

Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of Lavant

1131684

St Mary with St Nicholas

Pook Lane, East Lavant, PO18 0AH

Registered Charity no. 1131684

For the year ended 31st December 2017

CHARITY COMMISSION
FIRST CONTACT

12 SEP 2018

ACCOUNTS
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Website: www.lavantchurches.net

Incumbent: The Revd Dr David Jarratt
The Rectory, Pook Lane, East Lavant, PO18 0AH

Independent examiner: Mr J Murray
17 Hilltop Crescent, Cosham, Portsmouth, PO6 1BB

Bankers: Barclays Bank PLC
74/75 East Street, Chichester, PO19 1HR

Lavant Churches

Trustees Annual Report for 2017

Our aims and purposes as a charity

The primary objective of Lavant PCC is our Mission Statement,

'To lead the people of Lavant into the knowledge and love of God, and bring them into the life and worship of Christ's church.'

The PCC has the responsibility of co-operating with the Rector, the Reverend Dr. David Jarratt in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and, ecumenical.
- To know Jesus better and make Him better known;
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or, ability to pay;
- Providing financial support to those in need and to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, the Rector and the PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

For 2017 we discussed and planned the following objectives and activities to fulfil our aims:

Early in 2017, the PCC attended an Away Day to discuss and plan objectives for the future and the activities it would undertake to fulfil these aims.

- Enabling as many people as possible to worship at our church
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Maintaining an overview of worship throughout the parish
- Considering how services can involve the many groups that live within the parish
- Putting faith into practice, through prayer and scripture, music and sacrament
- Offering worship and prayer, learning about the Gospel, in small group situations
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- *Provision of pastoral care for people living in the parish*
- Providing assistance to the poor and needy of the parish
- Giving grants to missionary organisations
- Reaching out to non-churchgoers through assisting in the organisation of the village fete, and new activities at St Nicholas Church to create a community hub at the heart of the most populated part of the village
- Maintaining the fabric of the church buildings as historic centres and focuses of life in the village
- Ensuring the financial sustainability of two churches

What we achieved and how we affected beneficiaries' lives

Attendance at worship

The Lavant Churches welcome visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. Voluntary attendance to worship is a major demonstration of the public benefit of our activities. At the end of 2017 there were 316 members registered on the electoral roll of the church, a net increase of two on the same time the previous year.

"Having just moved to the area, you've made us feel so welcome
J and G

The average regular weekly attendance, counted during October was 107 adults and 10 children. The average attending at least once monthly is 120 adults and 13 children. The Easter numbers were much increased to 345 by the introduction of the Easter Vigil, which included Holy Baptism. Over the course of the year attendance has remained consistent and it has been a

great encouragement to welcome some new new families to the Lavant Churches.

We look to encourage the deepening of faith for all ages, and alongside our services in 2017 we introduced a 'Church in a box' creche programme for our youngest visitors; Junior Church welcomes children from 5 to 11 years, following the lectionary via the Roots for Churches programme. Young

'I loved Junior Church, I'm glad I can come back and help the younger ones'...EC

people in Year 7 upwards are encouraged in their faith as they assist with the running of Junior Church. Many of these young people choose to assist in a voluntary capacity as part of the Duke of Edinburgh scheme.

Christmas is a very special time of celebration where many sections of the community come together to join in the services. Our Crib Service on Christmas Eve at St Nicholas saw the church packed to capacity, with particularly high attendance from local families with young children. On this occasion we welcomed 173 worshippers, an increase of 68 on the previous year. Our Christingle Service in aid of the Children's Society also welcomed a number of new families as well as regular attenders.

In February, the PCC reviewed the pattern of services offered by the two churches and it was agreed that the 'Let's Celebrate' service on the first Sunday of the month should continue to reach out to non-churchgoers as a less formal entry point for those taking the first steps on their faith journey. The service would continue to be adapted on a month by month basis to provide an age appropriate message for families with young children as well as spiritual nourishment for more regular churchgoers who also enjoy the 'Let's Celebrate' format. The numbers attending 'Let's Celebrate' remained consistent throughout the year, with an average monthly attendance of 12 children and 57 adults.

The mid-week, morning communion remained popular with a small but faithful group of mainly older members of the community, who appreciate the additional opportunity for group worship and fellowship.

Teaching, baptising and nurturing new and existing believers

It was with great delight that we hosted a Service of Confirmation for 25 candidates within our Deanery, 12 of whom from our own parish. The ages of those confirming their faith in Christ ranged from 8 to 80 years old and it was a joy to share this sacrament with them and their families.

In 2017 there have been 7 (9) weddings, 8 (13) church funerals with 6 other funerals conducted for parishioners; 4 burial of ashes; 12 (8) baptisms and 12 candidates confirmed including 9 children. Figures in brackets show numbers for the previous year.

Our worship continues to be led and informed by our Rector, Reverend Dr David Jarratt, assisted occasionally by retired priest the Reverend Geoff Barter whose 50th anniversary of ordination was a joyful and shared occasion within our parish. A faithful number of adults undertake to lead our junior church and we are always seeking to welcome new leaders and helpers. Encouragement is given to extend the number of people leading groups at Lent and Advent.

We enjoy a very positive relationship with our local Church of England Primary School, where a weekly assembly is conducted by the Rector.

Evangelism and outreach

Lavant churchgoers are the lifeblood of many regular village events as well as new initiatives. A highlight of the year is the annual Village Fete which is a wonderful community event, bringing together hundreds of families to enjoy stalls and sideshows many of which are run by or supported by members of the Lavant churches. The local Church of England Primary school is also very much at the heart of the church community and is supported in its fundraising activities by members of the church who run stalls at or attend its regular Fairs and Jumble Sales.

"This is the best thing I do"

*Ryan aged 8
Pizza & Pics @ St Nic's*

The Lavant Churches offer a number of well attended outreach activities including a monthly Lunch Club attended regularly by over 40 villagers and church members; and a monthly Tea and Chat, mainly for elderly villagers although all are welcome; and a thriving Toddler Group which meets weekly in term time and welcomes up to 20 pre-school children and their parent or carer. This year saw

the introduction of a monthly Saturday Brunch which has proved very popular and welcomes villagers and churchgoers alike, around 30 attendees each month, including parents or grandparents with children who come to enjoy a relaxed brunch while their children are occupied at the craft tables. We have also initiated a monthly Pizza and Film night in St Nicholas Church for primary school aged children, which has been enjoyed by 8-12 families throughout the winter months when the darker afternoons permit the showing of films in the church. All of the above activities are free of charge and rely solely on donations given. *(Please see more detailed reports in the Parish Reports section.)*

Lavant News is the monthly Parish Magazine prepared by a small team which has the objective of uniting the interests of the Church and the village, promoting community spirit. Publicity in the magazine encourages villagers who may not be churchgoers to join in events organised by the church. 11 issues were distributed in 2017 (one magazine for December/January). The December magazine was distributed free of charge to every household (750) in the parish (normal subscription 50p.) The format and subscription charge remains under review. *(Please see Parish Reports for full report.)*

In 2017 we planned our Alpha Course which was due to begin at the beginning of 2018 and we hope to attract those beginning their knowledge of Jesus as well as more regular worshippers seeking to deepen their understanding. We look forward to welcoming new members as a result of this initiative.

