



Annual Reports and Accounts for the Year 2018

**Annual Vestry Meeting and
Annual Parochial Church Council Meeting
7th April 2019 at St Clement's Church**

THE PARISH OF DARTMOUTH

Sunday 7th April 2019 in St Saviour's Church at 12noon

Annual Vestry Meeting

Agenda

1. Minutes of meeting 22nd April 2018
2. Election of Parish Wardens
3. Election of District Church Wardens

Annual Parochial Church Meeting

Agenda

1. Minutes the of meeting held on 22nd April 2018
2. Matters arising
3. Electoral Roll Report
4. Report on the business of the PCC in 2018
5. Parish Wardens' Report 2018
6. District Wardens' Report on the Fabric, Goods and Ornaments of the Churches:
 - a) St. Clement's
 - b) St. Saviour's
 - c) St. Petrox
7. Presentation of Financial Reports, Statement and Audited Accounts for 2018, including the Parish Finance Report for 2018
8. Report on the work of Deanery Synod
9. Elections:
 - a) Electoral Roll Officer
 - b) Parochial Church Council (12 representatives)
 - c) District Church Councils
 - d) PCC representatives (2) from each DCC
10. Appointment of Sidespersons
11. Appointment of Financial Examiner
12. Presentation of Reports about various aspects of the work of the Parish
 - a) Southford Schoolrooms
 - b) St Clement's Churchyard
 - c) The Ecclesiastical Share of the Dartmouth Trust
 - d) Charitable Giving
 - e) Parish Music
13. The Parish Priest's Report

MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH OF DARTMOUTH

Held on Sunday 22nd April 2018 in St Saviour's Church at 12.30pm

Present: The Revd William Hazlewood (Vicar)
and 28 members, from a total of 154 on the electoral roll

The meeting was preceded by a Sung Eucharist.

ANNUAL VESTRY MEETING

1. **Minutes of Vestry meeting**
The minutes of the meeting held on **2nd April 2017** were approved unanimously. There were no matters arising.
2. **Election of Parish Wardens**
Two nominations were received and it was duly resolved that:
Mr Fred Radcliffe (proposed by Jill Cawley and seconded by Shaunagh Radcliffe) and **Mr Colin Cooper** (proposed by David Gent and seconded by Lesley Holloway) **be elected as Parish Wardens for the ensuing year.**
3. **Election of District Church Wardens:**
The following were elected unanimously:
St Clement's Church: **Mr Ernie Wingeatt** (proposed by Sheridan Suddell and seconded by May O'Keeffe)
It was noted that Mr David Oldbury has agreed to serve a further year as Churchwarden of St Clement's Church and in the absence of any other nominations, he was duly elected unanimously by those present.
St Petrox Church: **Mrs Sue Black** (proposed by Elizabeth Helyer and seconded by Clare Ball)
Christopher Helyer (proposed by Sue Black and seconded by David Bowden)
St Saviour's Church: **Mr Howard O'Keeffe** (proposed by Jill Cawley and seconded by Anne Wingeatt)
1 Vacancy

The Revd Hazlewood expressed thanks to Parish Wardens and Churchwardens.

The meeting concluded at 12.36pm.

Signed Date

ANNUAL PAROCHIAL CHURCH MEETING

1. **Minutes of the Annual Meeting held on 2nd April 2017**
The minutes of the Annual Meeting (previously circulated) were proposed and seconded and approved unanimously as a correct record.
2. **Matters Arising**
There were no matters arising.
3. **Electoral Roll Officer's Report**
Mrs Cawley, Electoral Roll Officer, reported that there are currently 154 persons on the Electoral Roll, an increase of 11 since last year (143); 4 people have died since last year. The roll has been reviewed to remove a number of people who no longer live in the parish or attend worship and there will be a full revision of the Electoral Roll in 2019. A copy of the Electoral Roll is held in the benefice office and persons not on the roll who are eligible can be added at any time. Forms are available in church and should be returned to the benefice office.
4. **Report of the business of the PCC in 2017**
A report on the activities of the PCC during 2017 has been circulated; no comments or questions were received and the report was accepted. It was noted that the PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults) having received regular reports on safeguarding; all DBS checks are up to date and training has been undertaken.

5. Parish Warden's Report

A report by the Parish Wardens has been circulated; no comments or questions were received and the report was accepted.

6. District Wardens' Reports on the Fabrics, Goods and Ornaments of the Churches

Reports have been circulated on each of the three churches; no comments or questions were received and the reports were accepted.

7. Presentation of Financial Reports, Statement and Audited Accounts for 2016

A report on the parish accounts, together with the accounts for the year ended 31 December 2017 has been circulated. The Parish Finance Committee continues to meet regularly and reports to the PCC.

The Revd Hazlewood expressed huge thanks to the Church Treasurers and the Parish Finance Committee for the management of the parish finances and in producing the reports, which are not only of great use to members but also required by the Charities Commission. He particularly thanked Colin Cooper who has chaired the PFC for the past year.

No questions were raised on the accounts and it was proposed by Fred Radcliffe, seconded by Colin Cooper and agreed unanimously that the Financial Reports, Statements and Audited Accounts for 2017 be approved.

8. Report on the work of Deanery Synod

A report on Deanery Synod was circulated, no questions were raised and the report was accepted.

