

The Parish Church of Saint Lawrence, Hatfield:

Registered Charity No. 1127942

Secretary's Report – Julia Halls

The Church of Saint Lawrence is situated in the town of HATFIELD in the Ecclesiastical Parish of HATFIELD in SOUTH YORKSHIRE and is in the Deanery of Snaith and Hatfield. The situation of the Church is on Cuckoo Lane, Hatfield, Doncaster, DN7 6RX. The correspondence address is The Parish Office, 3 Vicarage Close, Hatfield, Doncaster, DN7 6HN.

The following people were members of the PCC during the year April 2019 - 2020 and, as such, were therefore Trustees of the PCC:

Rev Liz Turner-Loisel	ex-officio	Priest-in-Charge
Rev Joyce Barker	co-opted	Treasurer and Giving Secretary
Mrs Viv Stubbs	ex-officio	Church Warden, Reader + Deputy Safeguarding
Mrs Vera Owen	ex-officio	Church Warden, Safeguarding Officer + Lay Chair
Mrs Beryl Adamson	ex-officio	Reader
Mrs Gill Salter	ex-officio	Reader + Deanery Synod (2017 - 2020)
Mrs Chrissy Grindle	ex-officio	Deanery Synod (2017 - 2020) + Minuting Secretary
Mrs Carol Rashid	ex-officio	Reader + Diocesan Synod (2019 - 2022)
Mrs Janet Alick	ex-officio	Reader

Elected lay representatives

Term of office ends 2020

Mrs Susan Spencer
Mrs Amanda Marks
Mr Stephen Rivers + 1 vacancy

Term of office ends 2021

Mr Colin Grimsey Assistant Warden
Mr Terry Raper Buildings Officer
Mrs Rosh Milner
Mr Andy Green

Term of office ends 2022

Mrs Julia Halls Secretary + Electoral Roll Officer
Mrs Anne Render Assistant Treasurer
Mrs Dianne Fox
Mrs Anita Jepson

The PCC (Powers) Measure 1956 states that the PCC “... is to co-operate with the Minister in promoting, in the parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical.” The PCC seeks to do this to the best of its ability.

This is achieved through various sub - committees, ministry teams and fundraising groups:

Standing Committee:	Priest-in-Charge, Churchwardens, PCC Secretary, PCC Treasurer, Buildings Officer and Lay Chair
Fabric Committee:	Buildings Officer, Churchwarden(s), Brian Adamson, Philippe Turner-Loisel, nominated representatives from Hatfield Church Building Trust (HCBT) and Friends of HCBT <i>Barn Management is managed by Fabric Committee</i>
Barn Regeneration Steering Group:	Brian Adamson, Terry Raper, Tim Sweed, Revd Liz Turner-Loisel with fundraisers Tina O’Halloran and Vera Owen
Service Leaders Team:	Priest-in-Charge, Assistant Minister, Readers, Worship Leaders and Churchwardens
Children’s Ministry:	Back of church activities Messy Church Schools Safeguarding Officer when appropriate
Pastoral Team:	Priest-in-Charge, Assistant Minister, Readers, Pastoral Workers, Pastoral Visitors, (with ability to co-opt where necessary)
Strawberry Tea:	Vera Owen and other co-opted members
Garden Party:	Maureen Scott, Hilary Dinsdale, Terry Raper and other co-opted members
Harvest Supper:	Vera Owen and other co-opted members
Christmas Fayre:	Hannah Halls, Janet Hoffman, Rosh Milner, Vera Owen and Gill Salter

Review of the Year – Julia Halls

The PCC met 9 times. Minutes are kept at all meetings and for these our thanks go to Chrissy Grindle, our minuting secretary. Once approved by the PCC at the next meeting, the minutes are available to view in the Parish Office.

The agenda has varied at each meeting and topics discussed have included:

Worship and Mission

- Services and events are regularly reviewed throughout the year with feedback, via PCC members, from the congregation.
- The Diocesan Strategy – the Bishop's draft strategy was discussed at length at PCC meetings, including an open meeting in June 2019. Feedback from our discussions was sent to Bishop Pete.
- Deanery matters - discussions continued as deaneries face a reduction in clergy numbers and possible twinning of deaneries. Revd Liz ended her term as Area Dean at the end of January, handing over to the new Area Dean for Snaith and Hatfield - Revd Justine Smith.
- Centenary Project Worker – our application for a Centenary Project Worker to work with Youth, Children and Families was successful. We welcomed Rachel Ridler as she was authorised into this new role.

Fabric - on going discussions regarding the maintenance of our church.

- Issues surrounding the laying of tarmac on Church Walk, causing damage to the church gates.
- The appointment of a new architect - the Architect Liaison Steering Group met and interviewed 4 potential candidates and appointed Andrew Boyce as our new architect. Our overdue Quinquennial Inspection took place on 21st August 2019.
- Discussions re heating issues in the church have continued.
- Please also see the detailed fabric report written by Terry Raper, our Buildings Officer.

Finance

- Revd Joyce, our treasurer and giving director, has continued to work hard this year to give us a very clear picture of our financial position.
- Our Common Fund payment is up to date and we have pledged to increase our payment by 3% in 2020.
- We looked into options for paying money electronically: card readers and mobile phone apps. We now have a QR code – see front of this booklet – which can be used to make electronic payments.
- Occasional Offices Fees for 2020 were approved.

Safeguarding

- As trustees of the church, all PCC members have attended Safeguarding Training and have been DBS checked.
- All Safeguarding Training is up to date.
- A Safeguarding Audit took place and a comprehensive Safeguarding folder is in church.

Events and Fundraising

Many fundraising events continued to take place throughout the year to raise money for the church and other good causes including:

- Weekly coffee mornings
- Plant Sale
- Garden Party
- Strawberry Tea
- Autumn Fayre
- Christmas Tree Festival
- Concerts and many other events

These events do not happen by themselves and, on behalf of the PCC, I would like to thank everyone who works as part of the team that keeps Hatfield Church going.

Training Log 2019/2020

The following training has been undertaken during 2019/20:

- Ordination Training – Mirfield (St Hild) – Gill Salter
- Diocesan Development Day - Oct 2019 – Freed to be God’s people
- Bishop’s Annual Lecture 2020 – exploring the final chapter of the gospel of John.
- Reader AGM & Ongoing Ministerial Development
 - Readers Quiet Day
 - Funeral Ministry
 - Whole Life Preaching; Looking at the book of Matthew
- Worship4Today Continuing Ministerial Development
- Salt and Light Network Day
- Funding/Giving training and workshops
- Various retreats/events at Scargill House
- Safeguarding Training
 - New PCC Members - Safeguarding C1
 - Safeguarding C2/C3 - Relating to children and vulnerable adults
 - Safeguarding Training for PTO Ministers
 - Safeguarding S3 – Responding to Domestic Abuse
- Centenary Project – Training and Events
- Joined Up conference – March 2020

Ministry Team – Revd Liz Turner-Loisel

I wrote my report in March but it is so outdated now that I have just removed it and decided to cover the Covid period as well as the rest and I'm going to make a statement:

"The Ministry Team could be classed as the whole church! Why, because ministering to each other and to our community is part of every Christian's very make-up."

It could be classed and is often perceived as being those who perform up-front. But that doesn't work as pastoral workers rarely do that and our teams of sidespeople, cleaners, refreshment makers, gardeners..... don't either. So many people contribute to the ministry of the church in some way that we are all part of one big ministry team, too great to name here so I am going to just say a huge thank you to all who minister in anyway at Hatfield Church.

Sadly this year we have lost quite a few members who have gone to be with our Lord. Some were very much up front people – Revd Tony and Revd David spring to mind! Others were shrinking violets who underestimated how much they were needed and appreciated. Perhaps we didn't tell them that enough.

How many of you visit, ring up, shop for a friend and neighbour – you are ministering to them. The list goes on and on, and you get my point.

Tomorrow (14th October) we will have a "Ministry Team" meeting on Zoom so who will that comprise? Sadly not everyone in the church but the people there represent the whole people of God in their different ministries and they are largely the ones who have some kind of authorisation.

The Clergy

Me, Revd Joyce Barker and our new addition Revd Gill Salter. Welcome Gill!

The Readers

Beryl Adamson, Carol Rashid and Viv Stubbs. Sadly Janet Alick is too poorly to continue her Reader ministry at the moment.

The Worship Leaders

Dianne Fox and Julia Halls

The Children's Workers and Godly Play practitioners

Represented by Susan Spencer and our CPW Rachel Ridler who joined us this year in January.

Our Churchwardens

Viv Stubbs and Vera Owen

The Pastoral workers

Represented by Anita Jepson and Anne Render

We are so lucky to have such a big team at Hatfield. Thank you Lord for those listed and all who minister in any way in your name.

This last PCC year and the last few months have certainly had their challenges but we have all supported each other; and, except when we were in lockdown, managed to keep the show on the road! Thank you all so much.

So how do you see yourself as part of this ministry team? Do you find it hard? Do you lack the confidence to say – yes I am part of the ministry of the church. Is there something you long to do but have never been asked? Is there something you have done for ages but now it's time for a change? Are you afraid to come back to church in the present circumstances but can ring people for a friendly chat? Are you someone who if asked will say – me, you must be joking?

God knows! God knows our doubts, our feelings of not being up to the job, our insecurities, our past hurts, our yearnings.....and we can't hide from his gaze. Remember that Adam and Eve tried that one and it didn't work!

