



2018 Report
for the
Parochial Church Council
of
St Peter's Broadwater, Stevenage

THE PARISH CHURCH OF ST. PETER'S, BROADWATER

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING AND THE ANNUAL VESTRY MEETING OF PARISHIONERS HELD ON SUNDAY 22nd APRIL 2018

Revd Kate Sharples welcomed all to the meeting and explained the format of the meeting. She opened with a prayer.

Those present:

Sharples	Revd Kate	Dungey	Sue	Sime	Wayne
Adam	Jill	Eneli	Obi	Sime	Louise
Aknai	Ken	Gammon	Connie	Smith	Cathy
Aknai	Rose	Gammon	Ted	Smith	Linda
Baillie	Annette	Gordon	Gillian	Smith	Paul
Beer	Susan	Gordon	Joanie	Temple	Carol
Brenton	Catriona	Gordon	Maurice	Ward	Joan
Brooks	Janice	Hollands	Graham		
Brooks	Richard	Hollands	Stella		
Burton	Marion	Hollands	Corinn		
Busfield	Rosie	Hollands	Helen		
Busfield	Roger	Hills	Wendy		
Carter	Liz	Hollands	Rosie		
Coates	Stephen	Horbury	Jacqui		
Collier	Kay	Lee-Diep	Lynne		
Cork	Doris	Martindale	Vi		
Cutler	Rodney	Mitchell	Jackie		
Cutler	Barbara	O'Neill	Chris		
Davis-Walters	Claudia	Owen	Julie		
Dungey	Susan	Owen	David		

ANNUAL VESTRY MEETING OF PARISHIONERS

MINUTES

It was proposed by Carol Temple that the minutes were a true and accurate record of the meeting held on Sunday 30th April 2017, seconded by Obi Eneli and agreed by all.

ELECTION OF CHURCHWARDENS

The two current Churchwardens, John Hollands and Sue Dungey agreed to stand again. There were no other nominations therefore there was no need to vote and the following were duly elected:

Sue Dungey Nominated by Rosie Hollands
Seconded by Lynne Lee-Diep

John Hollands Nominated by Maurice Gordon
Seconded by Peter Sharp

Revd Kate Sharples offered her thanks to John and Sue for their work over the last year.

She prayed a blessing over them; that with common prayer their work together when John Hollands returns from his trip abroad.

ANNUAL PAROCHIAL CHURCH MEETING

1. APOLOGIES FOR ABSENCE

Ballard	Maurice	Crump	Hazel	Njeri Muya	Catherine
Ballard	Eileen	Cutler	Jeremy	O'Neill	Jean
Bell	Janet	Cutler	Karen	Richardson	Brenda
Bell	John	Day	Nick	Russell	Chris
Blackwell	Peter	Dymond	Tracy	Sharp	Pauline
Blackwell	Barbara	Feely	Joe	Sharp	Peter
Botros	Martha	Harry	Liz	Temple	Brian
Brooks	John	Harry	Charles	Wood	Pat
Carter	Paul	Headington	John		
Coates	Emma	Hollands	John		

It was noted that Busola Awani, Gordon Baillie, Claire Derrett Smith, Alan Walton and Kim Walton were unable to be present at the meeting because they were providing children's church during the course of the APCM.

2. MINUTES

It was proposed by Barbara Cutler that the minutes were a true and accurate record of the meeting held on Sunday 30th April 2017, seconded by Gillian Gibbs and agreed by all.

3. ANNUAL REPORT ON THE LIFE OF ST PETER'S CHURCH

Rev'd Kate Sharples opened by expressing her gratitude to God for all he had given to St Peter's over the last year.

She had taken up the role of Vicar in February 2017. One of the highlights of the year for her was the setting up the prayer zones in May 2017. She had been amazed at the numbers who had prayed, and she had seen God at work. Love Stevenage was even bigger than the previous year with 22 jobs and about forty volunteers from the churches in Broadwater. People had been really grateful for the work done on their houses and gardens. Kate felt that we were really beginning to make an impact on the community, and it was encouraging to see the whole church pulling together.

The Access for All project had produced great facilities. The churchwardens had spent a great deal of time making the project come about, and securing the money had been an amazing provision from God.

Kate gave thanks for all the new people who had joined the church. There were an increasing number of young people from year 6 upwards. Conscious efforts had been made to allow more space and time in Sunday morning worship for the Holy Spirit to work and there was a real sense of Him moving.

She reminded us of Philippians 4:6 "Do not worry about anything, but in everything by prayer and supplication with thanksgiving let your requests be made known to God."

She expressed her appreciation for everyone's support.

4. FIRST AID UPDATE

Rosie Busfield, the First Aid Officer, reminded the congregation about her role providing and monitoring availability of first aid equipment, and also checking whether any actions were required to address accidents recorded in the Accident Book.

She advised that there were first aid kits in the office, kitchen and hall. A travel first aid kit was available to take on trips outside church.

There was an accident book in each kit. She encouraged people to fill it in.

There are gloves in each box, and in the accessible toilet. There are no latex gloves to avoid problems with allergies, There is a list of trained first aiders on the Health and Safety notice board.

Anyone with any queries about first aid should speak to Rosie.

5. ELECTORAL ROLL REPORT

Rosie Busfield, as Electoral Roll Officer, reported that the electoral roll had been revised between 25th March and 8th April. The total on the roll was now 122, with 1 added and 10 removed. 44 are male and 78 are female, with 69 living in the parish and 53 outside.

Kate Sharples thanked Rosie. She pointed out that most of those removed from the list had moved from the parish and there were a number of newcomers to the church who were not necessarily on the electoral roll.

6. ANNUAL REPORT ON THE FINANCIAL AFFAIRS OF THE PARISH

Helen Henry, the Treasurer, opened by thanking all those who give money to the church, and for those who were able to give by gift aid. She pointed out that she could also claim gift aid on cash given.

