

**2021**

# ANNUAL REPORT AND FINANCIAL STATEMENT

## BENEFICE OF WHITCHURCH WITH TUFTON AND LITCHFIELD



THE CHURCH  
OF ENGLAND

Registered Charity Number: 1133750

**April 2022**



**Annual Vestry and Parochial Church Meeting Sunday 24 April 2022**

**Agenda**

1. Welcome and Opening Prayer
2. Apologies

**Annual Vestry Meeting**

1. Minutes of meeting held on Tuesday 27 April 2021 and Sunday 6 June 2021
2. Election of Churchwardens for 2022-23

**Annual Parochial Church meeting**

1. Minutes of meeting held on Tuesday 27 April 2021.
2. Matters arising
3. Annual Report
4. Date of next Annual Meeting
5. Any other business – items to be notified to the Chair before item 3

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**We invite and encourage all parishioners to attend this meeting.**

**1 Objectives**

The PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It has maintenance responsibilities for All Hallows, St Mary’s and St James the Less.

**2 Electoral Roll – John Mariner**

The number on the electoral roll for 2021 was number for 2020 was 173, one more than the previous year. The number on roll for 2022 will be reported at the APCM.

**4 Report on Activities**

**4.1 PCC Report – Andrew Hobley**

The PCC is the body which governs our decisions as a community. Between April 2021 and March 2022 PCC met six times. PCC Standing Committee also met six times. We tried, where possible to hold emanating in person, but sometimes this was not possible, either legally or because of the local level of COVID-19 infections. In the end half of the PCC meetings were in person and half by Zoom.

All members of PCC are Charity Trustees and as such have legal responsibility for the decisions we make. In April we had an interesting presentation from Anna and Chris Pembry who are the CMS workers we support in Hull. In June we decided to support them, the Mityana Project and Whitchurch Youth Project as our charities, for the next three years. In November our pastoral visitors gave us a presentation about their work. We have approved various revisions of various local church policies. We also received reports on, and made decisions about, the works at St James the Less in the north aisle and the plaster fall at St Mary’s Tufton. PCC has also kept abreast of safeguarding developments, kept an eye on health and safety, received regular reports from the Treasurer and Church Wardens, as well as debated a range of issues brought by members of the PCC on their own behalf or that of members of the congregation.

Throughout this time PCC members expressed not only their views, but the views of those who they were elected to serve -the wider parish. I am grateful for members ability to agree - or to agree to disagree politely, and for the time and effort they have put into meetings.

PCC members in 2021 have been –

Revd David Roche - Priest in Charge; Helen O’Sullivan, Assistant Priest, Nicky Smallwood - Curate, Mark Christian - Associate Priest;

Hazel Cormack, Carolyn Jay, Philip Geddes - Licenced Lay Ministers

Allan Vaughan, Gareth Humphries – Church Wardens

Sue Bailey, Nigel Scarfe (to June 2021), John Wall– Deanery Synod members

Caroline Barber, Dorrie Bilson, Tim Fisher, Lynda Frith (Treasurer), Christine Goodwin (Safeguarding), Andrew Hobley (Secretary),

Rhiannon Love, John Mariner, Mary Milne, Peter Taylor – Ordinary members

**4.2 Churchwarden’s Report – Allan Vaughan and Gareth Humphries**

Though like most of the country we, in our three churches, have been suffering from the impact of the pandemic there has been significant infrastructure issues in St Mary’s at Tufton and St James the Less at Litchfield which have managed to close the Churches for varying amounts of time; whereas at All Hallows we have managed to keep the Church open for Services and Prayer. In All Hallows we have managed to get some work agreed in the Renovation Plan completed -see later in this report - but have had significant challenges with the heating system. Taking the three Churches in turn:

*St James the Less, Litchfield* The major issue with St James the Less this year has been the sinking of the flooring to the north aisle caused by the weight of the pew benches. This problem was compounded by water ingress. Tenders have been sought and a recommendation from the PCC that Ian Bradley Construction be engaged to carry out the work. It is hoped this can start in May 2022. Other challenges are the state of the guttering, particularly on the North Wall and the cracking of the pathway to the Church Door.

*St Mary's Tufton* During 2020 the Church Surveyor, Ryan Bunce, conducted the Quinquennial Review of St Mary's. This is a report required by the Church of England as to the state of its Churches and what needs to be done to maintain the buildings in good shape. The review identified two Health and Safety issues, which were quickly rectified, and a considerable number of maintenance issues which, if left, could become considerably more expensive to rectify. The PCC agreed to proceed with the remedial maintenance work. Whilst the process of obtaining a Faculty for this work was being managed there was a plaster fall from the ceiling, which necessitated the Church being closed for safety reasons. Further investigations determined that approximately 50% of the ceiling plaster was deemed unsafe. We managed to open the Church for Christmas by virtue of having a net strung over the Nave to safeguard worshippers. We have now combined the work to repair the ceiling in the Church with the remedial maintenance. Work should start this coming May and take about five weeks.

*All Hallows* We await the Quinquennial Inspection report for All Hallows which was postponed to April 2022 because of Covid and other factors. There is a likelihood this will highlight some remedial work that will need doing in the next year or two but hopefully, unlike the other two Churches in the Benefice, nothing major. The main issue with the infrastructure has been the heating system which has failed for various amounts of time during the winter months. The view of the Heating Engineer, contracted to maintain the heating system, is that a complete overhaul is required to get the system in good order for this coming winter and following PCC agreement this will be commissioned shortly. That said, the system is old, not very efficient and is expensive to run. The recommendation of the Renovation Plan is to seek a solution which provides under floor heating which is in line with efficiency and environmental advice.

