

ALL SAINTS' PARISH CHURCH
WALTON-ON-THE-NAZE

To Know God's Love and to Show God's Love

ANNUAL REPORT and FINANCIAL STATEMENTS
of
THE PAROCHIAL CHURCH COUNCIL

For the year ending 31st December 2021

Incumbent:

The Rev'd Peter Edwards, M.A. (Cantab)
(Licensed 22nd October 2015)

Bank:

National Westminster Bank plc

Independent Examiner:

Mrs Yvonne Scott



All Saints' Parish Church Walton-on-the-Naze

Annual Report for 2021

Members of the P.C.C. are either ex officio or elected by the Annual Parochial Church Meeting (A.P.C.M.), in accordance with the Church Representation Rules.

The P.C.C. is a charity registered with the Charity Commission - Reg. No. 1129142.

The P.C.C. is required, as stated in the Parochial Church Councils (Powers) Measure 1956, to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

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

Incumbent:

* The Rev'd Peter Edwards (licensed 22nd October 2015)

Churchwardens:

| | | |
|------------------------|------------------|--------------------------|
| * Mr Michael Buitekant | elected AVM 2016 | re-elected AVM June 2021 |
| * Mrs Lesley Hunt | elected AVM 2019 | re-elected AVM June 2021 |

Representatives on the Deanery Synod:

| | | |
|----------------------|--------------------------|---------------------|
| Miss Carolyn Munn | elected AVM October 2020 | to retire APCM 2023 |
| Miss Gillian Sanford | elected AVM October 2020 | |

Elected members:

| | | | |
|----------------------|-------------------------|---------------------------|-----------------------|
| Dr John Rees | elected APCM April 2018 | retired APCM June 2021 | under the 3-year Rule |
| Mrs Elizabeth Sadler | elected APCM April 2017 | retired APCM October 2020 | under the 3-year Rule |
| Mrs Elaine Thomson | elected APCM April 2018 | retired APCM June 2021 | under the 3-year Rule |
| Mrs Anita Walling | elected APCM April 2019 | to retire APCM April 2022 | under the 3-year Rule |

(* Denotes: member of standing committee)

Members usually serve a three-year term.

However, the Three Year Rule was adopted at the APCM in 2016 and, therefore, elected members (having served their three year term of office) will not seek, or be proposed for, re-election until at least a year has elapsed.

There were 96 names on the Electoral Roll.

Average Sunday attendance during October: 50 adults + 3 age under 16

Average mid-week attendance during October: 10 + 1 age under 16

Our Home Communion was suspended during the COVID-19 pandemic.

2021 - in brief

The year commenced in a second period of lockdown occasioned by the continuing COVID-19 pandemic. All aspects of church life were affected, although not to the extent as was the case in 2020.

The P.C.C.

The P.C.C. met four times during the year, with an average attendance of 80%.

Giving

Average monthly giving totalled £1238.25. A wall mounted card reading machine was installed; the machine brings in a good level of income each month, which is increased by Gift Aid.

We continue to support Catherine Porter in her missionary work with WEC in Japan and were able to increase our gift by £25 per month. We also contributed to the cost of her new computer. Using the late Margaret Riddelsdell's legacy we paid the cost of repairs to her car. In August Catherine visited All Saints' during a year of furlough spent in England.

We now also support the local branch of the CAP (Christians Against Poverty) project.

Sian Fletcher and a team raised £386 with a coffee morning in aid of the Samaritan's Purse Shoebox Appeal.

Pastoral

There were 2 Baptisms and 1 marriage in church this year.

Bishop Roger visited in October and confirmed 7 candidates who had attended classes on Zoom.

Eight funeral services were conducted in All Saints' Parish Church, plus 6 at churches elsewhere or at the crematorium. We were able to hold our annual service for the bereaved in October.

Outreach

Peter's lockdown podcasts became vlogs and were well received.

There has been a great increase in visitors to our Facebook page, thanks to Liz Sadler who has kept up the level of contact continuously.

Three groups (Home From Home, Three T's and CAMEO) re-started after lockdown.

There was a barbecue with stalls in the church grounds, and a mini flower festival with the theme *God's Beautiful Creation* organised by Sandra Price and Cindy Hardy.

A Bible Course (led by Peter with assistance from Liz Sadler) commenced in October.

Harvest was celebrated with gifts (donated to the FoodBank and lunch).

Brenda Warnes and Stephen Chandler continue to conduct occasional short services at Luff Home.

Carol services were held for The Royal British Legion and Sea Cadets and for Tendring Technology College.

Home From Home and CAMEO joined forces to prepare an excellent Christmas buffet with carols and crafts.

Before he was signed off for medical reasons, Peter had selected as our Christmas reading The Bible Society's *'Nativity and Beyond'* and copies of this booklet were made available free of charge.

Regrettably, it was not possible to re-start our Children and Young People groups.

Ecumenical

Due to COVID-19 no ecumenical services or events were held.

The Rev'd Peter Edwards (Priest-in-Charge)

At the time of finalising this report (8th April 2022), Peter is unwell and off duty since the start of December 2021. We continue to pray for his recovery and return to duty.

P.T.O.