Please listen for our Lord's gentle voice calling us to minister in his name; and remember that the Lord who calls also equips those who he is calling. The harvest is plentiful but the workers are few – in our churches we always need more workers. Sadly we are not often good at talent spotting or offering ourselves. But the Lord will keep calling, he doesn't give up and he has a ministry for each one of us. My ministry a couple of weeks ago included cleaning the Parish Office so it was ready for a funeral visit. We don't have to be perfect, but we do have to be good listeners to God's call, and to wherever and whoever that may take us.

If we haven't spotted you yet, we are sorry. Come and talk to us.

When the pandemic is over we will not be returning to what once was. We have changed, church has changed and our ministry will change. That can be both exciting and frightening.

Meanwhile let us prepare ourselves for what will be and what our roles will be in that unknown future. Meanwhile let us build each other up and be brave enough to admit when we are struggling. Ministry makes us vulnerable, but our Lord will see us through and give us the strength we need when ours is flagging.

This is a strange Ministry Team APCM report but God has laid these words on my heart for some reason. Are you that reason?

“Will you come and follow me if I but call your name?
Will you go where you don't know and never be the same?

Will you let my love be shown, will you let my name be known,
will you let my life be grown in you and you in me?”

Churchwardens – Vera Owen

Viv and I continue as your churchwardens, we have had our Visitation from the Venerable Steve Wilcockson and got a good report with only a recommendation about our fire extinguisher paper trail which we will rectify at the next service. We are delighted to welcome Steve to our team helping Mel prepare the table for communion services. We would love to add more people to our team as many hands make light work. Please do not be shy come and join us. We are truly blessed to have such conscientious teams of cleaners, 'open churchers', tea/coffee makers and gardeners/ maintenance people. However ill health is taking its toll on this faithful band and they could do with a little help. If you could spare 2 hours a month on a Wednesday or Saturday afternoon to staff Open Church Andy Green would love to hear from you. You do not need to be a Church expert: the leaflets are there for that so just be welcoming. Cleaning duties are less frequent and speaking personally I love dancing around with Henry Hoover as I do my bit. If you can help in any way we will be glad to welcome you.

Big news - the new architect Andrew Boyce has been appointed and has completed his first task, the quinquennial report. We look forward to starting our first project.

Thank you all so much for the love and help you give us.

Safeguarding – Vera Owen

Viv Stubbs has been appointed by the P.C.C. as my deputy, replacing Bex who has moved house. I would like to thank Bex for her help. We are keeping up to date with our training needs and following all the Safeguarding guidelines in place. We are not complacent and ensure everyone working with children and vulnerable adults are adequately trained and checked for their roles.

Deanery Synod – Carol Rashid

Deanery Synod gives an opportunity for parishes across the Deanery to come together and engage in open meetings. This enables a wider forum for discussion. Whenever official matters require a vote, only the official Deanery Synod representatives can vote. Deanery Synod representatives are both Clergy and Laity. All meetings include a time of worship and prayer. The most recent meeting was well attended. Opening Worship was led by Revd. David Green. This meeting included a comprehensive presentation, introduction and discussion on Focal Ministry by Revd. Canon Mark Wigglesworth, Parish Support Team. Group discussion and feedback was actively helpful and informative.

Routine Maintenance & Cleaning.

Routine maintenance has been carried out on the Clock (September), Intruder Alarm (September), Roof Alarm (April) and Fire Extinguishers (April). The Piano & the Organ have been tuned in February & June + December respectively. The Lightning Conductor Testing was last done in August 2018 and is due January 2021. All portable items of electrical equipment were Portable Appliance Tested in January 2020.

The Quinquennial Fixed Electrical Inspection was also carried out in April 2018 for both the Church and the Barn, and therefore is not due until April 2023. In lieu of the Annual Maintenance Plan with Bridgett Conservation Ltd, we have carried out some work ourselves, inspecting and cleaning roofs, gutters and drainage pipes, also emptying silt traps and cleaning underground drains and gullies.

Regular interior cleaning takes place fortnightly, without which our church would soon start to suffer. Many thanks need to go to those dedicated few who make up the present cleaning teams. Current teams are made up of 2, 3 & 4 members, each team expecting to clean the whole church 6 times per year. We are still desperate for more help as we all get older, I would therefore like to appeal yet again for new members to join the group and expand what is still a relatively small but hardworking and dedicated few teams. If anyone feels they could raise an additional team, this would be greatly appreciated, and would make the task less frequent and thus easier on all the existing teams – please contact either of your Churchwardens. Philippe has again scrubbed sections of the West floor on a couple of occasions, to remove wine stains and sticky bun residue. This is a job which is far easier if done early. Please help us by helping to clean up any spillages / food as soon as possible, also important towards discouraging mice from entering and staying in our church.

Vandalism, General Repairs & Minor works.

Fortunately, we have had NO known incidents of vandalism to the Church or the Churchyard again this year, though the Barn garages were broken into again in March damaging the doors, and some equipment was stolen (See more under “The Barn”).

Items receiving general / minor repairs in 2019 included the following: -

general lighting / lamp replacements, woodworm monitoring, toilet cistern repair, the vacuum cleaners have again been repaired & cleaned out several times. Some clearing and cleaning of drainage gullies above & below ground has also been carried out.

We have also made some repairs to the front pews, to fix the middle supports in position. For most of the above, I must thank Philippe for his tireless work, also the members of the Gardening / Maintenance Team who often help with these occasional tasks.

New Quinquennial Inspection (Q.I.) Architect.

I reported last year that we had decided to change architects and had looked at several options currently working within the Diocese, and that the choice of architect was being made by a sub-committee of the PCC set up specifically for that purpose consisting of Liz, Vera, myself, and Julia, and was headed by Rosh Milner.

I also reported that we had shortlisted and initially contacted 5 architects (whittled down from a DAC list of 34) each of whom had been sent a copy of our previous Q.I. and the Parish Profile for info, and had been asked to express their interest in becoming our architect. Most of this had occurred in the early part of the year, and by the time of the APCM, we were part way through a series of interviews with the shortlisted candidates, and reported to the APCM that we hoped to be able to recommend a choice to the Standing Committee of the PCC by the end of April. This choice would need to be approved by the PCC, and then the Diocesan Advisory Council before becoming official.

Taking a step back then to inform you of our interview process, as this was a hugely important choice for our church building and its future. The committee looked at the Diocesan list of 34, we looked at those who were reasonably local, but who had a proven track record on similar sized, aged buildings with Grade 1 accreditation. Liz also asked questions of some of her colleagues about their architects. This is how we whittled the 34 down to 5.

Our shortlist of 5 were each sent a letter inviting them to express an interest in becoming our architect and asking for any references and documentation they wished to supply which would support their application. They were told that the process was to include an initial phone interview, followed by a formal interview with our committee, which would include a tour of the church, interview style questions, and they were requested to prepare a short presentation titled "Beyond the Q.I."

Prior to the telephone interviews, we compiled a list of approximately 30 questions to ask. These included such things as the size of their company, what other churches they were already covering, what was their level of involvement with the DAC and English Heritage etc., and how much involvement would they expect to have with any grant applications and project management etc. The questions were largely asked by Rosh & Julia who teamed up to complete this task over a couple of afternoons. All answers were fed back to the larger committee for comparison of answers and used to formulate additional questions for the formal face to face interviews.

The formal interview usually started with a tour of the Church, inside and out, and even going up the Tower and into the Belfry. The tour was used by us to point out areas of interest, known problems, recent work, and thoughts / plans for the future. At the same time, we allowed ourselves to be led by the visiting architect and his questions and

comments, in order to ascertain the depth of his knowledge and experience. Many of the comments from individual architects were very useful and interesting, giving us food for thought for the future, and some were immediately useful, such as the immediate investigation and dismissal as “old activity” of some possible woodworm activity we had been worried about. After the tour we retired to the Parish Office where we shared sandwiches and tea, before the architects got into their presentations.

The presentations were all very interesting, each one showed examples of some of the work they had done on other buildings. Some of the examples showed repair works to roofs, windows & walls in buildings similar to ours, shown in comparison to some of the outstanding works from our previous Q.I. Much of it however was centred on re-ordering and renovation type work which they had carried out at the various locations. (As previously stated, the presentation was titled “Beyond the Q.I.”). The Q.I. and repairs are obviously hugely important to us as we need to keep the building standing, but the re-ordering aspect was more interesting, being able to see what could possibly be done in a tasteful and non-destructive way to make our building more user friendly and thus ensure its longevity for the future. These works varied from very modern looking, to more traditional yet functional works, and occurred in a variety of building types from Cathedrals to small to medium churches like ours, and with ages similar to ours – up to modern / Victorian churches etc.

From the presentation we went into the formal questions, and we all had three questions to ask of each candidate. These included specific things, such as what did they think was our most serious problem; what help could they give with funding applications; what might we do to create a children’s space, or to increase our storage capacity. Liz asked about what category of church they thought we should aim to be. (This relates to a new Diocesan register, which seeks to categorize all churches and where the different types of church might find different sources of funding easier to obtain). Rosh asked about fees, insurance and a searching question about any difficulties they may have had with previous clients. One of the most useful suggestions to come out of the discussions was the need to create a long-term maintenance / renewal plan, where we could plan out a desired progression of repairs / re-ordering to take place over the next 30+ years.

These tours and meetings then were very much about the architect getting to know us and our building, how we see ourselves as a church, and how we operate; and also us getting to know the architect, how he thinks and operates, and for us all to see how we could work together.