During the year the cracks in the plasterwork in various walls were completed and await drying out before consideration can be given to re-painting the Nave. The audio monitor was installed and improvements made to the audio systems in the Church, for which thanks need to go to Andrew Monk and Phil Davies. There is however, still a need to replace some of the older machinery which is reaching its last legs. Proposals to revamp the lighting system in the Church were put on hold primarily because of cost and sequencing of the Renovation Project plans. Gratefully we have not had any water ingress in the Organ Pipe Room which had threatened the survivability of the organ. Regular clearing of the gutters seems to have resolved this problem.

*Renovation Plan.* Tentative steps have been taken to resurrect the Renovation Plan for All Hallows which was agreed as far back as 2018. As previously reported the audio-visual system has been installed, the Church is more accessible for the disabled, the interior cracks in the walls have been repaired and ground work for project plans for the remainder of the recommendations has been undertaken. We have agreed progress with the Diocese to restore the Brooke Brasses and Commandments Board. We will be presenting to the PCC later in the year an updated Renovation Plan with further recommendations on timescales and costs.

*Church Room.* There have been minor issues with the infrastructure of the Church Rooms and Office which is to be expected given the intense usage of the facilities by Nurseries and activity groups. It is recognised that considerable repair work will be needed to the play area outside the Church as and when the nursery activity declines later in the year.

The Church Wardens would like to thank all those who have helped and supported us over the last year, with advice, practical assistance or your prayers.

### **4.3 Note on our services in 2022**

After the national lockdown public worship in person resumed on Easter Sunday, 4 April 2021. Since then, all services in All Hallows have been held in person, if on occasion led by a short notice substitution due to the celebrant or one of their family having COVID. Some services have been live streamed, while at other times there has been a separate Zoom service available. Please God for 2022/23 we can continue with our live patterns of worship.

### **4.3 Choir - Stephen Preece, Choir Director**

We were able to come together and sing for the first time in 2021 on Easter Sunday, which fell on the 4th April last year. With the slightly later Easter this year, we have completed almost exactly the full church year, and have been able to meet up and sing together in choir practice and worship, though many of the regular singers have not felt able to do so at all times.

With usually smaller numbers we have kept things simpler for the most part for the last 12 months, with only a few new pieces introduced and drawing from the library and repertoire of music that will work with limited numbers.

The congregation were allowed to sing on the 25th July for the first time, and this was marked by "Let the people sing!" Sunday including 6 of the greatest and most well known hymns in a single service. We also finally returned to the Joanna Forbe's Le-Strange setting for the communion after nearly two years on simpler arrangements, bringing it back with the Gloria at the end of August for a joint Benefice service.

By Advent, things were starting to feel more normal and we marked Christ the King Sunday with the 'Crown of Roses' by Tchaikovsky, followed on the first Sunday of advent by 'Dona Nobis Pacem' (Mozart) – two pieces that I have included in the repertoire almost every year that I can.

Christmas and especially the Carol Service on the 19th December were magnificent. We did not quite have the record numbers of singers from three years ago, but the choir stalls were filled and the choir had learned a new Christmas Gloria which we were then able to use through until Candlemas. We also sang Bethlehem Down by Peter Warlock and David Willcocks' wonderful arrangement of 'Of the Father's Heart Begotten'.

In 2022, our numbers are slowly returning to where they were, despite some continued absences in the last few weeks. We are planning a concert for the summer which will be a celebration of sacred choral music through the last 500 years and I am so excited to have started learning new pieces with the choir every week, including some that I have never had the opportunity to teach this group.

I close with my continued thanks for the faithful support of Andrew Smith, my most patient and tolerant accompanist, who routinely has to sight-read music for us every week and does so with great skill and good cheer. And also to all the singers for their time, commitment and friendship, and finally to those of the congregation who frequently take a moment to seek me out and thank me for the music when it touched them and helped in some way to make the connection or enhance their worship. It is always much appreciated and we are delighted to serve.



#### **4.4 Bell Ringers – Jenny James**

The year began still in Lockdown. We rang handbells outdoors to welcome the congregation to the Easter service, tolled the tenor bell for Prince Phillip's funeral, enjoyed an on-line Striking Competition in May and regularly used the on-line Ringing Room on practice nights.

We had our first belfry practice on July 19th ready for our return to service ringing on 25th July. It was lovely to start to return to 'normal'.

Since then we have rung for two weddings (July and December), hosted a District Practice each month (because our tower has good ventilation), had two sets of visitors and rang half-muffled for the Remembrance Service.

We also enjoyed a District outing in August - a walk at Highclere followed by an outdoor pub meal. Well done to Peter Niblett for organising it.



#### **4.5 All Hallows Pastoral Visitors Group – Alison and Andrew Ricketts**

In the report to the APCM 2021 I said we were planning our way out of lockdown.

This started in May with the launch of our "social walking" initiative. The uptake for this was not huge but I think it was important to offer the help and at least start the conversation that some people may well be finding it hard to get out again. We are considering relaunching this when the current numbers decline.

Unfortunately the continuing high numbers of Covid cases have meant that plans to bring back Chatter Cafe and potentially to launch a Chatter lunch club are also on hold.

We are still contacting our visitees by phone. In line with many other organisations we still deem face to face meeting unwise especially given the level of vulnerability of the people we support.

At Christmas we sent each of our visitees a card and gave presents to our more isolated visitees thanks to the generosity of our congregation. We produced a one-off Christmas edition of Chatterbox (the newsletter we produced during the winter lockdown of 2020 to offer more support to our visitees) so that we could share some pictures of the Christmas trees at the All Hallows Christmas Tree Festival.

One of our recruits from the community stood down as she is planning on moving out of the area. We have 18 volunteers although some people are not currently active and we are supporting 14 visitees.



#### **4.7 Parish Magazine – Simon Coomber**

The printed copy and the online version of the Parish Magazine continues to be distributed to and read by over 700 households. We continue to produce 12 copies a year with regular content from a wide range of local groups, the schools and the community.

