

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

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PAROCHIAL CHURCH COUNCIL OF ST BOLOTPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

This report on the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2016, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the 2011 Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations and section 144(2) of the 2011 Act do not apply and that an independent examination is needed.

It is my responsibility to :

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


Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 of the 2011 Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act: and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.



M A Jackson FCA
Rawlinsons
Chartered Accountants & Registered Auditors

Ruthlyn House
90 Lincoln Road
Peterborough
PE1 2SP

Date: 8.6.2017

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2016

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	130,029.06	-	12,978.69	143,007.75	135,416.37
Activities for generating funds	2(b)	383.00	-	-	383.00	1,039.00
Income from church activities	2(c)	16,086.92	-	-	16,086.92	12,883.36
Income from investments	2(d)	2,508.20	-	-	2,508.20	2,607.28
TOTAL INCOME		149,007.18	-	12,978.69	161,985.87	151,946.01
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	77.83	-	-	77.83	227.15
Church activities	3(b)	124,234.31	13,900.00	-	138,134.31	134,372.27
Governance costs	3(c)	546.00	-	-	546.00	528.00
Major capital expenditure	3(d)	11,081.52	-	-	11,081.52	-
TOTAL RESOURCES EXPENDED		135,939.66	13,900.00	-	149,839.66	135,127.42
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		13,067.52	(13,900.00)	12,978.69	12,146.21	16,818.59
Transfers between funds		(14,000.00)	14,000.00	-	-	-
NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		(932.48)	100.00	12,978.69	12,146.21	16,818.59
Unrealised gains/(losses) on investments	5(b)	7,004.60	-	-	7,004.60	238.90
NET MOVEMENT IN FUNDS		6,072.12	100.00	12,978.69	19,150.81	17,057.49
Balances brought forward at 1 January	9	102,245.38	2,822.05	-	105,067.43	88,009.94
Balances carried forward at 31 December		108,317.50	2,922.05	12,978.69	124,218.24	105,067.43

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2016

	Note	2016 £	2015 £
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
Investments	5(b)	66,996.47	59,991.87
		<u>66,996.47</u>	<u>59,991.87</u>
CURRENT ASSETS			
Debtors and prepayments	6	3,775.30	5,273.96
Short term deposits		44,494.63	39,289.40
Cash in hand and at bank		10,077.61	5,883.01
		<u>58,347.54</u>	<u>50,446.37</u>
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	(1,125.77)	(5,370.81)
		<u>(1,125.77)</u>	<u>(5,370.81)</u>
NET CURRENT ASSETS		57,221.77	45,075.56
TOTAL NET ASSETS	8	<u>124,218.24</u>	<u>105,067.43</u>
CHURCH FUNDS			
Unrestricted funds:			
General Fund		108,317.50	102,245.38
Designated funds:			
Charities Fund	10	956.32	856.32
Building and Fixed Assets Fund	11	1,327.25	1,327.25
Church Reordering Fund	12	408.75	408.75
Other designated funds	13	229.73	229.73
		<u>2,922.05</u>	<u>2,822.05</u>
Restricted funds:			
External Fund	14	9,270.63	-
Lent/Advent Appeals Fund	15	3,708.06	-
		<u>12,978.69</u>	<u>-</u>
TOTAL CHURCH FUNDS		<u>124,218.24</u>	<u>105,067.43</u>

Approved by the Parochial Church Council on 8/6/17 and signed on its behalf by:

Reverend J Bullen
PCC Chair

J Bullen

S Robinson
PCC Treasurer

S Robinson

E Eldred
Church secretary

E Eldred

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK General Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body (e.g. Longthorpe Mothers' Union), nor those that are informal gatherings of church members (e.g. Men of Botolph).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

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

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources.

The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

2 INCOMING RESOURCES (£)					
	Unrestricted funds	Designated funds	Restricted funds	Total 2016	Total 2015
2(a) Voluntary incoming resource					
Planned giving, eligible for Gift Aid:					
standing orders	81,934.04	-	-	81,934.04	78,533.04
envelopes and other	6,095.53	-	-	6,095.53	9,784.00
	<u>88,029.57</u>	<u>-</u>	<u>-</u>	<u>88,029.57</u>	<u>88,317.04</u>
Planned giving, ineligible for Gift Aid:					
standing orders	3,321.00	-	-	3,321.00	3,730.00
payroll giving, CAF vouchers	1,345.87	-	-	1,345.87	1,246.92
envelopes and other	851.10	-	-	851.10	689.00
	<u>5,517.97</u>	<u>-</u>	<u>-</u>	<u>5,517.97</u>	<u>5,665.92</u>
Collections at services:					
by Gift Aid	1,010.75	-	-	1,010.75	1,675.70
not by Gift Aid	4,351.35	-	-	4,351.35	6,215.77
	<u>5,362.10</u>	<u>-</u>	<u>-</u>	<u>5,362.10</u>	<u>7,891.47</u>
Donations and all other giving:					
Once-off donations by Gift Aid	4,005.00	-	3,053.00	7,058.00	2,983.44
Wall safe	281.92	-	-	281.92	141.80
Donations for coffee, biscuits	465.00	-	-	465.00	370.96
Sundry other donations , not by GA	3,140.53	-	4,162.32	7,302.85	1,281.50
	<u>7,892.45</u>	<u>-</u>	<u>7,215.32</u>	<u>15,107.77</u>	<u>4,777.70</u>
Gift Aid recoverable from HMRC:					
on planned giving	21,957.97	-	-	21,957.97	22,079.28
on unplanned giving	196.69	-	679.46	876.15	1,164.81
on small donations by GASDS	1,072.31	-	83.91	1,156.22	1,030.23
	<u>23,226.97</u>	<u>-</u>	<u>763.37</u>	<u>23,990.34</u>	<u>24,274.32</u>
Other voluntary income:					
Grants	-	-	-	-	-
Legacies	-	-	5,000.00	5,000.00	4,489.92
VAT rebate	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>4,489.92</u>
Voluntary incoming resources: total	<u>130,029.06</u>	<u>-</u>	<u>12,978.69</u>	<u>143,007.75</u>	<u>135,416.37</u>
2(b) Activities for generating funds					
Fund-raising events	-	-	-	-	-
Photocopying charges	25.00	-	-	25.00	-
Use of church premises	358.00	-	-	358.00	1,039.00
Fund-generating activities: total	<u>383.00</u>	<u>-</u>	<u>-</u>	<u>383.00</u>	<u>1,039.00</u>
2(c) Income from church activities					
Fees (for funerals, weddings etc)	9,154.00	-	-	9,154.00	5,253.00
Magazine sales	1,521.60	-	-	1,521.60	1,553.20
Magazine advertising revenue	2,176.60	-	-	2,176.60	2,054.00
Maundy Thursday supper	151.63	-	-	151.63	213.80
Cloister lunches	437.05	-	-	437.05	765.90
Harvest supper	-	-	-	-	262.00
Sales of books	279.64	-	-	279.64	506.93
Quiet Day, Parish Retreat participants	2,070.00	-	-	2,070.00	2,015.50
Alpha course participants	-	-	-	-	-
Other sales (candles, Easter eggs etc)	296.40	-	-	296.40	259.03
Income from church activities: total	<u>16,086.92</u>	<u>-</u>	<u>-</u>	<u>16,086.92</u>	<u>12,883.36</u>
2(d) Income from investments					
Interest	205.23	-	-	205.23	159.10
Dividends	2,302.97	-	-	2,302.97	2,448.18
Investment income: total	<u>2,508.20</u>	<u>-</u>	<u>-</u>	<u>2,508.20</u>	<u>2,607.28</u>
Total incoming resources	<u>149,007.18</u>	<u>0.00</u>	<u>12,978.69</u>	<u>161,985.87</u>	<u>151,946.01</u>

