



ST ANDREW'S CHURCH,  
RUGBY

*At the heart of things!*

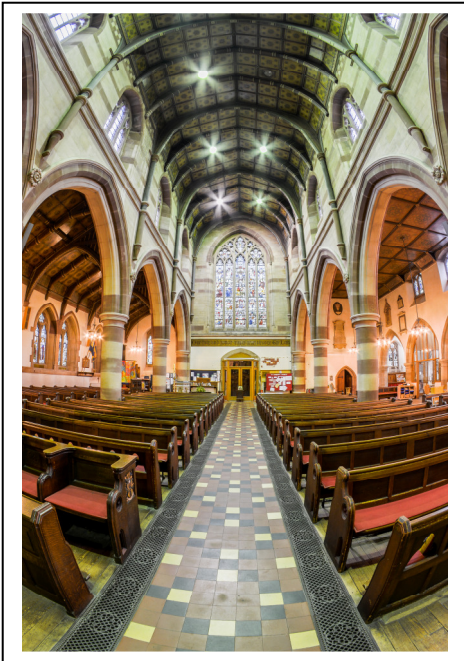
# **PAROCHIAL CHURCH COUNCIL OF RUGBY**

## **SAINT ANDREW'S PARISH CHURCH**

### **REPORT FOR THE YEAR ENDED**

**31 DECEMBER 2015**





## Aims and Purposes

St Andrew's Parish Church Council (PCC) has the responsibility of co-operating with the Incumbent, the Reverend Imogen Nay, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The Coventry Diocesan mission priorities are: **worshipping God, making new disciples and transforming communities.**

The five *Anglican marks of mission* are:

1. To proclaim the Good News of the Kingdom
2. To teach, baptise and nurture new believers
3. To respond to human need by loving service
4. To seek to transform unjust structures of society, to challenge violence of every kind and to pursue peace and reconciliation
5. To strive to safeguard the integrity of creation and sustain and renew the life of the earth

## Objectives and Activities

The PCC is committed to enabling as many people as possible to encounter the Trinitarian God through a range of activities, events and services. The PCC maintains an overview of both the worship life of the church and its other activities, for example, its arts and cultural programme and its café.

When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on public benefit, and in particular, the specific guidance on charities for the advancement of religion. In particular, we exist to serve the people of the ecclesiastical parish in which we are set, through providing them with opportunities to:

- learn about the Christian faith *and*
- develop a relationship with God through the sacramental, prayer and community life of the local church

We also support people to live out their faith as part of our parish community through the additional three Anglican marks of mission (see above 3-5). This includes:

- The provision of pastoral care for members of the congregation and those living in the parish, through home visiting, home communions, hospital visiting, baptisms, weddings and funerals
- Supporting charitable activities and fundraising in the church
- Providing opportunities for those who are vulnerable, and/or with additional support needs to take part in meaningful activity and gain work experience

To facilitate this work it is essential that we maintain the fabric of the Church of St Andrew's, Rugby as well as maintain and steward our property, St Phillip's House.

# Review of the Year and other Activities

## *Overview*

St Andrew's Church, set as it is in the centre of Rugby, has many opportunities for mission. We are open seven days a week and therefore are much more than just a Sunday congregation. This brings with it exciting possibilities as well as added complexity and challenge. With only a small staff team (p.t. Parish Administrator, p.t. Director of Music and Rector) together with many volunteers, everyone works very hard to take advantage of all the possibilities open to us. The Rector is extremely grateful to all the staff and volunteers who help to keep St Andrew's the vibrant and exciting place that it is. In particular the partnership with New Directions and latterly with Brooke School, as well as with the church volunteers, enables us to run a community café 6 days a week. It is hard to single people out, but the input of retired clergy is especially essential; their support in leading worship, taking occasional offices and providing wisdom, skill and experience are vital to the on-going life of St Andrew's. The Churchwardens also deserve a special mention as they guide and support the staff and volunteers in their work and as they take special care for the maintenance of our historic Butterfield building together with our vergers and sacristan. The following report provides information about some of the events, activities and achievements of 2015, due to the confines of space, not every event, achievement or person can be mentioned, but all are valued and make up the community of St Andrew's.

## *Sacred Space and Hospitality*

The café has gone from strength to strength during the past year; we are open Monday to Saturday 10am to 2pm and offer a more varied menu. We were very pleased that Brooke School were able to increase their days to include Wednesdays, the remainder of the week being covered by members of the church and their friends, plus Jim and David from Individual Support Solutions. This provides continuity for our customers, knowing when we are open and that the basic menu remains the same. Many regulars give their support, but we also attract visitors who are in Rugby for a short visit plus local people who have discovered the café and then return, often bringing friends. The warm welcome and relaxed atmosphere, plus the opportunity to talk to others if you wish is really appreciated. A sincere thank you to everyone who is in anyway involved in helping to operate the café either on the rota or providing cakes etc. to be sold in the daily operation. We also said goodbye and thank you to New Directions during the year after many years of successful partnership working.

The pastoral care team at St Andrews has had a busy year keeping in touch with those who are unable to come to church and delivering home communions to a number of residential homes and sheltered housing complexes as well as individuals. The team meets together every six weeks both to support each other and to share information.

This year, the pastoral care team has been enhanced by the introduction at St Andrew's of lay chaplains. We now have 6 trained lay chaplains, who take it in turns to be around in church every morning (Mondays to Saturdays) to talk to those people who come into our church to pray, light a candle or visit our café. The introduction of lay chaplains has been very successful and over the coming year, we hope to train more chaplains.

Both pastoral visitors and lay chaplains were officially prayed for, with laying on of hands, at a morning Eucharist service during the year as part of our commitment to gift-based ministry.