Advertising numbers have dropped over the last two years, which may be a result of the pandemic, and the team have been working hard to encourage new advertisers where possible. Whilst this will have an impact on the funds that the magazine generates, the magazine continues to be a valuable fund raiser for the church.

The team is always looking for new volunteers to help with editing, advertising, distribution and door to door delivery, so if you have some time to offer, please get in touch.



#### **4.8 Young Church Builders - Caroline Barber**

This is a poignant report to be writing, as it is my last as YCB co-ordinator. It's been great watching our children grow up and flourish (and, indeed, bringing their own children back to see us, as happened just this weekend). When Carolyn Jay first asked (yes, she had to ask more than once – nothing if not tenacious, that one) if I would be interested in helping out at YCB, I was slightly terrified at the thought. Little did I know what delights that hour spent with the children on a Sunday morning would bring: insight, wisdom and humour – and not a little spirited recalcitrance at times! I'm sure I speak for all YCB leaders when I say that teaching the children has helped to develop our own understanding of Jesus' love for us, and I hope that we have all have gone some way to returning the favour.

This year, Ann Simmonds, Alison and Andrew Ricketts, Pam and Simon Woodman and Colette Court (assisted by Jo and Tim

Fisher at Forest Church) have continued to provide Sunday morning fun and teaching, navigating the uncertainties that Covid is still throwing at us. We continue to pray that the coming year will see an increase in young families joining the All Hallows congregation, particularly as two of our regular attendees will be moving on up to WAAG in September. We would welcome your prayers in this, as well as in finding a new YCB co-ordinator.



Before I go, I thought I'd finish by reminding you of this glorious logo designed by Joe Harris a few years back – I hope it will live on for many years.

*Leaders: Caroline Barber, Ann Simmonds, Alison & Andrew Ricketts, Pam & Simon Woodman; Collette Court. Helpers: Tim and Jo Fisher*



#### **4.9 WAAG – Tim Fisher**

All Hallows Youth Group, WAAG, continued to meet fortnightly during term times throughout 2021. Covid restrictions meant that this had to be online for the Spring term. Once restrictions eased and with appropriate risk assessments, WAAG met in person over the summer, starting with a pilgrimage around Whitchurch on 23 May 2021. Despite dreadful weather, there was an excellent turn out, a testament to the importance of WAAG to our young people.

The All Hallows WAAG leadership team stood down at the end of the summer term after, for some of them, over 20 years of serving the church in this capacity. We are hugely grateful to Gill Bilton, Andrew Monk, Gill Knappett and Kate Edwards for all they have given to generations of young people at All Hallows. Tim Fisher picked up the mantle of leading WAAG with Jill Walker for the 2021 Autumn term. Around 6-12 young people attend each fortnight with discussions on social justice, a film night, an advent discussion on favourite carols and tree decoration for the Christmas Tree Festival. Our traditional ice skating trip was not possible due to Covid restrictions in place at the time.

With the help of Revd Helen, WAAG has also reached out into the community, putting together a 'from darkness into light' trail and display for the Whitchurch Halloween trail which attracted over 50 young people and a similar number of accompanying adults. All the young visitors were given a goodie bag with a gospel message included. We will be looking for other opportunities to contribute to town events as young Christians in Whitchurch.

Plans for 2022 include trips to other cities, a session on favourite music, another pilgrimage and other activities to fit with the church calendar. Jill Walker will be leaving over the summer. New leaders, and, more importantly, new young people, are always welcome to join WAAG.

*Leaders Tim Fisher, Jill Walker*

#### **4.10 Small Groups – Catherine Geddes**

It has been another quiet year for small groups, but there has also been much encouragement. One group has continued to meet faithfully throughout the year online and in person when restrictions have allowed. Several prayer groups have also continued to meet, either online, by meeting safely in the open air or in each other's homes when it has been safe to do so.

During Advent the inspiring book 'Finding Hope under Bethlehem Skies' provided a focus for discussion and revelation as we discovered through the story of Ruth that the bible is one book with one story. Several of our community also joined the Zoom Advent course which was well received.

The prophet Malachi encourages us 'to talk with each other' (3:16). Small groups are just one way that we can encourage and support one another. Please do come and talk to Helen or myself if you would like to join one.

#### **4.11 Safeguarding – Christine Goodwin**

The Group of 5 members, has met by Zoom twice since the last APCM.

We are pleased to report that there have been no Safeguarding issues this year.

The policies concerning Safeguarding, Safer Recruitment, Vulnerable Adults, Children, Lone workers and Domestic Violence have been reviewed and approved by PCC. The need for all volunteers and paid staff to be recruited in accordance with the policy guidelines has had to be re-emphasised.

The policy and related forms for the hiring of the Church Rooms has been amended to comply with the Safeguarding requirements of the Church of England.

When our Churches were reopened, a letter was added to the weekly news sheet reminding everyone about the need for vigilance and what to do if concerned.

DBS checks are now electronically processed by Marilyn Berridge and Leanne Coomber continues to organise Safeguarding training on line.

During the year we have liaised with the various church groups and have been able to give advice when asked.

The group aims to continue to keep abreast of the information and advice sent down from the House of Bishops whilst at the same time continuing with the all-important work of safeguarding our whole Church community. We will continue until a Safeguarding strategy is developed across the new benefice.

#### **4.12 Deanery Synod – Sue Bailey**

Whitchurch Deanery brings together the parishes that lie between A303 and the Berkshire border from Longparish/East Woodhay in the west to Ashford Hill/ North Waltham in the east. The population is around 25,000 and the size of the individual parishes vary considerably. Responsibilities include the co-ordination of the CMF, training of lay-led services, strategic development and growth of congregations and ministry within the Deanery.