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

3 RESOURCES EXPENDED (£)				2016	2015
	Unrestricted funds	Designated funds	Restricted funds	Total Funds	Total Funds
3(a) Costs of generating voluntary income					
Stewardship expenses, etc	77.83	-	-	77.83	227.15
3(b) Church activities					
Charitable donations	2,500.00	13,900.00	-	16,400.00	21,228.16
Ministry:					
Parish Share and Deanery quota	77,033.40	-	-	77,033.40	77,200.00
Parish priest's expenses	567.22	-	-	567.22	767.16
Assisting priest's expenses	703.59	-	-	703.59	232.91
Expenses of other ministers & laity	1,407.93	-	-	1,407.93	16.00
	79,712.14	-	-	79,712.14	78,216.07
Worship:					
Choir and music	1,648.74	-	-	1,648.74	413.76
Altar requisites	1,639.58	-	-	1,639.58	1,178.76
Flowers	360.19	-	-	360.19	361.62
Other devotional material	372.62	-	-	372.62	454.53
Baptism preparation	332.00	-	-	332.00	249.41
	4,353.13	-	-	4,353.13	2,658.08
Pastoral care:					
Marriage preparation	58.34	-	-	58.34	42.80
Bereavement group	91.61	-	-	91.61	92.39
Coffee/biscuits	280.18	-	-	280.18	227.65
Cloister lunches	-	-	-	-	323.74
Other refreshments	1,411.65	-	-	1,411.65	329.79
Parish nursing	1,259.02	-	-	1,259.02	671.35
Pastoral care, general	194.95	-	-	194.95	100.69
	3,295.75	-	-	3,295.75	1,788.41
Faith development:					
Children's groups	80.21	-	-	80.21	103.12
Youth work	148.10	-	-	148.10	688.94
Confirmation classes	-	-	-	-	4.05
Christian books for resale	549.87	-	-	549.87	415.40
Bibles & books, not for resale	102.92	-	-	102.92	157.48
Parish retreat / quiet day	335.79	-	-	335.79	2,250.00
Prayer Link	-	-	-	-	44.55
Pilgrim course	-	-	-	-	642.54
Advent calendars, Easter eggs, shoe boxes	1,021.04	-	-	1,021.04	207.58
	2,237.93	-	-	2,237.93	4,513.66
Mission and evangelism:					
Buggy buddies	7.00	-	-	7.00	-
Other evangelism and mission	4,682.20	-	-	4,682.20	-
	4,689.20	-	-	4,689.20	-
3(b) Church activities	c/f 96,788.15	13,900.00	-	110,688.15	108,404.38

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2016 Total Funds	2015 Total Funds
3(b) Church activities	b/f	96,788.15	13,900.00	-	110,688.15	108,404.38
Communication:						
Magazine		1,236.00	-	-	1,236.00	1,206.81
Newsletter and website		567.31	-	-	567.31	694.32
Posters		254.32	-	-	254.32	240.50
Communication, other		164.00	-	-	164.00	45.98
		<u>2,221.63</u>	<u>-</u>	<u>-</u>	<u>2,221.63</u>	<u>2,187.61</u>
Church running expenses:						
Gas		2,651.94	-	-	2,651.94	3,578.09
Electricity		1,296.83	-	-	1,296.83	1,573.86
Water		252.42	-	-	252.42	394.27
Telephone		526.29	-	-	526.29	354.13
Internet services		158.76	-	-	158.76	155.40
		<u>4,886.24</u>	<u>-</u>	<u>-</u>	<u>4,886.24</u>	<u>6,055.75</u>
Church building, contents and land:						
Insurance		1,835.88	-	-	1,835.88	1,797.36
Depreciation		-	-	-	-	-
Movable fixtures, fittings & equipment		1,219.71	-	-	1,219.71	799.78
Building maintenance		4,316.87	-	-	4,316.87	2,957.01
Minor church building works		-	-	-	-	1,252.68
Upkeep of churchyard		2,424.04	-	-	2,424.04	3,414.91
Glebe land rent		287.00	-	-	287.00	287.00
		<u>10,083.50</u>	<u>-</u>	<u>-</u>	<u>10,083.50</u>	<u>10,508.74</u>
Contractual staff payments, honoraria:						
Organist		2,739.00	-	-	2,739.00	2,841.00
Share of youth worker		-	-	-	-	-
Honorarium to assisting priest		480.00	-	-	480.00	500.00
Counselling supervision		2,153.00	-	-	2,153.00	450.00
Gifts		250.00	-	-	250.00	45.00
		<u>5,622.00</u>	<u>-</u>	<u>-</u>	<u>5,622.00</u>	<u>3,836.00</u>
Support costs:						
Lease payments, church photocopier		1,533.60	-	-	1,533.60	1,533.60
Photocopying costs, n.e.s.		1,904.54	-	-	1,904.54	1,358.46
Paper, n.e.s.		451.67	-	-	451.67	81.77
Stationery, postage etc n.e.s.		253.74	-	-	253.74	258.69
Treasurer's expenses		489.24	-	-	489.24	147.27
Other		-	-	-	-	-
		<u>4,632.79</u>	<u>-</u>	<u>-</u>	<u>4,632.79</u>	<u>3,379.79</u>
Total cost of church activities		124,234.31	13,900.00	-	138,134.31	134,372.27
3(c) Governance costs						
Fees of independent examiner		546.00	-	-	546.00	528.00
3(d) Major capital expenditure						
Interior re-ordering project		5,161.32	-	-	5,161.32	-
Church sound system		5,920.20	-	-	5,920.20	-
		<u>11,081.52</u>	<u>-</u>	<u>-</u>	<u>11,081.52</u>	<u>-</u>
Total resources expended		135,939.66	13,900.00	-	149,839.66	135,127.42

