasurer earlier in 2019 in the knowledge that Catherine (Catto) will share the burden and be significantly involved in the detailed work. So far considerable efforts have been put into getting 2017 and 2018 accounting work finished, plus getting publishable annual Accounts format produced, reviewed and signed off.

Giving



How much the 'Giving' (the three sources mentioned above) makes up of overall parish income is shown below, at £225,916k in 2018. Regrettably, looking only at 'ongoing' giving income we see a fall of 9%, down £19,265 from £203,856 in 2017 to £184,591 in 2018.

Income & Costs

	2018	2017	
Giving			
Ongoing	£184,591	£203,856	☹️ ↓
Legacies (one-off)	£41,325	£45,000	
Total Giving	£225,916	£248,856	
Church Activities Income	£12,568	£14,781	
Church Buildings & Assets Income	£50,814	£9,305	😊 ↑
Other Income	£52,913	£56,833	
Total INCOME	£342,212	£329,775	
Church Activities Costs	(£179,394)	(£205,126)	
Building Maint & Repair Costs	(£66,431)	(£22,020)	☹️ ↑
Other Costs	(£56,840)	(£68,493)	
Governance Costs	(£4,089)	(£4,510)	
Total EXPENDITURE	(£306,754)	(£300,149)	
SURPLUS	£35,458	£29,626	😊
Excl One-Off Income = DEFICIT	(£5,868)	(£15,374)	☹️

Regular giving 9%

Dulverton Court income started

£45k StM Repairs

2018 £35k Surplus

Excl. legacies = Deficit

Keeping with income, the table above shows a huge increase in 'Church Assets and Buildings Income' which represents Dulverton Court rent from YMCA increasing through the year. This has been a material help in arriving at a surplus, however the long-held vision of PCC was for this income not to go to operating

Minutes from 22nd April 2018

The meeting was held at All Saints Academy on Sunday 22nd April 2018, chaired by the acting Rector Revd. Tudor Griffiths.

On arrival everyone was given voting papers and a bibliography for those standing for the election for the posts of: Parish warden (2 people) and PCC member (9 people). All those standing had been nominated and seconded before the meeting. Those nominating a person had written a bibliography/reference for the person they had nominated.

Only those on the electoral roll being eligible to vote. Names were checked against the roll on arrival.

Standing for election as Parish wardens were: Pauline Carter, Ralph Catto and Pippa O'Connell. There was some discussion asking if Pauline was eligible as she had completed six years. Tudor explained that she had done so under the old scheme. As the new scheme had come into operation she was eligible. West Cheltenham is no longer a team but has reverted to a single parish. Pauline Carter and Ralph Catto were duly elected.

PCC members elected were: Helen Sexton, Pippa O'Connell, Patricia Bowen, Paul Ewins, Kathryn Martin, Rob Goldsmith, Michael Horne, Judy Sibley, and Chris Chiswell.

Tudor thanked all who had been willing to stand.

Existing Deanery Synod representatives continue to serve the remainder of their term of office (until 2020). These are David Lawlor, Sharon Arbuckle and Colin Binks.

Reports had been circulated in a booklet before the meeting from St Aidan and St Silas, St Barnabas, St Mark, the Rector, the Treasurer, Oasis and Deanery Synod. The minutes from the previous year were included in the booklet.

The Electoral roll was received at the meeting. Deletions 24. Additions 27. Total 289.

Members of St Aidan and St Silas brought a proposal that in future years there might be postal voting. A discussion followed and a vote was taken against the proposal.

During the meeting there was a time of worship, bible reading, prayer and an address from Tudor.

2018 Annual Report

Legal and administrative information

Rector and PCC Chairman	Revd Canon Dr Tudor Griffiths (Aug 2017 to Jun 2018) Revd Rod Paterson (from June 2018)
Clergy	Revd Rob Crofton (to Jan 2018) Revd Bob Hurley (from Oct 2018) Revd Philip Smith (to Apr 18) Revd Sharon Walker (from Feb 2019)
Parish Wardens	Wendy Binks (April 2017 to April 2018) Pauline Carter Ralph Catto Pippa O'Connell (from April 2018)
Deanery Synod	Sharon Arbuckle Colin Binks (from April 2017) David Lawlor (from April 2017 to April 2018) Phil Southam (from April 2017)
Treasurer	Ralph Catto (from Jan 19) Pete George (to Jan 19)
PCC Members	Graham Anstis (to April 2018) Wendy Binks (to April 2018) Patricia Bowen Chris Chiswell (from April 2018) Paul Ewins Angie Gibbs (PCC Secretary to April 2018) Rob Goldsmith (from April 2018) Mike Horne (from April 2018) Elizabeth Joyce (to April 2018) Kathryn Martin (from April 2018) Suzie Pinless (to April 2018) Helen Sexton (PCC Secretary from April 2018) Lucy Smith (to April 2018) Pam Thornton (April 2017 to April 2018)