She explained that there was still an outstanding amount of VAT to be paid for the Access for All project, on items not related directly to improving accessibility.

She praised God's goodness to us this year, providing all the finances we needed.

Kate Sharples thanked Helen for all the time and effort she put into the role of Treasurer. She then prayed for her as she continues as Treasurer in the following year.

7. BUILDINGS AND FABRIC REPORT

In the absence of John Hollands, Sue Dungey, also church warden, reported on the buildings and fabric. She was delighted that it had been possible to complete the Access for All project in 2017. The money had been secured from a number of sources and the new facilities were opened in the autumn by Councillors John and Joan Lloyd. The changes had brought the building together.

Sue thanked everyone that helped with the maintenance of the church, especially Rod Cutler for grass cutting; Roger Busfield for doing many jobs in the church; and Emma Stilling for doing the cleaning.

She also expressed her thanks to John Hollands for being so hard working and a great support to her.

Kate Sharples commented on the huge amount of work that both Sue and John do, much of it behind the scenes: the church would not function without them. There was a round of applause to show appreciation of their hard work.

Rosie Hollands, said on behalf of John in his absence, how much he appreciated all that Sue did in the church.

Kate commented on how they were a very good team. She also thanked Vi Martindale for her flower arranging.

8. ANNUAL REPORT ON THE PROCEEDINGS OF THE DEANERY SYNOD

Wayne Sime explained that the deanery covers the local churches in Stevenage and Knebworth. He was one of the three deanery reps at St Peter's, with the others being Annette Baillie and Richard Brooks. He felt that the deanery was very good for networking, but he hoped that in the future there might be more social and task groups. He also saw opportunities for more discernment of what God wants for the deanery.

9. APPOINTMENTS TO THE PCC

Kate Sharples explained that there were four vacancies on the PCC but no applicants had stood for these positions so they will remain empty. The PCC may however co-opt up to two additional members for up to a year should particular skills be needed in the future.

Kate thanked all those on the PCC. She felt the PCC had made real progress over the last year, working together better and listening more closely to God.

10. APPOINTMENT OF SIDES PERSONS/WELCOMERS

Jill Adam, PCC Secretary, read out the list of sidespersons/ welcomers to be appointed: Obi Eneli, Richard & Janice Brooks, Peter & Pauline Sharp, Janet & John Bell, David Okoturo, Wendy Hills, Sue Dungey, Gill Gibbs, Kay Collier, Joanie Gordon, Jacqui Horbury and Carol Temple, and Pat Wood.

They were all approved.

11. APPOINTMENT OF INDEPENDENT EXAMINER TO THE PCC

Revd Kate Sharples asked the congregation for approval for the appointment of Sue Viles as the Independent Examiner and this was given by all.

12. LOOKING TO THE FUTURE

Kate Sharples pointed out that our earlier Mission Action Plan had been largely achieved, though with limited progress being made regarding the appointment of a youth/ children's worker. The PCC had spent some time reviewing our MAP, looking forward to the next five years. A time of prayer and discernment between two PCC meetings had seen a shift between priorities. Our new MAP has the following priorities:

- 1) To replace the church chairs, as they are too heavy and don't stack. Samples are currently being reviewed and are available for the congregation to try out. There will be a gift day to raise funds towards their cost.
- 2) The appointment of a part-time youth / children's worker, especially focusing on age 11 upwards. Kate pointed out that we had a fantastic team of volunteers supporting this age group but with the departure of Tim and Alex we had lost significant resources. We need to source funding; one option to explore is the diocese's new Reaching New People (RNP) initiative.
- 3) Front entrance project. This has been talked about previously, with a focus on making it easier to access the front of the church and also so people can see inside the church more clearly. We will look at this further later in 2018.

There are other ideas too, requiring less resources, which are not included in MAP but which may be developed later in the year (e.g. a monthly café; Alpha course in the autumn)

In answer to questions:

- We hope to sell the church chairs to another church.
- The price range for the chairs is £25-£50 and likely to be at the higher end of the range.
- They will be one colour chosen by the church wardens.
- The chairs will be linked together.

Julie Owen asked if we could have regular bring and share lunches. The PCC will consider this at the next PCC meeting.

Stella Harry asked if we could have another Women's Day. Kate replied that would be possible if someone was willing to organise it.

Rose Aknai expressed her thanks to Kate as she was a real blessing to the church. The church showed their support for this statement with a round of applause.

Kate gave the good news that we can have a new Curate in July 2019, provided we can find the right person and sort out accommodation and funding. She invited prayers on finding the resources.

Kate gave her thanks to Lynne Lee –Diep for doing a fantastic job in the office.

Finally Kate distributed information about the forthcoming Thy Kingdom Come prayer event and Love Stevenage.

13. ANY OTHER BUSINESS

None had been received.

14. QUESTIONS TO VICAR AND CHURCH WARDENS

1. Richard Brooks asked about the lack of updates in the Annual Report on our mission partners – the Pughs in Tanzania, Oak Church and Bridgebuilders. Kate Sharples explained that reports on these are not put in the Annual report because that is only about the work of St Peter's. She suggested we will consider at a PCC meetings the best way of getting and publicising updates. Rosie Hollands explained that there are regular prayer meetings for the Pughs (second Monday of every month); she was happy to put an update on the notice board.
2. Corinne Headington said her husband Johnnie was very grateful to those who had visited him during his illness.
3. Susan Beer requested the provision of a covered area outside the church for mobility scooters and bikes. Kate replied that we would look at this at the next PCC to see if we can come up with a short-term solution pending the redevelopment of the front entrance.
4. Liz Carter asked if we could recycle more. This will be considered at the next PCC.
5. Kay Collier explained that information from Churches Together in Stevenage is displayed on the notice board.

15. CLOSING PRAYER

Kate closed the meeting in prayer.