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited in 2016 from the unpaid services of the Assisting Priest, three Readers and two Lay Pastoral Ministers.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2016 Total Funds	2015 Total Funds
Actual cost					
At 1 January 2016	3,772.50	500.00	600.00	4,872.50	4,872.50
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2016	3,772.50	500.00	600.00	4,872.50	4,872.50
Depreciation					
At 1 January 2016	3,772.50	500.00	600.00	4,872.50	4,872.50
Charge for the year	-	-	-	-	-
At 31 December 2016	3,772.50	500.00	600.00	4,872.50	4,872.50
Net book value					
At 1 January 2016	-	-	-	-	-
At 31 December 2016	-	-	-	-	-

(b) Investments

Market value 1 January 2016	59,991.87	59,752.97
Unrealised revaluation gain	7,004.60	238.90
Market value at 31 December 2016	66,996.47	59,991.87

6 DEBTORS (£)

	Unrestrict- ed Funds	Designat- ed Funds	Restricted Funds	Funds held as agent	2016 Total Funds	2015 Total Funds
Income tax recoverable	3,515.14	-	260.16	-	3,775.30	4,848.64
Accrued interest	-	-	-	-	-	0.67
Prepayments	-	-	-	-	-	339.17
Other debtors	-	-	-	-	-	85.48
Total debtors	3,515.14	-	260.16	-	3,775.30	5,273.96

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	Funds held as agent	2016 Total Funds	2015 Total Funds
Deferred income	-	-	-	-	-	34.00
Accruals, utility costs etc	-	-	-	-	-	797.78
Other creditors	1,125.77	-	-	-	1,125.77	4,539.03
Total creditors	1,125.77	-	-	-	1,125.77	5,370.81

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	Funds held as agent	2016 Total Funds	2015 Total Funds
Tangible fixed assets	-	-	-	-	-	-
Investments	66,996.47	-	-	-	66,996.47	59,991.87
Fixed assets	66,996.47	-	-	-	66,996.47	59,991.87
Debtors	3,515.14	-	260.16	-	3,775.30	5,273.96
Cash and short-term deposits	38,931.66	2,922.05	12,718.53	-	54,572.24	45,172.41
Current assets	42,446.80	2,922.05	12,978.69	-	58,347.54	50,446.37
Current liabilities	(1,125.77)	-	-	-	(1,125.77)	(5,370.81)
	108,317.50	2,922.05	12,978.69	-	124,218.24	105,067.43

9 SUMMARY OF FUND BALANCES (£)

	Movements in 2016				
	Balance at 31.12.15	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance	Balance at 31.12.16
Unrestricted funds					
General Fund	102,245.38	20,072.12	(14,000.00)	6,072.12	108,317.50
	102,245.38	20,072.12	(14,000.00)	6,072.12	108,317.50
Designated funds					
Charities Fund	856.32	(13,900.00)	14,000.00	100.00	956.32
Building and Fixed Assets Fund	1,327.25	-	-	-	1,327.25
Church Reordering Fund	408.75	-	-	-	408.75
Other designated funds	229.73	-	-	-	229.73
	2,822.05	(13,900.00)	14,000.00	100.00	2,922.05
Restricted funds					
External Fund	-	9,270.63	-	9,270.63	9,270.63
Lent & Advent Appeals	-	3,708.06	-	3,708.06	3,708.06
	-	12,978.69	-	12,978.69	12,978.69
Total funds	105,067.43	19,150.81	-	19,150.81	124,218.24

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2016	2015
Summary		
Fund balance at 31.12.2015	856.32	1,936.31
Incoming resources	-	-
Resources expended	(13,900.00)	(14,900.00)
Net surplus/(deficit)	(13,900.00)	(14,900.00)
Transfers to/(from) Charities Fund:		
From General Fund	14,000.00	13,820.00
From/(to) Lent Appeal	-	0.01
Total transfers	14,000.00	13,820.01
Fund balance at 31.12.2016	956.32	856.32

Resources expended

Church activities

Donations:

Graham and Sarah Giles, South Africa	1,200.00	1,200.00
Mary Rewers, Bethlehem ('Within Reach')	1,200.00	1,200.00
Mission partners overseas	2,400.00	
Bible Society	500.00	500.00
Christian Solidarity Worldwide	-	500.00
Church Mission Society	500.00	500.00
Diocese of Cyprus and the Gulf Foundation	500.00	500.00
Foundation for Relief and Reconciliation, Middle East	500.00	500.00
The Leprosy Mission	500.00	500.00
Tear Fund	500.00	500.00
Us. (formerly USPG)	500.00	500.00
Other church and mission overseas	3,500.00	
CROPS Trust	500.00	500.00
Church Army	500.00	500.00
Church and mission in the UK	1,000.00	
Chernobyl Children's Appeal	1,200.00	1,200.00
EveryChild	300.00	300.00
Mercy Ships	500.00	500.00
The Mission to Seafarers	-	500.00
Water Aid	500.00	500.00
Secular charities overseas	2,500.00	
Sue Ryder Care: Thorpe Hall Hospice	1,000.00	1,000.00
Alzheimer's Society	500.00	500.00
Hope into Action	500.00	500.00
Hospital at Home	500.00	500.00
Macmillan Cancer Support	500.00	500.00
SSAFA Forces Help	500.00	500.00
Parkinson's UK	500.00	500.00
The Samaritans	500.00	500.00
Secular charities in the UK	4,500.00	

Total resources expended	13,900.00	14,900.00
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PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

11 BUILDING AND FIXED ASSETS FUND (designated funds)

The Building and Fixed Assets Fund holds funds put aside for occasional major building works or other capital expenditure on fixed assets subject to depreciation. Day-to-day expenditure on the maintenance of the church building and contents is accounted for in the General Fund.