Provision of the church building for people to enjoy

We celebrated 12 baptisms, 12 confirmations, 7 weddings and 8 funerals in our churches during the year. Our churches continue to be appreciated by our parishioners and many others, as spaces where life events are celebrated with joy and thanksgiving.

One of our main focuses this year has been to explore ways in which St Nicholas church building can be used for events in addition to services. Its position at the heart of the most populated part of the village together with its lack of fixed pews and well equipped kitchen make it an ideal venue for community events. In 2017 St Nicholas was used to host several consultation meetings for the preparation of the Local Neighbourhood Plan, it is currently used twice a week by the Post Office as well as being the venue for our outreach activities: Lunch Club, Tea & Chat, Toddler group, Saturday Brunch and Pizza & Pics. It has also been the venue for a number of talks with topics ranging from life as a diplomat to life in China, as well as art appreciation talks. The Lavant History Group also used St Nicholas as the base for a weekend seminar on graveyard surveys. This group is now helping us to understand more about the national heritage assets held at St Nicholas. Towards the end of the year we were also pleased to be able to offer space for a weekly, daytime community choir which continues in popularity. The increased use of St Nicholas by community groups has highlighted some of its shortcomings in terms of access, heating, lighting and sound. We hope to address some of these in the coming year to improve the quality for regular worshippers and community users alike.

It is important to us that the church is available for private prayer not just to the church family but to the wider visiting community. To this end St Mary's church is always open during daylight hours and the many entries in the Visitors' Book testify to this.

Spatial reordering of the church building and future projects

The report has already alluded to the planned improvements to St Nicholas and it is intended that detailed plans will facilitate a grant application in 2018. Ongoing decisions are made in faith, to adopt and encourage the Diocesan Strategy of re-imagining of ministry and, to modernise our church building, pointing to a hopeful future. However, such improvements will require the continued spiritual and financial commitment from all of us, to see it realised.

In 2017 at St Mary's, we were pleased to install the new digital audio system, which has improved the sound quality and eliminated previous 'blank spots' when using the microphones at the far ends of the church.

Provision of pastoral care for people living in the parish

Lavant is a relatively small community with a strong sense of neighbourliness. Members of the church offer support and keep an eye on more vulnerable members, be it to assist with short term practical help or longer term needs. Those requesting spiritual support are held in prayer weekly, and according to their wishes, their reasons for asking for prayer support remain confidential. The Rector regularly makes home and hospital visits and a small team delivers home communions to those too frail to attend church.

In 2017 prayer trees were introduced in each church and these are overseen by our Healing Ministry Team who respond in prayer to the requests on the prayer trees before passing them to the Rector. The Healing Ministry offers to pray with and for those in need as part of the main service on the fourth Sunday of the month. The Memorial Chapel is made available for those who wish to join the Healing Ministry team at this time. *(Please see the team's full report on their activities and training in the Parish Reports.)*

Provision of tangible support to the poor and needy

It has been our custom in recent years that the Harvest festival gifts of tinned, packeted and dried foods are donated to the Food Bank in Chichester. Up to 40 smaller bags of mixed produce are delivered to those people in the village

"Thank you once again for your kind donations, they make a real difference to the people we help"

Stonepillow

who are considered to be in need, or elderly folk who appreciate the kindness at this time of year. Many of the donations come from the local primary school whose children also take part in the distribution of the Harvest gifts.

In 2017 several boxes of toiletries and other essentials donated by members of the church at Harvest time were given to Stonepillow, a local charity for homeless people.

A collection basket in St Mary's is maintained all year round for donations of food to the Chichester Food Bank.

Other charitable giving

The Outreach Group has overseen the charitable giving of groups and individuals. During the year group collections and individual donations raised a total of £6,344. Fundraising included £1,112 divided equally between St Matthew's Breakfast Club (Ethopia) and the Tear Fund from our Lent Appeal; £833 in aid of Mary's Meals from the Harvest Appeal and £1,476 divided equally between the charities for the homeless, Safe in Sussex and Stone Pillow from the Christmas Appeal. £946 was also raised towards the new Chichester Homeless Project (£250 from PCC funds and the rest in individual donations.) The Christian Aid Cake Sale in May raised £300, a little lower than in previous years, whereas the collections for the Royal British Legion's poppy appeal at £497 and the Children's Society Christingle collection at £368 both showed a substantial increase on the previous year. £254 was collected at the Confirmation Service for the Bishop's Discretionary Fund.

In previous years the PCC has been committed, by resolution, to giving 5% on its annual income from planned giving and normal collections to charitable causes. Traditionally this had been divided equally between two Church charities (USPG and CMS) and two other charities as agreed by the Outreach Group. However, in 2017, given the continued concerns over maintaining financial stability to ensure the upkeep of two churches, the PCC further resolved not to make this additional payment of £2,875 and would review the situation on an annual basis.

Financial Review

The total receipts on general unrestricted funds received were £96,389 and total expenditure in these funds was £104,816; receipts and expenditure are detailed in the Financial Report.

Planned giving through envelopes and banker's orders increased by 15%, from £41,260 to £47,513. In 2017 parishioners were encouraged to review their planned giving via a new index linked Parish Giving Scheme. It is encouraging to note that many have done so and there is further cause for optimism as the contributions of scheme members who have joined in more recent months have yet to be annualised. It was also good to see the use of Gift Aid through the Parish Giving Scheme. Total Gift Aid recovered increased by 24%. Our total voluntary income including tax recovered, but excluding legacies and grants increased by 12.5%.

The PCC was grateful to receive two legacies totalling £4,000.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £68,864 paid to the diocese for our share of all churches' Parish Ministry Costs. This amount covers the housing, stipend and pension costs of the Rector, and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. It no longer includes insurance which was an additional charge to the PCC of £3,593. In 2017 the contribution from the Lavant Churches increased by 3.7% on the previous year.