## Worship and Music

### New Worship Pattern

In September 2015 a new worship pattern was implemented, with evening services alternating between Evensong and Compline at 6pm every other week and the Family Service at 4pm every other week. The morning service times and format have not been changed. For example in a normal month the pattern would be:

|           |   |
|-----------|---|
| Sunday 1: | 8am BCP Communion, 10.30am Choral Eucharist with Sunday Club, 4pm Family Service  |
| Sunday 2: | 8am BCP Communion, 10.30am Choral Eucharist with Sunday Club, 6pm Compline        |
| Sunday 3: | 8am BCP Communion, 10.30am Choral Eucharist with Sunday Club, 4pm Family Service  |
| Sunday 4: | 8am BCP Communion, 10.30am Choral Eucharist with Sunday Club, 6pm Choral Evensong |

The new worship pattern aims to provide a broad range of services for: life-long Christians and those new to the faith; a mix between formal and more informal services; services aimed more at adults together with services aimed more at families with young children, and to offer a choice between Eucharistic services and the Service of the Word.

In the spring of 2015 we held a worship/music audit in the church, encouraging all members either to attend a group meeting and /or fill in a questionnaire. 27 people took part in the group discussions; 41 people returned survey questionnaires and 28 people returned the written comment feedback forms. The results have helped us to understand what people value most about the worship and music at St Andrew's and the gap between what we provide and what people are seeking. The survey showed that there is certainly consensus concerning how to describe the worship at St Andrew's, it has a clear and strong identity. However, when you dig deeper into the results, we can see that whilst traditional and formal best describes St Andrew's, what people are most seeking is a welcome, a thought-provoking service and the sacrament. Moreover, it is the sacrament, hymn singing and the teaching element of the service which is most valued, although this is very closely followed by the anthems, introits, liturgy, fellowship and prayer. What this means is that the traditional and formal is what the majority of people experience St Andrew's as, but this is in some ways only a means through which they can then access what they are really after – a warm welcome, a community to be apart of, some thoughtful and informative teaching along with the centrality of the sacrament to the spirituality of St Andrew's Church.

The consultation has enabled the PCC to focus on ways in which to improve how we approach worship.

### Saying Goodbye to our Director of Music

We were very sorry to say goodbye to Dr Nicholas Scott-Burt in September, after over 10 years as Director of Music at St Andrew's. His final Choral Eucharist and Choral Evensong services revealed his inspiring talent and inspiration for sacred music and he is sadly missed. He was presented with the complete organ works of Bach and some whiskey glasses!

Interviews and auditions for a new Director of Music were held in the autumn, ably assisted by Richard Dunster-Sigtermans, who also filled in as Acting Director of Music up until the end of the year. After two rounds of interviews we appointed Douglas Keilitz who has a wealth of experience in church music. Douglas currently lives in the USA and we are expecting his arrival sometime in 2016. Meanwhile the choir has appointed a small team to help choose music,



prepare rotas and lead choir practices. Despite the fact that we are in a musical interregnum, the membership of the choir has remained strong and we have even welcomed new members with us either as regular singers or for major festivals. The social life of the choir continues with the occasional evening curry and refreshment after the now reinstated weekly rehearsals. Thanks to those who have kept things going in the interregnum particularly in the taking of rehearsals, organ playing and the choosing of music giving a balance of the familiar and the less familiar.

### *Bell Ringers*

Both rings of bells have continued to be rung during the year, for service, weekly practice (Monday evenings), weddings and by visiting bands. The visiting bands came from West Sussex, Saxilby, Sutton Coldfield, Bewdley, Four Shires Guild and Coventry Young Ringers. Special ringing included a quarter peal to commemorate the re-interment of King Richard 3rd. March again saw ringers cleaning both towers from bells down to ringing chamber. On a sunny day out, we rang at Ravensthorpe, East Haddon, Church Brampton, Maidwell and Hazelbech. As Christmas approached, we rang carols on handbells at Te Hira, Granville House, Farmers Court, Trinity Court and Overslade House care homes. We rang carols by invitation at the Manchester Carol concert at St Andrew. We also rang carols at St Andrews prior to the Christingle Service, for Mind's Christmas party and for the Soroptomists November event.

It was pleasing to note one Sunday morning that we had 11 of our own ringers present. At other times, due to holidays etc, we have been down to 4 ringers, so we are always keen to teach anyone who is interested. On a couple of occasions during the year we have given interested individuals a tour of both towers. My thanks go to both ringers and clergy for all their support and efforts during the year.

### *Occasional Offices*

Whilst St Andrew's has a significant town centre ministry, we also seek to serve our parish. 20 children were brought for baptism during the year and 2 adults were also baptised. Families are always visited by the minister who takes the baptism and a lay team of welcomers provides hospitality on the day. Another team makes christening scarves, which is always very well received. The majority of baptisms take place in a separate service; families are kept in touch with after the service by, for example, being invited to services at Christmas, social events and the Family Service.

St Andrew's remains the key location for large funerals in Rugby and our team of vergers, organists, choir and even bell ringers on occasion provide a wonderful service to bereaved families. Together with the Tree of Lights remembrance service at Christmas and the All Soul's service, we seek to keep in touch with bereaved families well beyond the funeral itself. Family members are encouraged to use the church as a place to come and pray and remember loved ones. We also said goodbye to some well-loved long time members of the congregation during the year.

Four couples were married in the church during the year and two had wedding blessings. A number of couples were also married in Rugby School Chapel which is part of the parish.

### *Prayer and Teaching*

#### *Pilgrimage to Santiago de Compostela*

In June 2016, led by Sue and Mike Minton, twenty people set off on a journey by coach along the Camino pilgrimage route to **Santiago de Compostela**. Originally planned as a





wholly parish venture, it turned out to include only six people from St. Andrew's together with three from Peter-John, two from Barby and others from London, Arundel, Whitchurch, Preston and Devon. We had a great time exploring Bilbao, St. Jean Pied de Port, Pamplona, Burgos, Leon, Astorga, Santiago, Finisterre and other delightful places along the way. Former Rector Michael Langrish, recently retired as Bishop of Exeter, led the worship and some of us were able to amble short distances alongside other pilgrims who were walking up to five hundred miles. We gathered together at the Pilgrim Mass in Santiago Cathedral where Michael gave an Invocation and presented the incense for the swinging of the great botafumeiro. Sadly, a few months later we learnt of the death of Brian Lomax, one of our pilgrims, who was well known in Rugby and Daventry. It may be that if there is enough interest a future pilgrimage will be planned in the next year or two.