9. Elections

a) Electoral Roll Officer:

Jill Cawley offered to continue as Electoral Roll Officer; there being no other nominations, she was duly elected.

b) Parochial Church Council

It was noted that clergy, lay readers, Churchwardens and Deanery Synod representatives are ex-officio members of the PCC. Accordingly the following were elected:

Fiona Andrews* ;	Sheila Boswell*
Victoria Carter	Jill Cawley
Harry Franks*	David Gent
Lydia Guy	Lesley Holloway
Liz Mills*	Pamela Thomas
Wendy Rendle*	

*** DCC representatives to be confirmed by DCCs at their first meeting after the AGM**

c) District Church Councils:

St Clement's

Clare Ball	Sheila Boswell	Lydia Guy	Liz Mills
Eliza Price	Julia Springett	Anne Wingeatt	

St Petrox

Fiona Andrews	David Burgess	Harry Franks	Nicko Franks
Lesley Hodge			

St Saviour's

Jenny Farr	David Gent	Lesley Holloway	May O'Keeffe
Edna McGregor	Margaret Probyn	Wendy Rendle	Ken Woodman

All the above have been validly nominated and seconded and it was agreed that they be elected en bloc. District Church Councils may co-opt additional members during the year as appropriate.

d) PCC Representatives (2) from each DCC

Nominations to be confirmed by DCC's at their first meeting after this AGM

e) Deanery Synod - Edna McGregor was proposed and seconded as Deanery Synod representative to replace Lydia Guy who has stood down; other representatives are Fred Radcliffe and Howard O'Keefe and the term of office runs until 31st May 2020

10. Appointment of Sidespersons Sidespersons were appointed as follows:

St Clement's	Sheila Boswell	David Gent	Clare Hindom	Janet Langworthy
	Hilary Kingham	Liz Mills	Fran Poulton	Julia Springett
	Sheridan Suddell	Pat Travies	Anne Wingeatt	

St Petrox	Cathy Bond Liz Mills	Enid Burford	Nicolette Coward	Lesley Hodge
St Saviour's	Paula Cooper Mary Auld Light Wendy Rendle	Jenny Farr Liz Mills	David Gent May O'Keeffe	John Light Margaret Probyn

DCCs are asked to review the list of sidespersons, and to notify the PCC Secretary of amendments.

11. Appointment of Financial Examiner

It was proposed and seconded and agreed unanimously that Mr Julian Rowe-Jones be appointed Financial Examiner for the ensuing year.

12. Presentation of reports about various aspects of the work of the Parish

Various reports have been circulated including:

- a) Southford Schoolrooms
- b) St Clement's Churchyard
- c) The Ecclesiastical Share of the Dartmouth Trust
- d) Charitable Giving
- e) Parish Music

These highlight the many and varied aspects of the work of the parish; no questions or comments were received and the reports were accepted.

13. Parish Priest's Report

The Revd Hazlewood began saying his APCM report always seeks to look to the past, present and future, which is also of course everything that we celebrate in the Eucharist where we remember the past, bring the issues of the present to each other in the presence of God, are fed by him in word and sacrament and go out to proclaim God's hope in the future...for Christ is risen and the Holy Spirit is with us to the end of time.

Looking back

We lost Fr Nick...I don't think I fully grasped how much Fr Nick did and what a hole he left in the benefice. The transition has been costly especially personally. We gained Fr Bob and Brigid and now cannot really imagine a time without Fr Bob; he has been a rock over the past year and we are very lucky to have him. In fact the whole Southford Schoolrooms restoration has been a wonderful project, not just for the town of Dartmouth in the continued pre-school provision, but for the benefice in the fact that we have a house for duty post without cost other than working expenses. Fr Bob has taken on various responsibilities within the parish of Dartmouth and the benefice as a whole. The most important of these has been building our relationships with local nursing homes and making sure we regularly visit the sick and the housebound. Fr Bob is not full time (although he routinely works more than his 3 days a week) so we have still been down on priestly presence through 2017.

Christine Brooker also joined the team in March as assistant benefice administrator and has been a real asset in ploughing on with getting the benefice up to speed with the latest safeguarding policies and training. She is now turning her attention to GDPR regulation. Christine also manages maintenance of Southford Schoolrooms and has helped centralise and reduce the building running costs across the parish. The new E bulletin and taking the lead on the magazine is keeping her more than busy!!!

Jill continues to be the principal liaison between wedding couples and the parish as well as producing special orders of service for festivals like Christmas and Easter and other special services. She also produces ready for Helen and Roger to kindly print the weekly pewslips for St George's.

We also decided that St Clement's Hall should become known as the Parish Hall and that the whole parish should share the burden of running it. Fred and others are doing great work in organising some renovation and modernisation work, and we hope a new users' group will be formed. We are trying to raise the £15,000 to make these repairs and then hope that the hall may become self supporting in the years ahead.

The Lent course last year focussed on Sam Wells' book 'Power and Passion' and was well received.

The Walsingham Cell continues to thrive and enjoys monthly services and an annual pilgrimage to the shrine.

Youth work, through quarterly workshops and Family Fest, Open the Book, assembly work and the support of Youth Genesis, continues to be a high priority across the benefice. Numbers at our specific children's events are high; even if we don't see this as yet bearing fruit in our Sunday morning congregations. We continue to be kept busy by weddings and funerals. A big thank you to the choir for the way they support this ministry. We have also seen an upturn in requests for baptism, especially among adults and positive remarks about connection with the church... Our Christmas and Easter attendance figures remain high as do our mid week services, but it's not all good news as our Sunday morning attendance has seen a small decline over 2017. This is mainly due to the age of our congregation, and families moving away from the area.

I am thrilled that the midday prayer continues, and would like to thank all those who lead it. Prayers for peace have been a part of this benefice for a long time, and I am hugely grateful for the way that they have been led so thoughtfully by

David Robinson. He has always given information about the places that need our prayer, not just those that hold the media's attention so fleetingly. David is in the process of standing down and handing the reins to David Gent. David Robinson, thank you.

We also engaged the services of Penny Doe from the diocese mission team to lead us in a benefice wide visioning day. Whilst it is safe to say that the experience was not found to be worthwhile by all those who attended, it has opened up some important questions that the PCC is now seeking honestly to grapple with.