2018 ANNUAL REPORT

FOR THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S, STEVENAGE

A few highlights of the year

Lots has happened in 2018 but here are a few highlights.

- Encounter with God Prayer week – it was great to see so many people coming into church
- Breakfast celebrations – these drew in extra people, and people enjoyed chatting first
- God has blessed us financially, and the increase in hall hire has provided additional income. We were able to break-even this year.
- It was wonderful to have the full immersion baptisms and renewal of baptismal vows in a huge paddling pool. 3 adults and a child in the morning and 3 young people in the afternoon.
- It's been encouraging to see new people joining; we also note with sadness the passing of Alan Russell and we miss him and his sense of humour.
- It was very exciting to find an excellent person to join us as Curate in July 2019

Aim and purposes

St Peter's Parochial Church Council (PCC), in cooperation with the incumbent, Revd Kate Sharples, is responsible for the whole ministry and mission of the Church to the Parish of Broadwater. This includes pastoral, evangelistic, social action and ecumenical work and involvement in initiatives across Stevenage with 'Churches Together in Stevenage.' The PCC is also specifically responsible for the maintenance of the Church and hall buildings.

Vision and Objectives

Our vision is to be a missional church – showing God's love to the community – and to be a relevant and visible presence, providing pathways by which people can seek and know God.

- We want to continue to be a welcoming community that loves people of all ages and cares for them. To enable all ages to become mature followers of Jesus and to rely on him through prayer and Bible reading and the infilling of the Holy Spirit.
 - We want to be "A Furnace" where people meet with Jesus, where lives are transformed by his presence, where miracles happen and where people are sent out by the Holy Spirit on fire for God.
- We want to be church that serves the community, helping to meet the needs of the brokenness in our parish.

This year the PCC agreed a new Mission Action Plan (MAP). We chose to focus on a few big things that required a lot of time and resources, and wouldn't happen without proper planning. New things like starting up Alpha courses, social events etc are expected to just happen!

Priorities (for the next five years)

- To reach new people by specifically concentrating on young people
- To be able to use the building more flexibly for outreach by buying new chairs

- To make the front entrance accessible, visible and welcoming

Goals (for the coming year)

- Establish job description for part time youth worker, obtain funding, advertise position and appoint part time youth worker. Start work on this May 2019, employed by Sept 2019
- Obtain chair samples, survey the church, choose a chair, and purchase chairs. By April 2019
- Establish the requirement by consulting with church members. Appoint architect to draw up plans, agree final plan, fund raise, appoint builders, do building work. Start 2019, end 2021

Activities and Highlights — Building the Church

Worship *Kate Sharples*

On Sunday mornings this year we have had sermon series on Luke, Ephesians and used the Freedom in Christ material as a basis for preaching. We have continued to develop having slightly longer times of worship and space for the Holy Spirit to be at work. For the 5 weeks over the summer holidays we had summer services, which were shorter, with videos for the bible reading and activities at the back for children.

We had 2 celebration breakfast services for Pentecost and Harvest and a number of people and families on the fringe of church came. People loved the informal start over breakfast with bacon rolls and time to chat, followed by a short, all-age service.

We are hugely grateful for all those who volunteer on a Sunday morning and say thank you to all who serve in the music and prayer ministry teams, and those who do sound, AV, refreshments, welcoming, wardening, setting up and giving out Communion, intercessions, readings and flowers.

Thursday Communion at 9.30am continues to have a dedicated group of around 12-15 people and the occasional new faces. They enjoy the more traditional service format and the refreshments afterwards.

In 2018 there were 12 Baptisms (5 infants, 6 children over 5 and 1 adult), 7 funerals and 1 wedding.

Musical Ministry *Ken Aknai*

It is an amazing privilege for the team to serve a community of believers who want to constantly pursue a deeper relationship with God through corporate worship, and who have enthusiastically engaged with new (and not always easy) songs and times of spontaneous open worship. We have seen the Holy Spirit move in very tangible and powerful ways during our times of sung worship. Sometimes we have decided to take risks in our worship leading to become more open to the transforming work of the Holy Spirit. These have brought times of great blessing.

We have some fledgling musicians who are keen and progressing well, and new sound engineers in training.

Our hopes for this coming year: for our new musicians, and AV/ sound operators to flourish in their new gifts; for us more established musicians to grow in our gifts; to be led by the Holy Spirit into a deeper, life-changing awareness of God's presence through Jesus in our times of sung worship; to edify the church and equip us to be his witnesses in our communities and beyond.

Our joint service last October with Oak church was inspiring, and we hope there will be more this year.

Please keep praying for new worship leaders to be raised up, and for the whole team to grow in our love for Jesus and to pursue his presence.

A huge and heartfelt thank you to all of you who serve on this team.

Children and Youth Church

A huge thank you to all who lead and help with children's church and youth church, so that we can have something for all ages at St Peter's.

Bubbles (toddlers to Y1) *Liz Carter*

Highlights for 2018 –

Finding different ways to pray with the children - we all loved playdough prayers.

Being really welcoming to visitors

Bonding as a group

Signing along to 'I love you' song at the front of church.

Having fun!

One member of bubble was baptised in the summer

Issues -

Lack of leaders - another leader or back-up would be good. So that we can swap weeks.

The lack of leaders has been more acute since September, when one Bubbles leader moved over to TOAST where there was an even bigger shortage. The 2 leaders left were then doing 2 weeks each, which made it very difficult to swap weeks.

Hopes for 2019 -

More! More of the same fantastic sessions and that the children continue to grow in their faith. More leaders and helpers.

Ignite (Y2 – Y5) *Gordon Baillie*

It's been great to hear the children pray and read the Bible, and the support from the helpers and refreshment providers has been appreciated. Praying for more of the Lord's presence in the sessions. The only issue is finding craft activities that they haven't done before.

