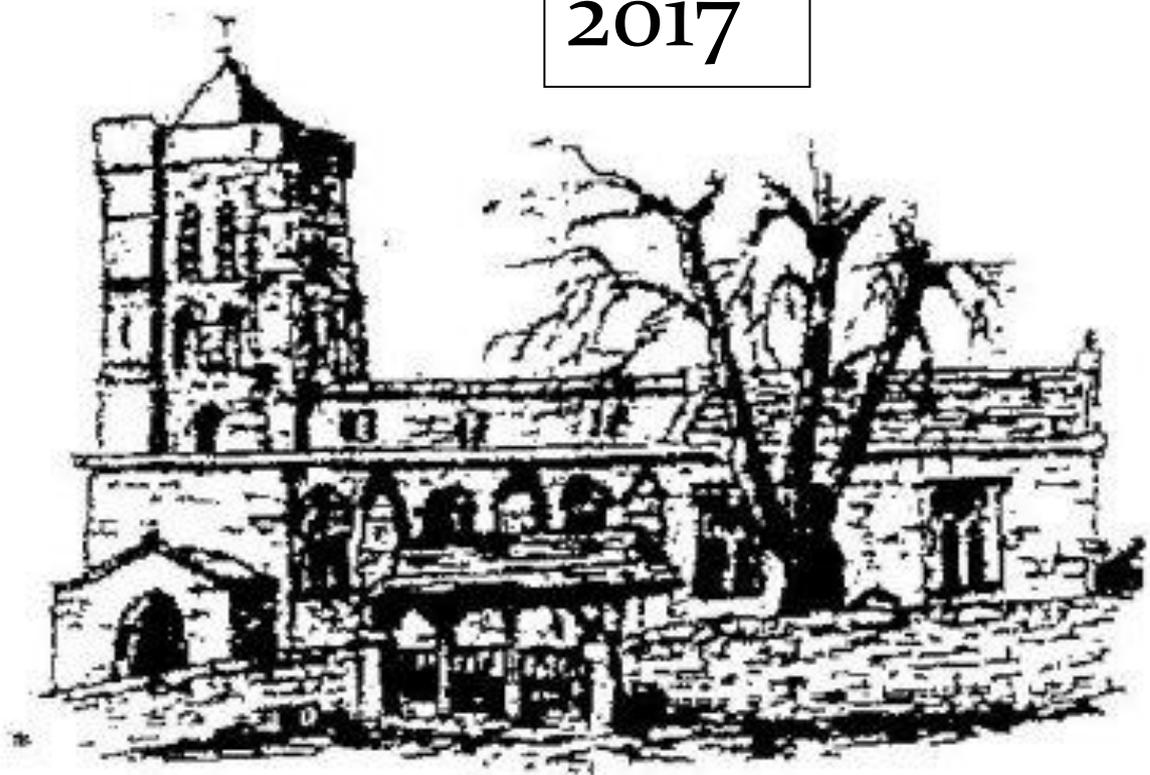


ANNUAL REPORT

2017



St. Peter's
HEVERSHAM

Annual Report of St Peter's PCC for 2017

The Parochial Church Council of St Peter's, as the trustee body, has responsibility for the fabric and finances of St Peter's and for co-operating with the Priest-in-Charge and Ministry Team, in promoting the whole mission of the church (pastoral, evangelistic, social and ecumenical) in the parish.

This report to the parishioners and other interested parties sets out the way that the PCC has discharged these responsibilities in 2017, during which time there has been a continuing vacancy for the Priest in Charge.

During the year, the following served as members of the **PCC**:

Ex officio:

Wardens:	Jill Shaw (Lay Chair to May17) Richard Simpson (From May 17 and Lay Chair from October 17) Christine Honour (From May 17) Jane Fell (From May 17)
Deanery Synod reps:	Peter Clarke (<i>PCC Secretary</i>) Linda Cooper Tony Hesmondhalgh (To April 17) John Mellor (From April 17)

Elected [members are elected for three-year, with one third of the membership retiring annually]:

2014 to April 2017	Martin Fletcher George Handley Sylvia Read (<i>Fees Administrator</i>)
2015 to 2018	Anne Wickerson Trevor Thomas [from October 16] Tony Hesmodhalgh (Lay chair May to October 17)
2016 to 2019	Sue Mellor Celia Wilkinson Tom Grindey
April 2017 to 2020	Heather Paynes Doreen Wadsworth Wilma Boyd-Carson David Fell (<i>Treasurer</i>)