engaging with people and meeting their needs. Christ is shared in an informal setting with input from local churches. Bishop Robert then discussed practical ways of welcoming families moving into new housing in our parishes and introduced a Diocesan welcome pack that can be adapted by local churches. Finally, Parish Share was discussed with Cheltenham Deanery being given £16,000 from the Diocesan Stipend Fund divided equally between four parishes. It was announced that Cheltenham was allocated £44,555 for 'Bias to the Poor' as relief from Parish Share. The advice for West Cheltenham Parish to apply for part of this sum was passed to PCC.

The Sixth Meeting was held at St Matthew's on February 27th, 2019. Richard Neale, Parish Share Officer and Deanery Synod Treasurer announced that 'Bias to the Poor' funding has been allocated to West Cheltenham Parish, North Cheltenham Team and St Paul's Parish. He invited Parish Treasurers to send a copy of their 2018 Annual Accounts to him so that the Parish Share Standing Committee can be informed of general financial trends before June 2019 when the Deanery submits their bids for Parish Share support in 2020 from the Diocesan Stipend Fund. The Cheltenham Christian Arts Festival (April 23rd – May 12th, 2019) was commended. Finally, Revd Pauline Godfrey, Diocesan Discipleship and Vocations Officer, led an interactive session on 'Discipleship and Setting God's People Free. She challenged us to nurture confident disciples who live out their faith 7 days a week and support them in this. This involves changing our church culture, discovering and praying for all we do Monday to Saturday, commissioning people of all ages for all kinds of activities, teaching about our God who is concerned about all of life to people who are called to serve God in all of life and helping people link their present 10 hours given to the Church each week to their other 110 waking hours.

2018 Financial Summary

Sources of giving in 2018 fall into three areas:

- (1) Regular Giving
- (2) Collections, Appeals and Gift Days
- (3) Legacies

The first two can be seen (overleaf) as 'ongoing' income, whereas the latter – Legacies – are 'lumpy' both in size and frequency, so whilst we have been blessed with almost £90k in the last two years from legacies, this unpredictable income should not be relied upon to cover ongoing operating costs.

the south transept. One of our priorities is to get gutter trace heating in place before next winter to prevent this happening again.

The quinquennial building report also requires us to establish a regular routine for clearing gutters, downpipes and drains. Within the next 12 months we have to continue the programme of retiling roof pitches, overhaul and redecorate gutters and downpipes, install trace heating as mentioned above, have the high level masonry inspected and repaired as directed, and rebuild the churchyard wall. We also plan to have our lightning conductor checked and replace the internal church lights with LEDs, which should be guaranteed for 8 years, leading to long term savings.

Deanery Synod Report

West Cheltenham Parish currently has four members elected to Cheltenham Deanery Synod 2017-2020. They will continue in this role until the next complete revision of the Deanery Synod in 2020. They are all ex-officio members of West Cheltenham PCC. David Lawlor (St Mark) was elected by Deanery Synod to be a member of Diocesan Synod from August 1st 2018 so he continues as an ex-officio member of Deanery Synod and PCC. The other Deanery Synod members are Sharon Arbuckle (St Barnabas), Phil Southam (St Mark) and Colin Binks (St Aidan and St Silas).

Our current Area Dean, Revd Gary Grady was commissioned on February 27th, 2019. He is supported by Assistant Area Deans Revd Josie Goodwin and Revd Roger Widdecombe. During the year 2018-2019, the Fourth to Sixth meetings of the Cheltenham Deanery Synod 2017-2020 were held. News of events between meetings was sent to Deanery Synod members and these items were forwarded to our Parish Administrator for publication in the news sheet.

The Fourth Meeting was held at All Saints Academy on June 5th, 2018. A motion proposing formal Deanery support of All Saints Academy and The Rock was accepted as a sign of our continuing commitment to the young people of our Deanery through regular prayer, practical support and financial commitment. The Diocesan plan for the 'Chatterbox' family tent to be available at Cheltenham Festivals for the next three years was discussed. Volunteers to help care for and chat with families and help with arts and crafts during the May Jazz festival and June Science festival in 2019 have now been requested through our news sheet.

The Fifth Meeting was held at the YMCA on October 2nd, 2018. David Wallace and his team presented how Cheltenham YMCA seeks to share faith in action by

Structure, governance and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. It is registered with the Charity Commission. The PCC members and Churchwardens are elected in accordance with the Parochial Church Council Powers Measure (1956), Church Representation Rules 2006. Each member is a full member of the church family, on the 'Electoral Roll' at the Annual Parochial Church Meeting.