1. Three meetings have been held during 2021 by Zoom due to pandemic.
2. We had an inspiring talk from Rev. Rosie Ward of St. Thomas's Church, Lymington regarding eco-Church and the work of protecting and enhancing God's creation.
3. Out of the 13 deaneries within the Winchester Diocese, Whitchurch Deanery was second in the "league" table of Common Mission Fund donations at 100.1%. Alresford topped the table with 100.8%. By this generosity, we were able to compensate for those smaller parishes with few resources.
4. Voting took place for the General Synod in October 2021 with a gratifying number of candidates submitting their election addresses.
5. Youth work, community initiatives such as chatter cafes, provision for rural, isolated communities and training for both clergy and lay preachers continues across the Diocese.

**Members** John Wall, Sue Bailey (Secretary)



## 5 Priest-in Charge's report on the year – Reverend David Roche

As things stand currently, this will be my last Vicar's report for our Parish alone, with the imminent merger of the new Bright Waters Benefice. I shall have to write five next year! There are exciting opportunities ahead as our church family grows, to make new friends and encourage each other as brothers and sisters in Christ in our network of nine churches. There will also be challenges, please be patient as we are a work in progress to get things on an even keel in the year ahead.

Though Covid restrictions have now been legally released, the Church of England, nationally and locally is acutely aware that people of all ages have been quite slow to return to our churches. This is a concern for all of us as we seek to re-establish our Christian communities and begin functioning in a healthy way again, the challenge is there for all to pray into, and each do our little bit to support each other.

In every Vicar's report, I do like to state for the record that, as much as the APCM is rightly a formal and legal matter we give due diligence to, it is also an excellent opportunity for us to focus again on our vision and values and keeping the main thing the main thing as servants in the Kingdom of Jesus Christ. We look ahead in faith and give thanks for everything undertaken in the previous twelve months to glorify our Lord Jesus, the head of the Church.

I would like to thank our PCC for their commitment to Church governance. Especially to our Wardens Allan and Gareth. Allan steps down this year, we are very, very grateful for all of the relentless hours of work he has done to get us through Covid and in keeping our buildings functioning well. Allan thank you, you deserve a rest and we give thanks for your legacy in the 'fogging machine'...

Following in the footsteps of our previous verger Hilary Gould, over this year we welcomed John Allen as our Verger at All Hallows. John is keen, enthusiastic, no job too small and always has a smile, he such a joy to work with, thank you John!

I would like to thank once again, The Reverend Mark Christian, for his outstanding ministry at St James the Less, Litchfield, and also The Reverend Nicky Smallwood, due to finish curacy in coming months, Nicky thank you for all of your hard work and commitment to our clergy ministry and all of your inspirational creativity to the team.

This year our ministry team has been enhanced both Clergy and Lay, last Summer we were joined by our new Associate Vicar, The Reverend Helen O'Sullivan, Helen has fitted in so well to the team and been key in leadership in the transition to our new Benefice and with wardens recruiting our new parish administrator Vicky, who works with Claire. As the new Benefice has taken shape, we have also welcomed The Reverend Canon Dodie Marsden and The Reverend Richard Sutcliffe. A late comer in this last week is The Reverend John Dawson, John is retired and will be joining the team from May, a wider announcement will be made in due course. I would also like to show my heartfelt appreciation to our Lay Ministers, all of whom serve us at personal cost and bless us so much, Carolyn, Philip and Hazel, Andrew and Alison thank you so much, and we welcome more LLM's in from the new Bright Waters Chris Theobald, Georgi Leask and John and Jane Young... the team keeps growing!

My thanks continue to all sides-persons and those who beautify our worship, bell ringers, our choir, organists, worship band, prayer leaders, parish visitors, eco-champions, social justice champions, sound technicians, servers, church cleaners, tea/coffee servers and hospitality team, to those who lead our children, youth and tots, and our administrators. THANK YOU!!

This last year WAAG Leaders Andrew Monk, Gill Knappett and Gill Bilton stood down after decades of dedicated service to our youth and teens. We were able to give them a big thank you and welcome Tim Fisher in as new WAAG leader, Tim has been doing a great job, if you would to join the team please do get in touch with myself or Tim for more information. We also say thank you to Caroline Barber who steps down as Deputy Church Warden and Coordinator of Young Church Builder. Caroline has led the team for years for which we are so grateful in encouraging our children to explore faith and give them confidence, Carline Thank you so much! We are subsequently looking for a new YCB Coordinator, if you are interested, please get in touch with me.

I continue to enjoy my role as school Governor at two primary schools with Jo Fisher (chair) and David Simmonds (big thanks to them for the mountains of work and input they do), it is such a good school to work in, with many opportunities for us to share the gospel with our community. We are currently recruiting a new head teacher and look forward to building on the excellent relationship the school has with our church. Churches Together in Whitchurch is going well, we meet regularly to encourage each other. I also serve as Area Dean on Diocesan Synod, Deanery Synod and Deanery standing committee, as well as Whitchurch Welfare Trust and Chaplain to the Royal British Legion in Whitchurch.

In the last year or so our occasional offices were down because of the pandemic, we had 5 weddings, 12 Baptisms and 14 funerals. Numbers are beginning to pick up as lock down eases.

Please continue to pray for myself, all our Clergy, Lay Ministers and the PCC in the year ahead as we commit our plans before the Lord for the common good of all in our congregation and town and our new Benefice.