Co-opted:

The members of the **Ministry Team** were:

Priest in Charge:	vacant
Retired Priests with Permission to Officiate:	Revd. Colin Honour; Revd. Ron Rutter; Revd. Bob Wilkinson Revd Charles Ellis
Readers:	Mr. Roger Bingham; Mrs. Linda Cooper; Professor Annie Garden; Mrs Dorothy Maudsley (Reader Emeritus)

The Electoral Roll Officer is Mrs Ros Barrell. The number of people on the Electoral roll in 2017 was 112.
The Independent Examiner is Mr Peter Tomkins.
The Safeguarding Officer is Mr Richard Simpson, with Linda Cooper as Authorised Assistant.
The Church Architect is Mr Paul Grout.

Introduction

We had hoped to welcome in 2017 a new Priest in Charge, to serve St John's Levens, as well as St Peter's and St Thomas. In the event the recruitment process by the Diocese was slower than had been promised and no applications were received by the closing date. A second advert appeared at the end of the year.

At the APCM in March, Jill Shaw was not available for re-election as warden, because of her move to York. We are very grateful for her dedicated service and for carrying the burden of warden responsibility on her own. We are grateful too for those (particularly the former wardens) who supported her in this. At the meeting we welcomed the election of three new wardens. They have come into their role during a challenging period and we are hugely grateful to them for their commitment and enthusiasm, with each bringing their particular gifts.

A prolonged vacancy is not ideal, but many members of the congregation have, in so many ways, helped us all to sustain the life of St Peter's and to continue to grow. That is something to celebrate, as we look forward to the arrival of our new Priest.

PCC Meetings and Committees

We have met as a PCC eight times during the year; all meetings have been quorate. There was also one Benefice meeting, with the PCC of St Thomas' Milnthorpe, together with that of St John's Levens. This was to meet with the Archdeacon to discuss matters relating to the appointment of a new Priest in Charge – particularly our frustration at the slow progress being made by the Diocese.

In the absence of a Priest in Charge, our meetings are chaired by the lay chair. Up to May, this was Jill Shaw; from April to September it was Tony Hesmondhalgh and from September, Richard Simpson.

The Standing Committee has met regularly between PCC meetings and then reported to the following PCC meeting. In the vacancy, it comprises the Wardens, Secretary, Treasurer and Tony Hesmondhalgh. Sue Mellor and (up to April) Sylvia Read have been co-opted members and Annie Garden attends as a link to the Ministry Team.

The Agenda for each PCC meeting includes several standing items, along with specific items for discussion and decision or for information. The standing items relate to the ongoing business of St Peter's and to our connections with the wider Christian community in the area. There is also a standing item for any Safeguarding report if required.

Copies of the agenda for each meeting are displayed in the Dallam Chapel ahead of the meeting. Meetings are open for members of the congregation to attend and observe. On the Sunday following each meeting headline "Jottings" from the meeting are included in the weekly notice sheet and the draft minutes are displayed in the Dallam Chapel (electronic copies are available to members of the congregation on request).

We held two open discussion evenings with members of the congregation, in April and November. Given the very small attendance from the wider congregation, in 2018 we intend to review with the congregation the value of these sessions.

PCC responsibilities

As a PCC, we are responsible for the **fabric** of St Peter's. Specific responsibilities lie with the Wardens and their report on the fabric and furnishings follows (page X). The Fabric Committee, established to support the wardens and PCC, has played an active role during the year in relation to the building and the churchyard. It has both advised the PCC on action and been directly involved in practical tasks. The improved condition of the churchyard is visible evidence of their work. We greatly appreciate their work and commitment.

We are also responsible for the **finances** of St Peter's. The Treasurer's report that follows (page 8) identifies the details of income and expenditure in 2017 and a statement of accounts, together with a budget for 2018.

We greatly value the generous giving of the congregation, but we do recognise that we face financial challenges in the future. We are very fortunate in being able to benefit from the generous support of the Rhoda Thompson Trust.

We are very grateful to the Diocesan Board of Finance for their generous donation to our capital funds from the sale of the vicarage. This was in recognition that the house was a gift to the Diocese from the trustees of Rhoda Thompson Trust.