### *Spirituality*

During 2015 Lent Groups were held and the course followed was *Living Reconciliation*. Many people appreciated the practical focus of the course and the groups met well beyond the Lent period. During Lent, at the 10.30am service, a teaching slot once again replaced the sermon.

In addition to the continuation of Tuesday communion, the Wednesday Julian meeting and Morning Prayer, a Lent Quiet Day was held at Offa House, led by the Rev'd Peter Privett. It was a joint Quiet Day with St Paul's Foleshill. Members of St Andrew's, following on from the Quiet Day, visited the parish of St Paul's and learnt about the ways in which they were serving their local community, in particular, the homeless.

During July 12 people participated in a Week of Guided Prayer. The week was led by two retired priests from the Hereford Diocese. It was a fulfilling experience for all (including clergy participants) and the prayer guides were complimentary about the participants' commitment to the week.

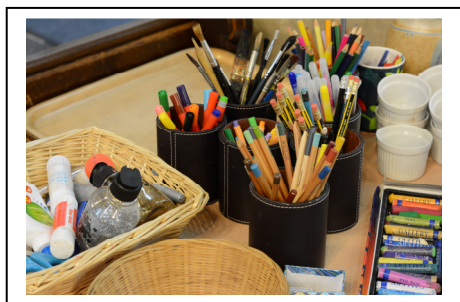
### *Easter and Christmas*

During Holy Week a full programme of services was prepared from Palm Sunday to Easter Day with evening Compline, daily Eucharist, Maundy Thursday, Good Friday, Saturday night Vigil and Easter Sunday services. We also joined in with the Ecumenical Good Friday Walk of Witness and welcomed everyone for hot cross buns in the church after the walk. The Rev'd Peter Privett built a tomb inside church, which on Easter morning had been transformed in to an Easter Resurrection Garden. A Holy Saturday children's workshop was also run, with children and adults finding help in exploring the story of the cross in a creative way. We had just under 200 people worshipping with us on Easter day.



Christmas is a time of great opportunity for the church to draw more people into the story of God; from the Town Lights Switch on event where we provide a creative and interactive Journey to Bethlehem service, to our tradition civic Carol Service and our most popular service of the year, the Christmas Eve christingle. The numbers attending our services grew on last year and with the return of Santa's Grotto to the church many more visitors came in during the week, to see the Christmas Tree Festival, light candles, visit the café and meet Santa!

## Children and Young People



Sunday Club for under 16's held in the 10.30am service has been continuing weekly throughout the year, led by Rosemary Privett, the Rev'd Peter Privett and Olav Knuppel. Being able to offer space tailored to the spiritual needs of young people during the 10.30am service is an incredibly important part of our overall mission and has seen the number of children and young people attending our services grow. Godly Play storytelling techniques form the theological framework for this work and we are well resourced with practitioners and

resources. Plans to employ a Children and Family Worker in 2016 are underway. The Family Service has continued throughout the year, enabling a new group of parents and children to attend the church. In addition two Parish BBQ's were held in the summer term, with games and activities in the church garden, together with a Parish Panto trip at Christmas.

## Safeguarding

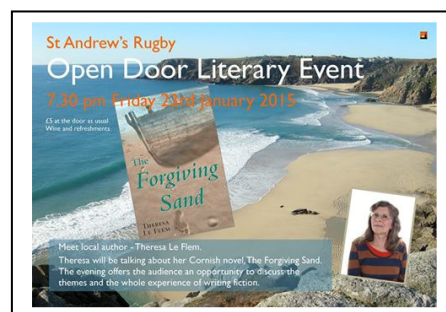
We take Safeguarding very seriously at St Andrew's and it has been a very busy year. In September 2015, St Andrews PCC adopted the new Coventry Diocese Safeguarding Policy. The PCC also agreed which posts within St Andrews would need to undertake a Disclosure and Barring check. The posts identified included all of PCC who are trustees of the church, churchwardens, bellringers who are also trainers, pastoral team, including lay chaplains and some café volunteers. The vast majority of checks have been completed.

The Safeguarding Officers at St Andrew's are Rosemary Privett and Joyce Woodings.

## Cultural and Community Events

### Open Door Events

For a third year, St Andrew's has hosted concerts and talks, usually but not always on Friday evenings, featuring mainly local performers. The aim of the programme is to offer four or five events each term. The range in 2015 went from opera excerpts to songs from the shows by way of murder mysteries to presentations by a local author and by the grandson of Woodbine Willie, the famous WWI padre who was a curate here at St Andrew's.



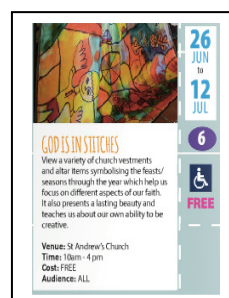
The original purpose of the Open Door initiative was threefold: to provide an opportunity for local artists; to open up the church as part of the borough's plan to revive the town centre; and to raise money to keep the church going. We started the series when the financial situation was dire, and we were most appreciative of the willingness of so many local people to perform for little or no reward as part of our programme. As a number of admirable efforts by many of the congregation have enabled the church to turn the financial corner, so we've been able to share proceeds more equitably with the artists, showing our appreciation of the way they enhance the church's offer to the community. It is a pleasure that artists from a considerable distance are starting to express interest in coming to perform - perhaps as part of a tour, perhaps to use our concert as a preparation for a bigger stage.



We enjoyed a very successful partnership with Northlands School and Rugby Theatre, with two artists, Jo Foote and Jen Elvy, working with Year 4 and Year 5 pupils from Northlands to prepare and perform original songs based on the poems in 'Alice in Wonderland' - it was 150 years since the book was published, and we can claim Charles Dodgson/Lewis Carroll as local because of his three years at Rugby School. The concert in the open air in the church garden was a great success, and the performance was then taken down the road to the Theatre's Mad Hatter's Tea Party in Regent Place.