Currently, the PCC continues to meet 100% of the costs allocated to our churches. It is also important to note that approximately 80% of the total paid relates directly to the clergy costs of this parish, the remainder being the shared costs of the Christian family throughout the whole Church of England, including assistance towards the upkeep of churches less able to manage than ourselves. Taking into account Council Tax and other utility costs relating to the Rectory, the full cost of parish ministry amounts to approximately £75,000.

Staff costs

The PCC pays for the organist and choirmaster. Further details are provided in the notes to the accounts.

Trustee payments and expenses

No payments were made to PCC members in the year, other than for the reimbursement of expenses incurred on behalf of the PCC. Four members received reimbursements totalling £4,473.

The wife of one PCC member received £163 in reimbursement of expenses.

Office costs

Printing is outsourced at competitive rates and the Rector's and PCC members' outlay is reimbursed as noted above.

Repairs to the fabric of the church building

The PCC maintains a Buildings fund, the balance of which is currently, £24,924 for the benefit of both churches and a Designated Fund account of £13,460 (designated for use to the benefit of St Mary's church only.) The Diocesan Board of Finance maintains the Lavant St Nicholas Chancel Trust as a permanent endowment invested in shares with a market value at year end of £6,951 when at the same point in time the DBF was holding income received of £2,662 which sum is available for repairs to the chancel fabric of St Nicholas.

The St Mary's quinquennial inspection took place in 2017 and thankfully did not reveal the need for extensive repairs, although some smaller specialist works may prove costly. The PCC are in the process of compiling a schedule of works.

Why we hold some money in reserve

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately two months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £14,889 in 2017 did not achieve this, although we still expect to have sufficient cash flow to continue to pay bills when they fall due. The PCC remains mindful of the continued trend of expenditure outstripping income albeit at a slower rate due to the dual levers of increased giving and reduction in parish outward giving.

Structure, governance and management of the charity

The Parochial Church Council (PCC) is registered with the Charity Commission as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

During the year the following served as members of the Parochial Church Council:

Ex Officio member

Incumbent:	The Revd Dr David Jarratt	Chairman
Elected Wardens:	Mrs Cynthia Blades Mrs Barbara Treverton Mr Ben Smith	Joint Vice Chairman (Until 23-4-17) Joint Vice Chairman (From 23-4-17)
Elected Members:	Mr James Pickford Mrs Lindsay Campbell Mr Andrew Dicker Mr Barry Tester Mrs Margaret Rhodes Mr Richard Ryder Mrs Karen Crossley Mrs Betty Smith Mr David Kay Mr Graham Manson Mr Ben Smith Mr Greg Dorey Mrs Sheila Sims Mrs Shirley Whincop Mr Jonathan Hooker Dr Jean Sherrington Mrs Pat Riches	Treasurer Secretary (Until 23-4-17) (Until 23-4-17) (Until 23-4-17) (Until 23-4-17) (Until 23-4-17) (From 23-4-17) (From 23-4-17) (From 23-4-17) (From 23-4-17) (From 23-4-17) (From 23-4-17) (From 23-4-17)

Deanery Synod

Mrs Elizabeth Woodford Mrs Deecie Tester Mrs Jo Heather Mr Phil Binns Mrs Karen Crossley	(All from 23-4-17)
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Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent), the churchwardens (elected annually and who by resolution of the PCC may serve for a maximum of 5 years in succession) and members of the Deanery Synod (elected to serve for 3 years) and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM) to serve for a period of 3 years before seeking re-election for a further 3 year period only. Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Reverend Dr. David Jarratt, PCC Chairman


.....

Date 30/3/18
.....

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of Lavant

St Mary with St Nicholas

Pook Lane, East Lavant, PO18 0AH

Registered Charity no. 1131684

For the year ended 31st December 2017

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St Mary with St Nicholas Church, Lavant

registered charity number 1131684

Summary of Financial Receipts and Payments

The financial effect of our activities during the year can be summarised as follows:

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total All Funds 2017</i>	<i>Total All Funds 2016</i>	<i>Notes</i>
	<i>General Fund</i>	<i>Designated Funds</i>					
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	80,402		6,266		86,668	80,430	
Charitable activities	4,712				4,712	5,206	
Other trading activities	11,243		425		11,668	12,192	
Investments	32	37	65		134	269	
Total received	96,389	37	6,756		103,182	98,097	3
Expenditure on:							
Cost of raising funds							
Charitable costs	140				140	15	
Trading costs	99,428	2,306	7,860		109,594	102,037	
Other payments	5,248				5,248	5,478	
					-		
Total paid	104,816	2,306	7,860	-	114,982	107,530	5
<i>Reconciliation of funds:</i>							
Net income or (net expenditure)	(8,427)	(2,269)	(1,104)	-	(11,800)	(9,433)	
Bank accounts at 1 January	23,316	15,729	28,784		67,829	77,262	
Bank accounts at 31 December	14,889	13,460	27,680	-	56,029	67,829	A&L

St Mary with St Nicholas Church, Lavant

registered charity number 1131684

Statement of Assets and Liabilities

Our financial position at the year end was:

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total	Total	Notes
	General Fund	Designated Funds			All Funds 2017	All Funds 2016	
	£	£	£	£	£	£	
Assets:							
Bank current account	13,222		4,839		18,062	19,995	
CBF Deposit Fund	1,667	13,460	22,841		37,968	47,834	
Total bank and deposit accounts	14,889	13,460	27,680		56,030	67,829	R&P
Gift Aid recoverable	1,966		624		2,590	3,452	9
Debtors	1,966		624		2,590	3,452	
424 CBF Investment Fund							
Income shares				6,951	6,951	6,375	
Chancel Trust income held by							
the Diocese				2,662	2,662	2,237	
Investment assets at market value				9,613	9,613	8,612	
Total assets	16,855	13,460	28,304	9,613	68,232	79,893	
Liabilities:							
Magazine sales & advertisements received in advance	1,900				1,900	2,780	
Electricity (est'd)	730				730	510	
Other						290	
Total liabilities	2,630				2,630	3,580	

This Financial Report for the year ended 31st December 2017, including the notes following, was approved by the PCC and signed on its behalf by The Revd. Dr David Jarratt, PCC Chairman:



Date 27-1-18

St Mary with St Nicholas Church, Lavant

registered charity number 1131684

Notes to the Financial Report

1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

3 Analysis of total received

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total	Total
	General Fund	Designated Funds			All Funds 2017	All Funds 2016
	£	£	£	£	£	£
Planned giving (excl. tax refunds)					-	
Standing Orders/Direct debits	40,782				40,782	34,695
Envelopes	8,565		1,762		10,327	6,565
Loose cash collections	6,729		1,422		8,151	6,433
Donations & special appeals	4,641		2,045		6,686	12,865
Gift Aid recovered	14,645		786		15,431	12,456
Legacies	4,000				4,000	7,063
Grants	1,040		250		1,290	353
Donations and legacies	80,402		6,266		86,668	80,430
Fees for weddings & funerals	4,712				4,712	5,206
Charitable activities	4,712				4,712	5,206
Village fete	850				850	750
Fund raising	813		425		1,238	84
Parish Magazine:						
Sales	1,589				1,589	2,119
Advertising	5,351				5,351	5,816
Post Office, St Nicholas	710				710	1,020
Other lettings	1,930				1,930	2,403
					-	
					-	
Other trading activities	11,243		425		11,668	12,192
Bank & CBF deposit interest	32	37	65		134	269
Total received on all funds	96,389	37	6,756		103,182	98,097

4 Legacies include bequest from the estates of the late Pearl Elaine Middleton and of the late Margaret Dawes.

St Mary with St Nicholas Church, Lavant

registered charity number 1131684

Notes to the Financial Report

5 Analysis of total paid:

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total	Total	Notes
	General	Designated			All Funds	All Funds	
	Fund	Funds			2017	2,016	
	£	£	£	£	£	£	
Fund raising costs	16				16	15	
Stewardship campaign	124				124		
Cost of raising funds	140				140	15	
Charitable grants and donations							
St Matthew's Breakfast Club			556		556		
Tear Fund			556		556		
Christian Aid			300	-	300		
Bishop's Discretionary Fund			254		254		
Mary's Meals			833		833		
St Wilfrid's Hospice	560				560		6
Royal British Legion			497		497		
Safe in Sussex			738		738		
Stone Pillow			738		738		
Children's Society			368		368		
Chichester Homeless Project	250		696		946		
	810		5,534		6,344	8,608	
Parish share to Chichester Diocese	68,864				68,864	66,430	
Rectory expenditure					-	4,286	
Other clergy costs	5,300				5,300	2,304	
Salaries and honoraria incl NI	2,760				2,760	2,760	
Mission & evangelism costs	663				663	0	
Upkeep of services	3,921				3,921	3,025	
Other church running costs	998				998	971	
School, Junior Church & courses	1,152				1,152	851	
Insurance	3,593				3,593	4,000	
Water, Electricity and Oil	4,955				4,955	5,768	
Church maintenance	2,597		1,568		4,166	964	
Sound system, St Mary's	2,511	2,306			4,817		
Churchyard maintenance	1,304				1,304	996	
Engraving of stelae			757		757	1,074	
Charitable costs	99,428	2,306	7,860	-	109,593	102,037	
Magazine printing & distribution	5,248				5,248	5,478	
Trading costs	5,248				5,248	5,478	
Total paid on all funds	104,816	2,306	7,860		114,982	107,530	

6 The donation of £560 to St Wilfrid's Hospice was from the funeral of Mr Michael Burton.

St Mary with St Nicholas Church, Lavant

registered charity number 1131684

Notes to the Financial Report

7 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. The full cost of parish ministry amounts to approximately £75,000.

8 The Restricted fund represents accumulated donations and appeals for the maintenance of the church buildings.

9 Gift Aid on all donations collected under the Diocese's Parish Giving Scheme has been received. Gift Aid on other qualifying donations received since 30th September is outstanding.

10 Payments to PCC employees

	2017	2016
	£	£
Wages, salaries and honoraria	2,760	2,760
Employer National Insurance		
	2,760	2,760

11 Payments to PCC Members

No payments were made to PCC members in the year other than for the reimbursement of expenses incurred on behalf of the PCC. Four members received reimbursements totalling £4,473.

12 Transactions with persons related to PCC members

The wife of one PCC member received £163 in reimbursement of expenses.

13 Statement of Funds

	Balances b/fwd 1 Jan 2017	Income	Expenditure	Revaluation	Balances c/fwd 31 Dec 2017
	£	£	£	£	£
St Nicholas Chancel Trust	6,375		-	576	6,951
Total of all endowed funds	6,375	-	-	576	6,951
Outreach	(491)	5,401	5,534		(624)
Toddler Group	334				334
Youth Group	948				948
St Mary's Garden of Remembrance	2,006	850	757	-	2,099
Lavant Church Building Fund	25,987	505	1,568		24,924
Total of all restricted funds	28,784	6,756	7,860	-	27,680
General fund	23,316	96,389	104,816		14,889
Designated legacy fund	15,729	37	2,306		13,460
Total of all unrestricted funds	39,045	96,426	107,122	-	28,349
Total funds	£74,204	£103,182	£114,982	£576	£62,980

St Mary with St Nicholas Church, Lavant

registered charity number 1131684

Notes to the Financial Report

13 Statement of Funds (cont.)

The Diocesan Board of Finance maintains the Lavant St Nicholas Chancel Trust as a permanent endowment fund under the Tithe Act on behalf of Lavant Parish. The Fund is invested in 424 Income shares in the CBF Central Board of Finance Investment Fund with a market value at 31 December 2017 of £6,951. At that date the Diocesan Board of Finance were holding income received of £2,662 which sum is available for repairs to the chancel fabric.

The Legacies Fund includes legacies received between 2008 and 2015 which the PCC set aside from general funds pending decisions as to the appropriate use of these bequests. Legacies received since 1st January 2016 have been credited to the General Fund.

The PCC launched the Lavant Church Buildings Appeal Fund in September 2013 and money raised is earmarked for expenditure on the two parish churches. £1,568 was spent on St Nicholas church during 2017 and charged to this Fund.

Independent Examiner's Report to the PCC of St Mary with St Nicholas, Lavant for the Year Ended 31st December, 2017

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Mary with St Nicholas, Lavant, on the annual report for the year ended 31st December 2017 set out on pages 8 to 13

Respective responsibilities of trustees and examiner

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Examiner's signature

.....

Examiner's name CAPITALS

.....

Date

.....

Relevant professional qualification(s) or body
if any

.....

Examiner's address

.....