TOAST (Y6 and up)

The youth leaders have done a great job keeping the TOAST group going with not enough leaders. In the summer we suddenly lost 2 leaders, which made it

particularly difficult. We are extremely grateful to Adam Prior from Oak, who led a session in December and has agreed to lead one session a month in 2019.

Prayer *Kate Sharples*

Prayer meetings were held on most Sunday evenings at 6.30pm. We have been encouraged by new people joining in, and answers to prayer.

Encounters with God was held Tuesday to Saturday of February half term. Prayer zones were set up around the church, aimed at helping people to encounter God in new and real ways. It included a prayer sanctuary made of material that hung down from the ceiling, creating an intimate space to spend time with God the Father, Son and Holy Spirit. There were also taster sessions in praying the gospels imaginatively, praying with the Bible and centring prayer. These were led and lasted about half an hour. The Thursday afternoon was specifically aimed at the community, with poster and flyers going out to invite people to light a candle and free refreshments. In total there were about 100 visits, with about 20 being people from the community. There was a real sense of God's presence in the church, and many people encountered God in powerful and meaningful ways.

Prayer Ministry *Rosemary Busfield*

The Prayer Ministry Team continues to be available on a Sunday morning during communion and at the end of the service. We are humbled and privileged to be able to offer this ministry, sharing in the needs of those who come forward for prayer and we love to hear testimonies of how God has answered prayer and met with people.

Many of our prayer ministry team members continue to serve in other areas of church ministry sometimes restricting their availability for praying on a Sunday morning. However God is gracious and usually people are prayed for in a timely manner.

During the year, Kate and I have updated the guidelines and we have met together as a team to discuss the practicalities of prayer ministry as well as praying for each other.

Moving forward, we are planning to arrange more training for the team. As a team we need to prayerfully support each other, as we are aware that in order to serve others, we need to spend time receiving from God ourselves. My heart's desire is to see God working even more powerfully in the days ahead as we stand with people in prayer.

Home Groups *Kate Sharples*

We have continued with 5 evening homegroups and 1 day-time group, mostly meeting weekly. People have valued the prayer and practical support they have received from these groups, and the opportunity to study the Bible and ask questions. This year all the groups looked at how we share our faith. Wayne and Louise's group also looked at radical discipleship and recognised the need to change in order to be more effective in their walk and outreach. Janet and John's group highlighted how much they value

the fellowship in their group. Thanks to all home group leaders – you have a really important role.

Alpha Course *Kate Sharples*

This year we ran a daytime Alpha Course using the new Alpha “film series” videos, which worked extremely well. Six people attended and everyone got a lot out of it. We hope to run a follow up group next year.

Social Activities *Rose Aknai*

Church Walks

Approximately every 2 -3 months there is a church walk. The walk is usually around 5 miles in length and so far the walks have been in Stevenage/Knebworth area. There is a lunch stop at a pub during or at the end of the walk. Non-walkers also join us for the lunch.

Highlights of 2018

The walks have been a wonderful opportunity for fellowship as there is more time to speak to each other and get to know people than at the end of a service. They are also a great opportunity to get to know the local area and appreciate God’s goodness in creation. The pubs have all been really welcoming to people and dogs, and liaising with them has been a chance to tell them a bit about St Peters Church.

Hopes for 2019

We hope to continue to organise a church walk every 2-3 months and we hope for inspiration for varied walks. We look forward to continued welcome from pubs and further opportunities to tell them about our faith. If anyone has any suggestions for walks and pub stops then do let me know.

Activities and Highlights —Engaging with the Community

Pastoral Care *Rosemary Busfield and Sue Dungey*

The Pastoral Care Team continues to support the leadership of the church in providing pastoral care for those within St Peters. This can be for ongoing needs or short interventions.

We have currently 7 people on the team. This is a reduction of 4 people during the year. However we have managed to provide a visiting service for all those that have asked, or whom we have perceived may need a visit or phone call. The amount of visits and input is prioritised on a case by case basis depending upon urgency of need and resources available. In a typical month we have visited or rung approximately 7 people.

We held a very successful training session for the team in March 2018 and further meetings or training will be offered as we feel necessary.

We are aware that much “informal pastoral care” is offered to church people through the home groups and other networks and relationships within church. This is very encouraging, and complements the work done by the Pastoral Care Team.

The main issue to address is to enlist more people on the Team.

Elderly Ministry *Richard Brooks*

The main focus of this ministry is at the Roebuck Nursing Home where we meet every Tuesday afternoon at 2 pm for a totally informal service where we sing hymns and songs which are easily recognized and remembered by those who attend, with scripture, readings and poems. We also include Christian stories which help those attending the afternoon service, and it is amazing how individuals come alive when certain hymns and songs are sung. There is also more one-to-one visiting residents in their rooms as the majority of residents cannot leave their rooms for various health reasons. It is also wonderful to see careers and the nursing staff joining in with all we do, and I would like to thank Carol Temple for all her help and encouragement in all we do at Roebuck.

I also visit Walpole Court where I meet with residents at their coffee morning for pastoral interaction.

Tea and Co *Jill Adam and Richard Brooks*

The group continues to be very popular with our regulars and is growing slowly. Following prayer, the number of men attending is increasing. We have also seen several members starting to attend Sunday services.

In the autumn we experimented with occasional alternative formats including a beetle drive and a quiz. These occasional events were welcomed and we plan to include some in 2019.

Our hopes for 2019 are that the group will draw in new local people who are socially isolated or marginalised in some way, and that those who come will appreciate that it is the love of God which inspires the team and which creates the special atmosphere of the group.

Stepping Stones *Annette Baillie*

Stepping Stones Baby and Toddler Group continues to be a popular group, having 35 - 50 children accompanied by parents or carers attending each week. We operate on a 'first come first served' basis up to a maximum of 50 children, and most weeks we welcome new families. The children are offered a wide range of activities and the adults have the opportunity to connect with each other while we build relationships with all who come.