In Christ

David

The Reverend David Roche

Area Dean and Priest in charge, All Hallows, Whitchurch with Tufton and Litchfield

## 6 Financial Statement

### 6.1 All Hallows Whitchurch and St Mary's Tufton Financial summary for 2021

	Year 2021	NOTES	Year 2020
<b>INCOME</b>			
Gift aided giving including gift aid	76923		84906
Other donations and mist income	2415		4428
Fete income	3981	Net profit £2024	0
Magazine income	22915	Net profit £12054	24411
Fees from weddings and funerals	1581		1668
Income from 100 Club designated heritage	3270	Net profit f1606	2760
Grant for work on audio All Hallows (AH)	6911		0
Church Room income	18187	Montessori hiring 3 days a week	6359
Fundraising for AH designated heritage	3405	Net profit £1773	0
	139588		124532
<b>EXPENDITURE</b>			
Common Mission Fund	-77324	Reduction this year	-81137
Ministry expenses	-1585		-2090
Utilities	-5836	includes allowance for £3000 overcharge	-4521
Insurance	-3965		-3853
Organ upkeep	-1211		-842
Repairs and Maintenance All Hallows	-9364	Boiler, gutters, fences, hedging, electric	-30862
Service costs	-8414	Including audio visual items (grant)	-2500
Admin costs and cleaning	-2222		-1314
Fete costs	-1957		-77
Magazine costs	-10861		-9877
Staffing costs	-8350		-7044
Mission evangelism	-575		-232
Charitable giving	-6230	BUT £6000 cheques not yet paid in by payees	-6000
Sundry expenses	-1523		-6693
100 club expenses	-1664		-1036
Church room expenses and maintenance	-3882	Includes cost of cupboards and chairs	-8237
Expenses from additional fundraising	-1632		0
	-146595		-166315
<b>OTHER</b>			
Benefice of the Future-Grant - restricted	34400	For Brightwaters Benefice	
Benefice of the Future expenses	-552	Remaining grant end 2021 £33848 restricted	
St Mary's restricted funds held in accounts	24465		23317
Legacy to St Mary's (SMT) restricted	1000		5000
Total SMT restricted in account	25465	Before expenses taken off	28317
SMT expenses			
SMT repairs	-5076	From restricted funds	-979
SMT utilities	-237	From restricted funds	-517
SMT insurance	-1000	From restricted funds	-991
SMT upkeep churchyard and CV repairs	-3225	From restricted funds	-1365
	-9538		-3852
Amount carried forward 5MT restricted	15927	Held in general accounts	24465
Collections British Legion Children's Sot:	327		110
Sent to British Legions, Children Soc	-827	Cheques not paid in at end of 2021	-110
<b>INVESTMENTS</b>			
CCLA organ investment	1998		1721
CCLA St Mary's reserved investment	64070		52772
<b>AGENCY COLLECTIONS</b>	1329	Money waiting to be paid out – weddings etc.	1763
<b>MONEY IN BANKS AT END OF YEAR</b>			
Nat West 1 and 2	12272		19657
HSBC 1 and 2	58523	Includes BOF restricted in 2021 of £33848	36834
H58C 100 club designated heritage	3292		1779
COOP designated heritage fund	8275	includes £500 per month from general fund	4811

TOTAL - BUT READ NOTES	82362	includes £6827 chqs pending from 2021 + SMT restricted £15927 + BoF restricted reserves of £33848 + agency collections of £1329 less £3000 due from utilities leaving a usable amount of £27431 of which £13340 is designated to AHheritage.  This leaves £14091	63081
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## 6.2 Independent Examiner's Report

Report to the Trustees of Whitchurch with Tufton PCC

On accounts for the year ending December 31' 2021 Charity no 1133750

Set out in The 'Analysis of income and expenditure' (pages 1 and 2), 'Balance Sheet detailed' (pages 1 and 2), and 'Financial Summary' dated 9th April 2022.

### *Respective responsibilities of trustees and examiner.*

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

### *Basis of independent examiner's statement*

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### *Independent examiner's statement*

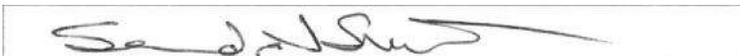
In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Date: 9/4/22

**Name:** Sandra J Smith, ACMA

**Address:** 21 Lynch Hill Park, Whitchurch, Hampshire, RG28 7NF

## 6.2 Financial Commentary on the accounts – Linda Frith

To quote a much-loved PCC secretary: 'We ain't gone bust yet!'

Our financial situation isn't great. We appear to have plenty in the coffers, but if you look at the report you will see that actually we don't have very much – just over £14K. Our gift-aided donations are down substantially from last year (£8K), but thanks to the regular income from Montessori hiring the church rooms and the fete held in the church grounds, as well as a Diocesan grant of nearly £7K, our overall income was slightly up from last year. Montessori will, hopefully, continue to use the church rooms during 2022, but that income will stop as soon as they move to their new building.

Overall expenditure has also gone down from 2020, mainly due to the reduction in Common Mission Fund and the reduced repairs and maintenance for All Hallows this year (which were exceptionally high in 2020). However, the costs of general maintenance year-on-year are now significantly higher than previously and our staffing costs have also risen with the employment of new staff in August. Of course our utility bills will rise substantially in 2022; all these will impact on 2022 finances.

The other main thing to note is that we have a substantial grant from the Diocese in our accounts to support the Benefice of the Future. This money belongs to the whole Benefice so, although it is in our accounts, it is not ours! We have already received the grant mentioned earlier for our audio-visual improvements; the more recent £33400 grant is to do similar things throughout the extended Benefice.

Just to refresh your memories:

Restricted funds can only be used for the things they are allocated for. We have very few restricted funds – the St Mary's legacy, some organ funding and the Benefice of the Future grant.

Designated funds are set aside for their designated purpose but they can be used, if needed, to support the running costs of the church.

Treasurers' reports are often negative, but we need to remember that compared to many we are in a great position with many generous, regular donations coming in. More importantly, we are a church that cares deeply for one another. As a church we need to be seen as being generous and remember: *'Give and it will be given to you. A good measure, pressed down, shaken together and running over will be poured into your lap. For with the measure you use it will be measured to you.'* Luke 6:38



## 7 Elections

### 7.1 PCC members

PCC members are elected to serve for three years. At the Annual Meeting three PCC members retire each year. This year John Mariner, Rhiannon Love and Dorrie Bilson come to the end of their three year term of office. John Mariner and Dorrie Bilson have indicated their willingness to stand as ordinary PCC members. If there are more than three nominees, an election will be held. A Nomination Form is at the end of this report. If you would like to know more, please speak with any PCC member.