Following the last of the meetings we took a fortnight off over Easter to reflect, and then met again to share our views and pick our preferred candidate. This was far more difficult than we thought it would be. However a simple process of us each nominating a preferred 1st, 2nd & 3rd choice was able to eliminate two candidates, leaving us with three to discuss. We again discussed at length the pros and cons of each candidate, what we thought they could offer in terms of availability and work load, which of them appeared to be on a similar

wave length to us with regards to re-ordering, and how well we thought we could work with them. We also re-looked at supplied references and specific notes from our meetings. A final vote brought us to our recommendation to the PCC. Our recommendation went before the May PCC, was approved, and subsequently went before the DAC and was finally, formally approved by them on 09/07/2019. We informed our new architect who was delighted to have been chosen, and then also informed the other candidates out of courtesy, who were equally disappointed.

I am therefore pleased to announce that our New Architect is: -
Mr. Andrew Boyce
of: - Ferry & Mennim Architects of York.

As a taster his CV lists his professional status as: -

- Registered Chartered Architect (1990)
- Member of RIBA (1990) & RIAS (1996)
- Member of EASA (since 2001)
- Architect Advisor to the York DAC (2018-present)
- Architect Advisor to the Sheffield DAC (2012-present)
- Architect for St Magnus Cathedral, Kirkwall, Orkney, 2003-present
- Approved Inspecting Architect, Diocese of York, Leeds & Sheffield
- Architect Accredited in Building Conservation (AABC) 2004-present
- Yorkshire Historic Churches Trust Grant Committee Member, 2010-present
- Architect Advisor to FAC of Durham Cathedral (2017-present)

He also has a couple of other architects/ surveyors who work with him on their projects, such that there is always likely to be someone available in any emergency, or when we just want a simple answer to a simple question!

So then, I make no apologies for describing this process in detail. As I have already said, this is a hugely important and significant decision for us. You will remember the problems of contacting our previous architect and the delays and frustrations that caused. This is what we hope to have changed, and we look forward to having a good, and meaningful working relationship with our new architect.

I would like to pay tribute to the other members of the sub-committee for their hard work, and commitment to the process, and especially to Rosh who headed the committee, and led us firmly and decisively towards our goal. (It was what we asked her to do!) I should also like to pay tribute to all 5 of our candidates who participated enthusiastically and shared their ideas and thoughts with us openly.

They were all equally competent, and in truth we would have had no real hesitation in employing any of them, but we had to choose one.

We can also say that we felt God's hand guiding our decision, as we almost didn't include Andrew in our five candidates, and prior to the interviews had almost written him off as potentially the least likely.

He did however end up being the candidate we felt we could work with the most. It is also important to say, that despite being hard work, the whole experience was actually a joy to be involved in and the “team spirit” and sense of purpose generated was well worth all the hours of work.

Quinquennial Inspection (Q.I.) and Next Steps.

I reported last year and some of you may remember, that our next Q.I. Inspection was due last year, and that this would be the first task for our newly appointed architect, the results of which should re-set / re-affirm our priorities going forwards.

During the appointment process, we had asked all applicants how soon they could do our Q.I., as we were now overdue by nearly a year, and this was obviously a worry to us. On Monday 15th July – 3 days after receiving the official acknowledgment from the Diocese that he had been appointed as our architect, Andrew contacted us to fix a date for the inspection. This was a good sign to start with. Unfortunately, because we were then in the holiday period, the earliest he could manage was 21st August, so this was the date we agreed upon.

Prior to his visit, we contacted him, and asked for permission to modify slightly the Belfry door, such that it would allow us to remove this door for the duration of his visit. (This was because he had failed to gain access to the Belfry during his earlier visit, due to his height). He gave us this permission, and the door was modified and removed, allowing easier, wider angle access into the Belfry.

The inspection took place as planned on 21st August, and Andrew was met and assisted by Vera, and Andy Green kindly agreed to help with the Tower, Belfry, and roofs as necessary. Unfortunately, despite the removal of the Belfry door, Andrew still did not make it into the Belfry due to a previous injury but was perfectly happy with a large number of photos supplied by Andy under his direction. There were no problems during the inspection and the only thing noted at the time was the presence of a small kitchen knife in a gutter on the North Aisle! This could have been left there when cleaning the gutters, (none of us can remember doing this or think why we would use a knife for this purpose), or it might have been thrown up there at some point!

A Summary Report was received from Andrew on 5th November, which was shared with the November PCC. It came with an apology for the report not being quite finished yet, and a reassuring statement that the final report would contain nothing “desperately urgent”. A copy of the full report was received on 18th November. This has been shared with the committee, and shown to the PCC; however the next step is really to have a joint meeting between the Architect, and the Architect Liaison Steering Group (which might actually be extended to include other interested parties from the PCC, the Hatfield Church Building Trust, and the Friends of the Hatfield Church Building Trust). As I write, this meeting is still to be arranged, but by the time of the APCM, it will have been arranged and hopefully will have happened. The general idea of the meeting is that we would go through essentially the Summary Report, and Andrew would explain all the findings and help us to determine the next and most appropriate steps to take. Following this meeting, we hope to get on with a few things,

probably from the 'Priority 1' list, as soon as is practically possible, and we will need to re-double our efforts in getting the appropriate specifications, quotes and Faculty Approvals in order to do this. The Hatfield Church Building Trust kindly informed us in 2019 that approximately £30,000 was "available" for us to spend on projects last year, presumably this is still available, as soon as those projects are decided & finalised!

At this point I should again mention the work of the Hatfield Church Building Trust, and of the Friends of the Hatfield Church Building Trust, who work so tirelessly to raise money to fund most of our major project expenses. I should again like to pay tribute to so many members of our church, and also the General Public, who continued to support their fundraising efforts throughout the last year. Without all of their help, it is unlikely that we would be able to achieve half of what we do to improve and maintain our magnificent building.

The Invoice for the Q.I. Examination and Report was received along with the full report, and has been paid, the cost being £935.52 +Vat.

Quinquennial Inspection Report

The Q.I. Report then is a report commissioned by and written for the PCC, and is a report that they must hold as a requirement by the Inspection of Churches Measure. The report is a comprehensive document which records all the findings of the architect during his visit and is a collection of notes and descriptions of areas of potential problems; some of which may be of interest, need obvious repair or further investigation. What the report is NOT, is a specification to enable any work to be carried out. I should like to point out that this is the 1st Q.I. report by our new architect, and whilst the report in many ways is very similar to that of the previous architect, it is also in many ways slightly different.

The report is constructed as follows:

The first section is a "Preface" comprising 2 pages, which talks about the reasons for the report, the limitations of the inspection, such as how inaccessible areas such as high roofs, chimney flues and drains, have not been assessed, and how electrical items such as the Main Distribution Panel, Clock, Organ and Heating Installation etc. have been visually inspected only but not tested for function or safety.

It talks about what work can and cannot be done, and the requirement for a detailed specification, and in some cases Faculty, before any work can be started. It talks about specialist reports which may need to be requested for things such as Glazing, Heating Equipment, Organ, Clock, Bells, Trees, Asbestos and Fire Safety etc. It then talks about the importance of Maintenance and Insurance. There is also table which shows how the items within the main report are categorized in terms of priority - see below.

SUMMARY OF REPAIRS

A summary of repairs, precedes the detailed report. Priorities indicated in the margin of the main body of the report are as follows: -

- 0 Observation/further inspections/specialist inspections. Special access to inaccessible areas.
- 1 Urgent or immediate.
- 2 Essential/recommended within the next 1-2 years.
- 3 Within the next 5 years.
- 4 Desirable or advisable in the future as part of a programme of repairs, renewals or improvements.
- M Maintenance required at least twice annually.

The second section of the report is a written Summary (2 pages). This is broken down into paragraphs describing separate areas and gives a descriptive overview of the Church Building and Church Yard. Some issues are listed, and suggestions towards future overall recommendations are also noted.

The next section – also part of the Summary Document (2.5 pages) lists some of the more significant items from the main report but brings them together under the different priorities as listed above.

There are 11 items of “Maintenance”, which includes various services and tests of equipment and cleaning of gutters and drains, and vegetation control etc. Most, if not all of this we already do!

There are 12 physical items listed as Priority 1, plus surveys such as glazing and trees etc which occur in various locations. Most notably, the larger jobs in the “Urgent” category are: - repairs to a North aisle window, the path from the car park to the porch, and work on the flagpole mountings.

There are 29 physical items listed as Priority 2, plus surveys such as glazing and trees etc which occur in various locations. Most notably, the larger jobs in the “Essential...1 – 2 Years” category are: - further specialist surveys to roof beams, specific areas of stone – for crack monitoring, and wall memorials etc. Also noted are repairs to Parapet stonework on the Nave, and repairs and refurbishment of many of our doors.

There are 13 physical items listed as Priority 3, plus areas of re-pointing which occur in various locations. Most notably, the larger jobs in the “Within the Next 5 Years” category are: - high level stonework re-pointing, replacing missing / damaged Louvres to the Belfry, Repairs to Clerestory windows and stonework, cap off or remove the redundant chimney, inspect the East window stonework, re-decoration of East end Gates, and repairs to churchyard boundary walls.

There are 2 physical items listed as Priority 4, plus several areas of re-pointing which occur in various locations. Most notably, the larger jobs in the “Desirable” category are: - re-covering of the Nave Roof, and re-fixing of the S.W. Pinnacle on the South Transept.