We also welcomed Teacup Theatre, performing a delightful story about the moon with a group of adults with learning difficulties; the Hillmorton Community

Choir with Amie Boyd; Espresso, a powerful Midlands singing ensemble; and Anup Biswas, the international cello recitalist who has long-established links with Rugby and the church, and who has spent 21 years raising money for his school in Kolkata for destitute children. Two outstanding Tuesday recitals, covered elsewhere in this report, were supported in great numbers during the Festival. The garden and the surrounding pathways were alive with Festival activity. Rev'd Peter Privett curated a 'God is in stitches' vestment exhibition and fashion show; it enabled the visitors to see vestments that usually spend most of the year locked in a cupboard! We were also part of the Rugby art trail, showing some Alice in Wonderland figurines by Clay Disarray (above left). This was all part of a campaign by St Andrew's to be open for as much of the big civic festivals as we can - a tribute must be made to the efforts of churchwardens, volunteer cafe workers, and lots of supporters who gave the church such a buzz during the fortnight of the Festival of Culture.



### *Tuesday Recitals*

Our weekly lunchtime recitals continued to flourish through 2015. A devoted core audience of a dozen or two come regularly all the year round, and numbers are swelled when there is particular interest in an artist, proud family members especially, in the case of young musicians. The programmes reflect a wide spectrum of musical expertise, from modest amateur choirs and soloists, to internationally acclaimed artists. All give their performances free of charge. Where musicians have travelled from beyond this region, and particularly where they are students with no regular income, we offer them some travel expenses.

The star concert pianists all came again: Jill Crossland (Castleford), Mariko Terashi (Leicester), Julian Hellaby (Ryton), Varvara Maggs (Coventry), Julian Hellaby introduced the Jewish American soprano, Juliana Jaynes Yaffe With John Yaffe, piano and Adam Summerhayes, violin, she gave us a rich concert of Yiddish song.

Many thanks to Bill Griffiths who organises such a wonderfully enriching programme with loyal followers.

### *Civic and other Events*

As the Civic Church of Rugby, the PCC has a duty to serve the civic community and it does this by supporting, for example, the annual Civic Service for the newly appointed Mayor. This year we welcomed Councillor Richard Dodd as our Mayor with music provided not only from St Andrew's



Choir but also from a local group of young singers, the Strawhouse Singers. Air Cadets were also in attendance and the Mayor's Cadet did a reading. The mayor has been a great supporter of St Andrew's Church, attending many of our concerts and community events, for which we are grateful.

In partnership with Revive, St Andrew's ran a hustings event prior to the General Election. The church was packed; all of the main parties were represented (Conservative, Labour, Liberal Democrats and UKIP) and whilst the candidate for Trade Union and Socialist Coalition was not available to attend, a booklet was produced with all candidates providing written answers to set questions.

### *Interfaith*

During the year St Andrew's Church took part in the interfaith Peace Walk. Susi Bechhofer spoke at the Holocaust Memorial day commemoration event, which started in the Council chambers and finished with a short act of prayer and worship at St Andrew's. We also hosted an interfaith harvest festival and meal; members of different faith communities spoke about their faith's approach to harvest and we shared food from around the world together after the celebration.

### *Ecumenical*

The Rector is on the steering group for 'Revive' (local churches working together) and St Andrew's plays an active part in the ecumenically led charitable projects: Hope 4, Foodbank and the Winter Shelter. Volunteers from Street Pastors came and gave a presentation at a Sunday morning service during the year with the intention of recruiting new volunteers. During the Rugby World Cup St Andrew's hosted the church leaders breakfast and was a key town centre location for visitors and the distribution of the specially produced Rugby-themed edition of *Luke and Acts*. In the week of prayer for Christian Unity, Father Tony from St Marie's came to preach and Rev'd Imogen preached at St Marie's.

### *Rugby Town Partnerships*

St Andrew's is a strategic partner in town centre regeneration. The Rector sits on the Board of Directors for the BID and the church is very supportive and accommodation in enabling the BID to put on a

host of events and festivals. During the year the church supported the First

Thursday late night shopping initiative, keeping the café open and providing musical entertainment, for example, a concert given by the Hillmorton Community Choir. During 2015 we supported the Biker's Festival, Rugby Festival of Culture, the Food and Drink Festival and the extended Rugby World Cup Festival. We hosted a helmet and leathers store in collaboration with the Christian Bikers, offered bike and helmet blessings and welcomed Christian bikers to our morning service. During the Food and Drink Festival this year, we partnered with local schools that came into church and ran cooking demonstrations (see left). St

Andrew's Grounds were also used for a town Family Fun Day. The Festival of Culture highlights are detailed above and also included a Festival Service on the Sunday morning. The Rector joined with Revive in leading a Rugby World Cup Songs of Praise service in the Fan Zone and we welcomed international guests to our café and church.



## *Publicity and Communications*

### *Parish Magazine*

Four more issues of the quarterly parish magazine were produced in the past year - at Easter, Pentecost, Harvest and Christmas. Newman's continues to print 200 copies of each issue free of charge, for which we are very grateful. The magazine is designed to be a good read, both for members of the congregation and for those who cannot attend church or who pick up a copy when passing by. As well as continuing to include information about the church's fabric and history, including the contributions of past rectors, we have published letters from Rector Imogen, articles by Barry Collins, Hugh Priestner, and others, poetry and snippets found on the Internet and details of a variety of events. We have been pleased to receive contributions from our readers and would welcome more.

### *Other*

Rev'd Peter Privett has taken some unique photographs of the church and turned them in to greetings cards; they are available for purchase in church. Our website [www.standrewrugby.org.uk](http://www.standrewrugby.org.uk), facebook page and twitter account have helped us maintain a web presence. A 360 degree tour of the church is now also available through Google maps and on our website. The church has featured widely in the local press, as well as taking part in local BBC radio programmes.