With the Fabric committee we have continued to explore possible improvements to the accessibility and facilities in St Peter's, with the help of Paul Grout, the Church Architect. We expect that during 2018 we will hold a consultation on these proposals and on the idea of an exhibition being established in the church.

We anticipate that during 2018 we will need to seek additional capital funding in order to undertake some fabric repairs (most urgently the roof of the south aisle), make the improvements to the access and facilities and, potentially, establish an exhibition in the church. We have been advised that linking these three distinct elements in a single scheme is likely to enhance our prospects of success in grant applications.

The fabric and finances are of course means to an end and not an end in themselves. At the heart of our responsibility is the support and development of the congregation as the **body of Christ** in this place.

As in previous years the PCC has been keen to see a range of service formats used, in order that different styles of **worship** are available to reflect differing approaches amongst the congregation. We owe a huge debt of gratitude to the members of the Ministry Team, retired clergy and lay people, and to Rev'd Annette Millar, who give so unstintingly of their time. They not only support our collective worship but continue to minister through funerals, weddings and the occasional christening.

Trevor Thomas, Brian Paynes, John Scott, Alan Macpherson and Arthur Dewhurst all play the organ/piano for services. Sue Ellis, John Mellor, Simon and Emily Budd and Celia and Bob Wilkinson also bring their musical talents to support particular services. Music is an important part of our worship and we are grateful to them all. At Christmas, we were delighted to welcome an ad hoc choir for the Carol Service, led by Heather Paynes, A loyal team, led by George Handley, ring the church bells for the main Sunday service.

Collective worship is complemented by **prayer**. A prayer session has continued on Tuesdays (part of the year) and Saturdays. Prayer Ministry is offered after the main Sunday morning services and an active Prayer Chain is in place, praying for individuals or situations brought to its attention. **Study and Learning** is supported particularly through four House Groups which meet regularly.

The Window on the World Group (WoW) meets regularly to pray for, and keep informed about, the organisations that the church supports financially. It arranges for information to be shared with the wider congregation through occasional speakers at Sunday services. The WoW Group advise the PCC on the allocation of the annual tithe.

A small **Pastoral Care** team continues, under the leadership of Linda Cooper, to meet with people at home, in residential care or in hospital. This is an important (albeit largely unseen) part of our church life and we are grateful to those who undertake it. St Peter's shares in the rota to provide a Communion Service in the chapel at Westmorland General and on the hospital Radio.

The MAPping Group, led by Sue Mellor advises the PCC on the development and implementation of the **Mission Action Plan**. This was presented to the congregation on the Mapping Sunday in January and questions and ideas have been encouraged throughout the year. Updated copies of the plan have been on display in the Dallam Chapel. As part of the Plan, a Newcomers Meal was held in November when people, new to the church were given the opportunity to share their experiences of joining St Peter's. At the PCC's request, the Group has represented St Peter's on the Mission Community Steering Group and has led St Peter's activity in preparing for the Moving Mountains initiative; this has been the main focus for the end of the year and into 2018

The Old School committee under the leadership of Celia Wilkinson, undertook refurbishment of the building and have opened it on a regular basis as a **social action** project to provide outreach to lonely and

isolated people. This was done on a pilot basis in 2017 and we will be looking at longer term planning in 2018.

This year has marked a major change in our connection with **schools**. The governors of St Peter's Church of England Primary School found it necessary, because of the very low numbers of children of primary school age in the parish, to consult on closure of the school. With a heavy heart the PCC agreed that there was really no alternative and the School closed at the end of the Summer term. Its closure was marked by a series of events, both in the school and in the church. These well attended celebrations helped to make a good ending for the school which had been part of the life of the church and village for so many years. We are grateful to the Foundation Governors and to Jane Clarke as Chair, for the contribution they made to the school during a difficult period.

A dedicated team from St Peter's and St Thomas, under the leadership of Margaret Hesmondhalgh, took "**Open the Book**" into the school until its closure. They continue to do so in Milnthorpe Primary School. The simple dramatization of bible stories is valued by staff and pupils and is important outreach.

Dallam School have again used St Peter's for particular events. Young people from the boarding house have been active in helping with work in the churchyard and a bonfire party was held for the Boarding House.