The Main report starts with an “Introduction”, which is broken down into 28 paragraphs each identified by a letter (a – bb). Each of the letters represents a short title, most of which

are specific items or services within the Church such as Clock, Lightening Conductor, Gas, Water, plus other names such as Fire matters, Accessibility, Insurance etc. Against each of these is short paragraph which describes the current status, and against the majority of these is listed one or more priority ratings as listed above.

To be fair most of these cover the annual / regular tests and inspections required of us.

The next part of the Main Report comprises 327 paragraphs identified by number but grouped into 5 sections with titles of: - Central Tower, Roofs, Walls, Churchyard and Interior. Each of the sections are sub divided into more specific areas of the church, e.g. Central Tower is made up of North, South, East, West Elevations, Roof, Belfry & Ringing Chamber. Each of the 327 short paragraphs describe an item or area within the church, giving the current / status, and against the majority of these is listed one or more of priority ratings as listed above. It should be noted that some items are allocated more than one priority, and some have no priority allocated and are just statements of fact or observations.

The last part of the report comprises of 99 photographs, taken at the time of the inspection, which are a useful aid when looking at specific areas. They are currently not referenced back to a specific task or group of tasks and therefore must be found by area description only.

Bridgett Conservation Church Maintenance Programme.

You may remember that for the past few years we have employed Bridgett Conservation (Building Restoration) Ltd from Tickhill, to carry out an annual inspection of our roofs, eaves and parapets, roofing gutters, fall pipes, gullies and underground drainage pipes, and to clean / clear them of any leaves & other debris. The programme did cost around £300.00 + VAT per year. The committee and the PCC agreed in 2014 that we should join the scheme and asked the Hatfield Church Building Trust to fund it for us, which they very kindly did; and we were members of the scheme for 4 years. We did not employ them for 2018, and again last year.

You may also remember me reporting some of the problems we had faced in 2016/2017, with some of the repairs, and the availability of Bridgett's. They have been our major building contractor over several years, but they seem to have been extremely busy the last couple of years, and we have found them difficult to contact, which had been a major concern for us over those last few years. We did consider an alternative - Historic Building Conservation Ltd – Conisborough, but so far have not really got very far and have not contacted them as yet for a quote.

Since 2018 then, we have however carried out some work ourselves and have cleaned and examined some of the roofs and gutters of the church. We are hoping to be able to repeat this task again and have it completed by the APCM. The silt traps and underground drainage pipes and gullies have been cleaned out a couple of times by the Churchyard Maintenance Team. The Architect Liaison Group intend to discuss at length with our new architect, whether to try to renew the Maintenance Contract with Bridgetts, or to go with an alternative. A new architect and Q.I. report will no doubt help to focus our decision.

Microphones, Sound System & Hearing Loop System.

The PA system has continued to work well this year. The ambient /surface microphone at the Communion Table only performing badly if accidentally placed the wrong way round, although we did have to replace the cable to it in February, which was found to be broken.

The new handheld microphones purchased in September 2018, still work extremely well, and we are also still using the lapel mics regularly, though these are heavily dependent on a strong battery. I am not aware that we have bought any new lapel mic cables this year, or batteries, to keep them all working. (Though these were replaced last year).

Philippe has shortened some cables, replaced others, removed some unnecessary connections and checked / cleaned most connections. There are more connections we could shorten / eliminate, and this would improve the reliability, and reduce spurious hums, crackling etc. A better earth link to the bottom amp in the chancel would also be a great improvement. To be fair, the excess cable lengths were designed in when the system was installed, as the siting was not entirely definitive, but after 30+ years, I guess we must be happy with the current location, and it is 20+ years since we used it for services / events on the Barn Field!

The Hearing Loop, I believe, is currently working, despite me reporting that it was broken last year. We have not really spent any additional time trying to locate the anticipated break in the loop cable, but it would seem the previous attempt to locate it by fiddling and jiggling the cable at various locations has apparently rectified the broken connection. To this end we leave well alone, as the damaged cable is in no way unsafe – being a low power signal cable only. The system seems to be working and, we have had no further complaints.

The Church Clock.

Our Church Clock is annually maintained, and generally runs trouble free. It was serviced again on 14/09/2019. It is however run from the mains, such that with every interruption to the supply, be it a power cut, or church supply switched off for maintenance; this causes an inevitable trip up the tower to re-set the clock to the correct time. The motor is supposed to be self-starting, and generally used to re-start itself, such that we usually notice power interruptions via the clock running a specific period slow. Over the last couple of years however the clock has failed to re-start itself and has needed quite a bit of encouragement to re-start!

You may remember that I told you last year that we wrote to Smith's of Derby (our clock maintenance company, and explained the issue and asked them for a quote to replace the motor at the next service, and that they had quoted £2,500.00 to change the whole

movement because the existing motor was obsolete. The service engineer in 2018 had talked over this quote with Philippe and had suggested that the clock might continue as it is for many years, and that we could leave it until it fails altogether. (We also had a previous quotation in 2013 to replace the movement and install an auto re-start and self adjusting time mechanism for £4406.00 but had decided it was not necessary and had not taken this up). As the clock is presently running correctly, we again decided to leave it alone until it won't re-start.

The Church Organ.

I reported last year of the need to change our Organ Maintenance Contractor, on the retirement of Geoffrey Coffin who had restored our Church Organ in Sept 2011 and had been maintaining it even before then. Malcolm Spink of Leeds was appointed after interview, and on the recommendation of Vernon and the sub-committee set up for that purpose. He carried out the first service in November 2018, and subsequently worked out a price for a bi-annual service contract. Malcolm has therefore serviced our organ twice this year, once in June / July and again in December at his current rate of £320.00 calculated as 2 persons for a full day's work. (Each service takes approximately half a day for himself and an assistant, with any minor rectifications being completed during the service, and larger items as extra). Vernon has been extremely happy with the quality of these inspection services and the minor repairs carried out. He reports that Malcolm is both reliable and punctual in appointments and is thorough and professional throughout. The Organ is performing well, and Vernon is very happy with it, with the contract, and with the contractor. He is also reporting no known faults as I write.

Congratulations then to all involved in setting up and carrying out this successful contract, especially to Malcom Spink our contractor.

Heating.

You may remember from my report last year, I told you how we had finally found a company to service our heating system – who had not only diagnosed and temporarily fixed our immediate problem, but who had quoted us to replace the faulty valve, but also had quoted to fully upgrade all of our control system. He agreed that the main components of our system were still perfectly serviceable as it was; however, we could improve it significantly by moving onto a digital control panel. I told you that the upgrade was to remove the existing control system and replace it with a digital screen and computer controls, which would hopefully make the heating more efficient, easier to program and fault find on, as it had a self-diagnostic feature. I told you how this new control system had been installed in April 2018, and after initial installation there had been a number of re-visits and software changes during the heating period (Oct 2018 – March 2019), to ease the programming of the system and reduce the purging cycle times etc. Overall during that period, the system seemed to work reasonably well when the temperature was reasonable, but struggled when it was cold, as it had before. There were also several instances where the heating had not started up as programmed.

The heating was serviced and tested on 18/03/2019. Philippe stayed with the engineer throughout. During this service, the drive belts were not changed (the previous company had wanted to change belts each time). Due to the number of our reported start-up failures, the engineer had cleaned up the ignition probes but reported that these were quite corroded and really needed to be changed. The cost for this service was £165.00 +Vat, which included the issuing of the Gas Safety Certificate.

During the service, which took over 2 hrs, Philippe and / or the engineer needed to go up and down the tower 7 times to re-set the system. This was really an oversight in the design of the control system, and it was agreed that modifications needed to be made to enable re-sets and extensions to the programming to be made both upstairs and downstairs. During this discussion, it was also suggested that it might be advantageous to insulate the ducting within the ringing room, and again recommended the fitting of De-stratification fans in the Nave / similar roofs, though this would require a faculty etc. Later in March we received the Gas Safety Certificate, and a 30-page Operation Manual which describes our system and is useful for instructing us in the programming and fault finding of the system.

On 11/07/2019, the replacement ignition probe assembly was fitted, along with the additional re-set buttons, wiring & software changes required to enable the dual location resets to operate. This work cost £289.98 +Vat. Under test the heating started up most times, but occasionally failed and went into lockout. This was put down to a faulty Pilot Light Solenoid Valve which appeared to be sticking. As this was not the heating period, the heating system was not actually used until October. During the period October to December, the heating still had problems starting up, and going into lockout, and seemed to have problems not reaching temperature, where the control panel said that it had reached temperature, but the temperature reading showed that to be incorrect. This intermittent fault was reported back to the engineer by Philippe in October, and it was thought that this was due to interference from the three-phase power cable affecting the data cable. It was suggested that the data cable between the digital control panel and the heater controls should be changed for a screened cable.

On 17/12/2019, the heating was serviced again. At this time the Pilot Light Solenoid Valve was changed, also the Transformer which fed this valve, which when tested was producing a lower power output than was required. He also widened the gap between the ignition probes to produce a larger spark on starting. Following these changes, the heating seemed to work perfectly for the next couple of weeks, and thankfully we had no problems over Christmas. Unfortunately, in the middle of January the heating was again playing up and switching to low heat when it thought it had reached its set point, although in fact it was not even close. The data cable being the only suspect, Bill the engineer dropped a screened data cable off on 14/01/2020, and Philippe and Brian replaced the cable on the 16th.