In addition we have a one year vacancy for a Deanery Synod member, who is automatically a member of the PCC.

### 7.2 Independent Examiner

Sandra Smith has indicated that she is happy to serve again.



## Thanks and acknowledgements

Throughout the year many people normally serve within our churches, including clergy, lay ministers, church wardens, deanery synod representatives, members of the PCC, sidespeople, servers, chalice bearers, intercessors, readers, those who clean the church and tidy the churchyards, coffee makers, those who prepare and organise food, those who assist at weddings, funerals and baptisms, choir, musicians, sound people, bell ringers, those who lead and help at Young Church Builders and WAAG, parish visitors, the verger, our parish administrator, and those who look after our finances. The pandemic has meant some of these have been unable to offer their liturgy as normal. But they have done what they can. We thank them all and look forward to finding out how God wishes us to serve His people in Whitchurch in 2022

If you would like to serve the church in any way, or no longer wish to perform your role, please let Andrew Hobley know – [hobleymeads@btinternet.com](mailto:hobleymeads@btinternet.com)

**Parish of Whitchurch with Tufton and Litchfield**

**Annual Vestry and Parochial Church Meeting**

**By Zoom – Tuesday 27 April 2021 at 7:05 pm**

**8 Minutes of the Annual Vestry Meeting**

Rev'd David Roche chaired the meeting which opened with a prayer. Thirty Parishioners were present, as well as Revd Mark Christian Revd Nicky Smallwood (Curate).

Leanne Coomber	Jane Lewis	Geraldine Mouat
John Wall	Andrew Hobley	Dan Gleed
Vicky Gleed	Beverly Vaughan	Andrew Ricketts
Alison Ricketts	Pamela Doe	Nick Doe
Marilyn Berridge	Allan Vaughan	Linda Stepney
Caroline Barber	Nigel Scarfe	Christine Goodwin
Lynda Frith	Judy Bright	Sue Bailey
Mary Milne	Hazel Cormack	Peter Taylor
Margaret Taylor	Andrew Smith	Gill Bilton
Phillip Geddes	Lynda Stepney	Dorrie Bilson
Joan Clarke		

**1. Apologies**

Apologies were received from: Valarie Swayne-Bradshaw, Carolyn Jay, Joan Clark, Anne and David Symonds, Geoff and Gill Knappett, Tim and Jo Fisher.

**2. Minutes of the meeting of Sunday 18 October 2020.**

- a. had been distributed in advance of the meeting.
- b. Proposed by Beverly Vaughan and seconded by Sue Bailey, the minutes were accepted as a correct record.
- c. There were no matters arising.

**3. Election of Church Wardens**

<i>Nominee</i>	<i>Proposer</i>	<i>Secunder</i>
a. Allan Vaughan	Andrew Hobley	Kath Donaldson

These being the only nomination received the Chair declared Allan Vaughan duly elected  
Members thanked him for the work he had done during the year.

The meeting closed at **7:12 pm**.

## 9 Minutes of the Annual Parochial Church Meeting

There was no change to the meeting attendees from the Annual Vestry Meeting.

### 1. Minutes

- a. The minutes of the Annual Parochial Church Meeting held on of Sunday 18 October 2020 had been distributed in advance of the meeting.
- b. Proposed by Nigel Scarfe and seconded by Gill Bilton, the minutes were accepted as a correct record.

### 2. Matters Arising

- a. There were no matters arising from the minutes.

### 3. Annual Report

- a. The annual reports of the Parish had been distributed in advance of the meeting.
- b. The chair invited questions from the floor against each of the reports.

3.1 Caroline Barber noted the electoral roll number was 173.

3.2 Church Warden's report - Allan Vaughan thanked those who had helped deal with the impact of the COVID-19 pandemic, especially Nigel Scarfe and Philip Geddes and his team opening the church. He said it was unclear what will happen for the rest of this year. year. He had recently met with our architect who was pleased with the works we had done in the church. met architect who was pleased with the works. The Quinquennial review was underway and he hoped we could put aside money to deal with works that will need doing. Finding another Church warden and a Verger were priorities. He said that organising fund raising and applying for grants took up time..

3.3 Choir – Lynda Frith asked the meeting to note and thank Stephen Preece for all his hard work with the choir and singing solos at services when that was all the music we were allowed.

3.4 All Hallows Pastoral Visitors Group – Alison Ricketts said she was comfortable with position the church had taken in the Town's activities supporting people during the pandemic. We had been very visible, showing Christ's love. The volunteers and other church members did a stellar job. We were increasingly supporting people who were not members of our congregation. She was immensely proud of what we had achieved. Andrew Ricketts said they had been supported by the prayers of the congregation and noted the works of other community groups, especially Neighbour Care and the Whitchurch Welfare Trust. Alan Vaughan proposed a vote of thanks to Andrew and Alison for their leadership and this was carried by acclamation.

3.5 Parish Magazine – It was noted we were able to issue a magazine every month, even when we could not physically ring and distribute them. Sue Bailey thanked all the magazine distributors for carrying on their work. The meeting thanked the Parish Magazine Team.

3.6 YCB – Caroline Barber was thanked for her work with Young Church Builders.

3.7 WAAG - Gill Bilton said it was a rewarding privilege working with our young people. She, Andrew Monk and Gill Knappett were thanked for their hard work over the last decade or so, as they stood down from their roles.

3.8 Small study groups – Philip Geddes encouraged people to form new groups as restrictions on meeting were slowly lifted.

3.9 Safeguarding - David Roche thanked the Safeguarding Team for their hard, quiet and essential work behind the scenes.

3.10 Parish Priest's report – David Roche reiterated the individual thanks in his report. He spoke about the Dioceses' plans for benefice reorganisation and thanked the congregation for being so open about the future.