Present

Before we can really begin to reverse the Sunday decline we have seen for the first time in the past 7 years this year, we need to start with why we come to church and what makes the church different from belonging to any other organisation. We also need to continue to explore the relationship, role and giftings of laity and ordained, so that we can aim to have confidence in what we proclaim.

We are all baptised members of the body of Christ, and most of us have affirmed those baptismal promises at our confirmations; it was wonderful to see Anne-Marie confirmed in 2017 at BRNC. Whether we like it or not each of us will be judged on our actions, or failure to act within this town. How we behave in every situation we find ourselves in will reflect either positively or negatively on the church that we love. These are crucial questions and we need to keep thinking and praying about them.

A Church report 'Talking Jesus' shows

- 67% of non Christian adults know a practising Christian and that person is most likely to be a friend. 1% of adults would see a Christian leader as their first point of contact with a Christian.
- 65% of non Christian adults see us as friendly, only 13% see us as narrow minded (pg6)
- 60% think Jesus was a real person - we still have vast opportunities.

We simply could not function without the roles so many of you take on and give as members of God's church in this place. However our wardens do need to be singled out for particular praise and thanks from a very grateful parish priest. Colin and Fred, Howard, Ernie and David, Christopher and Sue, through 2017 significant building projects have either been drawn up, or completed; these projects simply would not happen without them. THANKYOU . Our treasurers (especially Fiona who has taken on both the St Petrox Treasurer and parish account role) also need to be thanked for all the unglamorous but essential work that continues behind the scenes, which led us to a point where we achieved a very small surplus.

Our PCC, DCCs and sub-committees that continue to do so much work to keep the parish as 'a Christian presence at the heart of the community'

Future

We look forward to welcoming Andrew Langley as our Assistant Curate, with Gemma and their children Noah, Joshua and Hannah in the summer. We must remember that Andrew will be on a steep learning curve, especially through the first 12 months and we must especially remember that he is not Fr Nick!! Meanwhile, we will also be talking with Dianna Crook about what she might like to get involved in as part of the clergy team.

We continue to rejoice that new faces have appeared in the congregation during 2017 and we pray that through our joint efforts that trend may continue in 2018.

I hope we will also continue to raise the presence of the whole benefice as we seek to be ever more effective in proclaiming a vibrant Christian presence at the heart of the community. For Christ is risen, alleluia, and we share in that resurrection, alleluia.

Fred Radcliffe thanked the Revd Hazlewood for his leadership, sense of humour and inspiration, and for putting up with us. We look forward to working together to fulfil God's mission in this place.

The meeting concluded at 1.02pm with the Grace.

Signed Date

3. ELECTORAL ROLL OFFICER'S REPORT

Every six years the parish has to prepare a new Electoral Roll, 2019 is one of those years. This means that everyone who was on the former Roll has had to be removed and complete a new application form in order to be included on the new Roll. Inclusion is not automatic and new members are also invited to apply.

The new Electoral Roll now contains **XXX** names, compared to 154 on the old roll at last year's AGM. Anyone who is not on the roll can apply at any time to be included; forms are in church or available from the Benefice Office.

*Jill Cawley
Electoral Roll Officer*

4. Report on the proceedings of the PCC during 2018

The PCC has met 6 times since last year's AGM with an average attendance of 14 people.

The PCC continues to respond to Bishop Robert's 3 priorities: 'Growing in Prayer, Making New Disciples, Serving the People of Devon with Joy', recalling at each meeting their role in mission and evangelism as well as day to day care of our beautiful buildings. In terms of engaging with the local community, St Saviour's Church has been the venue for several public meetings about local health care services; work on our mission continues to guide our worship and activities.

As always the PCC continues to exercise the most careful control over the affairs of the parish and to encourage the best use of all its resources. At each meeting there were reports from DCC representatives on the ongoing and future works to the structure of our three churches and the Parish Finance Committee (PFC) reported on financial matters. The PCC is extremely grateful to the members of the PFC for their hard work in maintaining the parish accounts. The parish is committed to minimising our carbon footprint and continues to investigate the possibility of installing solar panels on our churches.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults). The PCC has received regular reports on safeguarding; all DBS checks are up to date and training has been undertaken. The PCC has also complied with the new legislation on data protection which came into effect in May 2018 (General Data Protection Regulation). The parish's Privacy Notice is displayed in churches and shown on our web site.

Reports have also been received from the Social Committee and from other members involved in the wider community including Open the Book and Christians Together in Dartmouth and District.

*Jill Cawley, PCC Secretary
April 2019*

5. Parish Wardens' Report 2018 -

The year 2018 was again both testing and rewarding as we continued our mission to "Serve the people of Devon the Joy".

During the summer we were delighted to welcome Andrew, Gemma, Joshua, Noah and Hannah to our Parish who joined Fathers Will and Bob in ministering to our church community. We were also extremely grateful to both Father Keith Rebus and Rev. Diana Crook for their considerable assistance in willingly taking services when required. This wonderfully dedicated team initiated, a Mother and Children Choir with Christopher's considerable help; daily lay lead prayers in St. Saviour's and a monthly Sunday School, whilst at the same time exploring every opportunity to develop ever closer relationships with the community. We are so very grateful for all that they do on our behalf.

We are pleased to record that the Safeguarding of vulnerable children and adults was identified as a priority in 2018 and as a result, 31 church members now have now attended the essential C1 training and 17 C2. Thanks are due to Christine for taking the lead on this and to Jill for taking on the role of Safeguarding Officer.

The year saw us celebrate with a special service and open day the 700th anniversary of the founding of St. Clements church; we were delighted to welcome Simon and Sue Wright to Dartmouth and we all enjoyed Simon's amusing but insightful preaching once again.

As a parish, we are very committed to reducing our carbon footprint and are continuing to explore different ways of achieving this aim, including the possible installation of solar panels where appropriate.