Overall the system still seems to work reasonably well when the temperature is reasonable, but struggles a little when it is cold, as it did before. There are still a number of problems occurring which we cannot understand why they do occur, but hopefully time will tell that

they have been rectified by the new screened control cable. The visualisation on our control panel of the various temperature readings within the system is very useful as is the fault log when trying to work out what is happening, (or not happening) though this too has been seen to sometimes show misleading information / different values to static thermometers in church. Bill the engineer now intends to temporarily fit a modem, so that he can see first-hand the values recorded as the system misbehaves.

We intend to talk to our new Architect then possibly the DAC in the coming year considering the possibility and advisability of installing the recommended insulation, and / or De-Stratification fans as quoted last year, but to do this will definitely require both our Architect and DAC Approval, a faculty and of course the appropriate level of consideration.

Lighting

We continue to steadily change over to LED's to replace the fluorescent stick lamps in the general lighting pendants as they go out; and are moving lamps around to change to LEDs on complete pendant sets at a time. (Each of our 14 pendants has 8 hanging lamps). We now have 8 pendants fully changed over (almost 60%). We are happy with the look of the new bulbs, and the colour of their light output.

It is likely that a full change will occur within the next year as maintaining remaining pendants with similar sized fluorescent sticks becomes harder as our stocks dwindle. A full change of all the lamps would involve about 120 lamps and cost about £250.00. These new lamps should however cut our electricity bill by a similar £250.00 annually as they are a 9-watt bulb (equivalent to the old style 60W GLS lamp), whereas the current fluorescents vary by size from 11 – 21Watts. The advertised life expectancy of the LEDs is 25000hrs, as against the fluorescents 10 – 12 000hrs.

There have still been no real advances on our plan to replace our un-available filament spotlights with LED spotlights. This is still largely because no obvious replacement or similar style spot lamp is yet readily available. Philippe has taken delivery of a couple of adapters to change from the current B22 lamp holders to a GU10 style lamp holder and we intend to trial fit these with some LED Down lights, and see what their effect is, but spot lamps still seem to be very low power generally and we were hoping for some higher power lamps. We now have no spotlight lamps left to fit, and the only pendants with working spots are in the Transepts to shine onto the crossing area. Let's hope we are pleasantly surprised by the trials, and / or that some higher power spot lamps do come onto the market soon.

The Christmas Lights

The "new" Christmas Lights (purchased 2015) worked well on the top of our tower again this year. Many thanks to James Scott for helping me with both the installation and the removal again; it is quite heavy and hard work. I am pleased to say there were no problems yet again, still not a single lamp lost yet; (we used to replace about 80 of the old lamps per year). These lights are much loved and often mentioned by many of our locals and visitors alike. They serve as a welcome home beacon for many local travellers at Christmas; making our church visible from miles around in all directions!

The Barn

General maintenance has continued at the Barn, though this is kept as low key as possible in view of our plans to eventually demolish the building and replace it with a new building. Most of this is carried out by Philippe and / or Gordon Troope – Thank you to them for their

dedication in this matter. Thanks also to the team of gardeners who regularly cut the grass on the Barn Field and keep the weeds and nettles down around the outside. Thanks also to those who help with the special pre-Strawberry Tea / Garden Party clear ups. They are also invaluable to the success of those events.

The Quinquennial (5 yearly) Fixed Electrical Inspection was carried out by Fowlers Electricians in April 2018, and therefore is not due until April 2023. The Portable Appliance (PAT) Testing was carried out on 15th January, along with the Church and Parish Office. There were no failures as such, however, the opportunity was taken to dispose of some of the redundant electrical equipment stored in the cupboard, such as the old television, video player and overhead projector, which have not been used for years. The Fire Extinguishers and Burglar Alarm were checked, along with the Church, in April & September respectively. The gardening equipment has been serviced – particularly the sit-on mower which had not been done for some time. This had to have a new battery and a new safety sensor re-fitted.

You may remember that I told you last year, that the committee have been considering alternative forms of heating within the Barn, because the current heaters can be noisy at meetings, and the temperature falls quickly if they are turned off. We are favouring installing some Quartz Infra-Red wall heaters which could be used in place of the existing heaters, and these would be silent to run. This type of heater is designed to heat bodies rather than the air and are thus far more efficient. The PCC granted permission to go ahead with the purchase and fitment last year. Unfortunately, this work has not yet been carried out mainly because of other commitments, but this is something that we should set in motion and try to get the installation completed as soon as possible.

Following on from the installation of the drainage soak-a-way crates in 2018, the hole which was dug in the Barn Field and subsequently re-filled, had been left to settle and had sunk slightly particularly in the corners. This was not unexpected, however this needed to be re-levelled and then re-seeded before our usual summer events. The area was levelled and seeded during April by the Church Yard Maintenance Team assisted by Chrissy, and thankfully the operation was successful and the area almost back to normal by July. The Inspection Chamber lid and housing is unfortunately not seated correctly and sits a few inches above the grass. The plan is that this will be lowered and re-seated in bricks and mortar to remove this potential trip hazard, and we shall try to include this prior to this year's Garden Party. It was originally left as was, because the contractor was unsure of future connections required for the new Barn Building when the Soak-a-way & chamber were installed.

You may remember that I told you that the left-hand garage of the Barn was broken into in November 2018, and that nothing was actually stolen, although the door was damaged and had to be repaired by Philippe and Barry Nash and a new padlock fitted. Unfortunately, the same garage was broken into again on 27th March. This happened during the afternoon, and about 1 hr after the Church Yard Maintenance Team had just left! The break-in was discovered by Philippe who heard the alarm go off and got to the garage within minutes.

Unfortunately, this time a Stihl Petrol Grass Strimmer & a Coopers Wheeled Edge Trimmer were stolen. The theft was reported to the police, and an insurance claim put in. Minor repairs were made to the door immediately, with plans to purchase & fit new high security locks for both garage doors as soon as possible. Unfortunately, a 2nd break-in involving both garages was discovered at 1.00 am on 26th April by Philippe walking the dogs. On this occasion it appears that the thief broke into the right-hand garage and used a tent pole from there to break into the left-hand garage. Luckily nothing appeared to have been stolen, maybe they were disturbed – possibly by Philippe and the dogs leaving the Vicarage, or maybe they were expecting to see new replacement equipment and were too early! However, on this occasion the garage alarm did not appear to have been triggered. Again, the incident was reported, police came out and checked, and found no fingerprints. The garage door locks were repaired / replaced; the batteries were replaced & lenses cleaned in the garage PIR's; and finally, a pair of High Security Defenders were fitted. (One for each garage, which are bolted into the floor). The Insurance claim is still ongoing, as the Insurance Company required proof of existence, ownership, and value of the missing items, which is quite difficult with donated items; however they now seem to be happy with our estimates. Some of the replacement items have been purchased as considered & directed by the Gardening / Maintenance Team, and some still to follow. Thanks to Philippe, Andy and the Maintenance Team for sorting this out.

In January 2019, the Barn Regeneration Steering Group commissioned a Tree Survey of the Barn Field. This was a pre-requisite of the Planning Application for the new Barn. This survey, conducted in line with BS 5837, assessed the health and the condition of each tree, and recommended any pruning / remedial action necessary. Each tree was tagged and plotted onto a map of the site, showing root protection areas, and gave individual tree protection plans and management advice for the duration of the proposed building works. The report received in February covered 22 trees around the site and detailed the works required for each one. A couple of trees are recommended to be felled within a year, a couple more within 2 years, and many have some crown raising and deadwood to remove. A similar survey needed to be carried out within the Churchyard, which was carried out in June. We thought it sensible to hold off any actual works until both surveys had been completed in order to reduce cost. It was possible to do some of the work on the smaller trees ourselves, and some have been removed. However we will ask the Tree Surgeon to complete bigger jobs at the same time as those required within the Church Yard. Obviously, we now must act on this report and instigate a program of works, although we also must get the authority to proceed from the DMBC as the area is a Tree Protection Zone. In the coming weeks we will begin this process for both the Church Yard and Barn.

The Parish Office, Vicarage & Flat.

The Parish Office 'Fixed Electrical Inspection' was carried out in January 2017 and therefore is not due until Jan 2022. PAT Testing was carried out on 15th January of this year (2020) along with the Church & Barn.

As many of you will know, during the floods which affected Fishlake, Doncaster, and other areas of the Country in November; Our Vicarage also suffered a devastating flood caused by water overwhelming the drain from the central valley of the roof. The water backed up in the valley until it overflowed into the property causing much damage to ceilings, walls and floors (not forgetting fixtures and fittings) on all levels. Fortunately, this level of damage did not appear to affect the Parish Office, or the rented Flat above it!

In Fabric Committee terms, the Vicarage and the repairs to it, are not ours to worry about. These are being handled by the Diocese and the Insurers. However, the upset, the organisation of it all and the sheer disturbance to the working (and sleeping) routines, have been enormous on Liz and Philippe. This has subsequently affected many things, not least their respective workloads. The repairs and therefore the disruption to routine are likely to take many months, and during this period they will both carry our sympathies but will also need our patience and understanding as response times to our own tasks may possibly take longer – if delayed by Vicarage repair issues.

The Vicarage, Parish Office and the Flat are all to receive their Quinquennial Inspection (5 yearly) from the Diocese on February 13th. The results of this are obviously still to be seen, will be somewhat dependent on the repairs currently underway, and again will have limited direct effect on us as a committee; as any resulting work should be put out to contract by the Diocese. However, the inspection may require improvements to the Parish Office, which could include cosmetic re-decorations, fittings / services upgrades, and or structural alterations / repairs; all of which might potentially affect its use and the rent charged by the Diocese. Obviously the same can be said of the Flat, and similarly of the Vicarage.

