



# St John the Baptist

## COOKHAM DEAN

### **Annual Report and Accounts for the year ending 31st Dec 2019**

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Illustration by David Colthup

# Annual PCC Report year ending 31<sup>st</sup> Dec 2019

## Background

The parish of St. John the Baptist Cookham Dean together with Holy Trinity Cookham forms The Benefice of The Cookhams. The PCC has the responsibility of co-operating with the incumbent in promoting within the ecclesiastical parish the whole mission of the Church – pastoral, evangelistic, ecumenical and social. It also has responsibilities for the maintenance of the church and churchyard of St. John the Baptist, Church Road, Cookham Dean.

## Membership

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following persons served as members of the PCC:

<b><i>Incumbent</i></b>	The Revd Nick Plant	Chairman	
<b><i>Associate Priest</i></b>	The Revd Helen Chamberlain		
<b><i>Associate Priest</i></b>	The Revd David Joynes		
<b><i>Assistant Curate</i></b>	The Revd John Ainslie		
<b><i>Licensed Lay Minister</i></b>	Richard Simmonds		
<b><i>Church Wardens</i></b>	David Hazeldine Richard Simmonds		
<b><i>Deanery Synod Reps</i></b>	Mathew Billinghamurst Ray Reed  Lorna Sykes	PCC Treasurer to May 2019 Secretary	Elected APCM 2017 for 3 years
<b><i>Diocesan Synod Rep</i></b>	John Sykes		
<b><i>Elected Members</i></b>	Jeremy Byfleet  Greta Dixon  Charles Elly  John Fairlie  Ros Hazeldine  Fiona Long  Mike Springate  Judy Wallace  Jeremy Webb	Vice-Chairman     PCC Treasurer from May 2019	

The following committees were elected at the first meeting of the PCC after the APCM in April 2019: Standing & Finance Committee, Fund Raising, Fabric & Churchyard.

### **Church attendance**

There were 104 names on the Church Electoral Roll as presented at the 2019 APCM, 59 of whom were resident in the parish and a further 21 in the Benefice. There were 130 communion services during the year. The number of communicants on Easter Day was 110 and on Christmas Day, including the Midnight service, 123. Average weekly attendance at all services was 91 adults and 21 under 16s. There were 14 baptisms during the year, 4 weddings and dedications, and 10 burials, memorials and interment of ashes.

### **Review of the year**

- The PCC met on 6 occasions in 2019 and throughout the year each sub-committee, Treasurer, Deanery Synod and Ministry Team have reported to the PCC by means of written reports circulated prior to each PCC meeting, freeing up time for discussion of a major topic at most meetings. Fenella Reekie, Headteacher at Cookham Dean School attended PCC meetings twice in the year to give an update of progress at the school and strengthen the link between church and school. Cookham Dean School have attended services at the church throughout the year and the Ministry Team continue to lead assembly at the school on a weekly basis. We are grateful to the Governors for all that they do. The Team have also visited Herries School and welcomed Herries to the church for their Christmas service.
- The PCC were most pleased to welcome Ros Hazeldine onto the PCC and appointed as the new Treasurer after the APCM in 2019. Grateful thanks to Ray for many years' service as Treasurer and to Ros for taking this on and enabling Ray to retire. Thanks also to Angela Plant for undertaking the task of reclaiming our Gift Aid from money donated in the envelopes.
- A myriad of administrative tasks are carried out very efficiently by our Secretary, Lorna Sykes, which contribute greatly to the smooth running of our church. The PCC is indebted to her.
- The Parish Magazine continued throughout 2019 to be edited by John Sykes, printed in the Parish Office and distributed to every household in the Benefice. Thanks to Stella & John Fairlie for the co-ordination of the distribution of the magazine in Cookham Dean; more volunteer deliverers would always be welcome. Thanks also to John Sykes for managing the magazine advertising which is a very good source of revenue and much sought after by advertisers. Many comments are received about the excellent content of the magazine and the good quality of production.
- The annual Health & Safety statement was approved, with thanks to our

## Health & Safety Officer Mathew Billinghamurst.

- Sadly Gerry Thwaites died early in the year and our Children's Church "Sunbeams" group was reformed with a new group of volunteers, mainly for the older children, although younger children are always most welcome to partake in "story time" during the first part of the 9.15 service. The PCC are grateful to Jackie Rollett for managing the younger Sunbeams for many years.
- Our monthly 4th@4 Family Worship, which was started in January 2018, was held monthly in 2019, except for July, August and December. This has proved a popular format for encouraging more families with young children to worship with us, with the time for refreshments afterwards being a great social occasion for children and parents alike. Attendance has varied due to coinciding with School holidays etc.
- The main services have been led by the choir and organ. The PCC is grateful to David Colthup, our choirmaster and organist, and to the choir for their dedicated service to music and singing. Sadly, our very long-standing chorister Shirley Hawkins died early in the year and the choir will miss her pure clear voice! Also, sadly, we said goodbye this year to Arthur Giorgi and Gill Wallis when they moved to Yorkshire; Arthur had sung in the choir for over 40 years and they will be greatly missed. St. John's "orchestra" provided the music on several occasions throughout the year, involving young players from the school which further strengthens our links with the school; David Hazeldine ably conducts the group but more players, of any instrument and ability, are always most welcome. Sidesmen, servers & sound operators ensure a warm welcome to all and smooth running of the services.
- Working parties in the churchyard took place throughout the year, which, together with the volunteer grass cutting, has seen maintenance of the good condition of the churchyard, but it would be nice if a few more people volunteered, especially younger people as the current volunteers are getting older.
- Church cleaning is undertaken by a band of volunteers, coordinated by Barbara Dent, with grateful thanks to all involved. The church brass is cleaned by a separate "team" approx. every 6 weeks and is always shiny – thank you to the team!
- Flowers are provided in the sanctuary throughout the year by a band of volunteers, coordinated by Marion Elly and Doreen Reed, who also liaise with brides-to-be to ensure sanctuary flowers remain after weddings have taken place. The PCC are grateful to all flower arrangers, especially those who decorate the church for major occasions such as Christmas, Easter, Patronal Festival and Harvest.