Preliminary refurbishment work on the Parish Hall took place during the quieter summer months – this included the installation of four new heaters, new flooring to entrance lobby /toilet with decorating and lighting of these areas. Ongoing work; repairs to the west boundary wall and in the summer of 2019 we plan to install a new disabled toilet and make roof repairs.

Statistically, during the year the numbers regarded as being members of our worshipping community declined by 7 to 140 this decline is explained by: 3 people have moved out of the area; sadly, a further 5 parishioners went to meet their

maker and we lost 7 whose attendance had declined (total 15). The good news, we were very pleased to welcome 8 new members to our church community in 2018.

There continues to be a strong desire both within our Parish and from visitors, to attend Advent, Christmas and Easter services. A total of 1027 names are recorded as having attended Advent services, only 53 down on the previous year, but there was no Academy service at St. Saviour's last year that usually attracts about 180!

Attendance at services on Christmas Eve and Christmas Day at 733 was down by over a 100 on 2018, but ahead of the previous four years. Numbers in attendance on Easter day were 645 whilst slightly down on 2018 was ahead of the previous 4 years; the variance in numbers is probably explained by timing differences.

Music continues to be an essential part of our parish life; we are so grateful to Christopher for maintaining such a high standard of choral music and for his tremendous enthusiasm and dedicated work on our behalf.

We are also very lucky to have so many willing volunteers from our Christian family who cheerfully take on so many of the different roles that are vital to the success of a happy church community and give vital support to our hardworking clergy. May we warmly thank each and every one of you for your continuing assistance without which we simply could not manage. With our prayers, love and best wishes

Fred Radcliffe and Colin Cooper
Parish Wardens

6. DISTRICT WARDENS' REPORTS ON THE FABRIC, GOODS AND ORNAMENTS OF THE CHURCHES:

a) St Clement's

Following the 2015 Quinquennial report, work has begun on the major building issues raised regarding St Clement's. Briefly, the whole project devolves upon repairing cracked tiles, renewing lead roofing covers on the tower and turret, resetting stone work in this area, refurbishment and/or replacement of rain water goods and other issues which have contributed to internal damage to wall decoration through ingress of rainwater. The completed works will enable interior decoration to become effective. There is a need also for window traceries to be repaired – which should ameliorate the draughts which affect the Sanctuary and the Lady Chapel. Work has proceeded well thus far.

All external work is due to finish by the end of May. Internal work should be completed in time for all our Easter Day dawn celebrations. It is a considerable, and costly, project but one which will see this great building proceed in good shape into its eighth century.

This past year has seen a wonderful 700 year celebration of the consecration of the building centred on St Clement's day in November 2018. There have been other delightful events including: our farewell to Fr Keith Robus earlier this year, our Harvest celebrations last October, pancake parties, Good Friday workshops, continuing use by community organisations from Cool Recovery to Britannia Choral Society and from U3A Music Groups to the various groups accommodated whilst the Parish Hall refurbishment was being undertaken.

All of this activity is an important part of Christian life and witness of the Parish. It does, however, place an increasing burden on use of the of St Clement's kitchen area. The relative age and efficacy of this great asset has reached a point where Fr Will, the wardens and the Benefice social committee felt that some sort of refurbishment and reordering of the facility is needed.

Simple wear and tear together with the limits of the current configuration in the light of quite extensive use by the Parish and other organisations has become increasingly apparent. This has brought us the point where the capacity to deliver safely and with ease for all users in a variety of different ways has become strained.

Plans, drawn up by our architect, Julie Boulton, have been notified publicly and will now be placed before the Diocesan Advisory Committee (DAC) for approval. The basic idea is to build more high and low level storage space on the west wall of the existing kitchen, to install a hob with extraction provision and to build out from this a servery with cupboard space below so that the working area becomes almost entirely enclosed for users. The existing facilities on the north wall will be reconfigured to create clearer wet and dry preparation areas. It is also hoped that the head banging problem for anyone over 5ft 6in will be alleviated!

The work needs to match with what is already there and should not disturb the ambience of the building. DAC will look closely at this but we are hopeful that work can move ahead with the changes at some point in the not too distant future.

David Oldbury and Ernie Wingeatt
Churchwardens, St Clement's

b) St Petrox

The main part of the Quinquennial work was done in the early part of the year. This was work on the repainting of the East wall and part of the ceiling, replacing some of the metal bars of the windows, and repairing the masonry of some of the windows. The path to the main door was relayed and a drain put in, a hand rail was installed instead of the chain round the graveyard and the wall was rebuilt. The level of the grass bank was also lowered and a drain put in to try and solve the damp problem to the floor of the bell tower.

In the bell tower, several rows of tiles were removed and stored to expose the concrete and allow it to dry out. They will be put down again as soon as possible, but with the demise of StoneCo another contractor has to be found. Plans for the pipe organ and organ loft together with a possible small kitchen area are progressing very slowly. We acquired a votive candle stand in the Autumn which seems to be very popular, judging by the number of candles we have got through. We are still awaiting quotes for the new path in the Garden of Remembrance and looking for a gardener after Steve White had to give up due to ill health. The Celebration of Carols masterminded by Cathy Bond was beautiful. Many thanks must go to the flower arranging team – they spent many hours planning and doing their arrangements. Also, thanks to Tony Hodge for making the shelves for the window sills and only charging for materials. The only downside was the dreadful weather, which was very wet and dreary until Boxing Day, so probably cut down the number of visitors. Many thanks to our team of seven who kept the church open through the Winter

Sue Black and Christopher Helyer
Churchwardens, St Petrox

c) St Saviour's

St Saviour's had a relatively uneventful year in 2018, as essential works following the latest Quinquennial Review were complete, including the major roofing project. It is now St Clement's turn in 2019.

