

The Parish of Newport Pagnell



St Peter & St Paul, High Street, Newport Pagnell, MK16 8AR
St Luke, Wolverton Road, Newport Pagnell, MK16 8JQ

ANNUAL REPORTS

for presentation to the

Annual Parochial Church Meeting

on Monday 8th April 2019



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Signed on behalf PCC:-



This has been a busy year during which congregation members have played a huge role in coming forward, arranging and undertaking all sorts of worship and social activities. This has been combined with a thirst for the Gospel which has been evidenced by the good attendance at the 'Delving Deeper' study group sessions and a growth of the Wednesday morning Communion service.

These, combined with various outings and combined services, have led to a deeper sense of fellowship and exploration of how God works in our private lives and church life together.

We have had one person exploring a possible vocation to the ministry and others who have readily undertaken more roles in our weekly worship. There have been several new people who have been a regular part of our weekly worship and value the fellowship provided by many congregation members.

A regular prayer group has been established and more are now confident at praying with people for healing and more are willing, for example, to read lessons during public worship and participate in the events held at the church designed to reach out to the public. These events, such as opening the church on Sunday afternoons and the prayer week displays have been warmly received.

Additionally, we have begun the paperwork process to explore reordering the parish church to make it a more hospitable place for visitors and as a place which offers itself for more flexible forms of worship and hospitality. The use of St Luke's for evensong once a month has been a successful way of promoting the benefice churches to work together more – and with the shortage of clergy staff we have had to find ways of doing more together regarding our worship. This has reaped a deeper sense of coordination and fellowship together. For example, the recent testimony songs of praise service was deeply moving and left many with a thirst for more.

We have sharpened up on our public communication skills by exploring more effective ways of reaching out to the town regarding our worship and other events through the use of using the local Facebook page and publishing a booklet detailing all of our events across the four benefice churches. The huge success of the Christmas tree festival is but one example of how our more effective publicity has worked.

We also now have an agreed choir good working practice guide and have updated our contact lists in line with new legislation.

Of course, there has been a lot of pastoral work going on in the background in which people's lives are being changed as they in various ways have discovered the power of the Gospel in their lives.

Overall, what is very encouraging is to see a growth of confidence amongst the congregation in terms of taking on more responsibility as people discover their gifts and talents. This can only be good for continued growth – as the midweek service gives particular testimony to. Hearing new testimonies of how God has moved in

people's lives is particularly rewarding for us all and has generated more thirst for the Gospel and greater awareness that we are rowing in the direction in which God wants us to go.

Many thanks to the wardens, Kimonie and Bill, Malcolm in the office, Mervyn, Karen, Rev Bob Penman, Fr Jonathan and so many others who have pulled together to help ensure that all we do is being done well. My particular thanks too to the many who have supported me in my ministry and taken practical burdens from my shoulders to enable me to minister more effectively. It isn't always easy being a parish priest and one can't please everybody all of the time! If we did please everyone all of the time then we wouldn't be following our Lord!

Be encouraged everyone and thank you all again.
Nick

Churchwarden Report - St Luke's

Bill Watson

The past year at St. Luke's has been good, our congregation has kept steady at about 30. In terms of the building we had a very good quinquennial inspection with only a small list of items to be worked on, there has only been one major job done. That was the installation of a new boiler to replace the 30+ year old one which although it had served us well over those years was starting to cost more to maintain and run. The new one works superbly.

The groups who use St. Luke's have gone along quite steadily, Northern Pastures has had one or two staff changes but continues to be a good tenant as do the Brownies, Rainbows and Irish Dancers. During 2018 the Yoga Group made way for Northern Pastures to be able to have Monday mornings. Thank you to Pat Hudson and the Yoga ladies for that. At present St. Luke's is looking into new fencing and a new audio-visual system. Both have been approved by the PCC and the necessary faculty work should be underway by the time you read this, with the work hopefully being carried out over the summer holidays.