- The fund-raising committee under the leadership of Marion Elly worked hard throughout the year raising much needed funds of approx. £5,640 through various events. The £3,000 profit from the Autumn Fayre was divided £1,000 to Coram Beanstalk, £1,000 to Berkshire Churches Trust and £1000 to the Village Hall refurbishment programme.  
For Harvest this year we decided to collect goods for the Foodshare scheme in Maidenhead and money for Water Aid. The huge array of Foodshare goods was collected by Maidenhead Foodshare and very gratefully received. Contributions to Foodshare via the box at the back of church have mostly been well supported.  
During Christian Aid week in May a house to house collection took place and £1,406 was collected. Our thanks to Marion & Charles Elly for coordinating the collecting and counting all the money and to all door knockers. £965 was counted for the Children's Society from the annual collecting boxes which will be further increased by Gift Aid. The Sunbeams Champagne Tea in June raised £223 for Water Aid and the Hymns with Pimms in August raised £669 for Water Aid.
- The TTT&T second mailing was done and this resulted in a few more people signing up to the Parish Giving Scheme.
- Christingle was very well attended as was the workshop on the Saturday morning. The Crib service on Christmas Eve was just as popular as ever with 300 attending.
- The Cookham Kids Holiday Club ran for the first week of the School summer holiday. It was a great success and a mammoth undertaking for a lot of people. The feedback was overwhelmingly positive.
- The monthly Friendship Lunches continued throughout the year (except during the summer months) and were much appreciated. Such is the popularity of the lunches that there now is a waiting list!
- Pastoral care in the parish continued to be run by a team of visitors and communion is taken to Harwood House, Elizabeth House, Riverside and other housebound people.

PCC report for year ending December 2019 approved at the meeting on 4th March 2020

Signed



(Chair of the meeting)

## Ministry Team Report 2019

- About 40 people attended the **Lent** course based on the film The Greatest Showman.

- **Holy Week** services were shared with the Methodist Church, who hosted on Monday. The Seder meal on Wednesday was a huge success. There was a varied programme of worship; of particular note was the afternoon liturgy on Good Friday, especially the very moving reflection and re-telling of the Passion story.
- It was wonderful to welcome Bishop Andrew, as part of his leaving 'tour', to HTC for **Confirmations** on 10 April. 16 candidates from the benefice were Confirmed (amongst others from the Deanery), and it was an amazing service.
- Kathy Rickman from the Methodist Church preached at SJB on **Ascension Day** as part of the ecumenical prayer initiative Thy Kingdom Come, but disappointingly there was a very low turnout.
- **SJB Patronal Festival** was celebrated at the all-age 4<sup>th</sup>@4 service, which was very well attended (about 70). All enjoyed the service and particularly the champagne tea afterwards!
- The **Holiday Club (CKHC)** followed the theme of 'Pyramid Rock' and featured a talking sphinx! It was again very popular, and the organisation gets slicker every year. This time, Fiona Long (headteacher at Herries) took charge of the teaching module with great success. 27 people signed up for the **Pilgrimage** to Holy Island, and all had a great time under the expert leadership of Fr John.
- The **'Hymns & Pimms'** service took place at SJB on 18 August. It raised the sum of £665 for WaterAid.
- **Harvest** services went well, and the Harvest lunches at both churches were very popular.
- **Services of Remembrance for those who have died** took place in both churches, with favourable feedback.
- Remembrance Sunday services at both churches went well, with a good attendance from both communities.
- We ran two Nurture courses in the benefice. Both had low attendances: it is believed that older folk are reluctant to come out at night, so future courses may be held during the day.
- Fr John organised an Advent quiet day which was well received.
- All preparations and decorations in both churches for Christmas were excellent and much appreciated. Both crib services were extremely busy, with over 800 people attending between the two churches. Attendance at

Midnight was down in both churches, but the morning services were up. The evening carol service at HTC was very well attended.

- We had ongoing discussions about the 1<sup>st</sup> for Families service at HTC. It hasn't attracted more families, and we are unsure as to whether this is the timing of the service or the format. We decided for the first Sunday to revert to a Eucharist, and family non-Eucharistic services would be held on special occasions; e.g. Harvest, Remembrance, Christingle, Crib, Mothering Sunday, Kids Club, and possibly one or two others. The 4<sup>th</sup>@4 is being promoted as the Benefice service for young families.
- The clergy team has been pleased to help out in neighbouring parishes during vacancies, holidays and sabbaticals.

