

Heathfield & Cotford St.Luke PCC

Receipts & Payments Year ended 31st December 2016

Receipts	Main	Community	Total
	£	£	£
Planned Giving	12,967.90	2,440.00	15,407.90
Service Collections and other income	2,503.66	2,057.15	4,560.81
Interest etc,	21.14	43.71	64.85
Fund Raising		1,971.75	1,971.75
Grants	900.00		900.00
Gift aid	2,704.50	524.07	3,228.57
Total	19,097.20	7,036.68	26,133.88

Payments

Running Expenses	2,821.88		2,821.88
Church yard maintenance	540.00		540.00
Sundry Expenses	15.00	212.00	227.00
Parish Share	18,469.44		18,469.44
Deanery Cost	96.00		96.00
Charity	1,584.00		1,584.00
Survey		4,764.40	4,764.40
Professional fees		1,300.00	1,300.00
Total	23,526.32	6,276.40	29,802.72

Excess of payments over receipts	4,429.12	-760.28	3,668.84
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Bfwd	8,126.16	65,960.10	74,086.26
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Cfwd	3,697.04	66,720.38	70,417.42
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Bank	3,697.04	57,264.92
CCLA		9,455.46

R T Latham
Treasurer

1/3/17

Parish of St John the Baptist, Heathfield, with Cotford St Luke

Churchwardens' Report to the Annual Parochial Church Meeting of 23 April 2017 and to the Charity Commission for the year ending 31 December 2016

The ecclesiastical parish of Heathfield with Cotford St Luke includes the small community of Heathfield and the new village of Cotford St Luke, built in the grounds of the old Tone Vale Hospital. We worship in the ancient church of St John the Baptist in Heathfield and in the community and school halls at Cotford. The parish, with the parishes of Oake and Hillfarrance, forms part of the Deane Vale Benefice in the Diocese of Bath and Wells.

Rector (since 2010, and Priest-in-Charge from 2002): Rev. Preb. Alison Norris

PCC secretary: Lindsay Hall, 42 Graham Way, Cotford St Luke, TA4 1JG, 01823 430818

Elected Church wardens: Dawn Mitford-Slade (Heathfield); Philip Hall (Cotford)

Elected PCC members: David Bleloch, Louise Frost, Alison Gabell, Susan Harris,
Jacqueline Hay-Berry, Veronica Pitt, Hilary Wallace, Roberta Winterson

Treasurer: Rod Latham

Deanery Synod representatives: Tasha Mapes, Dawn Mitford- Slade

Structure, governance and management:

PCC members are appointed in the manner set out in the church representation rules. All who attend church are encouraged to register on the church Electoral Roll and may then stand for election to the PCC. The full body has thirteen members, including the clergy, the treasurer, and the two churchwardens [who represent the Bishop]. Clare Reid, as Sunday School leader, has also been a non-voting co-opted member

The Electoral Roll was fully revised in 2013, is reviewed annually, and now stands at 68 [with an active adult membership of around 50 adults].

In 2016 the full PCC met on 24 January [extraordinary meeting], 11 February, 10 April [after APCM], 5 May, 16 June, 3 August, 22 September, 20 October and 1 December – again, more meetings than usual, to keep people informed of activity linked to the new-build project and to seek approval from the PCC as the responsible body, when necessary.

Objectives:

The PCC has the responsibility of supporting and working with our Rector to promote the whole mission of the church: **worship** [prayer and praise, through liturgy]; **discipleship** [fellowship and teaching]; and **ministry** [service and evangelism]. It also maintains the church building, St John's, in Heathfield and pays for the hire of the community and school halls in Cotford for the services and outreach activities there.

This year, we looked again at how we describe what we do, and our entry on the Charities Commission website now reads:

To celebrate God's love through worship in a variety of styles and settings for all ages.

To care for and serve all people in our church, our community and the wider world.

To grow spiritually through teaching, listening, prayer, fellowship and service.

To make known the Good News of the love of God in Jesus.

To provide a centre in the village of Cotford St Luke [as well as our existing building in Heathfield] where everyone is welcomed.