The team work well together and we regularly get good feedback on our welcome, organisation and care from those who attend. At times we have been stretched, particularly when there have been insufficient able-bodied people to help with moving the church furniture at the end of the session. In reality another leader is needed to strengthen the team and make the group properly sustainable.

We hope that provision for young families will continue into the future, relationships will grow further and there will be more opportunities to talk about faith.

We want to thank those who regularly pray for us, and would ask that you continue praying for us to remain focused on Jesus as we serve the community in this outreach.

Love Stevenage *Jill Adam*

On the weekend of 7th / 8th July, St Peter's once again joined with other churches in the town, of several different denominations, in this annual event where we seek to put on a programme of activities to show local churches working together as an expression of God's love to our local community.

It was scorching hot day as we sent out 7 teams of volunteers to undertake various social action tasks for local residents. This included fence painting, garden tidying, DIY jobs and litter-picking. This year Bishop Michael toured the town seeing different projects being undertaken by the various churches; he was very impressed by the work he saw being done by members of St Peter's. The residents too much appreciated our hard work.

In the afternoon free tea and cakes, served in church by another team of people, proved popular with Broadwater residents.

Once again, we received valuable financial and practical support from Stevenage Borough Council.

In 2019 we will make some changes to our activities, as less people in the church are now able to cope with the physical demands of the social action tasks, but we will continue to be an active partner in the Love Stevenage initiative.

The Community Hall *Lynne Lee- Diep*

During 2018 we have seen an increase in groups hiring the hall on a regular basis. These groups include: Keep Fit 60+; Sing Along for 50 +; Diabetes Group; karate class and a dance & fitness class. Due to the refurbishment works of the flats in our parish, Stevenage Borough Council have also looked to hire our hall on occasion to hold resident consultation meetings. We have also had the return of Slimming World.

These varied groups reach out to serve different segments of the community and benefit them in a multitude of ways.

I hope in 2019, the church hall continues to bring benefit to the community through the diverse groups that use St. Peter's.

Activities and Highlights — Making New Disciples

Schools Work *Kate Sharples*

This year we have strengthened our links with Roebuck and Shephalbury Park Primary schools. The Year 2 classes from both schools visited the church to find out about

baptism and what it is like to go to church. Kate also did a follow up visit in Shephalbury Park where the children asked her all sorts of questions about faith and Christianity.

Four schools came to the Easter Journey and 5 to the Christmas Journey. Roebuck school had to pull out of the Christmas Journey at the last minute, but were keen that the children didn't miss out. So a small team went to Roebuck school and set up the hall to give them a slightly shorter version in school. The teachers were so appreciative that we had done this for them.

Kate has done a number of assemblies in the schools over the year, with and without Bridgebuilders, including Christingle assemblies at Christmas. Roebuck, Shephalbury and Greenside came to church for their Christmas services/celebrations. The 4 Seasons pre-school came to church for harvest and also a Christingle assembly. We are so grateful that these schools give us these opportunities, and pray they continue.

Illuminate *Julie Owen*

On average we have about ten children, from Years 3-6, attending. Highlights have been the constant flow of children throughout the year and their thirst for teaching and learning through fun. There has been good team commitment.

Issues we have faced have been not enough team members who can run with the teaching, so a number of times have had to cancel due to illnesses at short notice, and the need for more help to set up and put things away at the end of the session.

Messy Church *Kate Sharples*

Last year we were encouraged by the number of older children at Messy Church, but also aware that it is not really geared towards them. This year we have started Messy Youth specifically for children in year 6 and above. We all start the session together with a Bible story, songs and a prayer. After that, the children all go into the hall for craft activities and games, whilst the Messy Youth stay in church for their own, more grown up activities and discussion. This has worked really well and we regularly have 6 in this age groups.

We still have several families who come every month, and there is a sense of community among those who come. There are regularly 50-60 guests, and around 15 on the team, including the catering team. A big thank you to all those who are on the team, it is a long afternoon and we appreciate your dedication and hard work, which is brilliant.

On Oct 31st we held a Messy Light Party. This was run along similar lines to Messy Church with the addition of party games, hotdogs and cake and a short disco at the end. Around 30 children came with their parents, and there was a great atmosphere.

Mission Partners *Kate Sharples*

We have continued to support 3 mission partners. These are Bridgebuilders Christian Trust, working in primary schools in Stevenage; Oak Church, working with local youth and in secondary schools; and Miriam and Owen Pugh, working with Africa Inland Mission in Tanzania bringing the gospel to unreached people. We now have a mission board displaying the latest information for prayer. We had a joint service with Oak Church in October and it was wonderful to have Miriam and Owen speak to us about their work at a service in November.

Finance Report 2018 *Helen Henry, Treasurer*

(to be read in conjunction with the Accounts)

Thank you to everyone who faithfully gives financially to St Peter's however you give and however much you give. At the beginning of the year the PCC approved a balanced budget and I am pleased to say that, even with having to have the flat roof over the kitchen and meeting room replaced, we still managed meet the budget.

The income from donations and gift aid from Church members was nearly £72,000 which is a 5% increase on 2017. As we did not have a gift day this year the one-off gifts were very small compared to last year.

Some of our income has come from an increase in hall hire, partly due to the closure of the Bragbury Community Centre in July. The income from the hall increased from £6,000 to just over £15,000. Some of this income we set aside each month to use for future projects rather than running costs

Our parish share of £56,456 remained the same as the previous year and utilities were just under £4,000. Our biggest saving has been with photocopying as we have finished our set contract saving us nearly £1,000 over the year. Our parish administrator and church/hall cleaner cost us £10,323.

We have focussed our financial support to our 3 mission partners (see above). These are all 3 year commitments as we seek to see God's kingdom advanced here and abroad.