For the future we have a number of schemes in mind. The organ is in need of repair and restoration, candelabras need restoration, the tower needs to be rewired and new emergency lighting installed, and we would like to replace hatchments taken down some time ago. No doubt the next Quinquennial Report will advise that further works are needed, hopefully not urgent, including repairs to the ferramenta (metal window frames) and other things we don't yet know about!

Our major project this coming year in 2019 is to repair, restore and make available for public viewing the Hauley and Stapleford brasses, two of St Saviour's great treasures. This will involve re-thinking access to the Sanctuary (with associated security measures) and replacement of the unsightly chains currently used to secure the rood screen doors. Much work has already taken place on this and a Faculty has been applied for. When this is received the next step is to request tenders for the work, select contractors and get the work done (hopefully during the summer of 2019). This work is funded from a generous legacy so should not affect church finances.

The Town Council maintain the Churchyard and a new member of staff is now our main contact. Western Steeplejacks provide a reliable service, periodically cleaning gutters and doing other high level work.

St Saviour's is in good order and I intend to keep it so – hugely assisted by financial support from the Ecclesiastical Share (covered in separate report).

I remain the only St Saviour's churchwarden but I receive great support from a team of colleagues, to whom I would once again like to give my sincere thanks.

Cleaning, flowers, finances, small DIY jobs, locking/unlocking, sacristan, sides persons et - all these matters are dealt with by a willing team of volunteers. I am also grateful to our two parish administrators who do a great job.

We look forward to another year in the life of our ancient and beautiful church!

Howard O'Keeffe
Churchwarden, St Saviour's

7. PRESENTATION OF FINANCIAL REPORTS, STATEMENTS AND AUDITED ACCOUNTS FOR 2018

PARISH FINANCE REPORT FOR 2018.

During 2018 The Parish Finance Committee met four times to review the on-going income and expenditure of the Parish and to make planning and control recommendations on financial matters to the PCC as well as assisting in the formulation of financial policy.

The 2018 accounts show a loss of £11668 over 2017, which is a very accurate picture of our financial position based on our receipts and payments method of accounting. However, with the considerable assistance of my Parish Finance Committee colleague John Light, we have taken a fresh look at the accounts to try and establish our underlying day to day performance; by omitting extraordinary cost items such as building works with associated professional fees and two generous legacies on the income side, there was actually a plus of £1471 over 2017 – a satisfactory result.

A major change to our balance sheet in 2018; saw Duncan Gerrard Trust income that had been held in the St. Petrox HSBC current account (2017) transferred into two investment accounts, a small part of the fund was spent on essential maintenance at St. Petrox and the balance of £38,350 placed in a saving account. This, taken with the two legacies, resulted in our current assets increasing by £52,695. It is important to remember that money so generously left by Duncan Gerrard is restricted solely for St. Petrox church.

The major sources of income for our churches- gift aided giving, wall safe income, donations and collections - when taken together with income tax recovered, saw a disappointing drop of £2779 against 2017. With our ever increasing

Common Fund payments - £64954 in 2019 - we need to be ever more proactive in our efforts to increase funds or we risk slipping into the red. The Common Fund is levied every year by the Diocese to maintain advisory and administrative services and to support the life of the Diocese. The largest part though is needed to pay clergy stipends, the upkeep of vicarages and to make pension provisions. We gain hugely from our contribution, with a vicar, curate and retired priest all energetically supporting the vibrant life of our parish.

During 2019 we are introducing budgets for our treasurers and churchwardens in order that we can carefully monitor how we are doing on a month by month basis. We are also discussing with our Independent Examiner an amended system of accounting to reduce the possibility of extraordinary items distorting our end of year results. As part of our Worldwide and Missionary giving, our church activities enabled us to donate £4281 to charitable causes.

In 2017 we launched the Parish Giving Scheme (PGS) which has been enthusiastically received by around 50% of our regular donors. This has both improved our cash flow and reduced the workload for our treasurers; if you have been considering joining the scheme may I encourage you and all tax payers to sign up now for the reasons mentioned.

We are extremely fortunate as a parish to have Fiona, Wendy, Liz and Harry as our treasurers; they are an outstanding team that work closely together on our behalf, banking cash, reporting income, paying bills, monitoring cash flow and performing many other tasks, very many thanks to each and every one of you. Grateful thanks are also due to George Ball and Dan Callard who give up so much of their valuable time to oversee our accounts and offer such valuable advice; to Nicolette Coward who every month diligently inputs details of our financial transactions that lead to the production of our monthly accounts and to Ken Scott for looking after gift aid tax recovery. Thank you one and all, your hard work is greatly appreciated.

Special personal thanks to John Light for his unstinting support during the year and for ensuring that our ends of year results are available on time, he is a tremendous asset to our parish.

Finally, with a small underlying surplus at the end of 2018 and only a slight reduction in the value of our current assets despite some extra ordinary costs, the year can be regarded as very satisfactory. In 2019 a further rise in our cost base is anticipated, so we will again have to exercise tight control over all expenditure whilst looking for every opportunity to grow our income.

Colin Cooper
Chairman of the PFC during 2018

The Parochial Church Council of the Ecclesiastical Parish of Dartmouth

**Accounts
for the year ended 31st December 2018**

Charity No. 1129018

**Independent Examiner's Report to the Trustees of
The Parochial Church Council of the Ecclesiastical Parish of Dartmouth**

I report on the accounts of the Charity, for the year ended 31st December 2018, as set out on pages 2 to 6.

Respective responsibilities of Trustees and Independent Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year, under Section 144(2) of the Charities Act 2011, (the Charities Act), and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under Section 145 of the Charities Act
- 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
- 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 Charity's Trustees, concerning any such matters. The procedures undertaken do not provide all of the evidence that would be required in an audit and, consequently, I do not present an audit opinion on the accounts.