We are also aware of the need to sustain St Peter's engagement with its wider context.

There are three representatives who are members of the **Kendal Deanery Synod**. The Synod has three business meetings a year. At these, it receives regular reports on issues being considered at Diocesan and General Synods. Each meeting has a single "spotlight issue". This year the spotlight issues have been: Mission; Growing disciples and Health and Health Care. In the first of these, Mike Talbot (Diocesan Evangelism Enabler) helped the membership explore the aims of God for All and to consider how the planned Moving Mountains mission might be used. The second one was led by Roger Latham, the Director of Cumbria Christian Learning, and explored the ways that the resources of CCL might be able to support local congregations to respond to the challenges and opportunities of our time. The final meeting, at the Westmorland General hospital, provided an opportunity to learn of changes in the health service and the role that faith communities can have in developing and sustaining good health.

St Peter's is part of **Christians Together in Milnthorpe and Heversham**, with representatives on the Committee. Reports come routinely to the PCC and we look for increasing engagement in their activities.

KEY (the Kent Estuary Youth Project) was an outcome of the former Kent Estuary Group, of which St Peter's was a part. The PCC receives regular reports from the Trustees about its growing work and impact.

As part of the *God for All* strategy, a Steering Group is exploring how a **Kent Estuary Mission Community** might work in this area. Annie Garden stood down as chair in September and Peter Clarke was elected to replace her. Sue Mellor is now the St Peter's representative and she reports to the PCC after each meeting. It is hoped that there will be some firm proposals to share with the wider congregation by Easter 2018.

Looking ahead

As we move into 2018, we expect that, at some point after Easter, we will welcome a new Priest in Charge. We look forward to this and to the opportunities that this will bring. It feels as though the people of St Peter's have risen to the challenge of the vacancy. With the arrival of the new priest we will need to build on this, as we both sustain the life of St Peter's and seek to move forward.

Things will be different as we build our relationship with the new Priest. They will be evolving a new role and exploring how their gifts can best be used here. They will not live in the parish and will have direct responsibility for a third parish, as well as for input into the Mission Community. We will need to develop new ways of connecting with our neighbour parishes and to work out what a Mission Community might actually mean for us.

Our task as a PCC will be to support the new Priest and the wider congregation, as we seek to sustain and grow St Peter's, rising to the challenges of 2018 and beyond.

We are fortunate to have many dedicated and skilled lay people who give of their time and talents to the life of St Peter's in many different ways. We are extremely fortunate to have the members of our ministry team, of whom so much is asked. As a PCC we pay tribute to you all and thank you all for everything you do.

The worship and witness; prayer and care; learning and journeying are all sustained by the faith, commitment and involvement of all who attend St Peter's. We hope that in 2017, we have been able to contribute to ensuring the ongoing presence of the body of Christ in Heversham.

*Richard Simpson
Lay Chair on behalf of the PCC.*

Postscript

The above report was prepared shortly after the end of 2017, the twelve-month period to which it relates. Since the end of that year there have been three significant developments:

1. The second advertisement for a Priest in Charge again failed to result in an appointment. A third advertisement is to appear in March but for the moment the vacancy continues.
2. Sir Christopher and Lady Audland have made a most generous capital donation, which enables us immediately to make progress with the repairs to the roof. Not only does this mean that this work can be completed before next winter, it also greatly increases the prospect of our being able to implement the outcome of the consultation on both access and facilities and the exhibition. It is a hugely significant donation for which we are enormously grateful
3. The Kent Estuary Mission Community Steering Group has published its report to the constituent churches, making a series of recommendations, including the early launch of the Mission Community. The PCC are asked to respond to the recommendations and to confirm its support for the launch by the end of April. This report will be considered by the PCC and also presented at the APCM

2. SAFEGUARDING

All parishes are now required to include in their Annual Report a specific report on three aspects of safeguarding

1. Our Parish Safeguarding Officer

Our Parish Safeguarding Officer is Richard Simpson.

2. Safer Recruitment, and Training

Our parish supports the Open the Book team working with children and young people, and the Pastoral Care Team working with adults who are vulnerable.

The leaders and volunteers working with our groups have been safely recruited according to the Church's national guidance and we have ensured they have received the level of training required by the Church.