Church Wardens' Report – Cynthia Blades and Ben Smth

Independent Examiner's Report to the PCC of St Mary with St Nicholas, Lavant for the Year Ended 31st December, 2017

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Mary with St Nicholas, Lavant, on the annual report for the year ended 31st December 2017 set out on pages 8 to 13

Respective responsibilities of trustees and examiner

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Independent examiner's statement

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- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Examiner's signature



Examiner's name CAPITALS

J. L. MURRAY

Date

29th MARCH 2018

Relevant professional qualification(s) or body if any

Examiner's address

17 Hilltop Crescent, Portsmouth,
Hants, PO6 1BB

Parish Reports

Overview on the upkeep and improvements made to our two churches during the last church year.

St Mary's

At St Mary's the retaining wall at the rear of the Lavant room was in need of renewing and was replaced by oak sleepers by the Lavant Volunteer group. Outside St Mary's the notice board was repainted and updated. The sound system was updated, using Concept Audio. This was done in two phases, paid for by the very generous donations from the congregation and now people are able to hear clearly wherever they sit in church, there are no longer any "black spots". Thanks must go to Patrick Madeley for the help he gave and to you the congregation for making it possible. During this year we also had the Quinquennial inspection on St Mary's and my fellow warden, Ben's report explains this in more detail. We now need to arrange a wiring inspection in the near future as this needs to be done every 5 years.

St Nicholas

The notice board outside St Nicholas was repainted and updated. Unfortunately, soon after this a stone from passing traffic broke the glass and it had to be replaced. It was resolved to keep the key to the outside porch door in the lock rather than on a hook and to keep the thoroughfare as free as possible in case there was ever cause for immediate evacuation. As St Nicholas is now running a children's film night once a month a license was applied for, renewable in April, to allow public performances of films and music as long as they are free. The lobby, kitchen and toilet have been much improved, partly by the Community Pay Back scheme who repainted these areas, plus re varnishing outside window frames, soffits and the door. Our electrician replaced light fittings making these areas much brighter. The toilet is now a place of beauty with new fittings, thanks to the hard work of David and Ben and I would encourage you all to visit it to see for yourselves! The heating at St Nicholas continues to be a problem in the winter months due to the fact that it just can't release enough heat to make an impact on such a large space.

St Mary's Quinquennial

The Quinquennial inspection was undertaken in June last year by Jane Jones Warner Associates and the report was received in September. Fortunately the report has not flagged up any major issues. There is however a long list of small works that need actioning. These are graded A to D in the report in order of priority and we will start to work through these actions during 2018. Some works are of a specialist nature (for example, repointing of brickwork to the tower) which we will seek outside funding for. Other works are of a less specialist nature (for example, re-treating the parquet floor to the kitchen) which we could do ourselves. If you think you could help us with some of these smaller maintenance items then please do speak to either Cynthia or myself.

St Nicholas

A small sub-committee was formed to explore ways in which St Nic's could be improved for both the short and long term. We identified the reinstatement of the south porch as an initial project and prepared proposals showing how this could be achieved. These proposals were displayed in St Nic's and feedback was positive. Subsequently we met with the Archdeacon and on his advice issued the proposals to the Diocesan Advisory Committee for their informal comment. Written feedback was received following their site visit in September and this was broadly supportive of the proposals. However, they advised that we might find it easier to achieve funding if we were to think a little bigger. We have therefore revisited some of our earlier conversations as to what improvements we would like to see at St Nic's and have asked Jane Jones Warner to advise her fees for undertaking a master planning exercise. There are grants available to cover her fees, which we will apply for in due course. The sub-committee recently reconvened to prepare a brief for this master planning exercise, which will look at heating, access, sound system, lighting, storage, seating and redecoration. There will be further opportunities for input into the proposals throughout the coming year – so do please get involved in what should be an exciting project for all.

Parish Reports

Deanery Report – Elizabeth Woodford

The past Synodical year meetings were held in June and November 2017 & February 2018 and at each a large part of the agendas has been concerned with finance. A major speaker this past year was John Booth, Chair of the Diocesan Board of Finance who explained what the money from the Parish Share, contributed by each parish in the diocese, covered. Members were told that the Chichester diocese was the 3rd largest giver nationally, and further that we lead the country in members signed up to the Parish Giving Scheme. The small Diocesan surplus this past synodical year accumulated in the Pastoral Fund was to be used to improve parsonage and schools/academisation. Parishes were notified that they would have to pay their insurance direct instead of it being incorporated in the Parish Share as hitherto and that the diocese had negotiated a 15% reduction in insurance costs. However it was advised that there might be up to a 4% increase overall in the premium. Gabrielle Higgins (Diocesan Treasurer) alluded to this in a brief address following John's and answered the query about the amount detailed for curates & ordinands training, explaining that it was regarded as an investment for the future.

Considerable concern was expressed over the long time vacancy in the parishes of Tangmere & Oving, where ministerial coverage for some six years had been undertaken by a retired priest under the terms of a 'house for duty' and at the behest of synod the Rural Dean was detailed to write to the Archdeacon of Chichester about the matter.

Canon Mark Payne spoke at one meeting about the Diocesan Safeguarding initiative SQP (Simple Quality Protects) which they had begun working on in his parish. All parishes over a period of months will have to complete 'tick' boxes in on-line questionnaires. This procedure was felt to be helpful in ascertaining missed policies in parishes.

Particular attention is always drawn to any particular 'special week' or event such as the Week of Prayer for Christian Unity, Ecumenical Reports are given at each synod and notification made of events in other parishes. The Rural Dean notifies and reminds when necessary of any diocesan focus for the ensuing year.

The Revd Jayne Prestwood was another major speaker giving a presentation on the Diocesan response to the report '**Setting God's People Free**' highlighting new developments such as the *Living Faith Course*. Synod was informed that the process for training Lay Readers has been revised and the new Authorised Lay Ministry where PCC'S nominate candidates is in its pilot year. Resources were requested to help in situations where people wished to talk about faith, many were cited but a list was thought necessary, and it was suggested that a resource bank be created in one place. A link on the Hope website was notified. The September week highlighting guided prayer was announced as taking place between 15th and 22nd September 2018 when spiritual directors will be in place. The Rural Dean commended the Diocesan Lent Course, Art in Worship which we are following in our parish. The Homeless Project in Chichester which Lavant had generously supported is a project hoping to cover two areas:

1. engaging with the homeless and
2. providing accommodation.