Independent Examiner's statement

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

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
 - o to keep accounting records in accordance with Section 130 of the Charities Act; or
 - o to prepare accounts which accord with the accounting records have not been met; or
- 2) to which, in my opinion, attention should be drawn, in order to enable a proper understanding of the accounts to be reached.



.....
Ian Barrett FCA FCIE
Barretts Chartered Accountants
22 Union Street
Newton Abbot
Devon
TQ12 2JS

Dated - 20th March 2019
.....

The Parochial Church Council of the Ecclesiastical Parish of Dartmouth
Financial Statements
Receipts and Payments Account for the year ended 31st December 2018

	2018 £	2017 £
Receipts:		
Gift aid giving	34567	27998
Income tax recovered	15798	18279
Other giving (non-gift aid)	3891	3884
Wall safes	13797	11979
Donations and collections	18728	27420
Surplus on special events and outreach	97	-
Magazine subscriptions and adverts	1370	1798
Fees income	11180	14508
Summer fete	1660	1459
Christmas fair	1491	1087
Craft and flower festival	1138	778
Other fundraising income	916	2668
Electricity and gas	1605	1185
Churchyard income	1720	1495
Hall lettings	9935	6406
Book of remembrance	105	385
Church lettings	2468	2026
Dividends	1587	1207
Bank and investment interest	1386	1336
Refunds	8672	4022
Legacies	34188	51200
Organ fund	5000	-
VAT recovered	181	-
Surplus on Walsingham Pilgrimage	816	-
Total receipts for the year	172296	181120
Less: Total payments for the year (see page 3)	183964	128090
(Deficiency)/surplus of receipts over payments for the year	£ (11668)	£ 53030

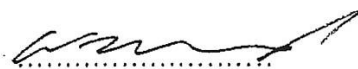
The Parochial Church Council of the Ecclesiastical Parish of Dartmouth
Financial Statements
Receipts and Payments Account for the year ended 31st December 2018


	2018 £	2017 £
Payments:		
Diocesan Common Fund	63262	60283
Cleaning	1116	1680
Service books, candles and sacristy supplies	2612	2521
Utilities	10125	8625
Music	168	192
Repairs, renewals and maintenance etc	51326	8282
Insurance	5055	4182
Garden of Remembrance and churchyard expenses	7121	5510
Printing, postage and stationery	7048	7074
Telephone, internet and website costs	354	354
Flowers	362	379
Services, organists and choir fees etc	7940	5477
Bank charges	32	32
Fees (including legal and professional/architects' costs etc)	18172	10066
Lettings costs	1512	1080
Bookstall purchases	1159	768
Vicar's, curate's and administration fees	4354	4379
Special events costs	-	2464
Worldwide and missionary giving (Note 4)	280	769
Car parking costs	1750	3400
Miscellaneous expenses	216	573
Total payments for the year (see page 2)	£ 183964	£ 128090

The Parochial Church Council of the Ecclesiastical Parish of Dartmouth
Balance Sheet as at 31st December 2018
Charity No – 1129018

	2018	2017
	£	£
Investments (Note 2)		
Endowments – Shareholdings	15927	15927
St Clement's CBF Investment fund	3195	3195
St Clement's CCLA Equity fund investment	10000	10000
St Saviour's EdenTree Amity Balanced fund	13000	13000
St Saviour's CBF Investment fund	13000	13000
St Petrox Duncan Gerrard Trust [Investment 1]	50000	-
St Petrox Duncan Gerrard Trust [Investment 2]	150000	-
	<u>255122</u>	<u>55122</u>
Current assets		
Bank balances: St Saviour's Lloyds current a/c	1042	3841
St Saviour's Virgin Charity deposit a/c	11664	11598
St Saviour's Cambridge & Counties a/c	75647	47873
St Clement's Lloyds current a/c	4149	3023
St Clement's CBF deposit fund	15428	14935
St Petrox HSBC current a/c	979	263360
St Petrox CBF deposit fund	27156	44546
St Petrox Duncan Gerrard fund	38350	-
Parish Lloyds a/c	3271	178
	<u>177689</u>	<u>389354</u>
Current liabilities		
Creditors and accruals	-	-
Net current assets	<u>£ 432808</u>	<u>£ 444476</u>
Represented by:-		
Funds at 1 st January 2018 (note 1)	444476	153347
Prior year adjustment	-	238099
(Deficiency) surplus of receipts over payments for the year	(11668)	53030
Funds at 31st December 2018 (note 1)	<u>£ 432808</u>	<u>£ 444476</u>

Approved on behalf of the Trustees:-


 REV PIERS WILLIAM
 P.G. HAZLEWOOD
 VICAR


 R. ADCLIFFE
 PARISH WARDEN
 Page 4


 COLIN COOPER
 PARISH WARDEN

The Parochial Church Council of the Ecclesiastical Parish of Dartmouth
Notes to the Financial Statements for the year ended 31st December 2018

1) Representation of funds

	2018 £	2017 £
Unrestricted	(48566)	(12752)
Designated	158192	117719
Restricted	306887	323214
Endowment	16295	16295
	<hr/> £ 432808	<hr/> £ 444476
	<hr/>	<hr/>

2) Investments

The sums appearing on the balance sheet are the historic cost/acquisition values and no unrealised appreciation/depreciation figures are included in the accounts, as they are prepared on a receipts and payments basis. The market values of the investments, as at the balance sheet date, were:-

	At 31/12/18 £	At 31/12/17 £
Endowments:		
JP Morgan (825 shares @ £9.80)	8085	9925
Scottish Investment PLC (465 shares @ £7.55)	3511	4066
Law Debenture Corporation PLC (2150 shares @ £5.40)	11610	13524
Witan Investment Trust PLC (500 shares @ £9.71)	4855	5395
Edinburgh Investment Trust PLC (400 shares @ £5.99)	2396	2812
	<hr/> 30457	<hr/> 35722
St Clement's CBF Investment Fund (239.28 units @ £16.1096)	3855	3923
St Clement's CCLA Equity Fund (908.05 units @ £16.1485)	14664	14886
St Saviour's EdenTree Amity Balanced Fund (13212.651 units @ £1.034)	13662	14534
St Saviour's CBF Investment Fund (918.09 units @ £16.1485)	14826	15052
St Petrox- Duncan Gerrard legacy investment portfolio	200000	0
	<hr/> £ 277464	<hr/> £ 84117
	<hr/>	<hr/>

3) 'St Clements DCC – Second Account'

There also exists a Treasurer's Account, held at Lloyds Bank. On instructions, the transactions relating thereto, together with the final balance, have not been incorporated within these accounts.