### 4. Approval of Financial Statement

4.1 Lynda Frith thanked John Wall and Philp Geddes for their help in the year. It was noted that the Litchfield Church Council accounts had unfortunately been delayed and had not been circulated in advance. A copy of them was shared with the meeting (given at appendix 1). Mark Christian said the shortfall was mainly due to the lack of fees due to the pandemic. Andrew Smith asked which funds we had control over so we were divested from fossil fuels. He also questioned the ethical credentials of the banks we used. Lynda said our investments were with CCLA, which supports the Church of England's Ethical Investment Advisory Group. She agreed with Andrew's concerns about the banks, but noted how hard it was practically for Charity Trustees to change banks.

Mary Milne said the accounts did not seem to be too unhealthy and we had done well. Sue Bailey noted for the Deanery we had a high number of Direct Debits and Standing Orders; from discussions in Deanary Synod those with higher numbers of these had better incomes.

Lynda Frith proposed approval of the accounts, Alan Vaughan seconded. The meeting approved the accounts.

## 5. Elections

### 5.1 PCC (3 Three year vacancies)

<i>Nominee</i>	<i>Proposer</i>	<i>Seconder</i>
Tim Fisher	Sophie Lloyd	Robin Smallwood
Peter Taylor	Lynda Frith	Allan Vaughan
Andrew Hobley	Gill Knappett	Andrew Cope

These being the only nominations received the Chair declared them duly elected.

### 5.2 Independent Examiner

- i. Sandra Smith, the current examiner, was proposed by Lynda Frith, seconded by John Wall.
- ii. There being no other nominations Sandra was duly appointed.

## 7 Date of next meeting

- 7.1 The Annual Vestry Meeting for next year will be set by PCC at their first meeting
- 7.2 First meeting of PCC will be Tuesday 18 May 2021 at 7:00 pm by Zoom.
- 7.3 First meeting of Standing Committee will be 5 May 2021 10:30 am by Zoom.

## 8 Any Other Business

- 8.1 John Wall moved a vote of thanks to Andrew Hobley as PCC Secretary. This was passed.
- 8.2 Andrew Hobley Jay moved a vote of thanks for David Roche for his tireless work in the parish and for his ability and inspiration. This was agreed unanimously.

There being no further business the meeting closed at **8:07 pm**.

## Appendix 1

<b><u>ST JAMES THE LESS, LITCHFIELD</u></b>	<b><u>ACCOUNTS 2020</u></b>	
<b><u>RECEIPTS AND PAYMENTS ACCOUNT</u></b>	<b>2020</b>	
	£	
<b>RECEIPTS</b>		
OFFERTORY	<b>2,474.95</b>	
OFFERTORY (Gift Aided)	<b>2,144.27</b>	
OFFERTORY (Gift Aid Tax Refunds)	<b>527.4</b>	
DONATIONS	<b>607.5</b>	
FEES	<b>307</b>	

DIVIDENDS	186.08		
MISCELLANEOUS	1,665.51		
FLOWER FUND	0		
		7,912.71	
<b>PAYMENTS</b>			
INSURANCE	1,374.59		
ELECTRICITY	660.76		
ORGANIST	1,440.00		
CHARITY	342.2		
CHURCHYARD MAINTENANCE	1,000.00		
BUILDING MAINTENANCE	1,523.94		
FEES	3,102.00		
MISCELLANEOUS	3,107.17		
		12,550.66	
RECEIPTS OVER PAYMENTS	£	-4,637.95	
Opening Balance			19,084.20
RECEIPTS OVER PAYMENTS			-4,637.95
<b>TOTAL</b>			<b>14,446.25</b>
<b><u>CURRENT BANK ACCOUNT RECONCILIATION</u></b>			
ST JAMES THE LESS CURRENT ACCOUNT 31/12/2020		15,163.25	
add UNPRESENTED RECEIPTS		0	
less UNPRESENTED PAYMENTS		717	
RECONCILED BANK CASH BALANCE			14,446.25

**Parish of Whitchurch with Tufton and Litchfield**

**Supplementary Vestry meeting**

**All Hallows Churchyard – Sunday 6 June 2021 at 11:30 am**

**10 Minutes of the Supplementary Vestry meeting**

In the absence of the Chair and Deputy Chair of the PCC Andrew Hobley, PCC Secretary, chaired the meeting which followed Morning Prayer.

11 Parishioners were present -

Andrew Hobley	Peter Taylor	Margaret Taylor
Sue Bailey	Carolyn Jay	Tim Fisher
Jo Fisher	Gareth Humphreys	Christine Goodwin
Caroline Barber	Mary Milne	

1. Apologies

Apologies were received from: Revd David Roche, Allan Vaughan, Mark Christian

3. Election of Church Wardens

<i>Nominee</i>	<i>Proposer</i>	<i>Secunder</i>
Gareth Humphreys	Tim Fisher	Jo Fisher

This being the only nomination received for the vacant Church Warden post the Chair declared Gareth Humphreys duly elected, to hold office alongside Allan Vaughan, who was elected at the April APM.

The meeting closed at **11:32 am**.

