

Parish of St John the Baptist, Heathfield, with Cotford St Luke Churchwardens' Report to the Annual Parochial Church Meeting of 7th April 2019 and to the Charity Commission for the year ending 31 December 2018 The ecclesiastical parish of Heathfield with Cotford St Luke includes the small community of Heathfield and the new village of Cotford St Luke, built in the grounds of the old Tone Vale Hospital. We worship in the ancient church of St John the Baptist in Heathfield and in St Luke's centre at Cotford. The parish, with the parishes of Oake and Hillfarrance, forms part of the Deane Vale Benefice in the Diocese of Bath and Wells.

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

PCC secretary: Louise Frost

Elected Church wardens: Dawn Mitford-Slade (Heathfield); Alison Gabell (Cotford)

Elected PCC members: Joyce Allen, Jane Elliott, Katy Stirzaker, Hilary Wallace, Judith Parkin

Treasurer: Rod Latham

Deanery Synod representatives: Joyce Allen, Dawn Mitford- Slade

Structure, governance and management:

PCC members are appointed in the manner set out in the Church Representation rules. All who attend church are encouraged to register on the church Electoral Roll and may then stand for election to the PCC. The full body has thirteen members, including the clergy, the treasurer, and the two churchwardens who represent the Bishop. The Electoral Roll was fully revised in 2019, is reviewed annually, and now stands at 61 [with an active adult membership of around 50 adults].

In 2018 the full PCC met 10 times.

Objectives: The PCC has the responsibility of supporting and working with our Rector to promote the whole mission of the church: worship [prayer and praise, through liturgy]; discipleship [fellowship and teaching]; and ministry [service and evangelism]. It also maintains the church building, St John's, in Heathfield and the new St Luke's centre in Cotford.

Our aims, set out in our entry on the Charities Commission website, are:

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

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

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

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

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

Achievements and activities: St Luke's Centre: In September 2018 our new Church building was completed and we moved in. On the 21st of October 2018 it was dedicated by the Rt Revd Peter Hancock, the Bishop of Bath & Wells. This was the culmination of 8 years of prayer, fund raising, sacrificial giving and hard work. We are extremely grateful to everyone who has had a part in the setting up of St Luke's centre and the ongoing work of keeping it open and serving the community and our Church.

The Management committee for St Luke's centre started meeting every month from August onwards in order to co-ordinate the opening of the new premises. This included registering with Taunton Deane in order to be able to provide food to the public, organising a booking system and paperwork for hall hirers and co-ordinating training for café volunteers. Once the centre was up and running and snagging issues had been fixed, the meetings became less frequent and now happen every 2 months.

There were several fundraising events, including the Dog Show and Fete, in June - the emphasis again was on fun and community, not competition, and it was a great day. Many thanks to Derrick Reid, Dawn Mitford-Slade and Jane Elliott for leading this. Thanks to Laura Hills for organising the Christmas Fair in December, it was a well-attended community event that also brought in much needed funds for our new building. Thanks to Claire Bleloch for organising the quiz night in March, it was an amazing success that we hope can be repeated on a more regular basis. Our first farmers market took place in January and now takes place every 2nd Saturday in the month, thank you to Laura Hills for organising and to Roberta Winterson and her team, who do a fantastic job in the café. Many people have been involved at all of these events and in volunteering throughout the week in the café and in our outreach projects such as the baby group and bereavement café, I would like to thank them all wholeheartedly as none of this would be possible without them.

We continue to be wholeheartedly led by our Rector, Rev Alison Norris. We are grateful for her excellent teaching and pastoral support of people inside and outside the church, and for the support from her husband, Rev Andrew Norris. A lot of unseen work, by both of them, makes things happen; the demands of pastoral work shouldn't be underestimated. It is with much sadness that we look towards Alison and Andrew leaving us in July, but we wish them much happiness in their retirement together.

The church is still seen as the main provider of children's activities in the village. Claire Reid leads on organising our Sunday children's activities and for this we are very grateful as our children are receiving great spiritual nourishment. In addition to Sunday school and Toddler Church, we now also provide a Baby group on Monday mornings and a Baby and Toddler group on Friday mornings.

Lay-led house groups continue across the benefice, meeting weekly or fortnightly and open to all.

Our 3rd Sundays have now become an opportunity for lay led service for the Church, we have re-instated bacon sandwiches and a relaxed atmosphere where our Church family can come together to share fellowship.

Church attendance: Average attendance at the weekly Cotford services is now around 30-35 adults and 10-20 children; and 12 adults at the monthly Heathfield Communion service – though many more attend special services, such as Come to the Manger at Cotford (231 children and adults] and Christmas Day at Heathfield [93+]. We are seeing an increase in the commitment of those who do come regularly; and it is good to see the children pleased to be in church and comfortable with worship.

Regular Sunday services: St John's Heathfield: 08.30 Communion (monthly on 2nd Sunday)

10.00 Family Communion for the Benefice (some 5th Sundays)

St Luke's Centre, Cotford St Luke: weekly at 10.00 (except 5th Sunday)

1st Sunday - Family Communion

2nd and 4th Sundays - Family Praise and Sunday School

3rd Sunday – Lay led informal fellowship

Ignite service for children [come and find out!]