*Fr Nick*

## **Fabric & Churchyard Report 2019**

Cookham Dean has now enjoyed a century and three quarters of peaceful devotional life in a beautiful and very well-cared-for building and Churchyard. Thanks to an, often unseen, army of voluntary labour, this still continues and the clergy and churchwardens are very grateful to all those who generously continue to carry out their weekly and monthly routines of maintenance and care.

- The following is a summary of the non-routine work carried out during 2019:
  - April – A new contractor began work to look after the grass cutting on the south side of the churchyard.
  - April – Archdeacon Olivia Graham dedicated the new storage cabinets and the restored stained glass window in the Vicar's Vestry.
  - May – The Giant Sequoia tree, which is close to the Kennel Lane boundary of the churchyard, lost 5 large branches as a result of storm-force winds. Unfortunately, one memorial plaque was cracked across as a result. The fallen timber was cut up and cleared by voluntary labour.
  - June – the frost-damaged coping stones on the north-facing vestry parapet wall were repaired, at no cost to SJB, by the generous action of Ian Smith.
  - June – The annual lightning conductor inspection was carried at a cost of £117.60.
  - June – The annual fire extinguisher service was carried out at a cost of £48.00.
  - August – An inspection of all the trees in SJB's churchyard was



carried out by a specialist firm at a cost of £1,020.00. 31 trees were surveyed. Our trees were reported as being in sound condition including the 2 tallest trees in the south east part of the Churchyard. Only relatively light remedial work was recommended, mostly involving the removal of ivy, and the necessary work was carried out by the voluntary labour of the Saturday morning Churchyard Team.

- September – A leak in the underground water main near the Mulberry House Churchyard boundary was repaired at a cost of £558.00
- December – New cushions were fitted to the choir pews and priests' chairs in the chancel thanks to a gift from Arthur Giorgi and Gill Wallis.

*David Hazeldine & Richard Simmonds  
Churchwardens*

## **Maidenhead and Windsor Deanery—ANNUAL REPORT for 2019**

The Maidenhead and Windsor Deanery comprises 14 parishes and benefices. The Deanery Synod comprises all the clergy in the deanery and Lay Representatives elected by their respective parishes for a period of three years. Elections were last held in 2017, and 2020 APCMs will need to elect or re-elect parish representatives. There are currently 73 members of the Synod.

The Deanery Synod met informally on Thursday 11<sup>th</sup> April 2019 at Altwood School, Maidenhead to say goodbye to Bishop Andrew Proud, Bishop of Reading. A buffet meal was enjoyed by those present and several representatives from the Deanery recounted some of the occasions they had shared with Bishop Andrew and gave thanks for his work and contributions to our Deanery.

There were two formal meetings of the Synod during 2019, both focusing on the Diocese of Oxford's Common Vision of being a Christ-like church for the sake of God's world:

### **Tuesday 4<sup>th</sup> June 2019 at All Saints, Dedworth:**

Members of our own Deanery introduced and explained aspects of the diocese's Common Vision, including the seven working groups to provide resources to help individual parishes relating to certain areas. More details about common vision and these working groups are available on the diocese's website. The Synod watched a talk by Bishop Steven encouraging us to be courageous.

Jim Tucker was elected as the new Deanery Lay Chair. John Sykes stepped down after being elected Diocesan Lay Chair.

The Synod was alerted to a consultation relating to term limits for Deanery Synod members.

### **Thursday 3<sup>rd</sup> October 2019 at St Peter's, Furze Platt:**

Andrew Anderson-Gear, Director of Mission at the Diocese of Oxford,

gave a presentation about and explanation of the new Parish Planning Tool which has been produced to support the mission of individual churches to become more Christ-like. The Synod was given a chance to look at the tool and ask questions.

Details of how the deanery is planning to manage the parish share increase for 2020 were shared.

Thanks to hard work by parishes and their generosity, the Deanery paid its parish share of £ 986,103 for 2019 in full and on time. Deanery Share reserve stands at £ 54,165 and some of this will be used to delay part of the 3.89% increase requested from our Deanery for 2020. (The overall increase in the diocese for 2020 stands at 1.75%; we anticipate a significantly reduced increase for our Deanery for 2021.)

The Deanery is currently looking for a new treasurer and would welcome interest from someone with suitable skills in this area.

Parish inspections on behalf of the Archdeacon were carried out by the Deanery during the year, as part of an ongoing three-yearly cycle. The Deanery also engaged with various parishes, considering how best to support them, both pastorally and financially.

## **Safeguarding Report**

During 2019 the Benefice has had two Safeguarding Officers: Fiona Long for St John the Baptist and Huw Thomas for Holy Trinity. Andy Draper at Holy Trinity and Debbie Burroughs at St John the Baptist, as verifiers, are responsible for checks with the Disclosure and Barring Services (DBS) for new and established volunteers with children and vulnerable adults. Access Personal Checking Services Ltd (APCS) is the recommended DBS Umbrella Body for the Diocese of Oxford. We have used them to undertake these checks since 2017.

Both PCCs operate a Safe Recruiting process, which aims to keep a balance between safe recruitment and not creating an onerous bureaucratic system. Carol Sturges is the named recruiter for Holy Trinity Church and Lorna Sykes for St John the Baptist.

During the summer, Cookham Kids' Holiday Club attracted around 100 attendees. This demonstrates the ongoing commitment across the parish community to engage with young people and the safeguarding officers supported this.