Finally, some very important words of grateful thanks to:

Brenda Warnes and her gardening team for tending the church grounds

Sian Fletcher and her team for raising church funds with three delicious themed summer suppers (£700) and a quiz with afternoon tea in aid of St George's Hall (£341)

Nina Hall for her annual Pimm's and croquet afternoon

Everyone who provided refreshments in church, cleaned, and provided a warm welcome to the congregation and visitors.

Sandra Price and the flower team for exquisite arrangements in church and (during lockdown) at the church door, not forgetting the mini flower festival.

Our noble vergers, Doug Sadler, and his new assistant John Goodenough who (as a retired electrician) brings very welcome and much needed skills to All Saints'.

Our retired ministers Tony Pugsley and Stephen Chandler, and Brenda Warnes for conducting so many services in Peter's absence and visiting ministers Brian Kyriacou, Laurie Bond and Guy Thorburn, for standing in so magnificently.

Gillian Sanford and the Pastoral Team.

And last, by no means least, extra special thanks to:

Mike Buitekant and Lesley Hunt - our dedicated and hardworking wardens, who at the present time have huge responsibilities and much extra work in Peter's absence. Each has a spouse in poor health, but nevertheless both have nobly agreed to stand for election to serve another term of duty.

Report prepared by the P.C.C. Secretary, approved by the P.C.C., and signed on members' behalf by:

Mike Buitekant (Churchwarden)

Date

**Independent Examiner's Report to the members/trustees of All Saint's Church, Walton
-On-The-Naze Essex Parochial Church Council**

I report on the financial statements of the PCC for the year ended 31st December 2021 on pages ... and ...

Respective Responsibilities of the PCC and the Independent Examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider 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

- 1) Examine the financial statements under section 145 of the 2011 Act,
- 2) Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act, and
- 3) State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement.

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

Independent Examiners Statement

In connection with my examination of the financial statements for the year ended 31st December 2021 no matter has come to my attention which gives me cause to believe that, in any material respect:

the accounting records were not kept in accordance with section 130 of the Charities Act;

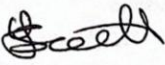
or

the accounts did not accord with the accounting records; or

the accounts did not comply with the applicable requirements concerning the form and content of the financial statements set in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Yvonne Scott
16 Stephen Cranfield Close
Rowhedge
Colchester CO5 7EZ
Date


YVONNE SCOTT
12/03/22

Walton le Soken All Saints
Receipts and payments
Selected period: 01 January 2021 to 31 December 2021

| Note | From To | 01 January 2021 31 December 2021 | 01 January 2020 31 December 2020 |
|---|---|-------------------------------------|-------------------------------------|
| General - General fund (Unrestricted) Fund | | | |
| Receipts | | | |
| Planned giving | | | |
| Gift Aid - Bank | | 10,690.00 | 10,481.00 |
| Gift Aid - Envelopes | | 1,675.00 | 1,911.00 |
| Other planned giving | | 2,494.50 | 1,262.40 |
| | <i>Total Planned giving</i> | <u>14,859.50</u> | <u>13,654.40</u> |
| Collections and other giving | | | |
| Loose plate collections (GASDS) | | 4,558.71 | 2,879.95 |
| Loose plate collections (Non GASDS) | | 147.00 | — |
| Card Machine | | 1,992.61 | — |
| Regular gift days | | 1,200.00 | 830.00 |
| One-off Gift Aid gifts | | 90.00 | 595.00 |
| | <i>Total Collections and other giving</i> | <u>7,988.32</u> | <u>4,304.95</u> |
| Other voluntary receipts | | | |
| Giving through church boxes | | 342.59 | 271.26 |
| Donations appeals etc | | 2,123.00 | 1,790.17 |
| Legacies | | 7,382.55 | — |
| | <i>Total Other voluntary receipts</i> | <u>9,848.14</u> | <u>2,061.43</u> |
| Gift Aid recovered | | | |
| Tax recoverable on Gift Aid | | 3,001.26 | 3,001.24 |
| Tax recoverable - GASDS | | 1,085.40 | 1,167.66 |
| | <i>Total Gift Aid recovered</i> | <u>4,086.66</u> | <u>4,168.90</u> |
| Other receipts | | | |
| Other funds generated | | 446.25 | 664.69 |
| Travel fees for funerals | | 20.00 | 100.00 |
| | <i>Total Other receipts</i> | <u>466.25</u> | <u>764.69</u> |
| Activities for generating funds | | | |
| Fund raising fete etc | | 2,725.85 | 380.00 |
| Parish magazine sales & advertising | | 474.75 | 1,415.40 |
| | <i>Total Activities for generating funds</i> | <u>3,200.60</u> | <u>1,795.40</u> |
| Investment Income | | | |
| Bank and building society interest | | 11.13 | 61.26 |
| | <i>Total Investment Income</i> | <u>11.13</u> | <u>61.26</u> |
| Receipts from church activities | | | |
| Fees for weddings and funerals | | 3,006.32 | 256.00 |
| Church hall lettings - St George Hall | | 929.00 | 1,054.00 |
| Library rent | | 10,000.00 | 10,000.00 |
| | <i>Total Receipts from church activities</i> | <u>13,935.32</u> | <u>11,310.00</u> |
| Total receipts | | 54,395.92 | 38,121.03 |
| Payments | | | |
| Missionary and Charitable Giving | | | |
| Charitable giving | | 300.00 | 121.00 |
| Giving to missionary societies | | 1,325.00 | 1,200.00 |
| | <i>Total Missionary and Charitable Giving</i> | <u>1,625.00</u> | <u>1,321.00</u> |