Benefice of All Hallows, Whitchurch, with St Mary's, Tufton and St James the Less, Litchfield

## NOMINATION FORM FOR ELECTION TO THE PAROCHIAL CHURCH COUNCIL

	<i>Proposer</i>	<i>Secunder</i>
We ( <i>insert names</i> )		
of ( <i>insert addresses</i> )		
being members of the electoral roll of this parish,		
hereby nominate		
of ( <i>insert address</i> )		
as a candidate for election to the parochial church council at the annual meeting on Tuesday 27 April 2021		
	<i>Proposer</i>	<i>Secunder</i>
Signed		
I declare that I am communicant of 16 years or over and not disqualified, and that if elected, I consent to serve.		
Signed: <i>Nominee</i>		

Nominees must be:

- at least sixteen years of age;
- actual communicants;
- on the Electoral Roll of this Parish for at least six months

Proposers and seconders must be on the Electoral Roll of this Parish

No person shall be nominated unless they have signified their consent to serve, or there is in the opinion of the meeting sufficient evidence thereof. No person shall be nominated if they are disqualified from serving by the Church Representation Rules. (See right for details)

## **DISQUALIFICATION** (Church Representation Rule 68 in Part 7)

A person shall be disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council, a district church council or any synod under these rules if the person:

3 (1) A person is disqualified from being nominated, chosen or elected or from serving as a churchwarden or a member of a parochial church council, a district church council or a joint council if the person is disqualified from being a trustee of a charity (and the disqualification is not subject to a waiver which permits membership of a parochial church council, district church council or joint council).

(2) A person is disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council, a district church council, a joint council or a deanery synod if the person is included in a barred list (within the meaning of the Safeguarding Vulnerable Groups Act 2006).

(3) A person is disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council, a district church council, a joint council or a deanery synod if the person has been convicted of an offence mentioned in Schedule 1 to the Children and Young Persons Act 1933 (with that expression being construed in accordance with Rule 71(2) of the Church Representation Rules).

(4) A person's disqualification under sub-paragraph (3) may be waived by the bishop of the diocese by giving the person notice in writing.

(5) A person is disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council if the person has been disqualified from holding office under section 10(6) of the Incumbent (Vacation of Benefices) Measure 1977.

### **Note**

- In order to confirm that you are eligible to act as a charity trustee, all newly elected PCC members will be required to sign a declaration confirming their eligibility to hold office as a charity trustee eligibility (i.e. non-disqualification under charity law) and will be asked to sign a Fit and Proper Person declaration. A copy of these declarations can be found at [www.parishresources.org.uk/pccs/apcms/](http://www.parishresources.org.uk/pccs/apcms/). By confirming that you are eligible for election, you are confirming that you are able to sign these declarations.
- Please also note that PCC members are collectively responsible as licensees for the selling of alcohol on church premises, and as such have to be able to agree to this.

## NOMINATION FORM FOR CHURCHWARDEN

We the undersigned, being either

- members of the church electoral roll of this parish or
  - members of the local government register of electors by virtue of residence in this parish
- hereby nominate

\_\_\_\_\_

for election to the office of churchwarden in this parish.

Signed

\_\_\_\_\_

Proposer

\_\_\_\_\_

Secunder

I, *(insert name)* \_\_\_\_\_,

the above-named nominee, hereby certify that

- I am eligible for election to the office of churchwarden in this parish
- I am not disqualified from holding that office, and
- I am willing to hold that office.

Signed

\_\_\_\_\_

Nominee

This form must be handed to the minister who is to conduct the meeting for the election of churchwardens at any time before the start of that meeting. When there is no minister, this form must be handed to the churchwarden who signed the notice convening the meeting.

No person chosen for the office of churchwarden shall become churchwarden until they shall have been admitted to the office by the bishop or his substitute duly appointed; however all persons elected shall become ex-officio members of the parochial church council from the time of their election.

### FROM THE CHURCHWARDENS MEASURE 2001:

The churchwardens of every parish shall be chosen from persons who have been baptised and —

- a) whose names are on the church electoral roll of the parish;
- b) who are actual communicants;

- c) who are twenty–one years of age or upwards; and
- d) who are not disqualified as laid out below.

No person shall be chosen as churchwarden of a parish for any period of office unless they —

- a) have signified consent to serve as such; and
- b) have not signified consent to serve as such for the same period of office in any other parish (not being a related parish) or, if such consent has been signified and the meeting of the parishioners to elect churchwardens of that other parish has been held, was not chosen as churchwarden of that other parish.

### **Disqualifications**

A person shall be disqualified from being chosen for the office of churchwarden if:

- 3 (1) A person is disqualified from being nominated, chosen or elected or from serving as a churchwarden or a member of a parochial church council, a district church council or a joint council if the person is disqualified from being a trustee of a charity (and the disqualification is not subject to a waiver which permits membership of a parochial church council, district church council or joint council).
- (2) A person is disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council, a district church council, a joint council or a deanery synod if the person is included in a barred list (within the meaning of the Safeguarding Vulnerable Groups Act 2006).
- (3) A person is disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council, a district church council, a joint council or a deanery synod if the person has been convicted of an offence mentioned in Schedule 1 to the Children and Young Persons Act 1933 (with that expression being construed in accordance with Rule 71(2) of the Church Representation Rules).
- (4) A person’s disqualification under sub-paragraph (3) may be waived by the bishop of the diocese by giving the person notice in writing.
- (5) A person is disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council if the person has been disqualified from holding office under section 10(6) of the Incumbent (Vacation of Benefices) Measure 1977. Without prejudice to the above, a person shall be disqualified from being chosen for the office of churchwarden when that person has served as a churchwarden of the same parish for six successive periods of office until the annual meeting of the parishioners to elect churchwardens in the next year but one following the date on which that person vacated office at the end of the last such period: Provided that a meeting of the parishioners may by resolution decide that this section shall not apply in relation to the parish concerned.

### **Note**

- In order to confirm that you are eligible to act as a charity trustee, all newly elected Church Wardens will be required to sign two declarations, being: (i) confirmation of trustee eligibility (i.e. non-disqualification under charity law); and (ii) a Fit and Proper Person declaration, copies of which can be found at [www.parishresources.org.uk/pccs/apcms/](http://www.parishresources.org.uk/pccs/apcms/). By confirming that you are eligible for election, you are confirming that you will be able to sign these declarations.
- Please also note that PCC members are collectively responsible as licensees for the selling of alcohol on church premises, and as such have to be able to agree to this.