Our reserves policy remains the same and we have £25,000 set aside for emergencies and £30,560, given as gifts, to go towards the next building phase, the front entrance. This leaves us with about £26,000.

We are grateful too, to those who donate indirectly through paying for items for the church but do not claim back the costs, or who give their time freely. Amongst others, this includes those who make the cakes and food for Messy Church or Junior Church; for the beautiful flowers that are so carefully arranged; to those who give of their time to maintain the Church and grounds that would otherwise cost us. When we give with a grateful heart, God uses those gifts and multiplies their worth.

I would also like to thank John Hollands for managing the budget, Barbara Cutler and Annette Baillie for counting the cash and Lynne Diep for managing the hall invoices and rents.

Please continue to pray for the finances of St Peter's, that God will help us make wise decisions and that as we look to make new improvements to the Church to meet the

needs of both the members and the community we seek to serve, that God will again provide for all we need.

Making it Happen

Buildings and Fabric *John Hollands*

No significant developments were carried out this year after the redevelopment of the hall entrance and accessible toilet last year.

However, we made a decision to replace the church chairs so we have chairs that are lighter and more stackable. As I write this report these are on order and may just be in place before the APCM. These chairs will make life so much easier for moving them around and putting them out of the way when we want to.

The other significant work carried out this year was to replace the roof over the kitchen, accessible toilet and storage areas together with new fascias, soffits, gutters and downpipes. These were sorely in need of replacement and now we are much better protected against the ravages of the weather.

I would like to thank all those who have given time to maintaining the church buildings, but in particular I again have to thank Roger Busfield for all the many jobs he has done behind the scenes, clearing the hall drains of roots so they now actually drain, replacing the meeting room door, tidying up and removing the bushes and a tree in the garden, painting inside and outside church, helping me sort the heating system in the hall, amongst many other things.

Also I would like to thank Emma Stilling for her hard work in keeping the church buildings and toilets nice and clean.

Quinquennial review of buildings

The five-yearly review of the buildings was carried out last year. The state of the buildings is much improved and there are no urgent issues. There is some work that will need to be carried out over the next 5 years.

Administration

Lynne Lee-Diep has continued to work 12 hours a week as the church administrator and hall booking manager. She does a fantastic job in making sure everything runs smoothly.

Parochial Church Council (PCC) *Jill Adam (PCC Secretary)*

The PCC and the Vicar, Revd Kate Sharples, continue to work closely and fruitfully together, overseeing the work and activities of St Peter's.

The PCC met six times in 2018, with the main points of discussion at PCC meetings as follows:

- Mission Action Plan Review
- monitoring the church finances, ensuring the congregation were kept up to date of our financial

position and taking action where necessary

- purchase of new chairs for the church

- General Data Protection regulation (GDPR)
- youth and children's work
- Reaching New People

Safeguarding *Rosie Hollands*

At St Peter's Church we recognise that the few who are determined to harm children or adults, deliberately seek out groups or organisations where they can meet children or other vulnerable people. The Church is particularly vulnerable to these people. Creating and maintaining a safeguarding culture will discourage them from becoming involved for the wrong reasons and make it difficult for them to harm or abuse children or adults if they do.

For this reason, we take safeguarding very seriously and have made sure that everyone working with children, vulnerable adults and pastoral visiting are Disclosure and Barring Service (DBS) checked and have taken part in the diocesan safeguarding training. Most of our leaders and many helpers were trained last year in March 2017, but in January 2018 we held a Deanery safeguarding training session for all those who still needed training. Those that couldn't make it either did on-line training or attended a training session at a different church, as appropriate.

Lynne Lee-Diep, our church administrator, continues to be our Lead Recruiter and has ensured that all new DBS checks are carried out and that all those in place are renewed in a timely manner

We can report that the PCC has been fully compliant with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishop's' guidance on safeguarding children and vulnerable adults).

Stevenage Deanery Synod *Wayne Sime, Annette Baillie, Richard Brooks*

The Deanery Synod met three times over the last year during which some challenging subjects were discussed. It is hoped that the Synod will find a renewed purpose over the next year. Over this period Wayne Sime was elected to the Diocesan Synod.

During the year Wayne Sime was elected as one of Stevenage Deanery's representatives on Diocesan Synod.

Electoral Roll and Usual Sunday Attendance *Lynne Lee-Diep*

The Electoral Roll was revised between the dates of Sunday 24th February and Sunday 10th March 2019.

Following the renewal of the Electoral Roll for 2019, we now have 103 names on the roll which is a decrease from the previous roll in 2018. 14 names were completely new to the Roll and 33 names were removed.

Of those who are registered, 31 are male and 72 female. 55 people live within the Parish and 48 people live outside the Parish.

Attendance figures for Sunday morning services in 2018 were:

3,454 adults giving an average of 66 adults attending per week.

899 children (under 16's) which give us an average of 17 children who attend each week.

The average figure for adults attending Sunday service has dropped from 69 adults and children figures have increased from 16 attending in 2017.

Administrative information

St Peter's Church is situated on Broadwater Crescent, Stevenage, part of the Marymead neighbourhood hub. It is part of the Diocese of St Albans within the Church of England. The correspondence address is The Willows, Stevenage Herts SG2 8AN. Registered charity number is 1152921.