Note

From
To01 January 2021
31 December 202101 January 2020
31 December 2020

| | | |
|--|------------------|------------------|
| Parish Share | | |
| Parish Share | 32,459.00 | 20,000.00 |
| Total Parish Share | 32,459.00 | 20,000.00 |
| Clergy and Staffing costs | | |
| Locums | 1,113.33 | 102.00 |
| Working expenses of incumbent | 297.35 | 598.60 |
| Total Clergy and Staffing costs | 1,410.68 | 700.60 |
| Church Running Expenses | | |
| Education | — | 42.00 |
| Junior church | — | 23.32 |
| Messy Church | — | 36.58 |
| Church running - insurance | 4,388.66 | 4,540.26 |
| Church office - telephone | 447.92 | 433.20 |
| Organ / piano tuning / organists | 1,502.00 | 956.00 |
| Church maintenance | 604.11 | 975.24 |
| Cleaning | — | 321.14 |
| Upkeep of services | 1,511.34 | 1,881.27 |
| Vergers | 577.14 | 150.00 |
| Upkeep of churchyard | 157.90 | 267.98 |
| Administration | 1,057.59 | 1,138.75 |
| Printing & stationery | 1,686.23 | 3,391.25 |
| Sundries | 71.23 | — |
| Church running All Saints - electric | 1,972.42 | 1,672.13 |
| Church running All Saints - gas | 1,626.17 | 1,725.75 |
| Church running All Saints - water | 74.40 | 338.66 |
| Magazine expenses | 161.12 | 330.96 |
| Total Church Running Expenses | 15,838.23 | 18,224.49 |
| Hall Running Costs | | |
| Hall running All Saints - electricity | 282.31 | 930.18 |
| Hall running St George - electricity | 895.41 | 197.47 |
| Hall running All Saints - gas | 853.25 | 626.70 |
| Hall running St George - gas | 1,236.21 | 1,187.34 |
| Hall running St George - insurance | 600.10 | 595.16 |
| Hall running All Saints - maintenance | — | 436.04 |
| Hall running St George - maintenance | 1,267.60 | 505.10 |
| Hall running All Saints - cleaning | — | 60.00 |
| Hall running St George - cleaning | 20.00 | 50.00 |
| Hall running All Saints - water | 157.77 | 83.91 |
| Hall running St George - water | 259.67 | 203.22 |
| Total Hall Running Costs | 5,572.32 | 4,875.12 |
| Governance Costs | | |
| Governance costs examination/audit fee | 40.00 | 30.00 |
| Total Governance Costs | 40.00 | 30.00 |
| Total payments | 56,945.23 | 45,151.21 |
| Excess of Receipts over Payments | (2,549.31) | (7,030.18) |
| Brought forward balance | 627.28 | 1,657.46 |
| Transfers to/(from) | 4,000.00 | 6,000.00 |
| Total carried forward balance | 2,077.97 | 627.28 |

Note

From 01 January 2021 01 January 2020
To 31 December 2021 31 December 2020

Fabric - Fabric Fund (Designated) Fund**Receipts**

Other voluntary receipts

Donations appeals etc

— 100.00

Legacies

10,000.00 —

Total Other voluntary receipts 10,000.00 100.00

Activities for generating funds

Fund raising fete etc

— 288.90

Total Activities for generating funds — 288.90

Investment Income

Bank and building society interest

7.38 —

Total Investment Income 7.38 —

Total receipts

10,007.38 388.90

Payments

Church Repairs & Maintenance

Church major repairs - structure

— 2,450.00

Church major repairs - installation

— 745.85

Total Church Repairs & Maintenance — 3,195.85

Hall Repairs & Maintenance

Hall + major repairs - installation

— 3,281.72

Total Hall Repairs & Maintenance — 3,281.72

Total payments

— 6,477.57

Excess of Receipts over Payments

10,007.38 (6,088.67)

Brought forward balance

13,558.96 22,647.63

Transfers to/(from)

(4,000.00) (3,000.00)

Total carried forward balance

19,566.34 13,558.96

Develop - Development Fund (Restricted) Fund

Brought forward balance

— —

Total carried forward balance

— —

Restore - Restoration Fund (Restricted) Fund

Brought forward balance

693.28 693.28

Total carried forward balance

693.28 693.28

| Note | From To | 01 January 2021 31 December 2021 | 01 January 2020 31 December 2020 |
|------|------------|-------------------------------------|-------------------------------------|
|------|------------|-------------------------------------|-------------------------------------|

Memorial - Memorial Wall (Restricted) Fund

| | | |
|--------------------------------------|----------|----------|
| Brought forward balance | — | — |
| Total carried forward balance | — | — |

