

# ALL SAINTS PAROCHIAL CHURCH COUNCIL (PCC) ANNUAL REPORT

2019



## Introduction:

A great many people contribute to the life of our local church in a variety of ways and I would like to thank all our many volunteers who work hard to make All Saints the community it is. It is not possible to name everyone, but there are a few who have really gone above and beyond the call of duty and I'd like us to recognise them at the beginning of this report.

We all owe a huge debt of gratitude to our churchwardens Bill Mitford and Meg Bennett for their faithful service, long hours and the many responsibilities they have taken on, for the benefit of us all.

Also, thanks to our two LLMs Peter and Tim and our Assistant Priest, the Reverend Nicky Judd, for the many ways they support us in our life as a community of faith.

The Reverend Katrina Dykes  
October 2020

## 1. ADMINISTRATIVE INFORMATION

1.1 All Saints, Upper Clatford is situated on Church Lane SP11 7HB. All Saints church is part of the Anna Benefice together with St Peter's, Goodworth Clatford and St. Mary the Virgin, Abbots Ann in the Diocese of Winchester.

The living was put in suspension by the Bishop of Winchester at the end of September 2015. The Revd Katrina Dykes is the Priest-in-Charge.

1.2 The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity currently excepted from registration with the Charity Commission.

1.3 The correspondence address is normally: The Rectory, Upper Clatford, ANDOVER, Hampshire SP11 7QP.

1.4 PCC members who have served at any time from 1<sup>st</sup> January 2018 until the date this report was approved are:

Ex-officio members:

<i>Priest-in-Charge</i>	The Revd Katrina Dykes
<i>Assistant Priest</i>	The Revd Nicky Judd
<i>Licensed Lay Ministers</i>	Mr Peter Eastwood Mr Tim Tayler

<i>Churchwardens</i>	Mr Bill Mitford Miss Margaret Bennett (elected 14/03/19)
<i>Treasurer</i>	Mr Neal James-Crook (appointed 10/02/20)
<i>Deanery Synod members</i>	Mrs Emily Fabricius (elected 27 April 2017) [1 vacancy]
<i>Elected PCC members:</i>	Mrs Nicki Crosthwaite-Eyre Mrs Lynda Gent Mrs Eleanor Jakeman Mrs Emily Fabricius Ms Susan Ingham Mrs Sylvia Kennedy Mrs Sally Spencer Mrs Katherine Fitzgerald Mrs Jane Wilson (Hon Secretary)

1.5 The day to day management of the church is delegated to the Priest-in-Charge and the churchwardens.

## **2. STRUCTURE, GOVERNANCE AND MANAGEMENT**

2.1 The method of appointment of PCC members is set out in the Church Representation Rules. At All Saints the membership of the PCC consists of the Priest-in-Charge (our vicar), churchwardens, the Assistant Priest, two Licenced Lay-Ministers, a Deanery Synod representative and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/ members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

2.2 The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how funds of the PCC are to be spent.

2.3 The full PCC met five times during the year. Given its wide responsibilities the PCC is developing a number of working groups each dealing with a particular aspect of church life and some of these groups work across the benefice. The groups are all responsible to the PCC and report back regularly to the full PCC with a record of their decisions and recommendations. The PCC receive these, discuss and approve as necessary.

*The PCC Standing Committee:* The only committee required by law; it can transact PCC business subject to any directions given by the Council.

*The Fundraising & Social Committee:* This Committee organises fundraising and social events.

*The Fabric Ministry Group:* This group oversees the internal and external fabric of the church, and the churchyard (set up November 2018). Also Roofurb was a separate committee set up September 2019 to raise money for repairs to church roof.

*Mission Action Planning Working Group:* This is a benefice wide group with two members of each PCC working together to produce our Benefice Mission Action Plan (set up September 2018).

2.4 Training courses have been attended/completed and guidance read when appropriate by the churchwardens and PCC members on issues such as safeguarding, data protection, leadership of PCCs and stewardship.