I have stood down as Warden this year so would like to say thank you to everyone who has helped me over the past 7 years, and I wish every success to whoever takes over. I hope that the person coming in has as much enjoyment as I have had doing the work and I offer any assistance that I can give. I hope to be accepted for election to the PCC and will continue to serve our Parish to my best abilities.

Best regards to everyone,

Bill Watson

It has been a privilege to serve as one of your church wardens over the past year. During this time, I have tried to get to know as many of you as possible, but please forgive me if I still don't know your name! Admittedly I haven't been seen at St. Luke's as much as I would have hoped, although I know that you are well supported by my fellow warden, Bill, without whose invaluable support I would have been completely lost over the last twelve months. However, we have enjoyed more opportunities to come together for worship and fellowship as a parish over the last year, not only in the two churches, but also on Castle Meadow where we enjoyed a picnic in the extreme heat last August, and in each other's homes for the progressive supper last autumn. Back in May St. Peter and St. Paul was the venue for 'Pause for Thought' where the church was open for anyone to come in and quietly reflect on the familiar prayer Our Father taught us.

Even without a 'special event' it is encouraging to see so many visitors in the church during the week, whether they are interested in the history, come to sit quietly, or just to place their requests on the prayer cross. Following on from the success of the 'coffee and chat' on a Wednesday morning there is now another opportunity to meet one another socially and welcome visitors (and their dogs) to the parish church on the fourth Sunday afternoon of the month. At the time of writing this report we have just had two such Sundays and on both we have been able to enjoy the sound of the bells ringing. Other ideas of how we can develop this are coming to light so if you have any please do let us know.

With so much going on it is all too easy to forget all that goes on behind the scenes to ensure the smooth running of services and to keep the church clean and tidy. Until I became a warden, I don't think that I truly appreciated the hours of hard work put in by so many. I would like to convey my thanks to the 'invisible volunteers': the sacristy team (of three) who prepare the altar every Sunday for both communion services; the cleaning team; the flower arrangers; and those who keep the flower-beds around the church weed-free. If you feel that you could join any of these teams or help in any other way then please speak to me and I will put you in contact with the right person.

PCC Report

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered charity. Registered No: 1153668

The PCC met 8 times and the Standing Committee 7 times in 2018-19.

PCC membership

The appointment of PCC members is governed by and set out in the Church Representation Rules.

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

Incumbent: Rev Nick Evans, Rector

Licensed Lay Ministers: Mervyn Evans and Karen Goff.

Churchwardens: Kimonie Nicholls and Bill Watson

PCC Secretary: Olwen Smith

Deanery Synod representatives: Kimonie Nicholls, Dick Smith (Treasurer), John Fowler and Beth Mackay

Elected & co-opted members: Chris Boddington, Julie Eldridge, Lynda Evans, Pat Hudson, Stephen Isherwood, Marigold Krause (until January 2019), Jennifer Mazzone, Pat Parker, Hazel Reynolds, Jeremy Stacy, David Townsend.

PCC Sub-Committees

The Parochial Church Council operates through a number of sub-committees which meet between full meetings of the PCC. They are:

Standing Committee: This committee comprises the Rector, Churchwardens, PCC Secretary and Treasurer. It has delegated powers to transact some of the business of the PCC between its meetings, and deals mainly with housekeeping matters.

Fabric Committee: This committee attends to the maintenance of the Parish Church, St Luke's Church and 3 Castle Meadow Close, and considers future projects.

Events Committee: Established in October 2018 as an overarching committee to support organisers of events, providing support, advice and identifying possible helpers. Also will identify new events and provide advanced planning.

Re-order Steering group: This group was established in January 2019 and will oversee and guide the re-ordering project.