There have again been some significant changes in the safeguarding training modules and expectations. The Church of England's Practice Guidance: Safeguarding Training and Development (2019), provides a clear framework for safeguarding training across all Church of England communities. A range of safeguarding training modules are a mandatory requirement for particular Church Officer roles. Safeguarding training should be renewed every three years.

The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance. Full details of the Safeguarding Policy are available on the website.

### **Cookham Kids' Holiday Club 2019**

We welcomed another 100 children to Kids' Club in the summer as well as 86 volunteer helpers and all had a fantastic time.

The theme of the week was Pyramid Rock based on the story of Joseph following the ups and downs of his life and encouraging the children to put their faith in a faithful God, as Joseph did. The theme was followed throughout the various activities of craft, drama, sport and music. We learned some new songs as well as singing some of the old favourites and we shared these with the Sunday morning congregation at the end of week celebration. It was lovely to see everyone joining in, particularly with the hand jives in the Pyramid Rock theme song. We also had our own talking Sphinx who not only taught the children and answered their questions but also set them a riddle each day.

As always big thank you to all our helpers who did a wonderful job in looking after the children, keeping us all safe and providing such fabulous activities for them. We really couldn't do it without them and fully recognise and appreciate all the time and commitment given by the helpers.

Planning for Kids' Club 2020 is well underway; it will run during the week commencing Monday 27 July 2020 and we are recruiting now for volunteers.

*Sheila Draper & Angela Plant*

### **Cookham Dean CE Aided Primary School - February 2020**

Cookham Dean Primary School has had another very successful year thanks to the extremely hard work of the children and the dedication of all of the staff. The school currently has 186 on roll - 2 places are being taken up after Easter which leaves 1 free place in year 3. We have waiting lists for all year groups apart from year 6 but some families are not ready to take up the places that have been offered.

Our attendance continues to be monitored closely – remaining around 96%, in line with the national target. The school works closely with those families where attendance is a continued issue to see how we can support them and make sure that children are in school, occasionally calling upon support from the Educational Welfare Officer.

We continue to strive for academic excellence to ensure that all children flourish. Our data for academic year 2018/2019 was particularly pleasing. Our year 6 (end of key stage 2) SATS results for 2019 remain consistently higher than local average and national average. We are particularly proud of the results of the combined scores.

Test Results / Teacher Assessment	% of pupils working at the Expected Standard + (inc at Greater Depth)				% of pupils working at Expected Standard (inc at Greater Depth) RWM Combined			
	2018	national	2019	national	2018	national	2019	national
English Reading	92%	75%	86%	73%				
English Writing (TA)	100%	78%	96%	78%				
Mathematics	88%	76%	89%	78%	81%	64%	85%	65%
SPAG	88%	78%	93%	79%				

Test Results/ Teacher Assessment	% of pupils working at Greater Depth				% of pupils working at Greater Depth in RWM Combined			
	2018	Nat	2019	Nat	2018	Nat	2019	Nat
English Reading	61%	28%	63%	28%	46%	10%	33%	10%
English Writing (TA)	46%	20%	44%					
Mathematics	27%	24%	37%	24%				
SPAG	31%	34%	63%	34%				

\*RWM = reading, writing and maths

Teacher Assessment	% of pupils reaching the Expected Standard and at Greater Depth				% of pupils reaching Greater Depth			
	2018	Nat	2019	Nat	2018	Nat	2019	Nat
English Reading	93%	75%	92%	75%	41%	26%	41%	25%
English Writing	88%	70%	86%	69%	39%	16%	33%	15%
Mathematics	100%	76%	92%	76%	48%	22%	66%	22%
	2018	Nat	2019	Nat				
RWM combined Exp +	81%	65%	85%	65%				
RWM Combined GDS	33%	12%	26%	11%				

In Year 1, all of our children sit the national phonics screening test and this year 100% of our children passed against a national average of 82%.

88% of our children in Early Years made good levels of development against a national average of 72%.

Cookham Dean Primary School continues to encourage children to be lifelong learners through a creative, inspiring curriculum. Our curriculum is delivered through a wide variety of topics from 'Will you be my friend' in reception to 'Frozen Kingdom' in year 6. This year we have been focussing on ensuring that the curriculum meets the needs of the children in our local area. As staff, we have discussed what we would like from our curriculum and we came up with the following statement: -

'Our curriculum aims to develop a love of learning and inquisitive minds and to equip our children with the skills and knowledge to become socially responsible local and global citizens.'

In addition to our day-to-day curriculum, staff organise specialist weeks focussing on a particular area of the curriculum. Mix up maths days are extremely popular with the children where they get an opportunity to work with children from other classes solving maths problems. This academic year we have had STEM (science, technology, engineering and maths) week where the children created their own robots using Lego – as well as World Awareness Week where the children learnt about environmental issues around the world. Reception focussed on learning about endangered animals in the Arctic where year 6 were learning about global warming with a focus on China.

Our enrichment activities continue to be a focus for the school. Our choir, now nearly 90 strong, have sung in St George's Chapel, Windsor Castle at Christmas, taken part in Maidenhead's Got Talent as well as singing at the 02 as part of an 8000 strong choir. This year all the children across the school will have an opportunity to learn how to play an instrument from percussion with the younger children to recorders in year 3, cello in year 4 and ukulele in years 5 and 6. In addition to music as part of our curriculum, we have increased our range of peripatetic teachers which now include piano, voice, drums, guitar, recorders, strings, brass and woodwind and our very own rock bands.