3. Church Policy and Guidance

As required, we have agreed a formal statement of adoption of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement', and of Church of England safeguarding policy and guidance.

As required, this statement has been signed on behalf of the PCC and is displayed in the church.

3. CHURCHWARDENS' ANNUAL FABRIC REPORT

This annual report is that which the Wardens must make to the PCC at the meeting before the Annual General Meeting and then, with any amendments agreed by the PCC, to the Annual Meeting to comply with the provisions of the Care of Churches and Ecclesiastical Jurisdiction Measure of 1991. It should include any action taken, or proposed, to implement the recommendations of the church's Inspection Architect as a result of his Quinquennial Report.

The Fabric Committee uses the baseline survey of 2016 to work with the Wardens to identify requirements for maintenance, repair and improvements to the church building and churchyard. The Fabric Committee then make recommendations to the PCC.

Quinquennial Report

The latest quinquennial inspection was undertaken in 2015 and the report received in the autumn of 2015.

Churchyard Related Works

The churchyard mowing/tidying has been undertaken by Marcus Knipe and Martin Tyson.

Clearing of the gutters and downspouts has been undertaken by George Handley and Martin Tyson.

Working parties have continued to remove ivy and other vegetation from the boundary walls. Volunteers from Dallam Boarding House and from the CYFA summer camp in the boarding house have contributed to removal of vegetation and to improvements to the south lawns.

A lot of progress has been made in maintenance of the churchyard. A further tree survey has been carried out, by Terry Sheldrick of RTM Surveys in Heversham, that confirmed works identified by the quinquennial report and made recommendations as to how they may best be carried out. The Wardens used the survey as the basis of a successful planning application to carry out tree works in a conservation area and are addressing the issues identified in the survey and the report. Several graves that had been lost for a number of years beneath thickets of vegetation have been revealed and trees that threaten the boundary walls have been removed. In some places the walls have been repaired. Much of this work has been carried out by Community Payback workers to whom we are most grateful.

Following closure of the primary school, a bench in memory of Brian Sedgewick has been relocated to the churchyard.

Other Building Related Works.

Tower

A scheme to prevent water blowing in through the louvres was designed in conjunction with the Church Architect in 2016 and the work was carried out in early 2017.

Clock

The interrupter mechanism of the clock required repair by Cumbria Clocks who also serviced it.

The Old School

A new handrail to the Old School steps has been paid for by the Rhoda Thompson Trust and made and installed by Black Sheep Ironworks.

Cloakroom.

A new water heater has been fitted to the washbasin

Vestry

The defunct storage heater has been removed. A low wattage tube heater and a dehumidifier have been installed in order to keep the vestry aired and to reduce dampness.

Service Reports and Inspections

The Churchwardens, assisted by George Handley, ensures a regular review of equipment and machinery within the church and the implementation of routine service requirements. In the last year, this has included:

Boiler and Pump: serviced by Les Chaplow of Milnthorpe

Organ: tuned and maintained by Derek Matthews. Some repairs have been needed.

Piano: tuned by Simon Wroe

Fire Extinguishers: have been checked and the certificate of inspection issued.

Lightning Conductor: serviced by Lightning Protection Service.

Electrical installation: A safety survey has been carried out by Bainbridge Electrical Ltd

In Conclusion

In addition to the preparation and presentation of this report, the Wardens are also required to maintain a full terrier of all the lands belonging to the church and a full inventory of all the articles belonging to it as well as a log book noting all the alterations, additions and repairs. So far as the Wardens are aware, the contents of these documents are accurate.

To the best of our knowledge this report is an up-to-date assessment of St Peter's Church and its churchyard.

The Wardens would like to record our thanks to all who have given their time so generously to help maintain the fabric of the building and its environs. We would also like to express our gratitude to the past Wardens and Sidespeople who have guided us in our role and assisted us at services and to the bell ringers who call us to worship. All this forms part of our work and witness in the community.

Richard Simpson, Christine Honour, Jane Fell

TREASURER'S REPORT

St Peter's has again been blessed with generous giving but overall income has fallen - in particular the level of fees. Fortunately expenditure has also fallen with the exception of heating costs and therefore the deficit for the year is not excessive.

During the year, thanks to generous donations the Old School has been regenerated and is now in use.