Statistics

	Baptisms	Thanksgiving	Weddings	Blessings	Church Funerals	Crem Funerals
2014	28	4	23	0	14	21
2015	35	2	19	1	20	12
2016	34	0	14	1	25	5
2017	25	0	16	0	26	6
2018	13	0	12	1	24	5

Safeguarding

Julie Eldridge

During the past eighteen months there have been a number of new documents produced by the Church of England House of Bishops and the Oxford Diocese outlining the Church's position on Safeguarding. As a Parish, we have had our own Safeguarding Policy in place for some years and it is reviewed annually. I am pleased to report that it required little modification in the light of these new documents. As a Church we already follow accepted standards of due diligence with regard to DBS checking all those who work with children and vulnerable adults for the Parish, and will continue to update these checks in line with guidance. In February 2019 we ran a Safeguarding Basic Training (C1) for anyone whose role brought them into contact with children or vulnerable adults and we were pleased that 25 attended. Some people require training to a higher level and this training will be undertaken with the diocese when courses become available.

In the past twelve months we have had one anonymous concern raised that was passed immediately to the appropriate authorities to follow up. We have nothing further to report.

Mothers' Union

Jennifer Mazzone

I am pleased to say that our branch of the Mothers' Union has continued to thrive throughout 2018. This is, in the main, due to the enthusiasm and support of our members who firmly believe in what we stand for as an organisation. There is no other Christian organisation with over 4 million members in 81 countries.

At the Parish Church in July, Carolyn Hawkes was enrolled into the Mothers' Union and in January I enrolled Pam Grace and Sylvia Puddephat. This is always a great experience.

We always welcome new members, including young people and men, married or single as long as they have been baptised. We want to instil in them that it is not just about attending monthly meetings, but they are committing themselves to and believing in the Aims and Objects of our organisation.

Unfortunately, we have lost two of our members. Mary Dalkin died last year and Iris Robinson in January this year. Both were strong supporters of our branch and the Mothers' Union.

Compiling a programme is not always an easy task, but last year we managed to provide a variety of interesting speakers.

Tom Jones from the Cowper Museum spoke on William Cowper and John Newton. A speaker from the S. Francis Children's Society gave a moving talk about adoption in Milton Keynes.

Yvonne Bell made a welcome return visit to show us some of her designs of clerical vestments. What an artist.

Jack Walker from the Baptist Church shared with us how the Night Shelter works and Karen Goff's talk on Advent was very informative.

Two of our meetings were led by Alison Bennett, Gloria Richards and Rachel Buckley reflecting on the 130th Anniversary of the Mothers' Union in the Oxford Diocese.

Margaret Culley was the speaker at our Branch Festival in October and she linked her talk to the theme. "In Mary Sumner's footsteps."

The Quiet Afternoon, led by Nick, was very well attended. Starting with a soup and roll lunch seems to work and it was followed by an afternoon of quiet time and reflection.

It is good for members to meet socially and have a chance to get to know each other a little better. The Big Brew Coffee morning, held at Linda and Alex's house, was such an occasion as were the Cream Teas in our garden on a beautiful summer afternoon. The teas raised a substantial sum of money for Mothers' Union projects both home and abroad.

In July, several members travelled to Dorchester Abbey to a service celebrating 130 years of the Mothers' Union in our diocese. The preacher was the Bishop of Oxford. We were proud to parade both our Branch and Deanery banners.

The Comfort Book has been completed. A copy will be donated to each church in the town, the Care Homes, sheltered housing, hospital chapel etc. There will be some for sale too as we need to recoup a little of the cost of printing.

Last Christmas we coordinated the donation of Christmas cards to every prisoner in Woodhill. The prison provided the stamps so that the prisoners could all send a card to a loved one. This is something we would like to continue,

Other projects have continued:

- Providing daffodils for Mothering Sunday
- Sending cards to couples who are to be married

- Sending cards to those in our church community who are experiencing bereavement, illness or to those celebrating special birthdays or anniversaries. Thank you, Pauline, for sending these cards which are much appreciated.
- Assisting with Baptism Preparation

Mothers' Union is very much at the forefront of parish events assisting where we can. The raffle at the Christmas Bazaar is always very popular. Thank you to June Weston for organising this and also to Jill Mapley for getting prizes from businesses in the town.

Our branch provided a tree at the Christmas Tree Festival once again.

I would like to thank my committee who work so hard and support me all the way along. Our branch would not run so smoothly without them.

New committee members are always welcome. It is rewarding work.