I suppose it is good that this inspection is occurring just after the flood damage and during the repairs. This may drive more targeted repairs and improvements and could maybe enhance future inspection regimes to better protect the Vicarage building in future. We shall wait to see what the report brings.

Fire Risk Assessment / General Risk Assessments / Health & Safety Policy

The Fire Risk Assessment, General Risk Assessment and the Health and Safety Policy have all been updated for 2019 following the Ecclesiastical Insurance templates, this was done just prior to the Arch Deacon's Visitation, as these are documents he asks to see. The Ecclesiastical Insurance templates are excellent generic templates, and obviously are in accordance with their requirements as our insurers; they do however ask many questions, all of which need to be answered in order to make the documents specific to us. Unfortunately, by their nature these documents are complicated; questions need to be

answered carefully and accurately. It is important we try to cover all aspects of risk comprehensively and tightly enough to adequately cover us, and yet produce something which is specific to our church and organisation, and again is easy enough for us all to work within. These documents are expected to be reviewed annually. Thanks to our Churchwardens for helping with the review of these documents.

The Church Intruder Alarm / Roof Alarm.

The Church Intruder Alarm was serviced in September, and the Roof Alarm system in April this year and neither have given us any real trouble during the year.

You may remember that I told you last year of the software upgrade we received on our Roof Alarm, this was done because of the occasional spurious trippings we had suffered in the past which sounded the alarm and caused a security officer to be dispatched.

We were informed of 2 “Strobe Light Activations” occurring this year, on 26/06/2019 @ 23.45, also 12/10/2019 @ 22.10. This is where one of the roofs PIR’s activates through any type of movement/activity on that roof. This did not cause a full activation, and the audible alarm was not sounded immediately, only the blue light flashed for 2 minutes, this is usually enough to deter criminals. During that 2 minute period, if the activity increases or becomes suspicious, this would result in a full intruder alarm being triggered, which causes the sounder to now be activated, and the increased threat to be alerted to the monitoring station, who would then dispatch an investigating security officer. In neither case above did this happen. This then is quite encouraging. The upgraded alarm seems to be doing exactly what it is supposed to do.

Churchyard

A big thank you to all the volunteers who continue to work so hard keeping the grass cut, and the paths and graves clean. Also, to those who tidy up the cans and bottles and chocolate wrappers etc. which regularly appear. The Churchyard Maintenance Team were out in force on a few occasions throughout the year preparing for events, as well as the regular grass cutting etc. Once again, anyone able to offer any help in this task, please contact either Churchwarden, or speak to those dedicated few gardeners.

The levelling of the path between the Car Park and the South Porch has not progressed any further this year. This was a plan originally discussed with the previous architect in May 2015, and again with the architect and Bridgetts in 2017 with little or no response from either. Several options /proposals were eventually drawn up by Philippe following his consultation with Craig Bridgett, and quotes were sought, however we really can’t go anywhere with this without a specification from our architect, so the whole thing has been on hold pending the appointment of a new architect. Now that we have our new architect, the committee would like to be able to re-start this project as soon as possible. The raised edges of the current gravestones seem more pronounced this year; and thus, more of a trip hazard. It is also significant that this item appears as a priority 1, (urgent) job within our new Q.I. Report.

The Annual Churchyard Survey to check the stability of the gravestones within the churchyard was completed in October, ready for the Archdeacon's Visitation. There were no grave stones considered to be more unstable or in need of any particular maintenance, other than the South Path pointing and the path between the South Porch and the Car-Park which were noted within this survey for the last couple of years, and there has been no significant change in their condition since then.

I told you last year that Liz had re-opened discussions with the Town Council about them taking over the maintenance of our Churchyard, and that this had first been discussed during Revd Paul Wilson's time in 2007 when we were re-laying the South Path. Our Churchyard is designated as a "Closed" churchyard, (Meaning it is closed for new burials), and it has been since 1888! Maintenance of closed Churchyards is legally the responsibility of the Town Council however they must formally accept this responsibility, and this has never happened at Hatfield. Unfortunately, there has been no real progress on this matter to date, but Liz is still chasing, and is hopeful that we might get this sorted before too long. Before there is any chance of the Council taking on this responsibility, the Churchyard will need to be in good order. Therefore, the above surveys and any remedial work arising from them will all need to be carried out before we can transfer the maintenance of our Churchyard. We intend to continue with the grass cutting ourselves during the summer months for as long as our team is able, since they do such a good job of keeping it looking tidy for weddings etc.

Last year I reported that a large branch had fallen from the Robinia Pseudoacacia tree in the South West Corner of the Church Yard, and fell into the car park, during the winds of September 2018. Luckily no-one was hurt, and no cars damaged, the offending branch was quickly dragged back into the churchyard and disposed of. The Churchwardens had immediately called in the DMBC Tree Safety Officer to check out the tree. He did come and look at it, didn't express undue concern, but did however recommend we had a tree survey done.

The PCC did commission this Tree Survey of the Churchyard, using Selwyn Trees, the same company that did the survey for the Barn Regeneration Steering Group. The survey (carried out on 31/05/2019) was conducted in line with BS 5837 and assessed the current health and condition of each tree. The report and invoice were received on 07/06/2019, the cost being £300.00 +Vat. Each tree was numbered and plotted onto a map, showing approximate location. Trees within the Churchyard boundary were tagged with No's from T161 to T188. The survey recorded data in a tabulated form, giving Species & Tag No, approximate height and spread, No & diameter of stems (measured at 1.5mtrs above ground), with an assessment of approximate maturity and condition. Where there were issues, these were commented upon and recommendations given for any pruning / remedial action necessary to manage or otherwise reduce or remove any risks. From the survey then, the Robinia tree from last year was allocated No T164, and was described as potentially dangerous, with a recommendation to remove it ASAP. A Horse Chestnut on the West side of the Churchyard (T167) was also deemed to be in poor condition and recommended for removal. (One stem of this tree was already broken, another was dead, and the remainder was in poor health).

Having received the report, it was important that the PCC should act on its recommendations.

According to the Diocesan list of “A & B minor matters”, the felling of dead / dangerous trees comes under section B6 “Matters which may be undertaken without a faculty - but subject

to consultation with the Archdeacon. Since both trees are also in a conservation area, we also needed DMBC approval to fell the trees. Vera had contacted Jonathan Tesh from DMBC, who came to view the trees again on 24/7/2019, and agreed with the recommendation that both should be felled. On walking around with Vera and the report, he also agreed with the less-important removals of 5 self-seeded trees in the Barn Field and some pruning recommendations from the tree surveys. In order to receive the Archdeacons approval, we needed to fill in an application form, and to do this we needed a specific PCC approval. A unanimous approval to proceed was gained by email vote on 28/7/2019, since no PCC meeting was imminent. The application was sent along with the necessary photos and plan, and the Archdeacon’s approval received.

The two trees were felled then on 19/08/2019 by Brendan Simpson a local Arboriculturist. In order to do this, we had to cordon off a few spaces in the car park early that morning, but the disruption was kept to a minimum and it was all over by the afternoon. The cost was £650.00 for both trees. Since the trees were in a conservation area, they will have to be replaced – Jonathan has suggested another Walnut tree would be a good replacement for the Robinia – site still to be confirmed. As has already been hinted, there are other less urgent recommendations from both tree surveys, which require action. The committee intends to combine the works from both surveys into another scheme some of which can be carried out by our own Churchyard Gardening Team, and some which require the Arboriculturist. Hopefully all to be carried out this year.

You may remember I told you about the laying of the new Tarmac on Church Walk done in August 2018, and the problem of the damage caused to the Iron Gates at the end of Church Walk which are a Grade II Listed Monument in their own right, (i.e. not connected to the Church’s own listing). So far there has been no progress on the rectification / repair of these gates. Again, we have been mainly held up awaiting our new architect’s appointment. This task is then another urgent one on the list, for discussion and appropriate prioritization with our architect, not least, because we have still withheld some of the payment for the tarmac, in lieu of getting the gates repaired.

At present we have struggled to find a Diocesan recognised, competent company to give a reliable quote for the repair, but we have had a couple of local quotes which need to be assessed before we can use those companies. Hopefully this will get sorted out in this coming year to everyone’s satisfaction. At the end of the day, we are pleased with the outcome of the tarmac which has been on the agenda for many years, it is just a real shame about the gate, and this is now another problem for us to deal with!

The Committee

The old Fabric Committee have not actually held any meetings as such this year, although some of us were involved in the Architect Liaison Steering Group and had meetings to do with that. I told you last year that going forwards and as discussed at our February 2019 PCC, we had decided to re-organise the Fabric Committee after we got our new architect. We plan to have an “Architect Liaison Committee”, who will contact the architect, and agree

specs and priorities, and will co-ordinate with external contractors etc. This committee needs now to be initiated, it is likely to still contain many of the members from the Architect Liaison Steering Group, who have now fulfilled their task of overseeing the architect’s appointment and are ready to move on. Additional members are likely to be asked to join and give us the benefit of their experience / opinions. This does not however preclude any other technically minded or even interested parties from asking to join the group. We may also employ a project manager for any large projects / re-ordering etc., as the cost of this could be claimed back through funding applications.

We also said that we would like to create a maintenance group of “do-ers – not talkers” for regular maintenance chores. This group have already been un-officially keeping an eye on the regular, and minor maintenance tasks, and have just undertaken them as individuals or in small groups as they came up. The group exists then, though it has no official leader, no official members, and has had no formal meetings. The informal approach of a collection of volunteers is in many instances fine, and currently any tasks have been on the instruction of the PCC / Churchwardens and /or members of the old Fabric Committee.