4) Worldwide and missionary giving

Worldwide and missionary giving represents money donated to various charities of £2191, less money collected of £1911, giving the net figure on the Receipts and Payments account of £280.

Parish of Dartmouth
Fund movement summary
Selected period: 01 January 2018 to 31 December 2018

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances Carried forward
ASCIT - C Academy Of St Clement's	254	—	—	—	—	254
PBells - P Bells	—	—	—	2,500	—	2,500
PALegacy - PA Legacy	15,013	34,188	—	—	—	49,201
SLegacy - S Legacy	56,404	—	—	—	—	56,404
SOrgan - S Organ	267	—	—	—	—	267
Plegacy - St Petrox Legacy	141	—	—	—	—	141
Young - X Young People Fund	472	40	—	—	—	512
ClergyHab - Clergy Habitation Fund	2,001	—	—	—	—	2,001
General - General fund	(12,752)	125,910	184,564	22,839	—	189,531
Appeal - C Appeal Fund	6,633	—	—	—	—	6,633
None - Agency collection	—	—	—	—	—	—
Bell - C Bell Fund	314	—	—	—	—	314
POrgan - P Organ fund	13,893	5,000	—	(344)	—	18,549
Churchyard - C Churchyard Fund	2,533	1,720	—	5	—	4,258
Endowmen - C Endowments Fund	16,201	—	—	—	—	16,201
Hall - C Parish hall fund	(2,082)	9,934	3,649	—	—	4,203
CLegacies - C Legacies Fund	6,568	—	—	—	—	6,568
COrgan - C Organ Fund	302	—	—	—	—	302
Repair - P Repair Fund	30,132	—	—	(24,690)	—	5,442
S/ford - S Schoolrooms Fund	—	—	—	—	—	—
Stsaviour - S St Saviour's	34,322	—	—	—	—	34,322
Stclement - C St Clement's	14,620	—	—	—	—	14,620
Music - X Music Fund	(744)	440	687	(310)	—	(1,301)
Bellringer - S Bellringers	571	—	—	—	—	571
Retirement - X Retirement Fund	—	—	—	—	—	—
G/rem - P Garden of Rem Fund	500	—	—	—	—	500
Stpetrox - P St Petrox	—	—	—	—	—	—
Totals	185,569	177,233	188,901	—	—	411,999

There may be minor discrepancies in the totals if the pence are not being shown

8. REPORT ON THE WORK OF DEANERY SYNOD

One of the main items of interest discussed at Deanery Synod is the Draft Deanery Plan which is due to be completed by Spring 2021. The draft plan identifies the following priorities:

To engage and reach out to young and old alike

Involving more men in church activities

Help people see the relevance of engaging with God and his gospel

Help with seeing how our culture is impacted with those who follow Jesus

Help with cross connections between parishes, benefices and Mission Communities

Growing the Church of God in our communities.

Synod also discussed the Common Fund Review; safeguarding issues and the new Data Protection legislation (GDPR) introduced in May 2018 and its implementation in parishes.

During the year the Reverend Prebendary Julian Ould stood down as Rural Dean and was succeeded by the Reverend Debby Parsons with assistance from Father Will and the Reverend Tom Benson.

Jill Cawley, PCC Secretary, prepared from the minutes of Deanery Synod

9. ELECTIONS

- a) Electoral Roll Officer
- b) Parochial Church Council (12 representatives)
- c) District Church Councils
- d) PCC representatives (2) from each DCC

10. APPOINTMENT OF FINANCIAL EXAMINER

11. PRESENTATION OF REPORTS ABOUT VARIOUS ASPECTS OF THE WORK OF THE PARISH

a) Southford Schoolrooms

Following the major rebuild a couple of years ago, the Pre-School and our residents in the two flats continue to benefit from a much improved environment. 2018 was a relatively uneventful year so this report can be fairly brief.

We have established a pattern of meeting periodically with colleagues from the SFSR so that we deal with issues that arise - inevitably there have been some minor matters to deal with as everything settles down and wear and tear begins. We are also attempting longer term to build up a comfortable level of reserve funds so that we can, as landlords, deal with larger repairs and replacements as the need arises.

It continues to be a real pleasure to work with the Pre-School and our residents who contribute greatly to the life of the church and the town in so many different ways.

Howard O'Keeffe, Churchwarden

b) St Clement's Churchyard

Thank you to everyone who supported the Churchyard during 2018, be that in person or through donations to the Churchyard Fund, even helping out eating the spare pasties!

We were extremely lucky to have the help of the cadets from BRNC twice last year who cheerfully tackled all the given tasks. We did keep them fed and watered both days. Brian Parker also kept them entertained over lunch with his stories from his time at BRNC. Brian and Lew Langworthy also continue to look after the Churchyard, for which we are very grateful for all their hard work.

Unfortunately, we haven't seen any Spotted Fly Catchers from the nesting boxes put up last year, but we are hopeful for this Spring.