2.5 The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). All clergy, Licenced Lay-Ministers, Bishop's Commission for Mission Pastoral workers and Worship leaders, Churchwardens, PCC members and all adults who are likely to come into contact with children or vulnerable adults are subject to DBS checks and undergo training to the required level. The Safeguarding Officer is Mrs Tessa Cross.

- 3 **OBJECTIVES OF THE PCC:** The objectives at All Saints for 2019 have focussed on:
- Responding to the lack of provision in the village for parents/ grandparents caring for pre-nursery children at home, by continuing the Friday morning Toddler Group.
  - Seeking to create opportunities for all ages to worship together by supporting the continuation of Messy Church (Benefice).
  - Seeking to develop the pastoral provision to the bereaved, lonely and housebound through a growing team including those commissioned for BCM Pastoral Ministry and the continuation of the Benefice Men's café.
  - Creating opportunities for engagement with the wider community by hosting events including, A Bridge afternoon in the Village Hall, Annual Quiz, Basingstoke Youth String Orchestra, Military Wives Choir from Middle Wallop, Test Valley Brass Carols, Advent wreath Workshop, 2 Jumble Sales and 2 All Saints Lectures.
  - In order to carry out our work responsibly we have undergone Safeguarding training and reviewed our safeguarding policy.
  - We have reviewed the Mission objectives set in 2016 and have created a new Mission Action Plan for the next three to five years.
  - To facilitate our work it is important to maintain the fabric of the church and The Meadow Room.
  - As trustees we have sought to increase our understanding of our role and responsibilities particularly in regard to the finances and compliance with new GDPR regulations.
  - **Funding** The vicar's stipend and accommodation is funded centrally through the Church of England. The PCC contributes towards the Common Mission Fund and raises all other funds for the maintenance and work of the church.

3.1 **Clatford Church of England (VA) Primary School** The Priest-in Charge is Ex-Officio Foundation Governor at Clatford School and the PCC appoints additional Foundation Governors to the Governing body. Mrs Nicki Crosthwaite-Eyre was a Governor in 2019. Separate report attached

3.2 **Church rotas:** The PCC recognises and greatly appreciates the support and work of church members and local residents for many aspects of the ministry and life of the church. Some aspects of churchyard maintenance are financed by PCC funds. The Benefice Music Director and Benefice Administrator are paid for from the Benefice fund to which the PCC makes a monthly contribution.

3.3 **The Parish Magazine.** In 2019 there were 436 subscribers to the Clatfords' Magazine. The annual subscription remained at £6 per annum with additional charges for those subscribers requiring a copy posted to their home address each month. The advertising income was £4245 which was a slight drop on 2018 £1500 was donated to both All Saints' Church PCC and St Peter's PCC Mary Dunn handed over as Editor to Cherry Milne in November 2019.

3.4 **Fabric management.** Repairs and modifications to the church and churchyard are controlled through the C of E Faculty process. Where necessary Work is undertaken by paid professionals.

## 4. ACHIEVEMENTS AND PERFORMANCE

4.1 **Church attendance.** We currently have 82 members of the Worshipping Community of which 37 are resident and 45 are non-resident. Three new members were added and sadly two have been removed (deceased) since the last annual meeting. The attendance on Sundays varied depending on the type of service and liturgy. The 'special services' e.g. Christmas and Remembrance Sunday were well-attended by the local community.

### 4.2 Worship and Prayer

**Service pattern** At All Saints we want to enable as many people as possible to worship at our church and become part of our parish community. We therefore aim to provide a wide range of services that will appeal to people of all ages and outlooks. All Saints has a service in church every Sunday at 9.30am: Holy Communion on the first and third Sundays, an all-age Family Service on the second Sunday and a service of The Word (Morning Worship) on the fourth Sunday. In addition it has a monthly 8am Book of Common Prayer (BCP) Holy Communion on the second Sunday and hosts the benefice monthly Evensong (BCP) on the fourth Sunday, once a quarter. We prefer to conduct baptisms in the Family Service where possible, but occasionally they are held on a Sunday afternoon. We conducted two weddings, six funerals and five baptisms during the course of the year.