LEGACY - HAYES 2018 (Designated) Fund

Receipts

Investment Income

| | | |
|------------------------------------|--------------|---------------|
| Bank and building society interest | 20.00 | 269.00 |
| Total Investment Income | 20.00 | 269.00 |

| | | |
|-----------------------|--------------|---------------|
| Total receipts | 20.00 | 269.00 |
|-----------------------|--------------|---------------|

| | | |
|----------------------------------|-----------|------------|
| Excess of Receipts over Payments | 20.00 | 269.00 |
| Brought forward balance | 61,911.96 | 64,642.96 |
| Transfers to/(from) | — | (3,000.00) |

| | | |
|--------------------------------------|------------------|------------------|
| Total carried forward balance | 61,931.96 | 61,911.96 |
|--------------------------------------|------------------|------------------|

Music - Music Fund (Restricted) Fund

| | | |
|--------------------------------------|----------|----------|
| Brought forward balance | — | — |
| Total carried forward balance | — | — |

Vicarsdisc - Vicars Discretionary Fund (Designated) Fund

| | | |
|--------------------------------------|-----------------|-----------------|
| Brought forward balance | 1,437.00 | 1,437.00 |
| Total carried forward balance | 1,437.00 | 1,437.00 |

Walton le Soken All Saints

Balance Sheet detailed

| | As at 31/12/2021 | As at 31/12/2020 |
|--|---------------------|---------------------|
| Current assets | | |
| 6501: Nat West 600533 39584720 All Saints PCC | 9,133.82 | 2,168.02 |
| 6502: Nat West 600533 23132523 Restoration | 913.48 | 1,871.90 |
| 6503: Nat West 600533 23050543 St George's Ctr | 1,663.54 | 2,348.85 |
| 6504: Nat West 600533 23132507 W P C Dvlpmnt Ch | — | — |
| 6505: Nat West 600533 23132116 W P C Restr'n Res | — | — |
| 6506: Barclays 202173 40113980 A S Fabric 2 | — | — |
| 6510: CCLA deposit 608352001D Fabric | — | — |
| 6511: CCLA deposit 608352002D General | 74,572.06 | 73,533.55 |
| 6512: NSI St Georges | — | — |
| 6590: Cash in hand | — | 15.48 |
| Total Current assets | 86,282.90 | 79,937.80 |
| Liabilities | | |
| 6699: Agency collections | 576.35 | 1,709.32 |
| Total Liabilities | 576.35 | 1,709.32 |
| Net Asset surplus (deficit) | 85,706.55 | 78,228.48 |
| Reserves | | |
| Excess / (deficit) to date | 7,478.07 | (12,849.85) |
| Z01: Starting balances | 78,228.48 | 91,078.33 |
| Total Reserves | 85,706.55 | 78,228.48 |

| Represented by Funds | | |
|----------------------|------------------|------------------|
| Unrestricted | 2,077.97 | 627.28 |
| Designated | 82,935.30 | 76,907.92 |
| Restricted | 693.28 | 693.28 |
| Endowment | — | — |
| Total | 85,706.55 | 78,228.48 |

NOTES ON FINANCIAL REPORT

Receipts and Payments

Page 1

1. We have seen an increase in our **planned giving**, which has been a great blessing as we were unable to hold services for part of 2021. For this I thank you.

The card machine has proven to be a valuable source of income Thank you, Mike, for your initiative.

GASDS (Gift Aid from Small Donations. Loose plate collections and non-gift aided envelopes can enable us to reclaim 25% back from HRMC. One of the stipulations is that the number attending the service has to be at least ten (this includes the Vicar) The figure of £147 is where less than 10 were present.

2. During 2021 we were fortunate to receive two **legacies**. One has been assigned for the Deanery CAP Project, some for paying our 2021 share and the rest (£10,000) has been transferred to our investment account.
3. **Sales of the magazine** went down, partly due to some issues not being printed and our advertising revenue has reduced.
Bank and investment interest in general has gone down over the last 2-3 years.
Rental income at **St. George's** in 2021 was less as the building was not open. Once again, we have been open for hiring and we have regular groups doing so.
Our fees for **weddings and funerals** received during 2021 has seen an increase, as during 2020 most funerals were taken by other clergy who were paid directly from the funeral directors.
4. **The library** continues to provide us with regular income despite the periods of closure.
5. **Our mission and giving** includes regular support for Catherine Porter (£1200), a one-off payment towards her new laptop (£300), and a retiring collection for the Mission To Seafarers (£125) on Sea Sunday in July.

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I am pleased to report that we paid our **Parish Share** in full for 2021. This is thanks to the generosity of our church family, wider community and assigning part of one of our legacies. We as a PCC feel that it is an important part of our support for the wider church to fulfil our commitment in a financial manner.

6. Under **clergy costs and staffing**, locums refers to visiting priests and retired priests within our Parish, who bless us with their support when Peter is unable to lead us for any reason.
7. **During 2021 we continued to have the organ playing** in the church, despite not being able to sing. We pay an honorarium to Paul Warnes for this and we are grateful for all that he does for the services. We have had some general maintenance with extra work carried out on the organ. The piano also has regular tuning.