The new tree, which was kindly donated, is now looking good - 61 trees in total are now in the Churchyard. There is also a new seat which was donated by Mr Freeborn in memory of his Father, who was killed when HMS Hood went down in 1941, drowning all 1400 on board. A commemoration service was held in the Church and around the new seat, which was led by Fr Bob and Fr. Keith Robus from the Naval college. The service was well supported by old Dartmothians, Probus, Northernhay day centre, family and friends. Royal British Legion donated a Poppy wreath for the seat and a contingent of Cadets was also present. Coffee and cake were served in the Church afterwards.

The Holm Oak tree still remains in position, but the badly damaged part has been successfully removed. A few graves have been damaged, but unfortunately we have only been able to contact one family to date. We have tried to tidy the area as best we can.

If you have a family member buried in the Churchyard and would like to join the Friends of the Churchyard please contact Sheila Boswell on 01803 833252. Thank you.

Sheila Boswell, Churchyard Secretary

c) The Ecclesiastical Share of the Dartmouth Trust

Once again, it is worth noting how fortunate we are in receiving the church's share of the Dartmouth Trust's generosity, which enables us to maintain and improve the fabric of our listed grade 1, ancient and beautiful buildings. Many church buildings are slowly deteriorating but thankfully we are not in that position. Our twice yearly payment allows us to keep on top of things.

Income during 2018 allowed our finances to recover following the major works to St Saviour's roof in 2017, though there was no new large project. This has allowed us to commit to major works at St Clements, again focusing on roof repairs and curing leaks but completing other repairs which require scaffolding will permit access (an example being the reinstatement of the stone cross which fell away from the roof some time ago).

There are always other works that need attention in the foreseeable future, including St Saviour's organ and candelabras refurbishment, reinstatement of hatchings, and of course whatever the next quinquennial reports on our churches require to be done.

Once again, a huge thanks to our predecessors who established the Ecclesiastical Share and to the other staff of the Dartmouth Trust who manage it successfully - this makes the role of churchwarden much more satisfying that it would be otherwise!

Howard O'Keeffe, Churchwarden

d) Charitable Giving

The money collected and given by the Parish for charitable events in the year that is just past, was £2191.12. This includes £280 over and above the money collected, which may have been a church 'top-up' to one of the charities. What really matters is that £1,150.13 went to The Children's Society, £559.49 to The Earl Haig Fund, £184 to the Missions to Seafarers, £237.50 to Shelter Box (Harvest Collection), and £60 from the Carol Concert in aid of the Guide Friendship Fund. In addition, there was £290.35 collected for Church Action on Poverty. And also, Youth Genesis have had the use of the Parish Hall free of charge, which is the Parish Giving for the local Youth workers. This is a further £300. An important addition has been that the Christian Aid Week this year raised a total of £1,500. This is somewhat down on last year. In particular this year there was no lunch or breakfast and the street collection was a little lower than usual, but it was certainly hard work and well done all the same. It is pleasing to note that the total therefore comes to £4281.35 - well over our target. What can one say but well done! Please don't hesitate to ask any of the treasurers if you require more details.

David and Jill Robinson.

e) Parish Music

The most significant factor for our Parish music is the continuing loyalty and commitment of such a tremendous band of singers. Twenty years since the Choir's formation only two original members remain, and yet numbers have been maintained. In an age when regular commitment is not so easily found, it is something which no-one must take for granted. The regular attendance at weekly Friday evenings (seniors) or fortnightly Saturday mornings (mothers and children) choir practices and, for many, two Sunday services is surely a tremendous contribution to the worshipping life of the Parish? Nevertheless, we must always have an eye to recruitment, particularly of children (and their mothers) to the Mothers and Children Singing Group (MCSG). The welcome addition of several new adult singers does not mean that we can rest on our laurels, when it comes to recruitment.

There have been the usual 'special' (e.g. Rowcroft – 'Light up a Life') services of remembrance which together have involved a significant amount of music for the choir. The Advent, Christmas and Epiphany seasons, concluding with Candlemas, also involve a large amount of additional music.

The repertoire of any choir should be in a process of continuing change and that certainly is the case for us. It is good that we are able to embrace music from a wide range of music and worship styles. The exchange of music between the Anglican and Roman Catholic traditions is something which would have been unheard of not all that many years ago. New music also involves expenditure and I am most grateful to all those people, including members of the Choir, who have made donations to the Parish Music Fund during the past year. Copies of sheet music have been purchased with funds donated from weddings, and funerals, and from individuals.

Although this is a report on the past year, we had, before the year's end, commenced the series of Taize evening services in which a unique form of chant is integral to that worship. Another challenge for the choir, and for the instrumental musicians who are joining us, from time to time.

The Choir continues to be affiliated to the Royal School of Church Music (RSCM) and a number of singers much enjoy taking part in the Devon Area Festival, in the Cathedral 'Come and Sing' Choral Evensong. We have also provided singers for the gathered choir formed for the Ebbsfleet Chrism Eucharist, in the Cathedral.

Sadly, we have said 'thank you' and 'farewell' to our last member who began her choir career at St Petrox and St

Barnabas; Flo Bailey has completed 73 years of loyal service and it was most appropriate that the immediate past chairman of RSCM Devon Area, Andrew Maries, came to her valedictory Evensong and presented her with a special certificate for her remarkable service.

We continue to enjoy the support and encouragement of our parish clergy, including the Revd Diana Crook, and it is particularly good that Fr Andrew Langley is developing his cantoring skills.

The 'team' of organists and rehearsal accompanists, and their willingness to travel to Dartmouth, is something with which we are particularly blessed: Robin Tugwell, Karen White (Chillington), Wyn Turner (Bovey Tracey) and Sean Sweeney (Tavistock). Others also assist us from time to time.

My huge thanks to all who have worked with me, during 2018.

Christopher Helyer, Director of Music

AGM Booklet 2019