At festivals there were additional services, including a Maundy Thursday service with foot washing and a Easter Sunrise communion in the car park beside the pond, followed by a delicious BBQ breakfast.

In the run up to Christmas, All Saints hosted a Messy Christingle and the popular Christmas Eve Crib service and Mid-night Communion. Some festival services are held as combined services with the different churches hosting them in turn on behalf of the whole benefice, or the two Clatford villages.

We come together as three churches for the Patronal Services celebrated in each church, and where possible invite a guest preacher. For All Saints Patronal in 2019 we were delighted that the Rev'd Trevor Lewis (Area Dean for Andover) was able to join us and his ministry among us was much appreciated.

Lay members of the church family regularly read the lessons and led the intercessions. There was also a small but dedicated team of sidesmen/women who welcomed the congregation and assisted the churchwardens. The Clatford Bellringers rang before most of the morning services. The Anna Benefice choir sang at services of Holy Communion and Evensong. The church was beautifully decorated for each major festival by a team of flower arrangers from the local community.

### Sidesperson report

I took over the running of the rota from Sally Spencer in December 2019. Huge thanks to Sally for organising it all for so many years.

We have a wonderful loyal team who all kindly volunteer, on a regular basis, to cover all the Services in All Saints. They all do a valuable job welcoming people and handing out service sheets as well as counting heads and collections.

The system works very well with different people committing permanently to regular service slots. Within the team we work together to help each other out if anyone cannot make their service. The star team consists of:

Ric Noyce; Cilla Mitford; Mary Dunn; Barbara Watts; Brian and Barbara Kirkdale; Neal and Lindsay James-Crook, Mary Bayes, and Sue Ingham.

My huge thanks go to all the team for making my job so easy and for all being wonderful ambassadors for the cheerful crowd that is "All Saints". *Katherine Fitzgerald*

4.3 **Deanery Synod** See separate report attached.

4.4 **Mission Action Plan:** In 2019 we agreed our Benefice Mission Action Plan (bMAP). Here is a summary of our objectives and where we had got to by the end of the year.

- **bMAP Objective 1: Create opportunities and encourage people to grow in their discipleship**

We ran Alpha with 25 members in the spring and The Prayer Course in the autumn term, with 43 people taking part in 5 groups.

The groups created significant momentum and enthusiasm for growing in our discipleship. We had 30 people booked to go away together to Lee Abbey in Devon for a weekend in March 2020 (which was again a much-increased number on those who have participated in Spring Harvest and the visit to Iona previously). Sadly this was cancelled due to Coronavirus pandemic.

Plans to develop the website were deferred to the spring to allow our new administrator time to settle in.

- **bMAP Objective 2: Continue to provide and develop pastoral care to in our communities.**

The Anna Benefice has become a member of UNITY - a voluntary sector organisation that supports and encourages community initiatives to enable Test Valley to have a strong and effective voluntary and community sector. Full voting membership is open to the voluntary or community sector, faith groups and social enterprises that provide a service in, or to, the Test Valley area. UNITY's monthly newsletter publicises activities in the Andover area and any funding opportunities that might benefit its members.

The benefice attended a consultation on 9 Oct when Andover Town Council sought advice on where it should prioritise its work for voluntary groups. We supported the suggestion from several organisations that it should provide on-line signposting facilities.

- **bMAP Objective 3: Engage with children, youth and families**

A cross benefice team worked to plan and pilot a Café style church in All Saints church. Free of liturgy with modern worship songs and a high level of interaction and discussion, the context was informal and intergenerational. We have made an encouraging start and the intention is to have themed services every other month.