The services of our vergier during 2021 was needed more than in 2020 when thanksgiving services could not be held but, thanks to the re-opening of our church, memorial services have taken place. Some of Doug's out-of-pocket expenses are included in this figure. **Administration costs** include extra postage, any out-of-pocket expenses paid to the PCC Secretary, Treasurer, or Wardens which do not come under other headings.

8. Under **hall running costs** there is a figure of £895.41 for electricity for St George's. We are currently in discussions with the supplier and we are chasing up the potential of a refund. **The maintenance** for St George's was the replacement of the fence.
9. **Our water** is paid at business rates and includes a sewage charge.
10. **The figure of £4,000** is where we transfer money from our investment account to help pay our buildings insurance for the hall and church, which are combined as part of a cost-cutting exercise.

If you turn over the page you will see that our fabric fund has benefitted from £10,000, which came from the legacies mentioned earlier (David Hatcher, Margaret Riddelsdell).

**ALL SAINTS'
WALTON-LE-SOKEN**

WEDNESDAY 27th APRIL 2022

7.00 p.m. - in the church

(Refreshments will be served from 6.30 p.m.)

ANNUAL VESTRY MEETING

Agenda

1. Welcome and Prayers
2. Minutes of Annual Vestry Meeting 2021
3. Election of Churchwardens

P.T.O.

ANNUAL PAROCHIAL CHURCH MEETING

Agenda

1. Opening Prayers
2. Apologies for absence
3. Minutes of A.P.C.M. held on Wednesday 23rd June 2021 - **attached**
4. Matters arising from minutes of A.P.C.M. held on Wednesday 23rd June 2021
5. Electoral Roll Report
6. Report of the P.C.C. for the year ending 31st December 2021 – **attached**
7. Financial Report for the year ending 31st December 2021 - **attached**
8. Churchwardens' Report on the Fabric, Goods and Ornaments of the Church
9. Report on the Proceedings of Deanery Synod – **attached**
10. Elections to the P.C.C.
11. Appointment of Sidesmen and Sideswomen (the Welcome Team)
12. Appointment of Independent Examiner
13. Appointment of Electoral Roll Officer
14. Safeguarding – The Protection of Children and Vulnerable Adults – **report attached**
15. Any Other Business

Please note:

Notice of items for discussion under 'Any Other Business' to be given to the Secretary **before the start of the meeting.**

Annual Parochial Church Meeting – 27th April 2022

REPORT OF St OSYTH DEANERY SYNOD FOR YEAR ENDING DECEMBER 2021

Membership of Deanery Synod

The Rev'd Peter Edwards, Carolyn Munn and Gillian Sanford represent All Saints'.

General Information

Five meetings of the Synod were held in 2021. The main items discussed are listed below.

3rd February 2021

The meeting was held by Zoom. The Bishop of Colchester was welcomed and was invited to address the meeting. He was keen to know how churches were coping with the pandemic. He referred to the reduction in the number of stipendiary clergy and the problem that this creates made worse by the pandemic.

13th May 2021

The meeting was again held by Zoom. Alice Uwizera (the newly appointed Christians Against Poverty (CAP) debt coach) was welcomed and addressed the meeting. She said that the most important way in which we can help her and her clients is by prayer. Secondly, she needs volunteers to act as befrienders.

6th July 2021

Meeting held at St James, Brightlingsea. No guest speaker. It was announced that the benefices of Weeley, Little Clacton, Thorpe-le-Soken and Holland-on-Sea are still without incumbents. The Lay Chairman told the meeting that there was an estimated £3 million pounds deficit forecast for the diocese that year.

22nd September 2021

Meeting held at St Mary's, Great Bentley. Alice Uwizera (CAP debt coach) was the speaker. Since she last spoke to the Synod in May, she had 7 clients. She had attended several conferences and a number of churches. A grant of £3000 has been received from Laring Trusts Bursary through CAP.

18th November 2021

Meeting held at St Paul's, Clacton. The results of the consultation on parish shares were awaited. Due to the pandemic, the Ministry and Mission Partnerships had not met. Rev'd Louise Oliver was guest speaker on her work as a Pioneer Minister at St James. The parish had received a grant of £50,000, which had been spent on refurbishing St Christopher's, Jaywick. Her work includes setting up new groups and getting out in the community.

Gillian Sanford

Parish Safeguarding Officer Report for the ACPM

The Diocese of Chelmsford have adopted the suite of Policy and Practice Guidance provided by the National Safeguarding Team for the Church of England and these can be found at <https://www.chelmsford.anglican.org/> and as such the PCC work in accordance with this.

The Diocese of Chelmsford is committed, as part of the Christian Church living in the spirit of the Gospel, to protect and care for everyone and we aim to be a beacon of best practice in safeguarding. Looking the other way is not an option.

- Ensuring that its volunteers, clergy, advisers and lay people achieve the standards laid down in the Safeguarding Policies of the Church of England.
- Working with individuals who have criminal convictions, or where other safeguarding risks are identified, to ensure that they, and all members of the church community are safeguarded.
- Holding to account all persons responsible for the safety and wellbeing of children and vulnerable adults in the Diocese.