There will, however, be times when a co-ordinated approach will be needed, and specific instructions will need to be communicated to any volunteers and then followed. To this end, we could do with a volunteer willing to stand as a Team Leader / Co-ordinator, through whom tasks can be planned and added to a list, jobs allocated to appropriately competent individuals / groups, and progress monitored. Someone who is able to ask appropriate questions and seek the answers, and report back any problems. If anybody would like to offer themselves for this co-ordinating role or would just like to help with some of the maintenance tasks, please see myself, the Churchwardens or Liz, or anyone you know already involved in this type of work. We would love to bring you on board.

Many thanks to the other members of the old Fabric Committee for their support, and for all the work they still do to keep the church running, not just in the discussions, but in the practical roles they each fulfil. Thanks especially to Philippe, Brian, Vera and Cath, the Parish Office staff, and all the others who contact and meet the various contractors. Thanks also to all the willing volunteers who have helped us to accomplish some of the minor maintenance tasks throughout the year.

We, on the Fabric Committee, and also the PCC are aware that the Hatfield Church Building Trust, and indeed “The Friends” are keen to see a new project started such that they can donate some of their funds towards it, and thus maintain the enthusiasm of their members

who support them. Unfortunately, they have seen no significant work completed in recent years. I again ask you all to bear with us as we have struggled to get started on the bigger plans and I must repeat that none are more frustrated by the apparent lack of progress than those of us on the Fabric Committee. The workload as always is extremely large; each item is complicated and needs careful consideration especially in a listed building as important as ours.

Thankfully we have now taken a couple of large steps forwards, in appointing our new architect; and having received the new Q.I. Report. This means that following the planned meeting to discuss our next steps; we should hopefully be able to move fairly quickly on some of the outstanding items after that.

Also significant in causing delay, is the fact that we are asked to try to consider doing many things at once, in a grand scheme; as the DAC (and prospective funding bodies themselves) would apparently have us do; instead of doing smaller repairs individually. It sometimes seems to me to be overly complicated, a little unfair, and to be much harder to do anything, however we can't just do what we want even when we know what we would like to do. Certainly, for any larger schemes where we hope to obtain outside funding, then we must comply with the wishes of the funding bodies as well as the DAC, and we always must operate within the current Faculty Rules etc. Looking on the bright side, the Diocese and the Church of England were taking steps last year to simplify the Faculty Process, and thus to relieve us of some of the difficulties and restrictions these rules impose upon us. It is becoming increasingly important that churches can modernise and become useful spaces, otherwise they will eventually become un-usable, dis-used and fall down!

In Summary

As you can see, 2019 saw the Fabric Committee again busy and involved with many minor repairs and general maintenance activities. There was no real planning for future projects, our concentration being held largely by the selection of our new Architect, and the subsequent Q.I. Inspection. We still have several outstanding jobs which were started a few years ago and remain uncompleted, but we carry forward into 2020 a desire to make some real progress on these, especially as they are now priority repairs detailed within our Q.I. Report. We look forward to cementing a fruitful partnership with our new Architect. We hope to use this "New start" to rejuvenate the new committee and to re-enthuse the Hatfield Church Building Trust and the Friends. We also hope to have some meaningful discussions on what a re-ordering / renovation scheme might include.

Electoral Roll – Julia Halls

There were 150 names on the revised Electoral Roll for April 2019.

- Sadly, due to the deaths of Ted Layhe, Jean Reynolds and Bessie & Wilf Snowden, we have lost four electoral roll members during the last PCC year (2019/2020).
- Rebecca Turner-Loisel has come off the Electoral Roll because she no longer lives within the parish.
- 1 person wasn't able to make the required attendance during the last PCC year.
- There have been 5 additions to the Roll

Therefore 5 names were added to the Roll and 6 removed, bringing the total on the revised Roll on 7th April 2020 to 149.

COVID 19

Initially the Roll was updated and completed between Tuesday 31st March 2020 and Tuesday 7th April 2020 but couldn't then be displayed for 14 days as required as we had entered Lockdown and the APCM had to be cancelled. There is now a requirement that we should hold our postponed APCM before the end of October 2020 so the revised date for the APCM has been set for 28th October 2020 in church or on Zoom as Covid restrictions allow.

However, since 7th April 2020:

- five more members on the Roll have died:
Cath Chaplin, Edward Durdy, Bernard Halls, Dick Neal and Stan Thompson
- Gill Salter has been ordained and therefore has to come off the Roll which is for laity.

Revd Liz sought advice from the Archdeacon of Doncaster, asking if we should leave these people on the Roll as it is existed in April, or if we should remove them now before the revised October Roll is displayed prior to the APCM. We were told that the names should be removed now rather than waiting for the April 2021 revision.

Therefore these 6 names were removed, bringing the total number on the new Roll to 143.

The new roll will be on display at the back of church for 14 days prior to the Annual Parochial Church Meeting (APCM) to be held on Wednesday 28th October 2020.

Parish Statistics

Every year we have to return attendance figures to the Diocese so they and we can track trends.

Where there are 2 figures, the first is adults and the second is children.

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Number on Electoral Roll	149	148	141	150
Usual Sunday attendance <i>(2 services)</i>	77+8	82+13	74+9	82+10
Easter Vigil/Easter Day				
• communicants	115	106	90	101
• attending worship	145	160	129	142
Advent Special Services				
• congregation & local community	432	585	630	414
• civic or school organisations	1327	1034	1052	735
Christmas Eve/Christmas Day				
• communicants	112	126	86	95
• attending worship	697	757	513	562
Baptisms				
• infants/children 0-12	52	42	31	52
• youth/adults 13+	10	2	7	2
Marriages	17	15	12	15
Funerals				
• church	27	35	23	30
• crematorium/cemetery only	22	23	12	7

Worshipping Community (not including Travis school 2016 – 2018. 2019 includes school)

	2016	2017	2018	2019
Children 0-10	45	60	88	310
Young people 11-17	7	8	11	11
Adults	171	182	243	364
TOTAL	222	250	342	685
People joining				
Adults	47	11	37	32
Children + young people	23	16	26	25
TOTAL	70	27	63	57

People leaving

Death or illness	7	8	16	5
Moved away	3	4	0	5
Moved to local church	4	0	0	0
Not worshipping anywhere	3+2	2	1	2
TOTAL	17+2	14	17	12

Treasurer's Report – Revd Joyce Barker**Treasurer's Annual Report for the year ending Dec 31st 2019**

Thank you to everyone who responded in 2019 (and earlier this year) to the request to increase their regular giving if possible. As you can see from the income spreadsheet regular giving was increased over 2019.

So thank you again, but there is always an ongoing need as costs continue to rise. In 2019 we spent less on fabric and heating but in 2020 we have had to incur expenditure in keeping a relatively old heating system functioning just at a time when income has been severely restricted.

In these figures I have tried to separate what is actual income and expenditure for ministry and the upkeep of the building, and the funds we hold either as an agent for various charities or for personnel fees for services rendered at the occasional offices (or life-events as the C of E refers to them these days).

We are also grateful for grants we receive from the Endowment Trust, Building Trust and Hatfield Town Council. In 2019 we received an extra £4,500 towards our portion of the cost of relaying the tarmac on Church Walk incurred in 2018.

The Bank Balance of £20,884 at December 31st appears healthy on paper. Thank you to those who responded to the request to bank cheques before the end of the year if possible.

There was only £210 worth of cheques outstanding as well as the December utility bills (debited in January) outstanding.

So our Reconciled Bank Balance for December 31st 2019 was £19,563.

We must however remember we hold the following funds within the PCC account:

Designated accounts	£5,806 (see separate sheet)
Restricted flood appeal	£2,725
Several large charity collections	£3,000 (estimated and paid out in 2020)

So that leaves only around £8,000 for General Funds. The first quarter of the year is always the most difficult with increased Heating and Lighting costs and no major fundraising income. In March 2020 churches and church halls had to close their buildings. We have had no large fundraising income since then.

Barn Accounts

(see separate sheet)

2019 was the first year for some time that Barn running costs have been greater than income. Since mid-March 2020 the Barn has been closed to bookings and therefore had no income apart from donations. (A reminder that the PCC officially runs the Barn and any donations towards Barn running costs can be Gift-Aided to church.)

The Restricted Barn Regeneration Account was boosted by various coffee mornings and the December Tree Festival. Costs were also incurred as we prepare for construction of the new building.

The CCLA Barn Regeneration Designated Account:

Balance at December 31st 2019 £139,317.

On a final personal note. Thank you to those whose support has enabled me to continue working as Treasurer from home over the last year. This coming year however will be my last year. I have enjoyed the task but now I wish to concentrate on ministry, as well as have time to visit long-standing friends around the country before my health and/or theirs makes it impossible.