### *Charity Work*



We directly gave or collected £2196 for charitable work in the UK and overseas, including participation in Christian Aid week and the Christingle collection for the Children's Society. We also held special collections for the Red Cross and Christian Aid during the (ongoing) refugee crisis. Christmas time continues as our focussed time of year for supporting a range of charities. The Christmas Tree Festival was once again brilliantly organised by Kirsty Chaplin, which saw dozens of local groups, clubs, societies and schools participating. The Rugby Gardener's Guild, winner of the adult prize, are photographed on the left. This year the Santa's Grotto returned to St Andrew's and it raised money for a variety of charities. From the Tree

Festival and Grotto combined St Andrew's donated £300 to the YMCA in Rugby and £300 to the Bradby Club. Once again the annual Rotary Christmas Tree of Light service was held in St Andrew's. The tree, which is a focus point for the town centre at Christmas, was erected in the gardens and a Christmas service of remembrance was held in church, this time also supported by Co-op Funeral Care. Money raised goes to Myton Hospice. Andy and Laura Cope returned to put on the sell-out success of Manchester Carols, which in addition to telling the Christmas story in a fresh and creative way, raised £700 for Myton Hospice and the same for the church. Carole Priestner organised the Christmas shoe box appeal with her usual energy and drive; well over 60 boxes were donated and delivered by Teams4U to children in Romania.

We ran a spring/summer project with the Bradby Club who held a drop-in style monthly Thursday event at church. Their aim is to engage with young people and educate them around safe sex and the dangers of drug and alcohol abuse.

Brooke School, mentioned above as new partners in our community café, have been working with us through the year. We have been delighted at the professional way in which the students approach working in the café and the school are equally pleased about the real-life learning opportunities that the students have with us.

Many groups, clubs and societies hire the church and its forecourt for fundraising events, such as table top sales and concerts. We are happy to support local groups in this way.

#### *Office Administration*

The Parish Office is open during the week from 10-2pm (school holidays Mon-Thursday 10-2pm) and is an important access point for the public, church community, as well as being at the heart of the administration of the church. Kate Foster works ably as the Parish Administrator, also providing administrative support for St Peter John. Kate's knowledge, kindness and experience are invaluable. Gaynor Farthing works for the PCC one day a week as our Book Keeper, providing essential support to the Treasurer.

#### *Financial Review*

The main change in the accounts this year is due to the sale of Church House which went through in June. The money has been put in an Expendable Endowment fund to be used on mission, transformation and discipleship in Rugby (£260,332). On the unrestricted fund planned giving has gone down just slightly, which is understandable considering that we have said goodbye to some long-standing members of the church in the year due to death. However, the Stewardship Campaign that ran at the end of the year (Nov-Dec) was encouraging and we hope to see regular giving increase next year. The café's income has continued to increase, bringing in £5425 more than the previous year. The deficit for the financial year was £2,345 on *general unrestricted funds*. With restricted funds, the main expenditure during the year related to £3,652 (spent from the organ restoration fund for tuning, maintenance and for a new pedal board and bench); £3,989 spent from the Music and Organ Fund, this was for the costs related to recruiting a new Director of Music, for the final organ restoration work and for piano tuning; and £4840 spent from the Special Fund (Rector and Church Warden discretionary fund) to meet the costs of work to the tower (spire inspection, pointing, lighting induction repairs) and for the new notice boards. Thanks are due to every member who gives regularly to the church, who attends concerts, who meets in the café and who in any other way makes a financial contribution to the life of the church. We still need to work hard at ensuring that we have no deficit on our unrestricted fund for general running costs.

#### *Reserves Policy*

The Council consider that the reserves held at the end of the year were adequate for the church's needs over the next twelve months. Whilst the unrestricted fund is in deficit there are adequate funds held on deposit by designated funds to cover this and provide sufficient working capital. The majority of the restricted and endowment funds assets are also held on deposit, which can be realised at short notice.

At present, as mentioned above, the church currently has a small deficit on unrestricted general funds. It is the intention of the PCC to move to a situation where some unrestricted general funds can be held in reserve to cover future expected general running costs, with the rest of the funds held being either designated or restricted for specific purposes. The PCC needs to formally determine the desired level of general reserves required, but sufficient general reserves to cover at least 3 to 4 months running costs would not seem unreasonable

## *Structure, Governance and Management*

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Rugby was formed when the Rugby Team Ministry was dissolved on 4th July 2013.

The method of appointment of Parochial Church Council members is set out in the Church Representation Rules. At St Andrew's Church the membership of the PCC consists of the incumbent, the assistant priest, the churchwardens, treasurer, readers and other clergy (if co-opted) and members of the congregation who are on the electoral roll. All those who attend our services or who live in the parish are encouraged to register on the Electoral Roll and vote for PCC members and Churchwardens.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent; PCC members are also trustees of the charity. New members receive information about their duties as a charity trustee.

The PCC met 11 times in the year. Given its wide responsibilities the PCC has a number of committees which deal with a particular aspect of church life; this includes the Standing Committee, the Finance Committee and the Fabric Group. These committees report back to the PCC on a regular basis and inform the decision making process of the PCC.

Ensuring the Christian governance of our Church School, St Andrew Benn Primary School is an additional responsibility of the PCC with the Diocesan Board of Education; three members of the PCC act as trustees on the Church Governing Body. The Chair is a member of St Matthew to St Oswald's Anglican Church. The Conventional District of St Peter John is delegated to the oversight of the Priest in Charge, the Reverend Sheila Bridge and the PCC of St Peter John. Their accounts are separate and are not included in this report.

### *Administrative Information*

St Andrew's Church is situated in the town centre of Rugby, Warwickshire. It is part of the Diocese of Coventry within the Church of England. The Correspondence address is St Andrew's Church, Church Street, Rugby, CV21 3PT. The PCC is a body corporate (PCC Powers Measure 1996, Church Representation Rules 2011) and a registered charity, number 1160223. The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Andrew Rugby was registered with the Charity Commission in March 2014.

PCC Members are elected for three years. The members listed below are those who have served at any time from the 1st January 2015 until the approval of the financial statements on [19th April 2016].