<https://www.chelmsford.anglican.org/safeguarding-landing> (accessed 05.04.22)

The Safeguarding Manual is now available as an e-manual and can be accessed at <https://www.churchofengland.org/safeguarding/safeguarding-e-manual> (accessed 05.04.22) information taken from:

Safeguarding e-manual

The e-manual constitutes the House of Bishops Safeguarding guidance. Each specific piece of guidance comprises a chapter of the e-manual. As of June 2021, the e-manual contains the following chapters; the remaining guidance can be found on the website and will transfer to the e-manual in due course:

- Safer Recruitment and People Management
- Safeguarding in Religious Communities
- Safeguarding Learning and Development Framework
- Responding Well to Victims and Survivors of Abuse
- Declaration of Conflict of Interest Policy
- Safeguarding Children, Young People and Vulnerable Adults
- Ukrainian Refugees

All those working in our church with children and adults are asked to undertake safeguarding training, which is available online and can be accessed through the Diocese website.

- Officiates require a two day Safeguarding training organised through the Diocese
- Leaders require a Basic Training and a Foundation Training which is repeated every three years. This is an online training.
- Volunteers require a Basic Training. This is an online training.

For recruitment into the adult and children's team we use the Diocese Safeguarding policy section Safer Recruitment policy June 2021. Anyone wishing to work in the Children's Teams or Adult Pastoral Team is required to supply two references, a confidential declaration and will need a job description. The law has changed regarding the need to have a DBS and so unless team members are giving physical personal care they do not need a DBS. The following members of the team, however, must have a DBS check: our Parish Incumbent, Church Wardens and three members of the PCC. DBS renewals are required to be updated every three years now, rather than every five years as previously. If any member of the congregation wishes to join one of our teams, please can you let Peter Edwards, Mike Buitekant, Lesley Hunt or myself know, so we can start the recruitment process.

DBS applications are now completed online through thirtyone:eight <https://thirtyoneeight.org/> an independent Christian charity which helps individuals, organisations, charities, faith and community groups to protect vulnerable people from abuse. The organisation have taken their name from Proverbs 31:8 'Speak out on behalf of the voiceless, and the rights of all who are vulnerable'

The Diocese of Chelmsford uses the Parish Safeguarding Handbook which is available at <https://www.churchofengland.org/sites/default/files/2019-10/ParishSafeGuardingHandBookAugust2019Web.pdf>

The Diocese have a 'Safeguarding Contacts' page on the Diocese of Chelmsford website, the most up to date contact details can be found via the following link: <https://www.chelmsford.anglican.org/safeguarding/safeguarding-contacts>

The key contact numbers that you will need are:

- **If you are concerned that a child or adult might be in immediate danger, or requires urgent medical attention, call the emergency services on 999. Do not delay.**
- To contact your local Police Station to report a non-emergency crime, please call 101.
- If you have a **safeguarding concern, allegation or disclosure** please contact our Priest In Charge or one of The Church Wardens or Thea Roper (Parish Safeguarding Representative) or call the Diocesan Duty number (01245 29 44 44). If they cannot answer your call straight away, please leave an answerphone message with your name and phone number so that they can call you back.

General safeguarding enquiries can be emailed to the Safeguarding Team safeguarding@chelmsford.anglican.org

Safeguarding Duty Line is: 01245 29 44 44

If you require advice or support about a new safeguarding concern please speak to the Priest In Charge or one of The Church Wardens or Thea Roper, Parish Safeguarding Representative or if unavailable then contact the:

Safeguarding Duty Line is: 01245 29 44 44.

In the event that the phone cannot be answered please be prepared to leave a voicemail message including your contact details and your call will be returned within one working day.

Please remember if you have information about a safeguarding situation where a child or adult is in immediate danger, or requires immediate medical attention, call the emergency services on 999. Do not delay.

We have a dedicated Safeguarding section on the Church website <https://www.allsaintswalton.co.uk/welcome.htm> and an email account where people can raise concerns thearoper.psr@gmail.com to ensure there is no delay in receiving notifications the email has an automatic out of office reply detailing who to contact in an emergency and our Church Office phone number.

Thea Roper
Parish Safeguarding Officer (PSO)
5th April 2022

**MINUTES OF ANNUAL PAROCHIAL CHURCH MEETING
HELD IN THE CHURCH
WEDNESDAY 23rd JUNE 2021, starting at 7.15 p.m.**

PRESENT:

The Rev'd Peter Edwards (in the Chair)
Michael Buitekant, Sheila Chandler, Josie Close, John Goodenough, Angela Gostling, Pauline Green, Nina Hall, Cindy Hardy, Lesley Hunt, Simon Jones, Chris Keeble, Delyth Miles, Alistair Moir, Jill Moir, Sue Moore, Pamela Painter, Sandra Price, Lavinia Pugsley, John Rees, Doug Sadler, Elizabeth Sadler, Pamela Sadler, Judith Sandercock, Gillian Sanford, Anita Walling, Brenda Warnes, Paul Warnes, Irene Wren.

Present by invitation, as observers:

The Rev'd Tony Pugsley, Deborah Stebbing
The Rev'd Stephen Chandler had been invited but was unable to attend.

1. PRAYERS

Peter led opening prayers.