Our trips and visitors are popular with the children and help to strengthen our curriculum. This year, the children have visited the Tower of London, Cotswold Wildlife Park, had a chocolate workshop, visited the River and Rowing museum and the London Aquarium – to name but a few!

Physical activity continues to be a very strong part of our curriculum. In addition to the 2 hours of curriculum PE, the children are encouraged at playtimes to be active through the work of Young Sports Ambassadors – a group of children who run physical activities. We are a member of the RBWM School Sports Partnership which entitles us to enter a series of competitions across the Borough as well as receiving support and advice on PE curriculum. As a school, we are aiming to ensure that every child takes part in at least 1 competition in every school year. So far, year 1 and 2 have taken part in pillo polo (not to be confused with pillow polo!), year 4 and 6 have taken part in the dance festival and year 5 have competed in a football competition, as well as many more.

Our running club (set up by a parent) has become more and more popular. Meeting on Thursday morning before school, more than 30 children (and some parents) set off from school across country or in the school field using the school running track.

Our football and netball teams have entered the league with other Maidenhead Schools and continue to be very popular teams for boys and girls alike in both sports.

'A family at the heart of the community' is an important value in our school and Cookham Dean children live this value in many ways. We continue to work closely with all our community, including the church. We have supported the Church at the Harvest Fayre running a stall with the children of Play Your Cards Right ; running a Beat the Goalie at Cookham Dean Fayre as well as serving teas and coffees at the Gravity Grand Prix.

In addition, the children often visit our local old people's homes singing carols at Christmas, sharing lunch with the old folk (some of whom went to Cookham Dean), taking chocolates and Easter cards and sharing experiences. Our Rotakids, working with the Rotary, have worked on a few projects in the community including litter picking on the Dean and raising money for the homeless.

We continue to develop our leadership roles for our children at school; children have many opportunities to give back to our community (either school community or the wider community). Our school councillors and head boy and girl play an important role in involving all pupils to make our school even better : our digital leaders support the teaching and development of computing ; our Pupils4Praise are developing reflection and collective worship ; our eco warriors are encouraging the whole school to be more eco-friendly ; our Rotakids are supporting the wider community alongside the Rotarians ; emotional wellbeing ambassadors are there for children who need a friend and sports ambassadors and sports organising crew encourage all children to be more active.

We are very proud of the children at Cookham Dean School in terms of them working hard to achieve their very best but also the kind of citizens that they are becoming. This is achievable through the hard work of everyone involved in school life :- teachers, parents and governors. A big thank you to everyone involved.

*Fenella Reekie*  
*Headteacher*

## **Fund Raising Committee Report**

### **Details of Fund Raising events from January 1<sup>st</sup> – 31<sup>st</sup> December 2019**

- 18<sup>th</sup> January 2019 – The talk by Rev. David Joynes and Andy Draper held in the Village Hall with a Cheese and Wine Supper was both inspiring and very interesting. It was one of our most successful events, raising £1,328 for Church funds.
- 9<sup>th</sup> February 2019 – A Bingo, Bangers and Mash evening, also in the Village Hall was, as usual, great fun and raised £1,050.
- 7<sup>th</sup> May 2019 – Richard Simmonds kindly gave a most interesting talk on his career from Reading Cattle Market to Christchurch Cathedral which was well attended and added £440 to church funds.
- 30<sup>th</sup> June 2019 – Ray and Doreen Reed kindly hosted a very successful and enjoyable Strawberry Tea which raised £690.
- 19<sup>th</sup> July 2019 – David Hazeldine and friends organised a splendid entertainment of Gilbert and Sullivan music in the Village Hall together with a Cheese and Wine Supper and an amazing amount of £1,250.50p was raised.
- 29<sup>th</sup> September 2019 – A harvest Lunch was held in the Village Hall which was enjoyable but attendance was less than had been hoped for. £400 was raised at this event.
- 9<sup>th</sup> November 2019 – The Annual Autumn Fayre was well attended and £3,000 was raised for the Charities agreed by the PCC – Berkshire Churches Trust, The Coram Beanstalk charity and the Village Hall Refurbishment.
- Lorna Sykes organised a Choir Supper and raised £330

*Marion Elly*

## **Sunbeams**

During the course of the year we are delighted that Fiona Long, Jane Johnson, Laura Satterley, Katrina Sands and Judy Wallace have kindly volunteered to lead our Junior Church. We still have vacancies for helping with / reading a story to our very young children during the first part of our 9.15 service, and I would love to hear from anyone including teenagers who would like to help with this.

*Richard Simmonds*

## **Choir & Organ Report 2019**

- As usual I have been very well supported by the Senior Choir by their loyal support to enhance the worship by music in this church. But unfortunately Gill and Arthur have moved to Yorkshire and they will be surely missed. The choir needs replacements urgently for bass, tenor and alto.
- The Junior Choir is the smallest it has been for a long time and we urgently need more children. Ursula Downes passed the Grade 4 singing exam. with distinction.
- There was one organ recital as part of the Cookham Festival given by Paul Leddington-Wright from Coventry Cathedral. This was very well attended with over 130 present.
- Remedial work was done on the trumpet stop as dust, spiders and a blue tit found their way into the pipes thus stopping them from working. So far the work carried out has been 100% successful.