Aim and purpose: West Cheltenham Parish Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the churches and church halls.

Objectives and activities: The PCC is committed to encouraging the members of the church's worship through prayer, music and scripture and serving the wider community of the parish in practical and spiritual ways. The PCC consider that the activities of the church comply with the guidance issued by the Charity Commissioners regarding Public Benefit.

Achievements and Performance

Church Attendance

There are 224 parishioners on the new Parish Electoral Roll. The average weekly attendance, counted during October 2018, was 254 (adults and children). There were significantly more people in attendance on special occasions such as Christmas and Easter.

Review of the year 2018

2018 saw the culmination of change initiated in 2017 by the decision of the Church Commissioners' to approve a revised Parish Scheme; in April the new structure took effect and the 'Parish of West Cheltenham' was established.

During the year our congregations said farewell to three members of clergy and their families Rob Crofton at the end of January, Phillip Smith in April and Tudor Griffiths in July. Gratitude for the service these people brought is felt across our worshiping communities and parish.

Across the year there was preparation, advertising and interviews for appointees to the three new posts created in the revised Parish Scheme; ultimately appointing three new clergy to work together who have different gifts and abilities that complement each other. I was delighted to be appointed as Rector early in 2018, and to join in the summer. Followed next by Bob Hurley in October and then Sharon Walker who joined in early 2019.

The autumn also saw preparation to seek discernment of God's vision for us as the church – his people – in our newly re-formed parish. A complementary sermon series, based on the book of Nehemiah, was introduced across all our church families, seeking the involvement of every member of our fellowships and partners. This process spanned into 2019, with responses collected from church attendees and the community. The PCC held an awayday – along with Family Space representation as our community partner – to consider the question centred around God's vision for us. We look forward to the outcome of that work being launched in Spring 2019 and using it as a springboard into the future.

During the year the PCC discussed all the usual things regarding building repairs and maintenance, parish play group, safeguarding and training for working with children and vulnerable adults, finances, St Marks Junior school, as well as the implication of new requirements, such as GDPR. Additionally, there were regular updates from Family Space on their community activities.

2018 saw the culmination of a period of change for West Cheltenham. I see the church family of West Cheltenham Parish growing closer, stronger and more outward looking. I am hugely excited to see what God will do amongst us and the many communities that we connect with. We know that God goes ahead of us, and we will seek to join in with His work.

Revd Rod Paterson, Rector

Church Fabric Reports

St Aidan and Silas

Although St Aidan and St Silas do not currently have their own building, we have been able to keep some of our furniture and contents. Some items are kindly being stored by members of the church family. The St Aidan communion table and linen is being looked after by St Barnabas and the rest is stored with Big Yellow Storage company. Some has been kept for use whilst the church meets and worships at Oasis.

St Barnabas

The church and buildings are very tired. Over the past few years to keep the maintenance cost down we have relied on volunteers to do as many general repairs as possible. We have also had some very generous donations to buy new equipment when things have broken. Our audio and visual equipment is also very old and is only still usable due to constant attention and in some cases “sticky tape”. As we move forward with a new vision and purpose, attention will be needed to our peeling fascia boards. Quotes are being looked at with the intention to use PVC that will not need constant attention. Our Notice board desperately needs updating we have a prime sight by the bus stop that we are not making the best use of. The window frames in our main hall complex are also in need of replacing some having virtually no putty to secure the glass.

St Mark

In May 2018 work began on repairing the west window, tower and spire. This work continued through June. In early July the clock faces on the tower were found to be dangerous and were taken down. A retrospective faculty is being sought for the latter work. The cost of the tower work and clock removal (including architect's fees etc.,) was over £40,000.

At the end of June, one of the stonemasons noticed that part of our boundary stone wall was unsafe and removed the capstones. This section couldn't be rebuilt over the winter months because of the chance of frost, so work will commence summer 2019. The cost will be in the region of £750. This area is cordoned off for safety.

In December a broken screw very high up on the tower (which couldn't be replaced from inside) allowed water ingress, which affected the bell ropes. Replacing this screw (and another one which needed attention) meant that, for safety reasons, we had to employ two steeplejacks. The bill came to £840. They didn't charge us for the screws.

On Sunday 10th March there was a sudden storm at about 4pm. There was a thunderbolt (simultaneous thunder and lightning) very close to the church. It seems to have caused a power surge which wiped out our sound desk, our Wi-Fi cable and certain electrical equipment in the tower. This has all been repaired or replaced and any costs should be covered by insurance. At the same time, the gutters above the south and north transepts overflowed with hail and snow which led to serious water leakage in the Upper Upcher Room and some water in