By next winter it is intended that there will be a night shelter and hopefully an outreach worker to support the individuals concerned. The question was raised as to whether we could do as London churches do and open our doors for the night, but the point was made that a permanent base is easier to manage and that churches could work together supervising a night each. Currently it is known that 15 - 20 persons are sleeping rough in car parks in Chichester and another 40 are on friends' beds. The Four Streets Project was described where sandwiches & hot drinks donated by local shops are distributed to the homeless. Three couples are needed each night to do this and volunteers are requested to contact the Revd. Rachel Hawes on the Westhampnett website. Canon Mark Payne (St Pancras) notified synod that there is resistance from members of the Chichester District Council to churches getting involved. The Deanery Treasurer thanked all for their donations to the proposed Homeless Project. She further expressed the hope that all parishes had arranged their insurance as notified at an earlier synod meeting. The Deanery costs for the current year were detailed as being £923,000. There is a shortfall of £36,000 on our total deanery commitment and pledges for this year, and the hope was expressed that parishes would give more if possible stating that some had already pledged more than 100% for which she was grateful.

Meetings as always closed with prayers and the Grace.

Parish Reports

Pew Sheets by Email – Richard Ryder

We send a newsletter to about 250 people each week of a third or so are not regular members of our church but they like to keep in touch with our activities.

Church Website – Richard Ryder

The church website remains a source of information for those outside our church. Almost 60% of enquiries on our contact form are about weddings whereas the remainder have no common theme. We also have a form for people to send us prayer requests and these are passed to our prayer ministry team. During the past year the system for handling these requests has been automated so that they are sent immediately to those who can deal with the requests – prior to this manual intervention was needed. During 2017 we had 1755 users visit the website and they viewed between them 7120 pages. 83% of website visitors were from the UK 6.5% from the USA and then the rest from 43 different countries. Apart from the home page the most popular pages are on St Mary's, Services, Church Leadership, Contact us, Calendar and What's On. We have started the first steps in determining what we want out of our website to focus it more clearly on the needs of our visitors.

Readers and Sidespersons – Sara Pickford

During 2017-18, the number of people on the Readers and Sidesperson Rota has slightly increased reaching a total of 62 people with 16 new people joining the rota. 9 people have stepped down for a variety of reasons – family or work commitments, illness, mobility or hearing issues.

With this number of people, the average number of duties undertaken is 2 duties every 3 months.

8am Sidespersons & Readers – 12; 10am Readers 40, Sidespersons 36; 6pm Sidespersons & Readers 17.

The same people cover the additional festival services. The lessons read at the Carol service include other members of the congregation.

Leading Intercessions – Hilary Caffyn

At the moment there are 12 people who regularly lead intercessions at the 10am Eucharist Services. Over the years the numbers available, to be involved in this important part of the service, have dwindled – so new people would always be welcomed. If you feel this is something you would like to be part of, please get in touch with the Rector or Hilary Caffyn. You would only be asked three or four times a year so it would not be a huge commitment. There are books available and if enough extra people come forward, the Rector might consider running a training session.

Junior Church – Frances Talbot & Elizabeth Woodford

Elizabeth Woodford and Frances Talbot continue to share the organisation of Junior Church. We are supported by parents, who are both dedicated and competent in their leading and helping with sessions. We meet every Sunday in term time, except the first Sunday in the month. We offer a varied programme of activities following the Roots programme, in line with the readings for the day.

A number of Junior Church members moved up to secondary school in September and so no longer attend our sessions. The current members, although few in number, are interested in the activities and responsive, which is rewarding; they enjoy sharing what they have learnt and made with the congregation at the end of the service. It is always a pleasure to welcome visitors and grandchildren of the congregation on occasion. We organised an activity craft morning on Good Friday and an activity after the 10am service on Easter Sunday, both events were successful and will be offered again this year. We are very grateful for the encouragement of the Rector and the work of the leaders and helpers of Junior Church and would value your prayers.

Social Committee – Cynthia Blades

Our social committee has not felt the need for any formal meetings as such but members continue to help at the various outreach and fund raising events that have been held over the past year. Word goes around and they and other members of the congregation are to be seen catering at various talks, the Garden Party, Christmas mulled wine and mince pies after the carol service, the pancake party and so on. This is all very enjoyable whilst knitting together our church and the wider community and providing much needed funds for church and other good causes. We look forward to a new church year with new opportunities.

Parish Reports

Organ/Choirmaster – Luke Haydn

The music making in Lavant has been improving greatly, and the choir continues to learn new repertoire, develop new skills and enhance worship to a fine ability. This alongside the continued friendly and inclusive nature means the choir is still very much an enjoyable place for all involved. The organ at Saint Nicholas' church has had some issues with the transposer, that are very intermittent, but occasionally catch me off guard. I won't bore with details, but it drops the output down a tone, bringing everything lower, and causing me to have to quickly switch it! The Organ at St Mary's still performs admirably, and is a wonder. There has been some minor peevishness with the Mixtures electronic action misbehaving itself, but I am putting this down to the freak weather conditions that have been affecting organs throughout the country.

I am glad to report that the brass at Christmas (although reduced in numbers) went down a treat. This coming year I will not be running the risk of organising the way it's been done before, as it is unacceptable to let people who anticipate the brass down, and will be directly in touch with every individual involved.

Evensong with sung Canticles, preces and responses continues to be a well enjoyed experience, from the feedback I have personally received. It is in my thoughts to attempt to find a way to bring some extra singers to bolster the singing, so that we may someday have the choir return to evensong fully. This is of course, nothing but concepts floating around in my mind, so there are no immediate plans, only ideas.

David and I have been looking at an electronic piano for St Nicholas, to enable a higher level of flexibility than the current piano offers, which would be beneficial for Let's Celebrate and the Community choir as two immediate points to consider.

All in all, the year has been good for me at the church, it continues to be a pleasure to work with David, Elizabeth, the churchwardens and the congregation in coming together in worship. I'm glad so many people appreciate my efforts to enhance worship with my playing, and hope you will all continue to enjoy my efforts, as I try to put the feedback I receive into action.

Healing Ministry Team – Karen Crossley

Grateful thanks go to Jo Heather who took over the organising of the prayer ministry team after my operation and during my recovery time last year. This enabled the ministry to continue to be available to all at the 10am service at St Marys on the fourth Sunday in the month (except for Christmas and Easter).

Team members meet for prayer on the Friday evening before the service. Thanks to Richard Crossley who has also helped on occasion during the last year, when healing ministry team members were not available. Prayer requests from the prayer trees in both churches are prayed over during the prayer ministry times, then passed to the Rector. The prayer ministry itself continues to be prayed for at Crowhurst Christian Healing Centre, which celebrating it's 90th anniversary in 2018

The annual Diocesan Healing day was in Eastbourne in February where the key speaker was the Rev'd. J John, who was very encouraging with his talks, one of which emphasised praying, caring and sharing.