Achievements and activities:

St Luke Centre: As last year, PCC members and others with relevant experience [the steering committee] have continued to meet to consider how best to bring about the building of a new 'sacred space' and community church - to serve the whole community throughout the week. This is to be on a central site in Cotford acquired by the Diocese at the end of 2010. Church members have met to pray, to support the work of turning our vision into a reality (bearing in mind that the mission will shape the building, not vice-versa). The steering group reports to the PCC. We have a clear idea of what we want to do and any building is only a means to an end; so when new costings of the original design showed it to be unrealistic, we looked at simpler and slightly smaller solutions. Homelodge, based in Hampshire, have produced an acceptable design of around 280m² which will cost about £630K. Taunton Deane have now granted conditional planning permission for the new design; so we have paid a refundable 5% deposit to Homelodge, with the hope of building works starting in January 2018. Fundraising efforts continue – a Pledges day in July raised promises of over £100K for the project and a major grant-funding charity has recently offered £40K, so we now have about 85% of the funding in place; but we cannot proceed unless all the money is raised, with a deadline only a few months away. We are most grateful for the time, prayers, generosity, commitment, even sacrificial giving from many people in supporting this project, including those well outside the village who believe in its value. And particular thanks to Alison and to Clare Reid, who have carried the bulk of the administrative load.

The Benefice Standing Committee meets every three months or so to co-ordinate ministry and worship across the benefice, and promote working together as parishes to do those things best not done apart. 'Fifth Sunday' joint benefice services are now used to explain and consult with the wider congregation on matters such as festivals and charity giving.

There were several fundraising events, including the dog show, in June, with a fete and cream teas. The emphasis again was on fun, not competition; and it was a great day. The Big Yard Sale was held again in May, and was well supported and much appreciated by many in the village. We hope to hold both again this year. Roberta Winterson has been very active in coordinating other fundraising projects, as well as leading a team for refreshments at weekly services and events – we are thankful for them all.

We continue to be wholeheartedly led by our Rector, Rev Alison Norris. We are grateful for her excellent teaching and pastoral support of people inside and outside the church, and for the support from her husband, Rev Andrew Norris. A lot of unseen work, by both of them, makes things happen; and at times the demands of pastoral work can be underestimated.

The church is now seen as the main provider of children's activities in the village. We miss Keith and Anna Brindle, but several church members have come forward to help keep Event going – particular thanks to Derrick Reid and David Bleloch [who has also taken on the role of Sunday School leader as Clare Reid has stepped down to concentrate on the building project].

Lay-led house groups continue, with four now across the benefice meeting weekly or fortnightly – three are in Cotford.

Six '3rd Sunday' services had outside speakers this year, to offer opportunities for us to consider issues of the day and to invite people who would not otherwise wish to go to a church service. Subjects covered included the NHS, medical ethics, childhood, environmental issues, education, and making a difference in a troubled world. We are grateful for the speakers, who gave their time freely and gave us much to consider.

Church attendance: there are 68 parishioners on the revised electoral roll. Average attendance at the weekly Cotford services is now around 30-35 adults and 10-20 children; and 15 adults at the monthly Heathfield Communion service – though many more attend special services, such as Come to the Manger at Cotford [over 200 children and adults] and Christmas Day at Heathfield [97]. We are seeing an increase in the commitment of those who do come regularly; and it is good to see the children pleased to be in church and comfortable with worship.

Regular Sunday services:

St John's Heathfield: 08.30 Communion (monthly on 2nd Sunday)
10.00 Family Communion for the Benefice (some 5th Sundays)
Community/School Hall at Cotford: weekly at 10.00 (except 5th Sunday)
1st Sunday - Family Communion
2nd and 4th Sundays - Family Praise and Sunday School
3rd Sunday – Discussion service for adults
Ignite service for children [come and find out!]