We belong to a wonderful organisation and we must all continue to let everyone know about the Mothers' Union and the work it does both nationally and world wide.

We look forward to 2019 with faith and hope. The Mothers' Union must continue to thrive and play a major role in local, national and worldwide issues.

If you are interested in finding out more about the Mothers' Union and the work it does, please contact Jennifer Mazzone (Branch Leader) on 01908 613088 or jennifermazzone@hotmail.com

Sunday Club

Glenda Winfield

We have been very pleased to welcome a new group of 3-year-old children into Sunday Club.

Projects we have covered in our sessions have included Stories Jesus Told, Faith Builders using Lego-type bricks and currently, in preparation for Lent and Easter, the Guess How Much I Love You material.

Sunday Club enjoyed a walk around Bury Common in June and were joined by members of the congregations of both churches. The group spent a lovely afternoon walking in beautiful weather.

In the past year, the children enjoyed being part of the Community Harvest Service and the pictures of fruit, vegetables and loaves, which the children coloured in, were used to create a beautiful display in church. The Craft stall at the Christmas Lights Bazaar produced some beautiful decorations to adorn the Children's Tree at the Christmas Tree Festival. At the Gift Service in December generous donations of toys were received for the Daisy Chain children's charity

There have been some very special moments for Sunday Club. At the Remembrance Sunday session for children, prior to the main Remembrance Service, a CBeebies animation produced with Remembrance in mind, was followed by a drink, biscuit and poppy pictures to colour in and add to the display in church. We could not have asked any more of the children who acted out the story Room for a Little One at the Christmas Eve Crib Service which will be remembered for a long time to come. After Christmas an outing to see the Milton Keynes Amateur Operative Society's pantomime, Dick Whittington, was great fun and enjoyed by everyone.

We are currently planning a Mothering Sunday Service with the children involved, based on the Guess How Much I Love You theme.

Yonathan Darge, the young boy that Sunday Club sponsors through the charity Hand in Hand in Ethiopia, is reported to be doing well at school and he recently wrote a letter to us. We were pleased to donate from the children's offertory collections the cost of a school trip to a fun park for Yonathan. The shower block built at the school, which also received a donation from Sunday Club, is now in full use by both pupils and the local youth community. Recently a member of our congregation Sophie Cull and her daughter Flo were fortunate enough to visit Ethiopia with the charity and have the opportunity to meet Yonathan.

A group of our Leaders have recently attended the Parish Safeguarding Training morning, delivered on behalf of the Diocese of Oxford Safeguarding Team.

Thank you to Izzi Graves and Paige Evans, who left the Leaders' Team when they went to university, and also to Yvonne Taylor who stepped down from the team of Leaders recently because of her commitments with the Scouts.

As ever grateful thanks to all our Leaders, who always give so generously of their time and talents, ensuring Sunday Club continues to be there for the children who attend Sunday morning services.



The demands of a Grade 1 listed Church + St Lukes + a 1980's house each offer a unique range of challenges on an on-going basis. Key issues managed by the Fabric Committee over the past year or shortly to happen are summarised as follows:-

SSPP

Lighting – Plans for new lighting in the Chancel have been approved and installation will commence shortly.

Heating – everyone had more than cold feet when engineers had problems locating a major component for our boiler. But full comfort was eventually restored much to everybody's relief.

Security – a new security camera has been installed focused on the North Porch and is proving very useful. A second camera is planned to focus on the Vestry door and once this is completed will enable both doors to be monitored 24 x 7.

Roof & Walls – the Quinquennial survey was undertaken in late 2018 and identified a range of issues. The committee has plans in hand to address these on a prioritised basis and work on some projects has already commenced, such as some of the window frames in the South Aisle and improvements are proposed for the South Porch.

Church Clock – repairs to some of its components may need to be progressed in 2019.

Organ – we have two options for the future, an electronic organ, or a complete refurbishment of the current organ. Implementation of one of these will be progressed as part of the Re-ordering Project.