Dr John Caroe, a retired GP gave a very interesting talk about the ministry of healing and the NHS, in particular his talks to NHS staff on compassion without burnout and encouraging all Christians to hold God's presence in the area around you.

A second teaching day on the healing ministry was held at St Paul's in Chichester, which two team members attended. The speakers were the Venerable Philip Jones, Canon Simon Holland and the Rev'd. Brenda Couzons. They covered the practicalities of the ministry of healing and healing in a hospice context. This day was very helpful and other local churches with prayer ministry teams attended.

A diocesan training day on how to organise prayer spaces, to encourage more people participate in prayer also proved to be useful.

Tea & Chat – Tina Saunders

The Tea and Chat group meet on the 4th Wednesday of the month (except in August and December) between 2pm and 3pm at St Nicholas' Church. We are a small group of ladies and would always welcome anyone to come and join us for afternoon tea and chat. We talk about news from the village and surroundings, our family and friends, and on one occasion, with the help of the Rector, we sang some popular songs from the past.

So if you are free on the fourth Wednesday of the month, we hope to see you.

Parish Reports

Lunch House – Cynthia Blades

Lunch House has now been running for 15 years, providing a choice of tasty but affordable meals once a month and an opportunity for people to meet and enjoy each other's company. Numbers have remained high - we have at least 40 regulars and there are usually 35'ish at any given month. Our customers continue to be made up of church and non church goers and we feel we provide an important link with the wider community. As is our practice, we were able to provide a free Christmas lunch and we are indebted to the fete committee under the auspices of the parish council for giving us a donation of £150 to enable us to do this. A highlight of our Christmas Lunch was the really beautiful carol singing from the children of Lavant primary school. It is really lovely to have their input. We decided that each month we would now give £20 in the church collection to help towards the church's running costs and where possible we try to help fund other social events whilst retaining enough to pay for any equipment we might need in the future. Thanks must go to the 11 volunteers who run Lunch House, it is quite hard work but hugely enjoyable.

Toddler Group – Barbara Treverton & Gloria Rix

Lavant Toddler Group remains very active. We have about 20 children on the register and regularly have about 10-14 attendees. This term some children have succumbed to chicken pox or scarlet fever. We have continued throughout 2017 with Gloria Rix and myself leading alternate sessions with regular help from Angela Stenning and Janet Binns. Marion Snook has been providing lovely craft sessions regularly but unfortunately has stepped down for family reasons. Gloria has also decided to leave at the end of the Spring Term after 12 years service. I am sorry she is leaving, we started together and she has taken great care with cleaning and repair of toys etc. It would be nice to have someone to run a craft table – say for an hour on a regular basis perhaps a couple of times a month. The children do enjoy colouring and pasting and I am afraid I am not artistic! We have a new bright poster designed by Amanda Smith and will also have a banner flag in the same style as St Nic's Brunch Café.

Pizza & Pics @ St Nic's Flics – Richard Ryder

Over the winter months we have started a new activity aimed at the children attending our CofE Primary School which is only 100 yards from St Nicholas' Church. Once a month on a Friday afternoon, directly at the end of the school day, we show a free film to children from the school. Half way through the showing we stop the film and provide a slice of pizza and a drink to children and their parent/guardian. We have built a small but loyal following who really appreciate the chance to do something different. We limit the number of attendees to 36 but have had 12 to 20 on any one occasion. Many of the parents have said "what a good idea"; one of the little girls who having been to the first session, when she came subsequently brought along origami models she had made to "give to the ladies" [those who help with each session] as a thank you.

Brunch @ St Nic's – Jo Heather

Brunch at St Nic's has been a new initiative following our PCC away day brainstorm. On the first Saturday of the month, St Nic's is transformed into a convivial café atmosphere, with tables laid with cloths and flowers. The smell of fresh coffee and crispy bacon soon lures passing visitors and regulars alike who enjoy bacon or sausage butties, toast and croissants and a range of goodies, home-baked by the Rector! Visitors are served at table allowing them time to relax while chatting with friends or enjoy some quiet time reading the newspapers. Craft tables keep the younger folk amused and we have tried to invite a local interest group each month to take a table to display their service/wares. So far we have been supported in this way by the Lavant Horticultural Association, Lavant History Group, Lavant Parish Council, the Let's Walk Committee and Jill Jarratt and Amanda Smith selling their beautiful handmade crafts – to name but a few. The monthly Brunch is well attended, welcoming between 20 and 30 visitors each month. There is no charge, but donations are invited and through the generosity of the diners we have been able to pass our contributions to the Treasurer to support church funds. We are grateful also for the helping hands of all those who step in to support our efforts at times of need, setting up, cooking, serving and clearing away. Special thanks to Garvis Snook, our Head Chef who is seldom seen as we don't allow him out of the kitchen!

Holy Dusters – St Mary's Cleaning Team – Hilary Caffyn

The St Mary's Cleaning Team meets on the first Monday of the month at 9.15am. Help with the work is always much appreciated so please feel free to turn up or speak to Hilary or Sandra Mann for details. We are also grateful to the team of brass cleaners.

Parish Reports

Coffee After Church – Margaret Rhodes

Refreshments (tea/coffee/orange squash and biscuits) are provided after the 10am service each Sunday by members of our coffee/refreshments teams. There are two teams – a small one for services at St Nicholas' and a larger one providing refreshments at St Mary's. In total we have some 12 helpers on the rotas with several others who help on a more ad-hoc basis.

We introduced a 'Donations' basket on the refreshments table at St Mary's after the 10am Sunday services. People have been generous and gave over £140 during 2017 towards Church funds.

Jo Heather is happy to organise and facilitate refreshments after Let's Celebrate (first Sunday of the month, at St Nicholas) and has done this for some years now. On average there are about 20-30 coffees/teas served. Jean Sherrington usually helps alongside others who are always willing to give a hand with the washing up.

For many years Hilary Caffyn organised refreshments at St Nicholas' on the third Sunday of the month but in the spring of 2017 Frances Talbot took over from Hilary. Frances has managed to combine this with Junior Church who meet in the kitchen at St Nicholas' on that Sunday during term-time.

Joining these teams is a great opportunity to meet other members of the congregation. If you would like to help by being on a rota – just a few times each year - please contact Jo Heather (Let's Celebrate), Frances Talbot (St Nicholas' on the 3rd Sunday) or Margaret Rhodes (St Mary's). Otherwise, we always welcome and appreciate extra hands to washup.

Grave Concern – Churchyard Maintenance – Richard Boyce

As reported last year we could do with more volunteers before the start of the mowing season. The core group is a dedicated team but would benefit from more volunteers to spread the workload a little. The group is, I believe, very effective with everyone involved working very well together.