*David Colthup*

## **Changes in the Church Electoral Roll since the last APM**

The update of the Electoral Roll took place between 16th February and 1st March 2020. There are 100 people on the Electoral Roll, of which 58 are resident in the Parish and a further 20 resident in the Benefice.

*Lorna Sykes  
Electoral Roll Officer*

## **The Darby Pension Fund Annual Report - Spring 2020**

The Fund exists to provide payments each quarter to people in Cookham who are on low incomes and who meet the requirements set out in the will of the Darby brothers. Trustees, drawn from Holy Trinity Church, Cookham, and St John the Baptist Church, Cookham Dean, have the responsibility of administering the Fund.

The Trustees meet four times year and distribute cheques personally to those still living locally. The Fund has recently agreed to support a new local pensioner with a second individual due for assessment, however, 3 pensioners have passed on during the year and another had support withdrawn. As such there currently are 25 pensioners who are supported by the Fund as we approach the end of the 2019/20 financial year.

The investments continue to be managed by CCLA, a professional company which specializes in charities and church investments. Fund finances remain healthy and it is expected income will meet expenditure at year end.

*Kate Dilley  
Clerk to the Trustees*



## **2019 Treasurer's Report and Accounts**

The audited accounts for 2019 have been prepared in line with Church accounting regulations (2006) and section 43 of the Charities Act 1993. The accounts have been examined, presented to, and accepted by, the PCC.

### **General Fund**

The general fund for the year closed with a deficit of £5,249 though a break-even budget had been set. There was also a deficit of £4,918 in 2018.

### **2020 Budget**

The budget for 2020 has been set and agreed by the PCC and predicts a break-even position at the end of year. We are mindful that for the last 2 years we have ended the year in deficit and will need to examine carefully any expenditure that is not absolutely necessary for the upkeep of the church. I would ask those members, contributing by way of standing orders and other planned giving, to consider a small increase in their giving in 2020 in order to assist with the ever-increasing costs of maintaining our church.

### **Assets and Liabilities**

Monetary assets at the year-end were £73,131 (£77,603 in 2018).

My thanks to Arthur Giorgi for examining the accounts from deepest Yorkshire and for his advice, to Angela Plant for her assistance with HMRC in respect of the Gift Aid reclaim and to Robert Dent for his assistance with the counting of the collection after each service. I am very grateful to all members of the PCC, especially Ray, for their help and guidance as I begin my term as treasurer.

A special thank you to Marion Elly and her fundraising team for all the work they do to help support Church finances. 2020 being the 175<sup>th</sup> anniversary will mean there will be lots of extra and different activities which we hope you will all support. Thanks also to Robert Dent who handles the "Friends Scheme". We are very grateful to all contributors to the "Friends Scheme" and would be delighted if anyone else felt they were able to make a regular donation no matter how small. Please speak to one of the Churchwardens or me.

*Ros Hazeldine,  
PCC Treasurer*

**ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN**  
**FINANCIAL STATEMENTS Year Ending 31st December 2019**  
**GENERAL FUND RECEIPTS**

RECEIPTS	2019		2018	
<b>Voluntary Receipts</b>				
Planned Giving	48,116		41,676	
Income Tax Recovered on Planned Giving	7,440		11,635	
Collections for Ordinary Purposes	4,340		5,541	
CAF Income	6,820		6,940	
Collections for Missions and Other Charities	3,190		1,299	
Donations	3,087		5,903	
		72,993		72,993
<b>Receipts from Church Activities</b>				
Burials & Interments	4,625		6,987	
Weddings	3,206		2,926	
		7,831		9,913
<b>Receipts from Activities for Generating Funds</b>				
Magazine Advertising	18,939		15,911	
Fund Raising Events (See note 1)	9,317		6,328	
		28,256		22,239
<b>Other Receipts</b>				
Other income	968		9,622	
		968		9,622
<b>Receipts from Investments</b>				
Interest on Investments	344		607	
		344		607

**TOTAL RECEIPTS**

£ 110,392

£ 115,374

**ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN**  
**FINANCIAL STATEMENTS Year Ending 31st December 2019**  
**GENERAL FUND PAYMENTS**

<b>PAYMENTS</b>			<b>2018</b>
Missions & Charitable Giving (See note 3)	11,928		11,696
Diocesan Share	59,334		58,079
Clergy Expenses of Office	8,280		7,357
Services (Heat, Light, Water & Sewage)	2,658		2,257
Insurance	2,850		2,801
Upkeep of Churchyard	1,802		1,068
Organ & Choir (See note 4)	3,862		3,596
Repairs & Maintenance (See note 2)	2,257		4,580
New Equipment & Fixtures	4,800		11,740
Sanctuary	531		793
Printing Postage & Stationery	344		0
Magazine Printing Costs	12,225		11,053
Miscellaneous (See note 5)	1,160		1,448
Fundraising Costs (See note 1)	601		443
Weddings & Funerals (See note 6)	3,009		3,381
<b>TOTAL PAYMENTS</b>	<b>£ 115,641</b>	<b>£</b>	<b>120,291</b>
<b>EXCESS/(DEFICIT)</b>	<b>£ -5,249</b>	<b>£</b>	<b>-4,918</b>

**ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN**  
**FINANCIAL STATEMENTS Year Ending 31st December 2019**  
**NOTES TO THE GENERAL FUND**

<b>1 Fund Raising &amp; Special Events</b>	<b>Income</b>	<b>Costs</b>	<b>2019 Net</b>	<b>2018 Net</b>
Morning/Afternoon Talks	1,843	75	1,768	570
Choir Dinner	330	0	330	390
Bingo Evening	0	0	0	0
Bangers & Mash	1,180	90	1,090	1,044
Harvest	492	90	402	-90
Autumn Fayre	3,095	90	3,005	2,731
Hymns & Pimms				543
Christingle	310	255	55	0
Flower Festival	0	0	0	0
Strawberry Tea	692	0	692	633
Wine from Organ Recital Cookham Festival	40	0	40	0
Sundry Inc Vessels & Vestments				65
G&S Evening	1336	0	1,336	0
	£ 9,317	600	8,717	5,886

**2 Repairs & Maintenance**

Mowers & Strimmers	257	
Lightening Conductors & Fire Extinguishers	166	
Boiler Maintenance	174	
Roof & Gutters	0	
Windows	0	
Drain Channels & Gutters	0	
General Repairs	640	
Tree Survey	1020	
	2,257	£ 4,580

<b>3 Missions &amp; Charitable Giving</b>	<b>2019</b>	<b>2018</b>
Discretionary Fund	0	0
Christ Church Oxford	15	15
Church Army	600	500
USPG	1,200	1,000
Christian Aid	600	500
Church Housing Trust	500	500
Yeldall Christian Centre	500	500
The Barnabus Fund	300	250
Train a Priest	200	100
Liveability	750	750
Helen & Douglas House	500	500
CHECT	0	500
The Connection (St. Martins)	250	0
Bible Society	100	0
	5,515	5,115

#### **AUTUMN FAYRE**

Coram Beanstalk	1000	1000	Magic Breakfast
Berkshire Churches Trust	1000	1000	Practical Action
Cookham Village Hall	1000	772	
	0	0	
	£ 3,000	2,772	

#### **Collections and Other Giving**

USPG (Lent Boxes)	51	97
Royal British Legion	188	390
Combat Stress	188	390
Clergy Support Trust (formerly Sons of the Clergy)	250	331
Children's Society	1453	1,474
Water Aid	893	953
Build on Books		175
DEC Appeal	390	0
	£ 3,413	3,809
<b>TOTAL MISSIONS &amp; CHARITABLE GIVING</b>	£ 11,928	11,696

**ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN**  
**FINANCIAL STATEMENTS Year Ending 31st December 2019**  
**NOTES TO THE GENERAL FUND (Continued)**

	2019	2018
<b>4 Organ &amp; Choir</b>		
Organists & Guest Organist Expenses	2,445	
Payments to Choir	315	
Tuning Piano & Organ	601	
Music & New Books & RSCM	502	
	3,863	3,596

**FINANCIAL STATEMENTS Year Ending 31st December 2018**  
**NOTES TO THE GENERAL FUND (Continued)**

	2019	2018
<b>5 Miscellaneous</b>		
Coffee & Refreshments	246	
Baptism Cards, Books	43	
Website Hosting	249	
Lottery Registration	20	
Vestry Plaque	36	
Key Cutting	44	
CCLI	269	
Specified Gifts (Gill & Arthur)	100	
DSB checks	73	
Sundry items (Sunbeams & Easter Eggs)	80	
	1,160	1,448

**6 Wedding & Funeral Costs**

Oxford Diocese Benevolent Fund	1399	
Verger	520	
Organist	690	
Choir	200	
Vicars	200	
HTC Printing	0	
	3,009	3,381

**ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN**  
**FINANCIAL STATEMENTS Year Ending 31st December 2019**  
**FRIENDS OF THE CHURCH FUND**

	<b>2019</b>	<b>2018</b>
Carried Forward from previous year	2,609	1,746
<b>RECEIPTS</b>		
Gift Aid Income	385	385
Tax Reclaimed	96	293
Donations (not gift aided)	185	185
	0	0
	666	863
<b>PAYMENTS</b>		
	0	0
	0	0
	0	0
<b>Balance at Bank</b>	<b>3,275</b>	<b>2,609</b>

**ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN**  
**FINANCIAL STATEMENTS Year Ending 31st December 2019**  
**STATEMENT OF ASSETS & LIABILITIES**

<b>Monetary Assets</b>	<b>General Fund</b>	<b>Friends Fund</b>	<b>2019</b>
Lloyds PCC Cookham Dean Account	52,559		52,559
Debtors	0	0	0
Creditors/uncashed cheques	-2,703	0	-2,703
Lloyds Treasurers Account (Friends)		3,275	3275
CBF Church of England Deposit Account	20,000		20,000
	<b>69,856</b>	<b>3,275</b>	<b>73,131</b>

**Investment Assets**

356 CBF Church of England Investment Shares

Representing the A A'Bear permanent endowment fund - income upkeep of Churchyard

2019
6805

**Liabilities**

**0**



**Independent Examiner's Report to the Parochial Church Council (PCC)  
of St John the Baptist Church, Cookham Dean  
on the Accounts for the Year Ended 31<sup>st</sup> December 2019**

**Respective responsibilities of the PCC and the Examiner**

The members of the PCC are responsible for the preparation of the accounts. The PCC considers 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 the Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the PCC 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;
  - 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.