Plans to start a youth group in Abbots Ann and run a parenting course were deferred until the Spring 2020 as there was a delay in our youth volunteer getting her visa to come to the UK.

**Discipleship courses:** including Pilgrim and the Bible Society courses were run on a regular basis by members of the Ministry team and available to all members of the three churches in the benefice.

**Friday morning Toddler Group:** This continues and has become well established with good attendance we now have 12 adults and 15 children under 3 from all three of our villages, who regularly attend. We also have a number of church members who help with refreshments and setting and clearing up.

**Open the Book:** began in our benefice in 2018. A team have been trained by the Bible Society to take school assemblies in both Clatford (VA) and Abbotts Ann (VC) Church of England schools using the material they provide. The team have begun monthly visits during which they enact a story from the Bible using props and costumes. The children have begun to really look forward to the team's visits and are getting to recognise the different members.

**Men's Café:** Unlike women, men are not good at forming social networks and finding someone to talk to. We started Men's Café in 2018 to create a place where any man could just come and chat during the day. We thought this might be particularly helpful to men living alone or who were bereaved. Abbotts Ann Village Shop provided an excellent venue: it had a couple of tables for customers, freshly baked scones and very helpful managers. We have never advertised Men's Café as a church-run event but people see it for what it is and appreciate our initiative. Our normal monthly group has been 8-14 men, with the occasional female guest!

**Messy Church:** takes place 10 months of the year and alternates between Abbotts Ann WMH and St Peter's Church. We have a core team who plan and provide the activities and a wider team of volunteers who join us to run the sessions. The sessions are always well attended and attract a group of families who do not otherwise attend church regularly.

**Farming Community:** We again had a Family Benefice Barn Dance at Norman Court Barns, many thanks to John and Caroline Moodie for hosting us.

**Pastoral Care:** Some members of the parish are unable to attend church due to sickness, infirmity or age. The Rev'd Katrina Dykes or The Rev'd Nicky Judd have visited all church members who have requested it, to celebrate communion with them, either at their homes or in hospital. Members of the Pastoral Visiting Team have also visited and supported residents of the village who have indicated they would appreciate this kind of contact to keep them in touch with church life and help them through difficult times. The addition of Cherry Milne as an administrative co-ordinator has greatly helped in keeping track of the growing area of ministry.

**4.5 Social and Fundraising activities:** 2019 was a very successful year for the Fundraising and Social Committee during which seven events were organised. The events comprised the Bridge Afternoon organised in conjunction with the village Bridge Club for which the Committee provided a delicious tea (event proceeds shared with another charity), the annual quiz, organised by Mary and Geoff Dunn, concerts by the Basingstoke Area Youth String Orchestra and Ensemble Octave (conducted by Paul Timms) and the Military Wives Choir Middle Wallop. Christmas featured 'Carols with Test Valley Brass' and another Advent Wreath workshop led by Lesley Heslop. A total of £3310.26 was raised for which the Committee are very grateful to all who supported the events.



The Committee is supplemented by a willing band of people from the community who regularly provide additional refreshments for which the Committee are very grateful. Committee members also supported the two church jumble sales organised by Sally Spencer and David Heelas and the All Saints' annual lectures, organised by Charles and Nicki Crosthwaite-Eyre.

#### 4.6 Financial Review:

##### Income

- Regular Giving and Gift Aid (small increase)
- Fundraising (reduced)
- Donations (reduced)

The Parish income is derived from the following sources:

1. Regular giving made via standing orders, direct debits (using the Parish Giving Scheme) or the Church envelope scheme.
2. Church service collections.
3. Donations.
4. Gift Aid reclaimed from HMRC.
5. Fees for specific services such as weddings and funerals.
6. Fundraising events.
7. Investment income derived from a bequest. This is restricted for use in the maintenance of the Churchyard.