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

Other regular services and activities: Toddler Church, Thursdays, weekly at Cotford in the Community Room at 14.00

Monthly midweek Holy Communion in Cotford (venue varies – see Alison)

House Group – most Monday evenings, at 42 Graham

EVENT CSL village youth group, fortnightly

Midday Prayers throughout the week across the benefice

Special services and events:

Lent study groups

Lent Meditations in the week before Easter, across the benefice

Mothering Sunday, March

Palm Sunday

Good Friday witness walk from Cotford via Heathfield and Oake to Hillfarrance

Easter Day services

Cotford Dog Show, Fete and Cream teas, June

Cotford Harvest service, September

Remembrance Day service at Cotford

Cotford Quiz Night, March

Advent meditations across the benefice

Christingle service, Family Carols at St Luke's Centre and Come to the Manger at St Luke's Centre

Christmas Day at Heathfield

Other activities and acknowledgements: At Cotford: A successful church at Cotford is vital to support the long term health of the village and the viability of Heathfield church.

We are very thankful for the excellent Music Group, who led us in many services.

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

At Heathfield: The beautiful little church at Heathfield continues to complement the worship at Cotford.

Our two main benefice services for the year can best be described as Heathfield Holy Huddles! - with seating for only 70 we managed to pack in nearly 100 people on Christmas Day and 70 this Easter.

We have an 8am communion service on the second Sunday in the month plus an occasional 10am benefice service on the 5th Sunday. In August all the services that are usually held in Cotford St Luke were held at Heathfield. There have been 3 baptisms and 1 funeral. There was good attendance for the Good Friday walk of witness; walkers of all ages with their dogs walk across the fields from Cotford St Luke for a short service followed by hot cross buns and coffee.

As usual we are hugely indebted to the small band of people who keep this little church going. Sue Harris and Jaqueline and Andy Hay-Berry make a big contribution to the running and maintenance. The reliable key duty team of Janet Sharland, Janet Pinkerton-Hyron, David Barker and the Fannings do an excellent job as does John Rowe with making sure the candles are always lit. We are also indebted to the Barkers and Paynes for allowing us the use of their parking areas. Matthew Burdett kept the churchyard mown, which has now been taken over by Chris CV garden services. Our hopes and prayers are that the faithful band of helpers will be able to continue to keep Heathfield church going.

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

There are considerable challenges ahead – the times are not easy. The wider rural church has ageing congregations and many historic buildings. We have a beautiful

old church to maintain and a new church to pay for. There are also many opportunities to engage with our community and to serve it in a way that we haven't previously been able to.

This year has been a real challenge and everyone has stepped up to the mark and contributed far beyond what can be expected of them. This next year is going to be an even bigger challenge as we look towards going into interregnum. We will need to hold strong and support each other whilst we prepare our benefice for a new incumbent. There will be lots of jobs that need filling and this should be seen as an opportunity for all of us to use our God given talents. We do not want anyone to feel taken for granted or overworked but we also don't want anyone to feel overlooked, so please do talk to us about what you feel able to contribute to running of our churches. We are thankful that we are part of an active Christian community in a beautiful part of the country, and we look forward to the future with hope and enthusiasm.

Dawn Mitford-Slade, Ally Gabell - churchwardens

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

There were no significant problems with Safeguarding brought to our attention this year.

DBS checks were satisfactorily carried out for those new to children's work in the parish.

The Safeguarding officers [Lindsay Hall, Philip Hall] have attended training provided by the diocese and can provide initial advice if anyone has any concerns.

Heathfield and Cotford St Luke PCC

Receipts and Payments Account

Year ended 31st December 2018

	Main	St Luke's	Total	Previous Year
Receipts				
Planned Giving	£15,400.87	£47,535.00	£62,935.87	£45,776.16
Service Collections and other income	£4,543.57	£2,062.26	£6,605.83	£10,538.76
Bookings, hub etc.	£942.59		£942.59	
Interest etc,	£43.72		£43.72	£38.54
Fund Raising	£3,159.39	£670.00	£3,829.39	£3,926.69
Grants	£700.00	£129,540.00	£130,240.00	£31,400.00
Loan		£379,000.00	£379,000.00	
Gift aid	£13,027.43		£13,027.43	£3,116.31
Total	£37,817.57	£558,807.26	£596,624.83	£94,796.46
Payments				
Running Expenses	£6,586.34		£6,586.34	£3,425.27
Deanery Expenses	£168.00		£168.00	£200.65
Church yard maintenance	£500.00		£500.00	£660.00
Sundry Expenses	£30.00	£825.00	£855.00	£3,854.22
Parish Share	£21,719.24		£21,719.24	£19,333.80
Charity	£1,635.00		£1,635.00	£1,479.00
New building costs		£616,675.31	£616,675.31	£66,103.50
Interest	£457.76		£457.76	
Total	£31,096.34	£617,500.31	£648,596.65	£95,056.44
Excess of payments over receipts	-£6,721.23	£58,693.05	£51,971.82	£259.98
Bfwd 1st January 2018	£1,046.87	£69,110.57	£70,157.44	£70,417.42
Movement in year	-£6,721.23	£58,693.05	£51,971.82	£259.98
Cfwd 31st December 2018	£7,768.10	£10,417.52	£18,185.62	£70,157.44

R T Latham Treasurer

9Th March 2019

Independent Examiner's Certificate for the PCC Accounts

Report to the trustees of:

HEATHFIELD AND COTFORD ST LUKE

Parochial Church Council

On accounts for the year ended:

31st DEC 2018

Charity Number (if applicable):

Respective responsibilities of trustees and 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 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 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.

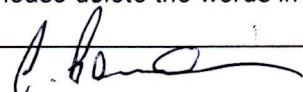
Independent examiner's statement

In connection with my examination, no matter has come to my attention (~~other than that disclosed below~~ *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

* Please delete the words in the brackets if they do not apply.

Signed:



Date:

29/3/2019

Name:

CHARLES BARROWMAN

Relevant professional
qualification(s) or body (if
any):

Address:

10 HEALYS MEADOW

COTFORD ST LUKE

TAUNTON TA4 1PB