	2016	2015
Summary		
Fund balance at 31.12.2015	1,327.25	2,579.93
Incoming resources	-	-
Resources expended	-	(1,252.68)
Net surplus/(deficit)	-	(1,252.68)
Transfer from General Fund	-	-
Fund balance at 31.12.2016	1,327.25	1,327.25

Incoming resources

Voluntary income

Grants

VAT rebate

Total incoming resources

-	-
-	-
-	-

Resources expended

Church activities

Internal reordering project

Major repairs to church structure

Depreciation of fixed assets

Minor church building repairs

Church lighting project

Total resources expended

-	-
-	-
-	-
-	1,252.68
-	-
-	1,252.68

12 CHURCH REORDERING FUND (designated funds)

The Church Reordering Fund was established by the PCC during 2015 to hold funds donated or generated specifically for the church reordering project.

	2016	2015
Summary		
Fund balance at 31.12.2015	408.75	-
Incoming resources	-	408.75
Resources expended	-	-
Net surplus/(deficit)	-	408.75
Fund balance at 31.12.2016	408.75	408.75

Incoming resources

Voluntary income

Once-off donations by Gift Aid

Once-off donations not by Gift Aid

Income tax recoverable

Total voluntary income

Use of church building

Total incoming resources

-	55.00
-	100.00
-	13.75
-	168.75
-	240.00
-	408.75

Resources expended

-

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

13 OTHER DESIGNATED FUNDS

	2016	2015
Summary		
Fund balance at 31.12.2015	229.73	734.73
Incoming resources	-	-
Resources expended	-	(505.00)
Net surplus/(deficit)	-	(505.00)
Fund balance at 31.12.2016	229.73	229.73

Resources expended

Pastoral care, general	-	55.00
Travel expenses	-	-
Counselling supervision	-	450.00
Total resources expended	-	505.00

14 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2016	2015
Summary		
Fund balance at 31.12.2015	-	-
Incoming resources	9,270.63	2,640.24
Resources expended	-	(2,640.24)
Net surplus/(deficit)	9,270.63	-
Fund balance at 31.12.2016	9,270.63	-

Incoming resources

Voluntary income

Collections (not GA), Sunday services	-	426.23
Collections (not GA), funerals & weddings	-	1,360.98
Collections (not GA), special services	-	75.25
Collections, Gift Aid	-	539.00
Donations by individuals (Gift Aid)	-	-
Donations by individuals (not GA)	3,507.26	-
Legacy	5,000.00	-
Tax recoverable on unplanned giving	679.46	134.75
Tax recoverable on small donations	83.91	104.03
Total incoming resources	9,270.63	2,640.24

Resources expended

Charitable donations

Donations to church and mission overseas	-	137.75
Donations to secular UK charities	-	2,042.60
Donations to mission partners overseas	-	459.89
Total resources expended	-	2,640.24

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2016

15 LENT AND ADVENT APPEALS (restricted funds)	2016	2015
Summary		
Fund balance at 31.12.2015	-	-
Incoming resources	3,708.06	3,759.03
Resources expended	-	(3,759.02)
Net surplus/(deficit)	3,708.06	0.01
Transfer from/(to) Charities Fund to/(from) Lent Appeal	-	(0.01)
Fund balance at 31.12.2016	3,708.06	-

15(a) LENT APPEAL

	2016	2015
Incoming resources		
Voluntary income		
Collections, not GA, Sunday Services	-	63.20
Once-off donations by Gift Aid	1,960.00	1,019.44
Donations, individuals, not by Gift Aid	438.00	154.50
Donations, groups	-	45.00
Income tax recoverable	-	254.87
Cloister lunches, gross receipts	-	184.10
Total incoming resources	2,398.00	1,721.11
Resources expended		
Donations:		
Mr G and Mrs S Giles	-	1,650.00
Carers UK	-	-
Alzheimer's Society	-	-
Cloister lunches, expenses	-	71.10
Total resources expended	-	1,721.10

15(b) ADVENT APPEALS

	Appeal in 2016	Appeal in 2015	Year 2016	Year 2015
Incoming resources				
Voluntary income				
Collection receipts, not by Gift Aid	-	-	-	517.17
Donations, by Gift Aid	893.00	200.00	1,093.00	1,075.00
Donations, individuals, not by Gift Aid	217.06	-	217.06	115.00
Donations, groups, not by Gift Aid	-	-	-	25.00
Income tax recoverable, Gift Aid	-	-	-	268.75
Income tax recoverable, small donations	-	-	-	-
Cloister lunches	-	-	-	37.00
Total incoming resources	1,110.06	200.00	1,310.06	2,037.92
Resources expended				
Church activities				
Donations:				
Sue Ryder Care	-	-	-	315.37
The Well	-	-	-	315.38
Red Cross	-	-	-	1,407.17
Total resources expended	-	-	-	2,037.92

Appendix 2: Membership of PCC Committees

PCC committees

As required under the Church Representation Rules, the PCC has a Standing Committee, which has the power to transact the business of the PCC between meetings. The Priest in Charge and Churchwardens are ex *officio* members of the Standing Committee.

In addition the PCC has established a number of committees to conduct identified areas of business. Each has its own terms of reference. The Priest in Charge is ex *officio* a member of every PCC Committee. The Committees report regularly to the PCC. In 2016 the membership of each Committee was as below:

Standing Committee:	Bill Croft (<i>Chair until July 2016</i>), Brian Green (<i>Chair from July to date</i>), Chris Wren, Suzie Robinson (<i>Treasurer</i>), Liz Eldred (<i>Secretary</i>), Sheila Barker, Bob Noyes
Worship Committee:	Bill Croft (<i>Chair until July 2016</i>), Linda Verdegem (<i>Chair from July to date</i>), Peter Grover, Pat Hemsley, Pat Hope-Jones, Barbara Howitt, Kate Mahon, Chris Walker
Faith Development Committee	Pat Hope-Jones (<i>Chair</i>) Bill Croft (<i>January-July</i>), Barbara Howitt, Pat Hemsley, Elaine Hunt, Ian Larter, Yvette Magri, Liz Medlock, Marjorie Peck, John Tidy, Tony Walker
Evangelism Committee:	Bill Croft (<i>Chair until July 2016</i>), Brian Green (<i>Chair from July to date</i>), Pam Hendry, Jane Pawley, Chris Walker, Chris Wren
Fabric Committee:	Tony West (<i>chair</i>), Brian Green, Sally House, Bob Noyes, Geoff Sayers, Helen Wallace, Chris Wren
Reordering Task Group:	Bill Croft (<i>Chair until July 2016</i>), Geoff Sayers (<i>Chair from July to date</i>), Brian Green, Chris Wren, Phil Hemsley, Richard Sowell, Tony Walker and Sarah Vassiliades.
Finance Committee:	Ken Hope-Jones (<i>Chair until APCM</i>), Tony Walker (<i>Chair since APCM</i>), Hilary Croft, (<i>until July</i>), Roger Hunt, Suzie Robinson (<i>since APCM</i>)
Pastoral Committee:	Pat Hemsley (<i>chair</i>), Eddie Miller (licenced pastoral assistant and Parish Nurse), Grace Cunningham, Elaine Hunt, Ken Green, Sheila Barker, David Heeler
Social Events Co-ordinator :	Yvette Magri
Communications Committee:	Pat Hope-Jones (<i>Chair</i>), Steve Collins, Jonathan Craymer, Brian Green, Jane Hogg, Suzie Robinson

Appendix 3: Statement of Trustees Responsibility

The trustees are responsible for preparing the 'Trustees' Report and the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

The law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

St Botolph's, Longthorpe

Report from The Parochial Church Council on the activities at St Botolph's in the year 2016



Farewell to Bill and Hilary

Introduction

In July our Priest in Charge for the past twelve years, Canon Bill Croft, left us to concentrate solely on Holy Spirit Bretton, where he has been Priest in Charge since May 2011.

The process of preparing a Parish Profile and advertising for a new incumbent was undertaken with the assistance of the Ven Gordon Steele, Archdeacon of Oakham and interviews were held on 2nd December. We are delighted that the Revd Jackie Bullen has been appointed and will be inducted and instituted on 1st April 2017.

During 2016 the Growth Action Plan (GAP) was in its third year. The five year vision in the GAP is:

- The re-ordering programme complete.
- Ministry for children and young people thriving.
- Our church to be growing in faith and numbers and this will be achieved with imaginative evangelism.
- Our worship relating to the pastoral needs of the congregation and the needs of evangelism.
- Our finances able to support all these initiatives with a surplus to give to the Diocese.

The one year goals for 2015-6 decided upon by the PCC after a congregation-wide consultation are:

- A specific Sunday where the focus will be on prayer for growth.
- Form a group to pray for growth.
- Invite Canon Miles Baker (Diocesan Mission Enabler) to help us become empowered more to share our faith.
- An open day in church to share with the local community the life and witness of St Botolph's.

During the year the PCC and its respective committees monitored the delivery of these goals, though progress was not as good as it might have been due to the vacancy. 4th September was designated as the Sunday with the focus of prayer for growth when Pat Hope-Jones preached on this topic at all services. Canon Miles Baker's planned visit to speak to the PCC on 5th December has been postponed, but Liz Holdsworth led a very helpful and enjoyable Saturday morning session on 'Sharing my Faith' on 28th January. An open afternoon was held on 2nd October organised by Jenny Dale, Phil Hemsley and Sheila Barker when displays were prepared showing many aspect of life at St Botolph's.

Worship

Worship Committee Review

The small Worship Committee meets usually three times a year, previously under Canon Bill's leadership. At present it is under the temporary chairmanship of Linda Verdegem. Our aim is to discuss all aspects of

the worship life of St Botolph's and to innovate and suggest different ways of improving services etc. through review and forward planning. In the past suggestions that have been implemented include using a table in front of the screen as

a front facing altar; splitting the Offertory hymn to allow the children to rejoin us before the Peace; having a complete booklet for the Midnight Christmas service; going to the Holy Spirit for the only service on New Year's Day.

Review of recent services is also important to see where improvements can be made. We try to signpost any changes and the reasoning behind them, through sermons, articles in the Magazine etc. Change can be challenging and we are always sensitive to that in our approach and any member of the congregation is welcome to approach Committee members with ideas, compliments or complaints. Our hope is that the fresh eyes of our new incumbent will reinvigorate our worship here at St Botolph's and lead us forward.

Children and Young People

Sunday Groups: We continue to run out two groups, Scramblers and Seekers, sometimes combining the groups for special activities. Our gathering time is particularly good for the children sharing their news, and as leaders we enjoy seeing them entering into the activities enthusiastically as we 'open the word' together. It has been lovely to see some new, young families joining us for worship. Recently, we have trialled continuing our ministry after coming back in with the children, with the Children's Minister leading activities aimed at keeping the children focussed during the Eucharistic Prayer. This has gone down well with families, and had a positive response from other members of the congregation. We really need to have more leaders, as some of those who have provided support over the years feel that it is time to let others take on this ministry now that their children have reached secondary school age. A huge 'thank you' to them – and all the team – for all their work and enthusiasm!

Young People: We have had rather a chicken-and-egg situation with our provision for young people. Now that we no longer have a Sunday morning group for those of secondary age (we were struggling for leaders, and then often finding only one or no young people arriving after those (busy) leaders had spent time preparing), it is noticeable that

fewer of that older age group attend services. Our Youth Film Club continued to throw up problems finding a time when everyone could attend and both leaders could manage, and has not met for some time. This was also partly due to Chris needing to give time to preparing and running 10 Exploring Confirmation sessions. The happy result of those sessions was that 4 young people were confirmed on 2nd October by Bishop John Flack, a truly lovely occasion! Young people's work is an area that is definitely ripe for development and fresh ideas in 2017.



All in together: Our 3rd Sunday services are now well-established, with children taking a role in many aspects of the service. The majority of the adult members of the congregation seem to really enjoy having the children among them, and are willing to embrace worshipping or exploring Scripture in a new way (last Sunday, the whole congregation participated enthusiastically in telling the creation story from Genesis 1). Hopefully, we can continue to build on this and find more ways to encourage our children and young people to take an active role in worship.

Special Family Services:



All of our special services – the (Exploring) Good Friday family service, the Christingle and the two Crib services were very well attended, drawing in good numbers of people from outside of our regular congregation.