2. APOLOGIES FOR ABSENCE RECEIVED FROM:

Ken & Jean Barrs, Bill & Patsy Bates, Bill Bates Jr, Caroline Bloxside, Jayne Cook, David Crotty, Elizabeth Cull, Sian Fletcher, Peggy Gorringer, Amanda Gray, Ken & Sylvia Guyton, Jane Hodges, David & Julie Hurst, Graham Keeble, Jean Kopat, Carolyn Munn, Sandra Newman, Ray Rogers, Thea Roper, Rosemary Symonds, Alan Thomas, Kristen Thomas, Mike Thomas, John Williams.

3. MINUTES OF THE PREVIOUS ANNUAL PAROCHIAL CHURCH MEETING

Acceptance of the minutes of the Annual Parochial Church Meeting held on Wednesday 28th October 2020 as a true record was proposed by Gillian Sanford, seconded by Sue Moore, and carried. (Irene Wren and others abstained as they did not attend the meeting.)

4. MATTERS ARISING FROM THE PREVIOUS ANNUAL PAROCHIAL CHURCH MEETING

4.1 Library Building

Last year, Josie Close had enquired whether All Saints' has a policy regarding the building and she raised the question again. In reply, Mike said there is no policy as yet, but talks with Essex County Council have taken place and the future of the Library is safe for a few years; many residents need this facility. We value the rent we receive and it is needed urgently.

5. ELECTORAL ROLL REPORT

Pam Sadler (Electoral Roll Officer) reported a total of 96 names on the Electoral Roll. (Under Church Representation Rules a new Roll is prepared every six years and the next one is due in 2025.)

Peter thanked Pam for revising the Roll and said that, due to the pandemic and consequent lockdown, new members of the congregation had not been worshipping at All Saints' for the six months necessary to qualify for inclusion in the Electoral Roll; however, he was confident that by next year's A.P.C.M. more people would have been enrolled.

No questions were raised.

6. REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR YEAR ENDED 31st DECEMBER 2020

The report prepared by Anita Walling (P.C.C. Secretary) is attached. No questions were raised.

Acceptance of the report was proposed by Pam Sadler, seconded by Cindy Hardy, and approved unanimously. Peter thanked Anita for preparing the report.

7. FINANCIAL REPORT FOR THE YEAR ENDED 31st DECEMBER 2020

Peter said Carolyn Munn (P.C.C. Treasurer) was absent on a holiday booked well before this meeting was arranged. Mike Buitekant (as Chairman of the Finance Group) presented the Financial Report and thanked (in their absence) Ian Dimmock (Parish Accounts Project) and Yvonne Scott (Independent Examiner). Mike said the year had been financially difficult and our parish share was paid late. We are now on online banking, making work easier for Carolyn in particular. A card reading machine has been installed at the back of the church and has raised over £600 since January.

The following points were raised:

Chris Keeble (under Item 10 of the Balance Sheet) raised the matter of the boundary wall and suggested that it is a project for the people of Walton £36,000. The required Imperial bricks cost £1 each plus V.A.T. and Chris suggested the formation of a project team and an appeal to the people of Walton, e.g. to give £1.50 per brick; the sooner the better.

Peter said the finance group did consider this at Ian Dimmock's suggestion. There has to be a vision to appeal to people and the boundary wall is not exciting; it is just a boundary wall. Peter suggested saving an appeal for something such as the roof. Mike added that grants are available for projects such as the boundary wall.

Chris did not think we in this church are very good at outreach. If formed, Friends of Walton Church would assist with work on the garden and gutters. In Peter's opinion Chris had this sufficiently on his heart to speak out at this meeting, but stressed that our outreach is bigger than Chris gives us credit for. Our gardeners are not all churchgoers.

Josie Close said that two years ago there was a question about insurance and questioned whether it would be good to shop around to get a good price. Mike replied that we have stayed with the same company (Ecclesiastical) for many years. The way we pay the premium has changed. If it does increase we would have to consider a change. The company is very helpful with security etc. Most churches are with them. The building is open during the day, with no one on duty. The vicarage is also insured with Ecclesiastical. We will continue to monitor the situation.

On a proposal by Nina Hall, seconded by Paul Warnes, the Financial Report was accepted in a unanimous vote.

8. CHURCHWARDEN'S REPORT ON THE FABRIC, GOODS AND ORNAMENTS OF THE CHURCH

Peter thanked Mike and Lesley for their joint report (copy attached) and for their hard work during the year. The role is also spiritual; lay and clergy need to work together.

Mike thanked Liz Sadler for providing illustrations for the Bible Study course and Peter for his podcasts during lockdown.

Mike will organise First Aid training.

Josie Close mentioned the cracks in the tower and said a little more detail was needed. Mike responded with an assurance that at the time of the Quinquennial the architect will look over the whole building. Some items are priority and would be attended to within five years, but the tower cracks are not due to subsidence. Mike would like to get the work done whilst still a churchwarden.

Josie Close also enquired about the future of St George's. Peter said we have two halls to maintain and it is not easy to cover the cost. We need to establish a group to consider the future of the three buildings. Josie asked whether there were any clauses or restraints. Mike emphasised the lack of funding; Two regular bookings have been lost and we hope to get it back on its feet. Peter thanked Josie (an architect) for her contribution to the meeting.