#### **Ex officio members:**

- Incumbent :               The Reverend Imogen Nay (Chairperson)
- Wardens:               Joyce Woodings (and deanery synod rep) and Hash Mistry
- Assistant Priest :       Reverend Peter Privett

#### **Elected members:**

- Laurel Palmer           Elected member April 2014; Assistant Church Warden Oct 2014
- Rosemary Privett       Assistant Church Warden, from July 2013
- Pat Eales               Treasurer, Deanery Synod Representative
- David Clegg           from July 2013
- Moira Gatward         from July 2013
- Sue Goddard           Reader, co-opted
- Rex Pogson           Deanery Synod Representative, Bishop's Council
- Tony Pratt             Deanery Synod Representative
- Jane Harris           from April 2014
- Matt Robinson         from April 2014
- Bryan Acford          from April 2014
- William Nealon        from April 2014
- Tom Netley            co-opted Sept 2015
- Ivan Finbow           Gift Aid Officer, co-opted Sept 2015
- Ian Sheppard          from April 2015, Assistant Church Warden
- Chris Homer           co-opted Jan 2016
- John Goddard          Tower Captain, co-opted Jan 2016

*Approved by the PCC on the 19<sup>th</sup> April 2015*

*Signed: Rev'd Imogen Nay*



**PAROCHIAL CHURCH COUNCIL OF ST ANDREW'S CHURCH RUGBY**  
**ABRIDGED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2015**

|  | <b>Note</b> | <b>Unre-<br/>stricted<br/>£</b> | <b>Desig-<br/>nated<br/>£</b> | <b>Restricted<br/>£</b> | <b>Endowment<br/>£</b> | <b>Total<br/>2015<br/>£</b> | <b>Total<br/>2014<br/>£</b> |
|--|-------------|---------------------------------|-------------------------------|-------------------------|------------------------|-----------------------------|-----------------------------|
| <b>INCOMING RESOURCES</b>                              |             |                                 |                               |                         |                        |                             |                             |
| Incoming resources from donors                         | 2(a)        | 82,622                          | -                             | 1,497                   | -                      | 84,119                      | 90,222                      |
| Other voluntary incoming resources                     | 2(b)        | 27,564                          | -                             | 1,059                   | -                      | 28,623                      | 29,322                      |
| Income from charitable/ancillary trading               | 2(c)        | 8,050                           | -                             | 353                     | -                      | 8,403                       | 10,182                      |
| Profit on sale of Church House                         |             | 260,332                         | -                             | -                       | -                      | 260,332                     | -                           |
| Other Ordinary Income                                  | 2(d)        | 4,012                           | -                             | -                       | -                      | 4,012                       | 9,347                       |
| Income from Investments                                | 2(e)        | 8,574                           | 606                           | 395                     | -                      | 9,575                       | 7,787                       |
| <b>Total Incoming Resources</b>                        |             | <b>391,154</b>                  | <b>606</b>                    | <b>3,304</b>            | <b>-</b>               | <b>395,064</b>              | <b>146,860</b>              |
| <b>RESOURCES USED</b>                                  |             |                                 |                               |                         |                        |                             |                             |
| Grants   | 3(a)        | -                               | -                             | 2,196                   | -                      | 2,196                       | 2,994                       |
| Activities directly relating to the work of the Church | 3(b)        | 107,455                         | 52                            | 12,781                  | -                      | 120,288                     | 126,239                     |
| Fund Raising & Publicity                               | 3(c)        | 5,706                           | -                             | -                       | -                      | 5,706                       | 2,846                       |
| Church management and administration                   | 3(d)        | 20,006                          | 2,636                         | 725                     | -                      | 23,367                      | 20,301                      |
| <b>Total Resources Used</b>                            |             | <b>133,167</b>                  | <b>2,688</b>                  | <b>15,702</b>           | <b>-</b>               | <b>151,557</b>              | <b>152,380</b>              |
| <b>NET INCOMING/(OUTGOING) RESOURCES</b>               |             |                                 |                               |                         |                        |                             |                             |
|  |             | 257,987                         | (2,082)                       | (12,398)                | -                      | 243,507                     | (5,520)                     |
| Transfers between funds                                |             | (260,332)                       | -                             | -                       | 260,332                | -                           | -                           |
| <b>NET MOVEMENT IN FUNDS</b>                           |             | <b>(2,345)</b>                  | <b>(2,082)</b>                | <b>(12,398)</b>         | <b>260,332</b>         | <b>243,507</b>              | <b>(5,520)</b>              |
| Balance 1st January 2015                               |             | (8,033)                         | 244,408                       | 85,536                  | -                      | 321,911                     | 327,431                     |
| <b>BALANCE 31st December 2015</b>                      |             | <b>(10,378)</b>                 | <b>242,326</b>                | <b>73,138</b>           | <b>260,332</b>         | <b>565,418</b>              | <b>321,911</b>              |

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW'S CHURCH RUGBY**  
**ABRIDGED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2015**