Baptism Preparation Team: We have had 13 baptisms in the past year. We have had a number of families get in touch with us to express their thanks after the service to say how much they, and their families, appreciated the welcome and the contact with their baptism visitor. We remain a team of five visitors, and we are grateful to Tony West for all his support. Our annual reunion party and service were very well-attended, and a lovely chance to get together. Please give some thought as to whether God may be calling you to be a part of this continuing ministry

Botolph's Buggy Buddies: Buggy Buddies will be four years old in June! We are quite a small group at the moment, but the advantage is that everyone gets to know and chat to each other each week. It is a real 'family' environment, and although we go home exhausted, a real joy to the team. We were delighted to welcome Sarah Noyes to the team this year, and also one of our young people, Rebecca Sampson, who is a great hit with the children! Please do let people know about the group, which is for those aged four and under with their carers, and runs from 10.30-12.00 during term time.

Community Links (under 5s): MU members support the Monday Parent and Toddler Group that meets in the Village Hall, and Chris still leads the singing slot that concludes the session. We have continued to provide services for them (and Longthorpe Pre-School) for Harvest, Christmas and (coming up) Easter during the vacancy. Many thanks to Roger Hunt for being a fantastic Father Christmas, stepping into Bill's boots!

Parade Services: Our link with the uniformed groups continues via the

utility bills. These reductions were partly offset by increases in altar requisites, parish nursing, refreshments, and fees paid to assisting priests during the interregnum.

During 2016 some £11,082 was spent on major capital items; £5,920 on the new sound system and £5,161 on the re-ordering project.

Surplus

Our surplus in 2016 was £18,190, an increase on 2015 and an important contribution to our reserves being held for our re-ordering project.

In Conclusion

The PCC is grateful to the whole congregation for its active support for the life, ministry and mission of St Botolph's. Although this report runs to several pages in length it is impossible to acknowledge every contribution made. In the Christian Church every contribution made is of equal value and this must never be overlooked. Behind the scenes unnumbered acts of kindness, witness and worship enrich the witness of St Botolph's to the community of Longthorpe.

Administrative Information

St Botolph's Church is situated in Thorpe Road, Longthorpe, Peterborough. It lies within the Deanery of Peterborough, in the Diocese of Peterborough.

Correspondence is addressed to:

The Revd Canon W S Croft, 315 Thorpe Road, Peterborough PE3 6SU. (e-mail: williamsbill_croft@hotmail.com)
From 1st April 2017: The Revd Jackie Bullen ; (During the vacancy, The Church Wardens) at the same address

The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Botolph, Longthorpe is a charity registered with the Charity Commission, number 1131670. The charity's trustees are the members of the PCC.

PCC members who have served from 1 January 2016 to the date this report was approved are listed in Appendix 1, together with details of the PCC's bankers and independent examiner. A statement of Trustees' responsibilities is at Appendix 3.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956. The appointment of PCC members is governed by and set out in the Church Representation Rules. These rules provide that certain persons are *ex officio* members of the PCC: the Priest in charge, the Pioneer Curate, the Churchwardens, the elected representatives on Peterborough Deanery Synod and such other members of the Deanery and/or Diocesan Synod who are on the Church Electoral Roll. The rules also provide that there be a number of elected representatives of the laity on the PCC, who shall hold office from the conclusion of the annual meeting (APCM) at which they were elected to the conclusion of the third APCM thereafter.

In addition –

- the APCM on 20 April 2010 resolved that Readers had the right to be appointed to the PCC if they wished;
- the APCM on 29 April 2008 resolved that the number of elected representatives of the laity on the PCC be 9;
- the APCM on 24 April 2007 resolved that no elected representative of the laity may hold office for more than six years continuously after the date of the APCM at which he/she was elected.

Appendix 1: Details of PCC Members, Bankers and Independent Examiner

PCC members who have served from 29th April 2015 until the date this report was approved are:

Priest-in-Charge

The Rev Canon William Croft (*Chairman*) (Resigned July 2016)

Readers

Mrs Pat Hope-Jones, Mrs Chris Walker, Mrs Pat Hemsley

Churchwardens

Mr Brian Green (*Chairman, August to date*), Mr Chris Wren

Elected representatives on Peterborough Deanery Synod

Mrs Sheila Barker, Mrs Jenny Dale, Mr Ken Hope-Jones (*resigned October 2016*), Mrs Corinne Craymer, Mrs Eddie Miller, Mrs Yvette Magri

Elected at APCM 2016

Mrs Suzie Robinson (*Treasurer*), Mrs Liz Eldred (*Secretary*), Mrs Pam Hendry, Mrs Ann Green, Mr Bob Noyes

Elected at APCM 2015

Mrs Sheila Barker, Mr Brian Green, Mrs Kathy Murphy, Mr Christopher Wren

Elected at APCM 2014

Mr Philip Hemsley, Mrs Kate Mahon, Mrs Julie Sharp

Bankers :

Barclays Bank plc, PO Box 294, 1 Church Street, Peterborough PE11EZ

Independent examiner

Rawlinsons, Ruthlyn House, 90 Lincoln Road, Peterborough PE1 2SP

Support

Fabric Committee

Reordering of the Church

Having received support from the DAC (the Diocesan Advisory Committee for the Care of Churches) for our reordering proposals which had been amended to take into account the objections raised by some of the conservation societies, the PCC at its meeting on 15th February 2016 decided that we should petition for a faculty for the proposals.

The petition was submitted on 11th March 2016. A process followed whereby the various conservation societies were able to make further written submissions to the Chancellor who ordered that determination would be on that basis.

After a long wait we received in November 2016 both a Judgement and a Revised Judgement from the Chancellor which was supportive of our proposals. However he directed that a Faculty would not be issued until a revised specification had been submitted to the DAC and recommended for approval by it, and that recommendation submitted to him. The Victorian Society has indicated that it may lodge an appeal to his Judgement. Our Architect Stephen Oliver prepared revised

specifications and drawings which were approved by the DAC and forwarded to the Chancellor in January for his final determination.



The Church

The sound system was updated in time for Christmas 2016 and has the facility to be relocated if needed during our reordering.

A wheelchair was kindly donated during the year, new disabled parking notices installed in Woburn Drive and the footpath kerb dropped to assist the less mobile members of the congregation.

The church acquired a microwave and fridge together with a food waste recycling bin for food scraps. Additionally a warming trolley was kindly donated, new mats purchased

for the church entrance and the cloister security camera replaced.

Following a considerable fall in numbers on the church and brass cleaning rotas the groups have been consolidated to ensure we still have enough volunteers to continue with this work.

Following the retirement of Julian Limentani as St Botolph's architect Stephen Oliver was appointed as his replacement.