People also attend other services at Oake and Hillfarrance churches in the Benefice

Other regular services and activities:

Toddler Church, weekly at Cotford in the Community Room at 14.00
Monthly midweek Holy Communion in Cotford (venue varies – see Alison)
House Group – most weeks, at 8 Cole Close, 42 Graham Way and 5 Aveline Court
EVENT CSL village youth group, fortnightly
Midday Prayers throughout the week across the benefice
Pilgrim Plodders walk on the first Saturday of each month

Special services and events:

5 January – installation of our curate, Rev Dr Keith Brindle, as vicar of a parish in Devizes
Lent study groups
Lent Meditations in the week before Easter
Mothering Sunday, March
Palm Sunday
Good Friday witness walk from Cotford via Heathfield and Oake to Hillfarrance
Easter Day services
Big Yard Sale, May
Cotford Dog Show and Cream teas, June
Cotford Harvest service, September
Remembrance Day service at Cotford
'3rd Sundays' - discussions for adults and older children; activities for younger children
Cotford Christmas Fair
Advent meditations
Christingle service at Cotford
Family Carols on the church land and Come to the Manger at Cotford
Christmas Day at Heathfield

Other activities and acknowledgements:

At Cotford:

A successful church at Cotford is vital to support the long term health of the village and the viability of Heathfield church.

We are thankful for those who help with services, events, study groups, Sunday School, Messy Church and Toddler Church; for those who provide our flowers and refreshments, music, and notices and newsletters; for those who support the youth and children's work; and for all those who have worked on fundraising [and 'fun-raising'] projects.

At Heathfield:

The little church at Heathfield continues to complement the bigger centre at Cotford. The second Sunday in the month is when the benefice can come for a meditative 08.30 communion service. The church really comes to life on Christmas Day, with packed pews – 100 people in a church which seats 70! In 2016 it also saw a wedding, two baptisms and a memorial service for the burial of ashes.

As usual we are indebted to the faithful team who keep the church going: Sue Harris and Jacqueline Hay-Berry play a large part; Dave and Mo Bridgwater keep it clean; John Roe looks after the candles; David Barker, Janet Sharland and Janet Pinkerton-Hyron share key duty; and Van Fenning sweeps outside the lych-gate. We are grateful for overflow car parking space from our helpful neighbours [Paynes and Bakers]. Jacqueline and her husband Andrew have organised churchyard clearing, so it always looks well cared-for. Matthew Burdett does an excellent job of keeping the churchyard mown.

In the parish generally:

We are especially thankful for the leadership, inspiration, pastoral care and hard work of our Rector, Rev Alison Norris.

There are considerable challenges ahead – the times are not easy. The wider rural church has ageing congregations and many historic buildings. We have a beautiful old church to maintain and a new church to build; we have to establish our relevance to the wider community without losing sight of our primary purpose.

We are aware that we don't always get things right and could do better, and that people can feel taken for granted or overlooked. If you have suggestions or constructive criticisms to make, or want to be more active in using your gifts in your church, please let us know. Ultimately it is up to us, with God's help, to make the church and the community that we want. We are thankful that we are part of an active Christian community in a beautiful part of the country, and we look forward to the future with hope and enthusiasm.

Dawn Mitford-Slade, Philip Hall - churchwardens

Health and Safety; and Safeguarding:

The parish's Health and Safety policy is reviewed in February/March each year, with copies held in Cotford and Heathfield. We encourage everyone to read it and take notice of its advice, and suggest improvements – it is everyone's responsibility.

There were no significant problems with Safeguarding brought to our attention this year. DBS checks were satisfactorily carried out for those new to children's work in the parish. The Safeguarding officers [Lindsay Hall, Philip Hall] have attended training provided by the diocese and can provide initial advice if anyone has any concerns.

Everyone matters, but the safety of children and vulnerable adults is paramount; and it is everyone's responsibility to make sure that it is maintained in all that we do. Abuse can be physical, sexual, emotional, financial, spiritual, discriminatory or by neglect; if you notice or are told of something worrying, do take it seriously and don't dismiss it or ignore it – listen and act.

INDEPENDANT EXAMINERS REPORT TO THE PCC OF ST JOHN THE BAPTIST CHURCH HEATHFIELD
WITH COTFORD ST LUKE

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

I report on the accounts for the year ended 31st December 2016.

The PCC consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 43(3)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- 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 charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

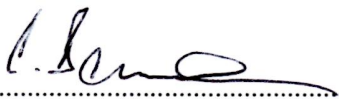
In connection with my examination, no matters have come to my attention

1. Which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.41 of the Act; or
- to prepare accounts which accord with these accounting records have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date

20 April 2017