Two of the three mowers have been repaired and serviced. The Honda mower has not been serviced so will try to complete the season without one - but experience has shown that if not serviced breakdowns occur, but we will see. Grave Concern will, as in previous years, commit a small amount of money on summer bedding plants to give a little colour adjacent to the west door during the summer months at a cost of approximately £20. As last year one of the non-routine tasks this year is to further extend the wild flower area on the bank to the east of the church, ready for sowing in early spring.

We desperately need more people to get involved. Some of us have been involved for 18 plus years and haven't the stamina we used to have. The group is a very sociable one and welcomes anyone willing to help with the heavier jobs like mowing and strimming, and also light work, for example, weeding, generally clearing up or edging. The group meets once a week on a Monday afternoon/evening during summer months, April to October. Very often the evening concludes with a chat, nibbles and a glass of something.

The time is fast approaching when the clocks go forward and we start our work so if you feel able to help in any way please contact Richard Boyce by email Richard@boycenet.plus.com or phone 01243 527273. Alternatively, just turn up on a Monday between 5pm and 6pm, once the clocks go forward.

Please come and join us as your help is essential, if we are to continue to keep St Mary's looking special.

Flower Teams – Elizabeth Woodford & Lindsay Campbell

Week by week except for Lent and Advent there are always flowers enhancing our beautiful churches in the sanctuary area and elsewhere. In the summer we occasionally use garden flowers to keep costs down and there are now regularly weddings where the bride has arranged for her particular choice of flowers to be provided by those other than our small but experienced team. Occasionally we get asked to decorate for funerals, a privilege especially as it will be for a valued member of our congregation. Do think about joining us, we would appreciate more helpers in the group especially at festival times. We know that our efforts are appreciated and are grateful.

At St Nicholas we are not challenged with any formal events such as weddings and funerals, but we are growing in confidence and enjoy making St Nicholas look lovely on a weekly basis as well as for Christian Festivals when St Nic's lends itself to more rustic country displays. We work on a rota basis in teams of two and then come together as a team to decorate for major festivals and evening socials. If you'd like to give flower arranging a go in a low key way, have a chat with Lindsay.

Parish Reports

Lavant News – Margaret Rhodes

In June 2016 we made major changes to the magazine so this was the first full year of the new format (colour pages wrapping the magazine and also in the centre). Feedback was very positive and several advertisers took the opportunity to have colour adverts. We were also able to publish details in colour for community events, sometimes on the inside front cover, regarded as a premium spot.

We had decided not to have a January issue for 2017 and a double issue for December 2016/January 2017 was delivered to all homes in the civil parish, as well as to our regular subscribers. For 2016/17 the subscription had been kept at £6p.a. but when we decided to repeat the same arrangement for December 2017/January 2018 the annual subscription was reduced to £5p.a.

This reduced subscription was one of the reasons our income was down for 2017. Other reasons are the closure of Spilly's (the shop at Summersdale Garage which had sold a number of copies each month), some subscribers not renewing and a fall in advertising income. The number of advertisers in the last magazine (February 2018) was 44 whereas a year earlier it was 49. This isn't as bad as it sounds as we've gained some colour adverts.

Printing costs have also fallen as we have tried to restrict the magazine to 36 pages (plus cover) and had to reduce the number of copies printed due to falling sales.

Robert Newman continues to manage the advertising side and is the first point of contact for those interested in placing adverts with us. He is also pro-active in seeking out potential advertisers and suggesting they use the *Lavant News*.

During 2017 the editorship was shared between myself and *Elaine Mallett*. We have a rota where one of us is responsible for producing the magazine in any month and this means that one person does not have to work on it every single month.

The remaining members of the team look after the distribution. *Liz Ryder* is the first contact and she collects the magazines from the printers and sorts them into bundles for delivery. For several years, *Gillian Etherington* and *Christine Hounsome* took the bundles to each of our team of 21/22 distributors and in turn they deliver them to the homes of our subscribers. Gillian has now moved away from Chichester and Christine would like to step down from this role. If anyone could help, please let me know; it only takes about an hour a month. It's best to have 2 people as one can stay in the car while the other takes the bundle to the doorstep. As mentioned above, in previous years, we had sold copies at Spillys, the shop at Summersdale Garage which closed at the end of January 2017. The new Co-op has agreed to do this for us and we are working on how best to set up the arrangements.

We are also looking at further changes to the format of the magazine including colour throughout, if possible. This would make the *Lavant News* a more attractive publication and enable us to revert to a more logical ordering of items in the magazine (eg the diary on the last page for easy access) instead of being restricted by where the colour pages had to appear.

I'd like to thank all those who have helped with the magazine, including the team named above and the stalwarts who deliver copies every month. Many thanks also to our contributors who make the magazine an interesting read and useful reference point. We have our regulars and also a number who have sent in one-off items, written pieces and/or photos. Please do keep them coming and if you have ideas for something you could do, please let me know!

Safeguarding – Elizabeth Woodford

There have been a number of developments in all aspects of safeguarding, at both diocesan and national level. The new C of E Safeguarding Training and Development practice guidance provides a clear structure for safeguarding across our churches. Currently the Chichester diocese is the focus for an Independent Inquiry of some 75,000 pages into cases of an historical nature concerning child abuse and this is being widely reported in the national press. With reference to the developments in training, the Rector, Frances Talbot and Elizabeth Woodford have attended several of the courses available.

There are currently 4 key modules in the new policy and Frances and Elizabeth have completed levels C1 & C2 within the last three years, the two combined are regarded as also covering C3. The core module C0 is suitable for members of the congregation and contains basic messages about safeguarding, and is designed to raise awareness across churches. It is available as an e-learning course.

The Parish Policy regarding Safeguarding follows the model approved by the diocese and visited annually at this time of year. It was agreed at a recent PCC after an amendment, to make it more applicable to our current

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situation, in particular regarding the safe recruitment of helpers, the intention being the creation of a policy document based on what we as parish wish to promote.

It is acknowledged that Junior Church numbers are very small at the moment, with only two actually on roll, who are occasionally supplemented by two from our church Toddler's Group and the grandchildren of a church member. However we reiterate that whether there are two or forty two attending the planned activities, our responsibilities remain the same; that is to provide a safe, secure environment for our young people to learn about Jesus and to grow in the Christian faith as part of the worshipping community. Although the focus of this report is children, safeguarding applies equally to young people and vulnerable adults and it is the responsibility of all church members to support the ethos of safeguarding within our Churches.