|   | <b>Note</b> | <b>Unre-<br/>stricted<br/>£</b> | <b>Desig-<br/>nated<br/>£</b> | <b>Restricted<br/>£</b> | <b>Endowment<br/>£</b> | <b>Total<br/>2015<br/>£</b> | <b>Total<br/>2014<br/>£</b> |
|---|-------------|---------------------------------|-------------------------------|-------------------------|------------------------|-----------------------------|-----------------------------|
| <b>FIXED ASSETS</b>   |             |                                 |                               |                         |                        |                             |                             |
| Tangible Fixed Assets                                       |             | 1,575                           | 119,986                       | -                       | -                      | 121,561                     | 130,722                     |
| Investment Assets   |             | -                               | 105,362                       | 70,560                  | 260,332                | 436,254                     | 178,317                     |
|   |             | <u>1,575</u>                    | <u>225,348</u>                | <u>70,560</u>           | <u>260,332</u>         | <u>557,815</u>              | <u>309,039</u>              |
| <b>CURRENT ASSETS</b>                                       |             |                                 |                               |                         |                        |                             |                             |
| Debtors   |             | 8,006                           | -                             | -                       | -                      | 8,006                       | 7,711                       |
| Transfers due between funds                                 |             | (16,978)                        | 16,978                        | -                       | -                      | -                           | -                           |
| Short Term Deposits   |             | -                               | -                             | 2,578                   | -                      | 2,578                       | 2,841                       |
| Cash at Bank and in Hand                                    |             | 5,228                           | -                             | -                       | -                      | 5,228                       | 8,232                       |
|   |             | <u>(3,744)</u>                  | <u>16,978</u>                 | <u>2,578</u>            |                        | <u>15,812</u>               | <u>18,784</u>               |
| <b>LIABILITIES: AMOUNTS FALLING<br/>DUE WITHIN ONE YEAR</b> |             | 8,209                           | -                             | -                       | -                      | 8,209                       | 5,912                       |
| <b>NET CURRENT ASSETS</b>                                   |             | <u>(11,953)</u>                 | <u>16,978</u>                 | <u>2,578</u>            | <u>-</u>               | <u>7,603</u>                | <u>12,872</u>               |
| <b>NET ASSETS</b>   |             | <u>(10,378)</u>                 | <u>242,326</u>                | <u>73,138</u>           | <u>260,332</u>         | <u>565,418</u>              | <u>321,911</u>              |
| <b>FUNDS</b>  | 1           | <u>(10,378)</u>                 | <u>242,326</u>                | <u>73,138</u>           | <u>260,332</u>         | <u>565,418</u>              | <u>321,911</u>              |

These accounts were approved by the Parochial Church Council on 19th April 2016  
and signed on their behalf by:

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW'S CHURCH RUGBY**  
**NOTES TO THE ABRIDGED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2015**

**1 MOVEMENT IN FUNDS**

|  | As at<br>01.01.15<br>£ | Interest<br>Allocated<br>£ | Other<br>Income<br>£ | Expenditure<br>£ | Transfers<br>£ | As at<br>31.12.15<br>£ |
|--|------------------------|----------------------------|----------------------|------------------|----------------|------------------------|
| <b>Unrestricted Funds</b>                      |                        |                            |                      |                  |                |                        |
| General  | (8,033)                | 575                        | 390,579              | 133,167          | (260,332) -    | 10,378                 |
| <b>Designated Funds</b>                        |                        |                            |                      |                  |                |                        |
| RTM Fund                                       | 33,072                 | 165                        | -                    | -                | -              | 33,237                 |
| Christmas Tree Fund                            | 516                    | -                          | -                    | 52               | -              | 464                    |
| Community House Fund                           | 122,622                | -                          | -                    | 2,636            | -              | 119,986                |
| Legacies Fund                                  | 88,198                 | 441                        | -                    | -                | -              | 88,639                 |
|  | 244,408                | 606                        | -                    | 2,688            | -              | 242,326                |
| <b>Restricted Funds</b>                        |                        |                            |                      |                  |                |                        |
| <b>Restoration/Reordering</b>                  |                        |                            |                      |                  |                |                        |
| Organ Restoration Fund                         | 3,405                  | 17                         | 230                  | 3,652            | -              | -                      |
| Reordering Fund                                | 110                    | 1                          | -                    | -                | -              | 111                    |
|  | 3,515                  | 18                         | 230                  | 3,652            | -              | 111                    |
| <b>Other Restricted Funds</b>                  |                        |                            |                      |                  |                |                        |
| Special Fund                                   | 31,542                 | 158                        | -                    | 4,840            | -              | 26,860                 |
| Bell Ringers' Fund                             | 2,841                  | 1                          | 353                  | 617              | -              | 2,578                  |
| Music and Organ Fund                           | 7,697                  | 38                         | 130                  | 3,989            | -              | 3,876                  |
| FOSSAC Fund                                    | 2,818                  | 14                         | -                    | -                | -              | 2,832                  |
| Choir Scholarship Fund                         | 867                    | 4                          | -                    | -                | -              | 871                    |
| Wannell Trust                                  | 3,909                  | -                          | -                    | 408              | -              | 3,501                  |
| St Philips Fund                                | 32,347                 | 162                        | -                    | -                | -              | 32,509                 |
|  | 82,021                 | 377                        | 483                  | 9,854            | -              | 73,027                 |
| <b>Total Restricted Funds</b>                  | 85,536                 | 395                        | 713                  | 13,506           | -              | 73,138                 |
| <b>Endowment Funds</b>                         |                        |                            |                      |                  |                |                        |
| Church House sale expendable<br>endowment fund | -                      | -                          | -                    | -                | 260,332        | 260,332                |

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW'S CHURCH RUGBY**  
**NOTES TO THE ABRIDGED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2015(continued)**