PCC members who have served at any time during 2018:

Ex Officio members:

Incumbent: The Reverend Kate Sharples
(Chair)

Mr Richard Brooks

Readers: Mr Gordon Baillie
Mr Obi Eneli

Wardens: Mr John Hollands
Mrs Sue Dungey

Elected members:

Mrs Jill Adam PCC Secretary

Mrs Annette Baillie Representative on Deanery Synod

Mr Richard Brooks Representative on Deanery Synod

Mrs Gilly Gibbs

Mrs Helen Henry Treasurer

Mr David Owen

Mrs Louise Sime

Mr Wayne Sime Representative on Deanery Synod and Lay Vice Chair

Approved by the PCC on March 18th 2019

and signed on their behalf by the Reverend Kate Sharples (PCC Chairman)

VICAR

Revd Kate Sharples,
The Vicarage,
1 The Willows,
Stevenage SG2 8AN

BANK DETAILS

Bank of Scotland
PO Box 10,
38 St Andrew Square
Edinburgh EH2 2YR

INDEPENDENT EXAMINER

Susan Viles
Debonair Management Services Limited
14 St Mary's,
Gamlingay,
Sandy,
Bedfordshire SG19 3ET

Parochial Church Council of St Peter's, Broadwater

Annual Accounts

Year ending 31st December 2018

Section A Statement of financial activities Section A

Recommended categories by activity	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total funds £	Prior year funds £
Incoming resources (Note 2)					
Income and endowments from:					
Donations and legacies (notes 2a-b)	73,155	562	-	73,717	79,133
Charitable activities (note 2c)	19,098	1,914	-	21,012	35,295
Other trading activities			-	-	-
Investments (note 2d)	381			381	269
Other (note 2e)	220	-	-	220	58
Total	92,853	2,476	-	95,329	114,755
Resources expended (Note 3)					
Expenditure on:					
Raising funds	-	-	-	-	-
Charitable activities (notes 3a-c)	93,091	1,876	-		108,677
Total	93,091	1,876	-	94,967	108,677
Net income/(expenditure) before investment gains/(losses)	-238	600	-	362	6,078
Net gains/(losses) on investments		-	-	-	-
Net income/(expenditure)	-238	600	-	362	6,078
Extraordinary items	-	-	-	-	-
Transfers between funds (note 10)	2,477	-2,477	-	-	-
4					
Gains and losses on revaluation of fixed assets for the charity's own use			-	-	
Other gains/(losses)		-	-	-	-
Net movement in funds	2,239	-1,877	-	362	6,078
Reconciliation of funds:					
Total funds brought forward	109,085	29,772	-	138,857	132,779
Total funds carried forward	111,324	27,895	-	139,219	138,857

Section B

Balance sheet

		Unrestricted funds £	Restricted income funds £	Designated funds £	Total this year £	Total last year £
Fixed assets						
Tangible assets	(Note 5)	58,431	-	-	58,431	57,841
Total fixed assets		58,431	-	-	58,431	57,841
Current assets						
Debtors	(Note 7)	3,687	-	-	3,687	2,104
Investments	(Note 6)	235	-	-	235	232
Cash at bank and in hand (Note 6)		42,589	30,372	8,650	81,612	82,542
Total current assets		46,511	30,372	8,650	85,534	84,878
Creditors: amounts falling due within one year	(Note 8)	4,697	-	-	4,697	3,862
Net current assets/(liabilities)		41,815	30,372	8,650	80,837	81,016
Total assets less current liabilities		100,246	30,372	8,650	139,268	138,857
Total net assets or liabilities		100,246	30,372	8,650	139,268	138,857
Funds of the Charity						
Designated funds		-		8,650	8,650	1,758
Restricted income funds (Note 6)			30,372		30,372	29,773
Unrestricted funds		100,246		-	100,246	107,326
Total funds		100,246	30,372	8,650	139,268	138,857
Signed by two PCC members on behalf of all the PCC		Print Name	Signature	Date of approval dd/mm/yyyy		

Parochial Church Council of St Peter, Broadwater

Notes to the Financial Statements

For the Year Ended 31 December 2018

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2015 together with the Charities Act 2011, and the Statement of

Recommended Practice for Accounting by Charities. The financial statements have been prepared under the historical cost convention.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general .

purposes of the PCC. Funds designated for the particular purpose by the PCC are also unrestricted.

Incoming resources

Voluntary income and capital sources

Giving is recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when the associated income is recognised.

Other income

Rental income from the letting of the church hall is recognised when rent is due.

Income from investments

Interest is accounted for as earned. All interest earned is credited to the Unrestricted Fund unless monies are separately invested.

Resources used

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The diocesan parish share is accounted for when it falls due.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated property of any kind is excluded from the accounts by Part 1, Chapter 2 (10) of the Charities Act 2011. Even though it is not technically consecrated property, the Church Hall is not recognised in the accounts.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's Inventory, which can be inspected (at any reasonable time).

Expenditure incurred on consecrated buildings or individual items under £5,000 is written off as incurred.

1 ACCOUNTING POLICIES CONTINUED

Other fixtures, fittings and office equipment

Individual items of computer and office equipment are capitalised and written off over three years.

Current assets

Amounts owing in respect of fees, rents or other income are shown as debtors.

Short-term deposits include cash held on deposit either with the DBF, Church of England Funds or at the bank.

2 INCOMING RESOURCES		Unrestricted Funds £	Restricted Funds £	TOTAL	
				2018 £	2017 £
2(a)	<i>Incoming Resources from donors</i>				
	Planned Giving				
	Gift Aid Donations	50,343	450	50,793	55,576
	*Income Tax recoverable	14,689	112	14,801	15,476
	Other planned giving	5,117	-	5,117	4,644
	Loose cash at services	2,756	-	2,756	2,469
		72,905	562	73,467	78,165
2(b)	<i>Other Voluntary incoming resources</i>				
	Donations, contributions, appeals etc	250		250	24,092
	Cash received from previous years			-	-
		250	-	250	24,092
2(c)	<i>Income from operating activities</i>				
	Church Hall	15,155	-	15,155	6,012
	Fees*	1,735	1,794	3,529	3,655
	Other	2,208	120	2,328	2,504
		19,098	1,914	21,012	12,171
2(d)	<i>Income from investments</i>				
	Bank interest receivable	381	-	381	269
		381	-	381	269
2(e)	<i>Other incoming resources</i>				
	Other income	220	-	220	58
		220	-	220	58
	TOTAL INCOMING RESOURCES	92,853	2,476	95,330	114,755

0

* Fees from restricted funds shown in note 2 (c) include £1794 in fees due to the Diocese in respect of set fees for weddings, funerals, baptisms etc.