Signed:



Date: 20.02.2020

Arthur R Giorgi B.Com. CA (Retired)  
341 Dunford Road, Hade Edge, Holmfirth, West Yorkshire HD9 2RT

# **Minutes of the Annual Parochial Church Meeting Held on 14<sup>th</sup> April 2019 at 10:30am in the church**

**Present:** Revd. Nick Plant in the chair and 32 other members

**Apologies:** Mike Springate, Lesley Fulker, Tim Fulker.

## **Annual Vestry Meeting**

1. **Election of Churchwardens** – David Hazeldine and Richard Simmonds have both been proposed and seconded. David & Richard were unanimously elected as Churchwardens.  
Fr Nick thanked David & Richard for their support in the past year
2. The Vestry meeting closed at 10.32am.

## **Annual Parochial Meeting**

### **Minutes of the meeting held on April 22nd 2018**

These were circulated in the report's booklet.

Proposed by Shirley Kay, seconded by Greta Dixon and agreed as a correct record, and signed by the chairman.

### **Presentation of the financial statements of the PCC for the year ended 31<sup>st</sup> December 2018**

Ray presented highlights of the 2018 accounts:

**Income** – at £115k was down £2k on 2017. Ray said that a number of people had joined the Parish Giving Scheme (PGS), which has been a huge success countrywide as the Gift Aid is recovered by the scheme administration, saving us effort, and is passed back to us within 1 month, which is a huge cash advantage. PGS has given us about £4k extra income and Ray urged those not yet signed up to think about doing so. 2018 there was a legacy of £5k compared with legacies in 2017 of £15k.

**Payments** – increased to £120k due to the expenditure on the Clergy Vestry and the window restoration, both of which were covered by donations.

There was a deficit of £4918 in 2018.

Overall excess of income over expenditure was £7k in 2017, due to legacies.

Monetary assets of £77k is in a good position.

2019 we are budgeting for a very small profit.

Ray thanked Arthur Giorgi for examining the accounts, Lorna Sykes for advice, Ros & David Hazeldine for doing all the banking, Robert Dent for running The Friends and counting the cash each week, Angela Plant for work on reclaiming Gift Aid, Marion Elly and her team for fund raising, John Sykes for the Parish Magazine advertising income and Fr Nick and the church wardens, and to everyone for all their contributions.

Meeting thanked Ray for all his hard work as Treasurer over the past years.

Mathew Billingham proposed adoption of the accounts, Jo Byfleet seconded this, and it was unanimously agreed.

### **Changes to the Electoral Roll**

2019 is the year for a full renewal of the Electoral Roll, which took place between

17th February and 17th March 2019. 104 people signed up for the Electoral Roll, of which 59 are resident in the Parish and a further 21 resident in the Benefice. Of the 104 signed up, about 20 are new members.

### **Report of the Deanery Synod**

John Sykes urged everyone to read the Deanery Report in the booklet, which explains what the Deanery does and might inspire people to stand for election when the representatives are next due for election in 2020.

### **The annual reports on the proceedings of the PCC and the activities of the parish generally for the year ended 31<sup>st</sup> December 2018**

The annual reports were published beforehand and taken as read. Thanks to all who contributed to the reports. Receiving of the reports was proposed by Marion Elly and seconded by Richard Poad.

### **Election of 12 PCC members**

This year we are also bidding farewell from PCC to Robert Mandeville.

9 Nominations were received for 12 members –

Jeremy Byfleet  
Charles Elly  
Greta Dixon  
Rosalind Hazeldine  
John Fairlie  
Fiona Long  
Mike Springate  
Judy Wallace  
Jeremy Webb

These 9 were elected onto the PCC. Nick welcomed Rosalind Hazeldine & Jeremy Webb onto the PCC.

Also on PCC are the clergy, church wardens, John Sykes by virtue of being on Diocesan Synod, and the Deanery Synod representatives, who are Ray Reed, Mathew Billinghamurst and Lorna Sykes.

### **Appointment of sidesmen**

Sidesmen proposed and appointed:

Barbara & Johann Alberts, Mathew & Nicky Billinghamurst, Nick & Rachel Billinghamurst, Robert & Barbara Dent, Charles & Marion Elly, Keith & Sylvia Hull, John Kitching, Robert Mandeville, Christine Marsden, Susan & Richard Poad, Dennis Orchard, Ray Reed, Stephen & Elizabeth Runnacles, John & Lorna Sykes, Jeremy & Anthea Webb.

Proposed by Jo Byfleet and seconded by Revd Helen Chamberlain.

Nick thanked all the sidesmen for their important mission in the church.

### **Appointment of independent examiner**

Arthur Giorgi has agreed to continue as independent examiner, with grateful thanks.

Proposed by Ray Reed and seconded by Sue Poad.

### **Vicar's remarks**

Fr Nick gave an outline of important achievements in the past year and looking ahead to things to come.

**Thanks**

Fr Nick thanked the many people who do so many jobs within the church and beyond in the community.

**AOB**

Mathew Billingham expressed thanks to Nick for his leadership.

Marion Elly said Christian Aid, commencing 13<sup>th</sup> May, will soon be here and more collectors are needed.

There being no other business the meeting closed at 11.16am with a prayer and the grace.