| <b>2 INCOMING RESOURCES</b>                        | <b>Unre-<br/>stricted<br/>£</b> | <b>Desig-<br/>nated<br/>£</b> | <b>Restricted<br/>£</b> | <b>Endowment<br/>£</b> | <b>2015<br/>Total<br/>£</b> | <b>2014<br/>Total<br/>£</b> |
|--|---------------------------------|-------------------------------|-------------------------|------------------------|-----------------------------|-----------------------------|
| 2(a) Incoming resources from donors:               |                                 |                               |                         |                        |                             |                             |
| Planned giving:                                    |                                 |                               |                         |                        |                             |                             |
| Contributions received                             | 54,550                          | -                             | -                       | -                      | 54,550                      | 54,713                      |
| Income Tax recoverable on giving                   | 14,662                          | -                             | -                       | -                      | 14,662                      | 14,603                      |
| Gift Aid Donations                                 | 4,726                           | -                             | 91                      | -                      | 4,817                       | 4,399                       |
| Collections (open plate) at all services           | 5,719                           | -                             | 1,406                   | -                      | 7,125                       | 8,507                       |
| Legacies and donations                             | 2,965                           | -                             | -                       | -                      | 2,965                       | 8,000                       |
|  | <b>82,622</b>                   | <b>-</b>                      | <b>1,497</b>            | <b>-</b>               | <b>84,119</b>               | <b>90,222</b>               |
| 2(b) Other voluntary incoming resources:           |                                 |                               |                         |                        |                             |                             |
| Donations etc.                                     | -                               | -                             | 360                     | -                      | 360                         | 5,529                       |
| Legacies   | -                               | -                             | -                       | -                      | -                           | 3,000                       |
| Fund raising events                                | 27,564                          | -                             | 699                     | -                      | 28,263                      | 20,793                      |
|  | <b>27,564</b>                   | <b>-</b>                      | <b>1,059</b>            | <b>-</b>               | <b>28,623</b>               | <b>29,322</b>               |
| 2(c) Income from charitable and ancillary trading: |                                 |                               |                         |                        |                             |                             |
| Magazine sales books and adverts                   | 239                             | -                             | -                       | -                      | 239                         | 159                         |
| Church hall lettings, etc.                         | -                               | -                             | -                       | -                      | -                           | 2,857                       |
| Printing   | 1,342                           | -                             | -                       | -                      | 1,342                       | 816                         |
| Fees   | 6,350                           | -                             | -                       | -                      | 6,350                       | 5,952                       |
| Other  | 119                             | -                             | 353                     | -                      | 472                         | 398                         |
|  | <b>8,050</b>                    | <b>-</b>                      | <b>353</b>              | <b>-</b>               | <b>8,403</b>                | <b>10,182</b>               |
| 2(d) Other Ordinary Income:                        |                                 |                               |                         |                        |                             |                             |
| Salaries Recouped                                  | 2,621                           | -                             | -                       | -                      | 2,621                       | 5,438                       |
| Other  | 1,391                           | -                             | -                       | -                      | 1,391                       | 3,909                       |
|  | <b>4,012</b>                    | <b>-</b>                      | <b>-</b>                | <b>-</b>               | <b>4,012</b>                | <b>9,347</b>                |
| 2(e) Income from investments:                      |                                 |                               |                         |                        |                             |                             |
| Dividends and interest including any reclaimed tax | 575                             | 606                           | 395                     | -                      | 1,576                       | 912                         |
| Rent received                                      | 7,999                           | -                             | -                       | -                      | 7,999                       | 6,875                       |
|  | <b>8,574</b>                    | <b>606</b>                    | <b>395</b>              | <b>-</b>               | <b>9,575</b>                | <b>7,787</b>                |

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW'S CHURCH RUGBY**  
**NOTES TO THE ABRIDGED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2015 (continued)**

| <b>3 RESOURCES USED</b>                                      | <b>Unre-<br/>stricted<br/>£</b> | <b>Desig-<br/>nated<br/>£</b> | <b>Restricted<br/>£</b> | <b>Endowment<br/>£</b> | <b>2015<br/>Total<br/>£</b> | <b>2014<br/>Total<br/>£</b> |
|--|---------------------------------|-------------------------------|-------------------------|------------------------|-----------------------------|-----------------------------|
| 3(a) Grants:   |                                 |                               |                         |                        |                             |                             |
| Missionary and charitable giving:                            |                                 |                               |                         |                        |                             |                             |
| Church overseas:   |                                 |                               |                         |                        |                             |                             |
| - missionary societies                                       | -                               | -                             | 118                     | -                      | 118                         | 144                         |
| - relief and development agencies                            | -                               | -                             | -                       | -                      | -                           | 297                         |
| Home missions and other                                      | -                               | -                             | 2,078                   | -                      | 2,078                       | 416                         |
| Other grants (inc. Unallocated grants)                       | -                               | -                             | -                       | -                      | -                           | 2,137                       |
|  | -                               | -                             | 2,196                   | -                      | 2,196                       | 2,994                       |
| 3(b) Activities directly relating to the work of the Church: |                                 |                               |                         |                        |                             |                             |
| Ministry:  |                                 |                               |                         |                        |                             |                             |
| share to diocese etc   | 63,374                          | -                             | -                       | -                      | 63,374                      | 61,795                      |
| clergy Expenses  | 1,550                           | -                             | -                       | -                      | 1,550                       | 1,568                       |
| Bellringers  | 165                             | -                             | 120                     | -                      | 285                         | 248                         |
| Upkeep of Church;  |                                 |                               |                         |                        |                             |                             |
| verger's fees and cleaners charges                           | 2,902                           | -                             | -                       | -                      | 2,902                       | 3,175                       |
| running costs  | 18,821                          | -                             | -                       | -                      | 18,821                      | 20,803                      |
| Church maintenance   | 3,631                           | -                             | 271                     | -                      | 3,902                       | 5,576                       |
| Major Repair Expenditure                                     | -                               | -                             | 11,756                  | -                      | 11,756                      | -                           |
| Music and organists fees                                     | 10,163                          | -                             | -                       | -                      | 10,163                      | 9,577                       |
| Choir Fees and Expenses                                      | 200                             | -                             | -                       | -                      | 200                         | 1,482                       |
| Church hall:   |                                 |                               |                         |                        |                             |                             |
| costs  | -                               | -                             | -                       | -                      | -                           | 5,439                       |
| depreciation   | -                               | -                             | -                       | -                      | -                           | 1                           |
| Mission  | 671                             | -                             | -                       | -                      | 671                         | -                           |
| Publicity  | 583                             | -                             | -                       | -                      | 583                         | -                           |
| Princes Street Expenses                                      | 2,769                           | -                             | -                       | -                      | 2,769                       | 4,822                       |
| Story Chair  | -                               | -                             | -                       | -                      | -                           | 7,920                       |
| Hymn Books   | -                               | -                             | -                       | -                      | -                           | 1,932                       |
| Young people's work  | 214                             | -                             | 408                     | -                      | 622                         | -                           |
| Other payments   | 2,412                           | 52                            | 226                     | -                      | 2,690                       | 1,901                       |
|  | 107,455                         | 52                            | 12,781                  | -                      | 120,288                     | 126,239                     |
| 3(c) Fund Raising & Publicity:                               |                                 |                               |                         |                        |                             |                             |
| Cost of Fund raising   | 5,706                           | -                             | -                       | -                      | 5,706                       | 2,846                       |