The Parish receives no external funding from Winchester Diocese or the Church Commissioners. Total income was £42,860 up marginally (1.60%) from £42,181 in 2018. £36,290 was allocated to the unrestricted General Fund and £6,570 to the restricted Fabric Fund.

There has been a small increase in planned giving from £13,924 in 2018 to £14,167 in 2019 (1.74%) despite the loss of 2 donors.

The total income has however increased from £42,181 in 2018 to £42,860 in 2019 (1.60%).

Fundraising income was down from £7,585 in 2018 to £4,093 in 2019 (46.04%).

Donations and legacies were down from £5,819 in 2018 to £4,468 in 2019 (23.22%).

However, Gift Aid was up from £5,907 in 2018 to £6,144 in 2019 (4.01%)

##### Expenditure

- CMF (overpaid by £751)
- Benefice Expenses (reduced)

The annual contribution to CMF (labelled Parish Share in the account) was over- paid by £751 and is paid in instalments over the year. This is the largest single outgoing and was set at £23,203 whereas the accounts reflect a figure of £26,954 since a payment of £3,000 was paid to WDBF in January 2019 which they then credited by WDBF to the 2018 year of account in error.

Benefice Expenses - this is the sum we pay into the Benefice account. It covers the employment costs of both the Benefice Administrator and the Director of Music, Paul Timms and all those expenses which are shared between the three Parishes in the Benefice. The expenses were reduced from £7,200 in 2018 to £6,300 in 2019 (12.50%).

Total expenses were down from £44,428 in 2018 to £40,633 (8.54%) in 2019 mainly due to reduced Church/churchyard maintenance.

##### Annual Budget

Closing funds as at 31<sup>st</sup> December 2019 were £34,171 compared with £28,581 at the same time in 2018 (up by 19.56%).

### Reserves Policy

There is no active reserves policy in place at present.

### Volunteers

Neal James-Crook took over as bookkeeper from Mary Dunn in February 2019 and we are very grateful to both Mary & Geoff Dunn for their contribution over many years. Peter Fabricius, the Treasurer resigned with effect from the APCM in March 2019. Neal James-Crook was appointed as Treasurer at a PCC meeting 10<sup>th</sup> February, 2020. Graham Stephens still remains as our Independent Examiner.

## 4.7 Management of the church fabric.

**Roofurb:** In September 2019 Tom Wilson and Charles Crosthwaite-Eyre were asked to develop proposals for the repairs to the church roof, the need for which were identified in the 2016 Quinquennial inspection, and the upgrading of the heating and lighting. Their recommendations on the Vision and Process were agreed at the October PCC meeting, including the composition of a Project Team to drive the process forward. Their Terms of Reference were subsequently approved by the PCC at its February 2020 meeting.

In January 2020 51 parishioners attended a meeting in the church at which Tom and Charles presented the background to the project and sought input on potential future expanded use of the church.

The composition of the Project Team is:

Tom Wilson	Chairman and Fundraising
Charles Crosthwaite-Eyre	Community Engagement
Peter Heslop	Restoration Project Manager
Bill Mitford	Restoration support and church warden
Ed Gay	Youth liaison

**4.8 International links:** We continued to welcome descendants of Mayflower passenger, Stephen Hopkins, to All Saints in 2019. Visitors whom we entertained came from Boston, Missouri and Chicago, together with a descendant who returned to live in southern England. Descendants are always very moved to see where their 16<sup>th</sup> century ancestor was baptised and the village where he lived. It is always a pleasure to meet them.

**4.9 Risk Assessments:** For all activities that take place in All Saints Church a full risk assessment is completed and kept on file.

Signed: .....

Priest-in-Charge  
The Revd Katrina Dykes

Date: .....15-10-2020.....

Signed: .....

All Saints' PCC Secretary  
Mrs Jane Wilson

Date: .....



This Annual Report was approved by the PCC on October 15<sup>th</sup>, 2020 and signed on their behalf by The Revd Katrina dykes (Priest in Charge).