Accounts & Report from Independent Examiner on following pages:

ST. LAWRENCE CHURCH, HATFIELD

**FINANCIAL STATEMENTS
OF THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
ST. LAWRENCE, HATFIELD**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. LAWRENCE, HATFIELD**

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2019

STATEMENT OF FINANCIAL ACTIVITIES

Compilation of two Bank Accounts:

St Lawrence Hatfield PCC HSBC UK A/C No. 31267655 Main PCC working account

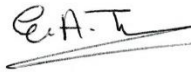
Hatfield Parochial Church Council HSBC UK A/C No 41545140 Barn (Church Hall) account

	Note	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
INCOMING RESOURCES					
Incoming Resources from generated funds					
Voluntary receipts from donors					
Planned giving		28,841	-	28,841	23,876
Donations		1,173	230	1,403	5,929
Income tax recovered (Gift Aid Tax)		5,706	-	5,706	5,183
Collections & Other Giving		5,407	-	5,407	4,928
Wedding, Funeral & Baptism Collections		4,455	-	4,455	3,645
Grants received	2	6,575	-	6,575	2,415
Activities for generating funds	3	9,211	4,855	14,066	12,593
Income from other Church Activities	4	2,615	-	2,615	4,051
Miscellaneous		285		285	300
Fees from weddings and funerals		8,372		8,372	7,133
Total Incoming Resources		72,640	5,085	77,725	70,053
RESOURCES EXPENDED					
Costs of generating funds	5	306	125	431	712
Diocesan parish share		42,960	-	42,960	41,700
Administration	6	1,655	2,690	4,345	1,570
Grant to Travis School		-		-	315
Church Activities	7	22,612	-	22,612	38,432
Other payments	8	280		280	325
Total Resources Expended		67,813	2,815	70,628	83,054
Net Incoming/ (Outgoing) Resources before Transfers		4,827	2,270	7,097	(13,001)
Transfers between funds (2018 from organ fund)		-	-	-	200
Net Movement in Funds		4,827	2,270	7,097	(12,801)
<u>Acting as agent for others</u>	9	24,399	(17,217)	-	(186)

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. LAWRENCE'S, HATFIELD**

STATEMENT OF FINANCIAL ACTIVITIES AS AT 31ST DECEMBER 2019

Approved by the Parochial Church Council on 5th October 2020 and signed on its behalf by :-



**The Revd E. A. Turner-Loisel
Incumbent**



**The Revd J. Barker
Treasurer**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. LAWRENCE, HATFIELD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2019

1 Accounting Policies

The financial statements do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members. Similarly, the financial statements do not include the results of other charities connected with the Church of St. Lawrence, Hatfield. Full details of the connected charities are given in Note 15.

Funds

Restricted Funds

Restricted Funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not always invest separately for each fund.

Unrestricted Funds

Unrestricted Funds are general funds which can be used for PCC ordinary purposes. Funds designated from General Funds for a particular purpose by the P.C.C. are known as Designated Funds; these are another form of Unrestricted Funds.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is recognised when it is incurred and is accounted for gross.

2 Grants Received

			2019 TOTAL	2018 TOTAL
	Unrestricted Funds £	Restricted Funds £	£	£
Hatfield Church Building Trust	500	-	500	1,990
The Endowment Trust	5,775		5,775	425
Eliza Roe	-	-	-	-
Robert Forster	300		300	-
	6,575	-	6,575	2,415

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. LAWRENCE, HATFIELD**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2019

3 Activities for generating funds

			2019 TOTAL	2018 TOTAL	
	Unrestricted Funds £	Restricted Funds £	£	£	
Plant Sale	1,479	-	1,479	1,305	
Garden Party	2,385	-	2,385	2,113	
Strawberry Tea	-	-	-	260	
Autumn /Christmas Fayre	1,520	-	1,520	1,818	Sale
of buns	1,457	-	-	-	
	-	1,457	1,311	-	
Concert(s)	507	-	507	950	
Coffee Mornings	-	1,085	1,085	753	Sale
of cards/diaries	51	-	51	51	
Christmas Tree Festival	-	2,390	2,390	16	
100 club subs	-	24	24	600	
Barn Rents	1,812	-	1,812	1,722	
Other various events	-	1,355	1,355	1,694	
	9,211	4,854	14,065	12,593	

4 Other Church Activities

			2019 TOTAL	2018 TOTAL	
	Unrestricted Funds £	Restricted Funds £	£	£	
Magazine Sales	1,607	-	1,607	1,541	
Children's Ministries	1,008	-	1,008	746	
Collections for designated purposes	-	-	-	1,491	
Social Committee	-	-	-	273	
	2,615	-	2,615	4,051	

5 Cost of Generating funds

			2019 TOTAL	2018 TOTAL	
	Unrestricted Funds £	Restricted Funds £	£	£	
Garden Party	250	-	250	360	
Autumn Fayre	36	-	36	-	
Strawberry Tea	-	-	-	54	
Lottery Licence	20	-	20	20	
Nursery Rhyme Event	-	-	-	278	
Tree Festival	-	125	125	-	
	306	125	431	712	

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. LAWRENCE, HATFIELD**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2019

6 Cost of Administration

	Unrestricted Funds £	Restricted Funds £	2019 TOTAL £	2018 TOTAL £
External Examiner's Fee	350	-	350	720
Parish Office Rent	850	-	850	850
Giving Envelopes	108	-	108	-
Materials	347	-	347	-
Architect and planning permission	-	2,690	2,690	-
	1,655	2,690	4,345	1,570

7 Cost of Church Activities

	2019 £	2018 £
Clergy Expenses	484	464
Utilities, Insurance	13,864	15,469
Fabric (Building Maintenance etc)	5,347	19,993
Services (inc. Copyright Licence)	870	886
Mission (inc. training)	152	92
Children's Ministries	30	521
Magazine Costs	1,865	989
	22,612	38,432

8 Miscellaneous.

	2019 £	2018 £
Leaving Gift(s)	80	75
Petty Cash	200	250
	280	325

9 Acting as Agent

Incoming amounts

	2019 £	2018 £
Fundraising for charities	3,134	1,395
Collections for charities	4,973	3,577
Wedding, funeral fees portion for passing on	13,268	12,043
Fishlake Flood Appeal (Restricted)	2,725	-
	24,100	17,015

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. LAWRENCE, HATFIELD**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2019

Outgoing amounts

Fundraising for charities	952	1,498
Collections for charities	3,756	4,381
Wedding, funeral fees portion for passing on	12,329	11,319
Fishlake Flood Appeal (Restricted)	-	-
	<hr/> 17,037 <hr/>	<hr/> 17,198 <hr/>

Expenditure over Income indicates amounts collected in previous year.

Income over Expenditure indicates amounts to be paid in subsequent year.

10 Staff Costs

The PCC did not have any employees during the Year Ended 31st December 2019 (2018: None).

11 Payments to PCC Members

No member of the PCC received any remuneration in connection with their duties as members of the PCC.

12 Restricted Funds

	Balance 1.1.19 £	Incoming Resources £	Resources Expended £	Transfers £	Balance 31.12.19 £
Barn Regeneration Fund	24,496	5,085	(2,815)	-	26,766
Fishlake Flood Appeal	-	2,725	-	-	2,725
	<hr/> 408	<hr/> 92,909	<hr/> (116,064)	<hr/> -	<hr/> (22,747)

The balances on Restricted Funds represent amounts received for specified purposes, which have not been expended at the Balance Sheet date.

Fishlake Flood Appeal is the collection towards the fund for residents of Fishlake after the floods of November 2019

13 Other Designated Funds

	Balance 1.1.19 £	Incoming Resources £	Resources Expended £	Transfers £	Balance 31.12.19 £
Organ Fund	2,259	4	-	-	2,263
Barn Regeneration Project Fund	138,278	1,039	-	-	139,317

The balances on Unrestricted Funds represent amounts received, which have not been expended at the Balance Sheet date.

(a) Organ Fund:

This fund represented amounts set-aside by the PCC and designated towards the future organ maintenance.

(b) Barn Regeneration Project Fund

This fund represents funds specifically designated for the development of a Church Hall.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. LAWRENCE, HATFIELD**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2019

14 Reconciled Bank Balances

	Brought Forward 01 January 2019	Carried Forward 31 December 2019
	£	£
HSBC Account 31267655	7,698	19,589
HSBC Account 41545140 (Barn)	25,736	27,923

15 Connected Charities

The Hatfield Church Building Trust (Registered Charity Number 1066647) was established in 1997. This is a separate charity to the P.C.C. of St. Lawrence's Church, Hatfield, concerned with the restoration, preservation, repair and maintenance of the Church building and Churchyard. Although the P.C.C. does not control The Hatfield Church Building Trust, a majority of the Trustees of that charity are P.C.C. members, and the Trust is therefore a connected charity. Work to the value of £500 was financed by grants from The Hatfield Church Building Trust in 2019 (2018: 1,990)

The Trustees of The St. Lawrence Hatfield Endowment Trust, (Charity Registration No. 1100234) are the members of the Standing Committee of the Church and the Trust is therefore a connected charity. The Trust paid services for the benefit of the Church totalling £5,775 in 2019 (2018 £425).

The Incumbent also administers another charity, the Eliza Roe's Bequest. Eliza Roe's Bequest is a Registered Charity (Registration Number 223833) established in 1879 for the Poor of the Parish of Hatfield. There were no transactions with the charity during the year.

INDEPENDENT EXAMINER'S REPORT TO HATFIELD ST LAWRENCE

I report on the accounts of Hatfield St Lawrence for the year ended 31st December 2019

Respective responsibilities of the PCC and examiner

Hatfield St Lawrence is responsible for the preparation of the accounts. Hatfield St Lawrence considers that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145(5)(b) of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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 Hatfield St Lawrence 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 Hatfield St Lawrence concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.


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 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

Janet Daye

FaithStar LLP
The Foundry,
Victoria Hall Norfolk Street,
Sheffield,
S1 2JB



Signed Independent Examiner
Mrs Janet Daye
Member of the ACIE
AAT qualified
10/08/2020