3 RESOURCES EXPENDED

3(a)	Grants	Unrestricted Funds £	Restricted Funds £	TOTAL	
				2018 £	2017 £
	<u>Charitable giving:</u>				
	International Charities & Causes	-	-	-	-
	National Charities & Causes	-	-	-	-
	Local Charities & Causes	4,788	-	4,788	5,495
		4,788	-	4,788	5,495
	<u>Missionary giving:</u>				
	International Charities & Causes		-	-	382
	National Charities & Causes	-	-	-	-
	Local Charities & Causes	-	-	-	-
		-	-	-	382
	<u>Total Charitable and Missionary giving</u>	4,788	-	4,788	5,877
3(b)	<i>Activities relating to the church</i>				
	Ministry : Diocesan parish Share*	56,456	-	56,456	56,455
	Clergy expenses	196		196	384
	Funeral and wedding fees	255	1,794	2,049	2,238
	Evangelism	349	82	432	761
	Work with Children	986	-	986	1,342
	Work with Youth	-	-	-	-
	Pastor to the Elderly	-	-	-	1,470
	Church running expenses	6,382	-	6,382	5,832
	Church maintenance	2,335	-	2,335	3,459
	Church Hall	3,790	-	3,790	3,520
	Sub-Total	70,749	1,876	72,626	75,461

3 RESOURCES EXPENDED

		Unrestricted Funds	Restricted Funds	TOTAL	
		£	£	2018 £	2017 £
3(b)	<i>Activities relating to the church continued</i>				
	Brought forward from above	70,749	1,876	72,626	75,461
	Training		-	-	-
	Administration	152	-	152	125
		70,902	1,876	72,778	75,586
3(c)	Church Management & Administration			-	
	Administrator / Vicar's secretary	6,240	-	6,240	6,282
	Other costs	1,311	-	1,311	1,563
	Printing & stationery	171	-	171	1,043
	Examination Fees	235	-	235	235
	Office telephone & internet	432	-	432	434
		8,389	-	8,389	9,557
3(d)	Other depreciation	9,011	-	9,011	8,639
	New Building		-	-	9,018
		9,011	-	9,011	17,657
	TOTAL RESOURCES EXPENDED	93,090	1,876	94,967	108,677

	2018 £	2017 £
Church Hall Account		
Income	15155	6,012
Expenditure	3571	3,370
Net Deficit/income	11583	2,642
Messy Church Account	£	£
Income	501	484
Expenditure	46	96
Net Deficit/income	455	388
Tea & Company Account	£	£
Income	-	22
Expenditure	22	0
Net Deficit/income	(22)	22
Stepping Stones Account	£	£
Income	1303	1,196
Expenditure	575	1,016
Net Deficit/income	728	180
Love Stevenage Restricted	£	£
Income	120	275
Expenditure	82	161
Net Deficit/income	38	114
Chairs	£	£
Income	806	0
Expenditure	0	0
Net Deficit/income	806	0
Projects (for possible youth/children's worker)	£	£
Income	5,535	0
Expenditure	0	0
Net Deficit/income	5,535	0

4 STAFF COSTS

Administrator/Vicar's secretary
Reader's Honorarium
Cleaner

2018 £	2017 £
6,240	6,282
-	1,470
4,083	3,266
10,323	11,018

5 FIXED ASSETS

Cost

Brought forward
Additions
Disposals
Carried forward

Depreciation

Brought forward
Charge for year
Disposal
Carried forward

Net Book Value 2017

Net Book Value 2018

Kitchen £	Meeting Rooms £	Building roof £	Access for all	Total 2018 £
23,130	6,965	6,720		36,815
-	-	9,600	42,028	51,628
-	-	-		-
23,130	6,965	16,320	42,028	88,443
10,004	4,107	2,688	4,203	21,002
2,501	634	1,632	4,243	9,010
-	-	-		-
12,505	4,741	4,320	8,446	30,012
13,126	2,858	4,032	37,825	57,841
10,625	2,224	12,000	33,582	58,431

6 ANALYSIS OF NET ASSETS BY FUND

Fixed Assets
Cash at bank and at hand
Short term deposits

Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL £
58,431		-	58,431
42,589	8650	30,372	81,612
235		-	235
101,255	8650	30,372	140,278

7 DEBTORS

Income tax recoverable
Hall Hire
Other Debtors

2018 £	2017 £
2,125	2,004
1,562	100
-	-
3,687	2,104

8 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Creditors
Accruals
Amount held for other parties

2018 £	2017 £
1,179	803
2,735	2,735
783	324
4,697	3,862

9 FUND DETAILS

Unrestricted Funds

General Funds

Restricted Funds

New Building
Diocese Board of Finance (DBF)
*love Stevenage
Tea & Co
agency

2017 £	Income £	Expenditure £	Transfers £	2018 £
109,085	92,853	93,090		108,848
109,085	92,853	93,090	-	108,848
30,000	562			30,562
	1,794	1,794		-
113	120	82		151
				-
-341		-		-341
29,772	2,476	1,876	0	30,372
138,857	95,329	94,967	-	139,219

TOTALS

*Restricted Grants £100 LCB from Stevenage borough council

Independent Examiner's report to the PCC of St Peter, Broadwater

I report on the accounts of the church for the year ended 31st December 2018, which are set out on pages 1 to 10.

Respective responsibilities of the PCC and the examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Church Commission. An examination includes a review of the accounting records kept by the church 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently 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:

(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 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

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.



Name: Susan Viles
Address: 14 St Marys, Gamlingay SG19 3ET
Date: 19th March 2019