Acceptance of the Report was proposed by Liz Sadler, seconded by Josie Close, and carried unanimously.

9. REPORT ON THE PROCEEDINGS OF DEANERY SYNOD

Peter thanked Gillian Sanford for her report (copy attached). He said Deanery Synod slowed down during lockdown. No questions were raised.

Acceptance of the report was proposed by Delyth Miles, seconded by Mike Buitekant and carried unanimously.

Peter thanked Gillian and Carolyn for their service, adding that they are now in their second of a three-year term. We will need new Deanery Synod members; with membership comes statutory membership of the P.C.C.

10. ELECTIONS TO THE PAROCHIAL CHURCH COUNCIL

Peter thanked John Rees and Elaine Thomson (in her absence), who were retiring under the Three Year Rule, leaving a total of eight vacancies but with no nominations. We are still recovering from lockdown, but Peter is confident we will have more candidates next April and he invited everyone to think and pray hard.

11. APPOINTMENT OF SIDESMEN AND SIDESWOMEN

Peter thanked the team and stressed the importance of the role of Sidesmen and Sideswomen (the Welcome team). He paid tribute to assistant verger and sidesman David Barnden, who died in February. Sadly, Ken and Sylvia Guyton are very reluctantly standing down due to Ken's poor health.

The meeting was unanimous in appointing the following *en bloc* for the year 2021/2022:

Mike Buitekant, Steve Docherty, Sian Fletcher, Cindy Hardy, Lesley Hunt, Sandra Price, John Rees, Doug Sadler, Elizabeth Sadler, Judith Sandercock (8.00 a.m. service only), Pamela Sadler, Gillian Sanford (4.00 p.m. service only), Anita Walling and Brenda Wames.

12. APPOINTMENT OF INDEPENDENT EXAMINER

Peter thanked Mrs. Yvonne Scott (in her absence) for examining last year's Accounts.

The appointment of Mrs Scott as Independent Examiner for the year 2021/2022 was proposed by Nina Hall, seconded by Sandra Price, and carried unanimously.

13. APPOINTMENT OF ELECTORAL ROLL OFFICER

All were in favour of the re-appointment of Mrs. Pamela Sadler (proposed by Liz Sadler, seconded by Chris Keeble).

14. SAFEGUARDING – THE PROTECTION OF CHILDREN AND VULNERABLE ADULTS

Peter thanked Thea Roper (Parish Safeguarding Representative) for her services and for her written report (copy attached), acceptance of which was proposed by Angela Gostling, seconded by Delyth Miles, and carried unanimously.

Peter was pleased to announce that there had been no referrals and no issues during the year.

No questions were raised.

Re-appointment of Thea as Parish Safeguarding Representative was proposed by Nina Hall, seconded by Gillian Sanford, and carried unanimously.

15. ANY OTHER BUSINESS

Proposal for an All Saints' Congregation Directory of Telephone Numbers

Chris Keeble proposed publication of a directory showing telephone numbers of members of the congregation, subject to the consent of each individual; such a booklet would be for the use of church members only and would be based on All Saints' Electoral Roll.

In presenting his proposal, Chris said Kirby-le-Soken, Great Holland and Frinton parish churches each publish such a list, which is used by parishioners seeking to enquire whether others needed assistance of any kind.

Irene Wren, Judith Sandercock, Delyth Miles, Pamela Painter and Doug Sadler spoke favourably about the proposal.

Cindy Hardy questioned the legality of such a publication. Peter said that the current General Data Protection Regulation (GDPR) specifies clarity as to why people's details are being retained and pointed out that if a directory were to be left lying around it could fall into the wrong hands; it would be impossible to opt out of inclusion if the booklet had already been printed. Peter also pointed out that, since the change in the law in May 2018, the Diocese has no longer published the comprehensive annual Diocesan Directory.

15. ANY OTHER BUSINESS (.....continued)

Proposal for an All Saints' Congregation Directory of Telephone Numbers (.....continued)

In closing the discussion, Peter thanked Chris for the good motivation behind his proposal. Despite his personal reservations he was prepared to take it to the next meeting of the P.C.C., and in the meantime he would discuss with colleagues. Mike added that it would be interesting to talk it through and to ask other churches on what basis their directories work.

Peter thanked everyone, especially, Lesley, Mike, Doug, Anita, the flower team and those who worked in the grounds and inside the building.

In his concluding remarks, Peter invited the meeting to remember 2020 with thanksgiving:

- The church was open every day from June, with services from July right through to Christmas (except November)
- Two online services every Sunday – widening reach
- Increased use of the Website and Facebook
- Bible Study every week on Zoom (now follow-up in the Parish Church Hall)
- New Monday prayer meeting launched on Zoom (now in the Parish Church Hall)
- New people joined us through online contact

God turns challenges into opportunities:

- Prayer group for ministry to the retired (tomorrow)
- Prayer group for children and youth (next week)
- These are financially difficult times; an opportunity for some to give more
-

The meeting closed at 8.55 p.m. with the General Thanksgiving.

Signed

Date