The Churchyard

The external floodlights were replaced thanks to a very generous donation.

The vicarage garden has been tidied in preparation for the new incumbent and the diocese has redecorated the vicarage and upgraded the bathroom.

Health and Safety

The annual Health and Safety inspection has been carried out and report submitted to the PCC.

Fire evacuation exercises have been safely carried out at several services.

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Many thanks to those who have given their time in looking after the fabric of our church.

2016 Financial Review

Income

Our total income in 2016 compared to 2015 increased by £9,835 to £161,781. This increase is basically made up of a legacy of £5,000 and an individual donation of £4,000, which attracted a further £1,000 of Gift Aid. There were a number of other changes when 2016 is compared to 2015.

Our planned giving, the core of our income from standing orders or stewardship envelopes actually decreased slightly – by £435. Whilst our stewardship review in May resulted in some new members of the congregation becoming regular givers and a few others increasing their

giving, we lost a number of generous givers during the course of the year – either having moved away, or sadly died.

It is really important that we keep challenging ourselves every year and ask – is my giving at the right level to build the kingdom of God; should I start giving regularly; should I aim to achieve the recommended 10% or tithe to the church and other charities? We need to aim to achieve an additional £4,000 in giving each year just to stand still.

Collections at services fell by £1,519 but one-off donations, both by Gift Aid and not, rose significantly. This increase relates to our very successful

Lent Appeal and also collections for gifts for Bill and Hilary Croft and John and Irene Mullins on their departures from our community.

As in previous years Gift Aid is a vital part of our income. In 2016 it was £23,990. Fees for funerals and weddings increased by £3,901; sadly a result of the number of funerals.

Expenditure

Expenditure, excluding major capital expenditure, was £2,618 below the 2015 level. The main areas of reduction relate to charitable donations, some of which will appear in the 2017 accounts, Parish Share, the parish retreat and quiet day and

Parade Service. This is a really good opportunity to make contact with a wider number of families. Thanks go to Pat Hemsley for doing an excellent job of leading the last service, which she tell me she really enjoyed!

School visits: Last year we hosted our usual visit from Longthorpe School Key Stage One (around 180 children) to learn about why and how Christians celebrate Easter. There were two visits by the Y3 year group (60 children each visit) from both

Thorpe and Longthorpe Primary Schools to look at the features of a place of worship. All of these were lively, enjoyable sessions, with the children full of curiosity and enjoying being in the church building and being allowed to roam and explore.

Fellowship

Faith Development Committee

In response to the 2016-17 One Year programme of the Growth Action, Sunday 4th September was designated as a day when the focus was on prayer for growth. The sermons on this day were all on this topic. Progress has not been made on the second aim of the programme, to form a group to pray for growth. The visit of Canon Miles Baker to speak to the PCC about enabling the congregation to become more empowered to share their faith, planned for 5th December, was postponed due to the vacancy, but he will be invited later in 2017. However Liz Holdsworth, Diocesan Training Officer led a very stimulating and helpful Saturday morning session on 'Sharing my Story' in January 2017.

The five home groups continued to thrive, encouraging spiritual growth and giving support and fellowship to members.

During Lent there was a special focus on Luke's gospel, with the whole gospel being read over the Wednesday evening Eucharists.

On 10th July a Songs of Praise service was held, when five members of the congregation each chose a hymn or worship song and shared how this song had been significant for them in their journey of faith. This service is always very popular and encouraging.



All the men in the congregation were presented with a buttonhole on Fathers' Day

A weekend Parish Retreat was held at Launde Abbey in July led by Bill and Bishop John Flack led the Advent Quiet Day also at Launde. Both were much enjoyed by all who attended. A Parish Retreat has been booked for June 2017.

In the autumn a second Pilgrim course was held, on the topic of 'The Commandments'. This had been planned before it was known that Bill would be leaving, but the committee decided to go ahead with it anyway. It was led by Pat Hemsley and Pat Hope-Jones and was appreciated by those who attended.

Pastoral Committee



Eddie Miller was licensed as Parish Nurse by the Revd Dr Helen Wordsworth and Claire Gillett

The brief of the Pastoral Committee continues to be the oversight and co-ordination of the wide range of excellent pastoral work existing within the parish, its aims to affirm and assist those involved in pastoral ministry and to identify areas of future growth. Currently, there are seven committee members, who represent between them some major areas of pastoral care i.e baptism and children's work, bereavement support and ministry to an older congregation.

Edwina Miller completed her Parish nurse training during this year and we were delighted that she was formally commissioned at a 9.30 am Eucharist service in the latter part of the year.

Her work in this role, offering a whole person health ministry, is growing quickly and it is quite obvious that it fulfils a real need. This continues to represent an important undertaking, both for Eddie, who is also our Pastoral Assistant, and for the church. The committee will continue to support Eddie and her dual ministries in prayer and in practical terms where appropriate.

During the past year, we have again organised or been involved with monthly Cloister lunches, rotas for providing lifts to and from church and church events and supporting the practical needs of the increasing numbers attending the Wednesday morning Eucharist. One member continues to be responsible for the transport of donated food to the Food Bank warehouse and liaison between members of the committee and Revd Barbara Howitt continues to ensure regular provision of home communions for the sick and housebound. Members of the committee also provided support and welcome at the two services (Christmas and Harvest) hosted in church for the residents, families and staff at Ashlynn Grange (formerly Wentworth Croft) Care Home.

During the coming year, the committee hopes to address, with input from our new incumbent, the need to train more people to act as Eucharistic assistants, particularly as the demand for home communions (for those unable to attend church) increases. It is also deemed time to have an in-depth review of the role of the committee, its aims and purpose, again with insights from our new incumbent when she has settled into the parish.

Safeguarding

‘St Botolph’s Church is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all volunteers to share this commitment.’

As such over the past year we have:

- Continued to hold an annual safeguarding training course for all involved in ministry with children or vulnerable adults; including the PCC
- Promoted our commitment to safeguarding via the parish website, magazine and pew news
- Reviewed and published the Safeguarding Policy as required of the PCC on an annual basis
- Ensured that all newly appointed volunteers complete an enhanced DBS check prior to commencing their role and receive appropriate training
- Renewed DBS checks for volunteers whose previous check had expired
- Continued to process DBS checks for members of the PCC
- Kept up to date with best practice via newsletters and communication from the Diocesan Safeguarding Officer, Garry Johnson

In order to ensure that we continue to be committed at all times to safe-guarding all who worship in our Church it is vitally important that we remember the Paramountcy Principle from the Children’s Act in 1989 which stated that **the welfare of children (and now vulnerable adults) is at all times paramount and overrides all other considerations**. Please keep this fact at the forefront of your minds at all times.