A budget for 2018 has been formulated and is attached. It is forecast that general income will further reduce in the year and costs will rise, particularly heating and maintenance. The PCC have agreed to maintain the Parish share and therefore a significant deficit for the year is anticipated. This situation will need to be given serious consideration.

The budget does not include the cost of the works to be carried out on the Church roof and it is not anticipated that this will affect the general income and expenditure account.

Thanks again go to Peter Tomkins who has acted as Independent Examiner for 2017.

David Fell

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2017

RECEIPTS	<u>2017</u>			<u>2016</u>
	General Fund	Old School Fund	Total Funds	
Collections - Ordinary	1922		1922	2241
Gift Aid				
Planned	38449		38449	41529
Unplanned	456		456	159
UKET/CAF	4420		4420	5190
Tax rebate	9787	1000	10787	10432
Donations	118	6800	6918	371
Fees	923		923	2845
Interest and Dividends	414		414	536
Other income	555		555	1009
Special Events	281		281	235
Coffee Money	228		228	166
Gift Day	0		0	0
Grant	500		500	500
Legacy	100		100	
Total Receipts	58153	7800	65953	65213
Less Tithe	(5,815)		(5,815)	(6,521)
Adjusted Income	52338	7800	60138	58692

PAYMENTS	<u>2017</u>			<u>2016</u>
	General Fund	Old School Fund	Total Funds	
Church Heat Light Water	6446		6446	4936
Maintenance				
Bells and Clock	614		614	650
Churchyard	2800		2800	2299
Fabric	1334	7296	8630	3879
Organ	378		378	325
Parish Share	35890		35890	36104
Communion Supplies	115		115	94
Insurance	4452		4452	4497
Vicars Expenses	230		230	1684
Stationery etc	684		684	519
Books			0	396
Gifts & Donations	1140		1140	500
Old School			0	200
Licences	540		540	746
Advert	246		246	

Total Payments	54869	7296	62165	56829
Excess Payments over Receipts	(2,531)	504	(2,027)	1863
Total Funds 1 January 2017	65743		65743	63880
Excess Payments over Receipts	(2,531)	504	(2,027)	1863
Sale of Vicarage	51,051		51,051	
Total Funds 31 December 2017	114263	504	114767	65743
General Fund			31678	34561
Hincaster & Vicarage Capital Fund			82585	31182
Old School Fund			504	0

STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2017

	2017	2016
Bank:		
Old School project a/c	204	
Current	(279)	2304
Fees Account	512	512
High Interest	11745	11745
CBF Deposit	20000	20000
Skipton BS	82585	31182
Total Assets	114767	65743

Independent Examiner's Report to the PCC of St Peters Church, Heversham for the Year Ended 31st December 2017

This is my report to the Parochial Church of St Peters Church,,Heversham.

I report on the accounts for the year ended 31 December 2017.

Respective responsibilities of trustees and examiner

The officers are responsible for the preparation of the annual reports. The PCC Officer consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
3. 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:
 - a. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

Examiner's name PETER TOMKINS

April 2018

HEVERSHAM PCC	Actual		BUDGET
Budget for 2018	2017		2018
INCOME			
Bequests	100		
Collections	1,922		1,500
Donations	118		
Fees	923		2,500
Gift Aid Planned	38,449		36,000
Other Committed Giving , UKET and CAF	4,420		4,500
Unplanned Gift Aid	456		500
Tax Refund	9,787		9,000
Interest& Dividends	414		600
Grants	500		500
Special Events	281		300
Coffee Money	228		200
Other	555		400
Total	58,153		56,000
Less Tithe	5,815		5,600
Net Income	52,338		50,400
EXPENDITURE			
Church Heating	4,331		5,400
Church Electricity	1,813		1,800
Church Water	302		320
Fabric			
- Repairs & maintenance	1,334		2,500
Organ & Piano			
- Repairs & maintenance	378		400
Bells&Clock			
- Repairs & maintenance	614		700
Churchyard			
- Repairs & maintenance	2,800		2,800
Parish Share	35,890		35,890
Communion Supplies	115		120
Insurance	4,452		4,500
Licences	540		350
Staff Expenses	230		
Sundry, Travel, Training, etc	0		
Stationery, incl. photocopying	684		700
Website	0		
Old School	0		
Gifts	1,140		1,200
Additional non recurring items	246		
Total	54,869		56,680