Bereavement Support Group

Members of the Bereavement Support Group are available to accompany the clergy on funeral visits. This means that there can be follow up, if appropriate, following a funeral. Circumstances of bereaved people vary greatly: some have



The Monday morning Dancercise group celebrated its 15th birthday

regular contact with the Church, others do not. Some appreciate some form of continuing contact, but this is not universal. However during the vacancy we have not been called upon to accompany clergy.

Our main focus in 2016 was the organising of the All Souls Remembrance Service. The pattern of the service is now well established and serves the needs of those who come each year. Since those invited are those who have been bereaved in the previous twelve months the congregation is largely different each year. The feedback that is given shows that the service is much appreciated.

The group makes sure that there is a regular supply of cards available so that the clergy and others can send them to bereaved people on anniversaries or at other times.



St Botolph’s Mothers’ Union branch hosted the Deanery Festival on the 140th anniversary of MU in June

Marriage Preparation

During 2016 St Botolph’s held five weddings with couples from this parish, some with connections to the parish and some from Holy Spirit. This is similar to previous years.

A marriage preparation day was held in January for those who could attend. Those that could not attend were seen separately.

We continue to use the information booklet provided by the Mothers Union and have found this to be helpful to all concerned, along with prayer cards that our MU branch is piloting.

On behalf of the marriage preparation team and the couples married during the year we would like to thank all those involved at St Botolph’s in making each wedding a memorable occasion.

Social Events Co-ordinator

The aim is to bring together the family of St Botolph’s for purely social events and during 2016 these included:

- Maundy Thursday Agape Meal in the Village Hall in March;
- Patronal lunch, jointly with Holy Spirit Church, in June;
- Barn Dance at the Village Hall in June;
- Picnic at Toilethorpe followed by production of ‘Macbeth’ in July;
- Evensong and combined Concert in church with Robert Carding, organist, and his daughter Hannah from Norway in September;
- Social Farewell to Bill and Hilary in the Village Hall in August.

Plans for 2017 so far include a picnic at Toilethorpe followed by a production of ‘Hobson’s Choice’ in July and possibly a quiz at the time of our Patronal Festival.

Many thanks to all who help and attend these events. Suggestions are always welcome for any event you may wish to be arranged

Ministry

Since the departure of Bill Croft in July we have been greatly blessed by the ministry of visiting priests the Revd Ray Hemingray and Canon Grant Brockhouse.

The Revd Barbara Howitt has also played a significant role in presiding and preaching at Sunday Eucharists and also Wednesday morning Eucharists, where she has overseen considerable growth in numbers and in fellowship over coffee after the service. She has also played an important part in the leadership of Cloister lunches and in general pastoral oversight.

Our three Readers have continued

their ministry. All three serve as deacons at the Sunday Eucharist. Pat Hope-Jones is editor of the Magazine, produces Pew News each week and does a lot of administrative work behind the scenes. She also chairs the Faith Development and the Communications Committees. Chris Walker continues to lead and inspire our children and young people’s work. Pat Hemsley chairs the Pastoral Committee and has a major ministry at Ashlynn Grange (formerly Wentworth Croft) with people living with dementia and their carers.

Our Lay Pastoral Minister, Eddie Miller, is now also the Parish Nurse. Her ministry is focussed on Wednesdays when she has for a number of years been a regular

worshipper offering a great deal of pastoral support.

Organizations supporting the life of St Botolph’s

St Botolph’s is blessed by the active support of both Cursillo and the Mothers’ Union. It is noticeable how many members of Cursillo are in positions of leadership in the church. This is testimony to the benefit this organization brings both to individuals and church communities. The Mothers’ Union continues as a lively and growing organization offering spiritual and practical support to St Botolph’s. Men and Ladies of Botolph’s continue to enrich the life of St Botolph’s.

Outreach

Evangelism Committee

Although meetings have been few this year following the departure of our Chairperson Bill Croft to Holy Spirit Bretton, the committee has had a positive and successful year.

Rather than hold our regular meeting in May, Bill asked if we would use the time to join him on a Parish Prayer Walk along with other members of the congregation of St Botolph’s who had shown an interest. In total twelve of us, divided into small groups and spent a short time walking, listening and praying around the village. Many of us felt this to be a deeply spiritual time and hopefully one that could be explored and repeated more frequently.

One of the main aims of The Evangelism Committee is to bring more people to faith and of course in to our Church Community and bearing this in mind Beer and Carols at the Woodman local was again a popular evening. Carols on the Green - even though held by candlelight in church due to the extremely wet weather was very well attended by lots of new faces. Their enjoyment and enthusiasm was wonderful and we

would like to pass on sincere thanks to John and Anne Davis for kindly stepping in to lead proceedings on the night!!



Folu Williams, Grace Kennedy, Ellie and Devonne Piccaver were confirmed by Bishop John Flack on 2nd October

root causes. St Botolph’s has been supporting the charity for many years, mainly through the annual door-to-door collection in Christian Aid Week.

The focus of Christian Aid Week this year was Bangladesh, in particular the many people living on silt islands or ‘chars’ in the Brahmaputra River. These islands are subject to erosion and flooding, and life is very precarious for the inhabitants. Christian Aid aimed to support families by providing home safety packages, including a small grant to buy seeds and livestock, and resources to raise the level of the land so that houses would be at reduced risk of flooding.

Ideas for more events have been discussed and we look forward to taking direction from our new Vicar Jackie and welcoming more new faces to our wonderful Church and the greater Christian family.

Christian Aid Week 15 – 21 May 2016

Christian Aid works with partner organisations in some of the poorest communities in the world, regardless of nationality or faith, aiming to tackle both the effects of poverty and its

Longthorpe parish covers some 55 roads including over 1,300 dwellings. Twenty-seven volunteers collected in around 40 roads, slightly fewer than in 2015. However, the total raised (including Gift Aid) was around £2,600, which equated to £96 per collector and was higher than the previous year’s total. This was largely due to a high proportion of Gift Aid donations. Many thanks are due to those who collected and donated in Christian Aid Week. This support makes a great difference to so many living in poverty.