Re-ordering – given the significance of this major project a separate Steering Committee has been established under the leadership of Mervyn Evans. Its work has commenced and everyone will be kept informed of its challenges and progress.

St Lukes

Heating – a new boiler was installed in August 2018 and is supported by a 5 year guarantee.

AV Equipment – subject to PCC approval, a new projector and screen will be installed during the summer.

3 Castle Meadow Close

After many years with no investment the inside of 3CM has had a major upgrade to improve its value and appeal for HfD and rental. This has included new internal doors; architrave; skirting; bathrooms; fireplace; kitchen; tiling; carpets; and energy saving LED lighting throughout. The 1980's coving, fire place and artex ceilings have

been removed. Garden and parking improvements need to be progressed in the near future. The transformation of 3CM is illustrated in the 'before' and 'after' images below.

Top line - 'now' images of kitchen / breakfast area + living room

Bottom line - 'before' images of the same rooms



Our Volunteers - we sincerely thank all the Volunteers who have undertaken many hours of maintenance work this year inside and outside both churches and keep them up to standard for all our worshippers and visitors. We also thank the Volunteers who undertook a significant amount of work at 3CM during the renovation project and subsequently. This has all helped us to manage our costs and develop relationships.

Special thanks go to Dick Parker, who has continued to quietly tackle an endless list of maintenance needs (and be FC Secretary) plus his swift remedial action when SSPP suffered some vandalism in 2018. Special thanks also go to Malcolm for his work and endless patience supporting the Committee's work and the co-ordination with the DAC and a multitude of contractors, suppliers and someone who keeps defying 'no parking' signage.

Fabric Committee - we thank Doug Hird, Ralph Mazzone, Dick Parker, Nick Read, Malcolm Godwin, plus our two new members Kimonie Nicholls and Bill Watson. All members have worked tirelessly to satisfy our Fabric needs over the past year. Finally, our sincere thanks go to Mervyn Evans who has chaired the FC for the last 10 years and now leads the Re-ordering Project whilst still retaining FC membership. Stephen Isherwood

Re-ordering the Parish Church

“Renewing the Historic Heart of the Town”

The view of the Parish Church from the Iron Bridge is one of the iconic images of Newport Pagnell. The Church and the Iron Bridge are the only two Grade One listed structures in the Town and are considered as being of exceptional historic interest. The church, like the bridge, is in daily use and so the challenge we are faced with is ensuring the building meets the needs of the worshipping congregation and the community whilst respecting the building’s essential character and heritage.

Two years ago the Fabric Committee began to discuss a possible re-ordering project with the aim of creating a building that *“cherishes the past, lives in the present and embraces the future”*.

Our vision is for a church that retains its beauty and the sense of space.

One that provides a welcoming, comfortable setting for worship and the flexibility needed to hold a variety of secular events.

A Place that is the first choice for concerts and where history and heritage can be seen and appreciated. A place of prayer and a place of meeting, hospitality and social interaction.

In order to meet that vision, all aspects of the building have been considered, lighting, seating, heating, music, access, kitchen and toilets. Work has now begun to bring all our thoughts together into a practical scheme. A comprehensive Statement of Significance has been professionally written, a digital survey of the building and its surrounds has been undertaken and a firm of architects has been commissioned to produce a feasibility study.

In addition a Re-Ordering Steering Group has been formed by the PCC tasked with managing the initial phases of the project, producing a workable scheme and an estimate of cost.

It is recognized that any proposed changes to the interior of the Parish Church might prove controversial and so it will be important that all, both in the congregation and in the wider community, be consulted and have the opportunity to voice their views and concerns.

The next steps will be:

- A presentation of the Feasibility Study for general discussion among the PCC, congregation and wider community
- The drafting of a Statement of Need, an essential document that gives a clear and compelling justification for any proposed changes to the building.

We are just at the beginning of a process that will take a number of years to complete. At the end of the project we hope to leave as our legacy a living, vibrant, building that will both benefit future generations and be a treasured resource for our Town.

Ringling at Newport has continued much as usual. Most services have been rung for and weddings have gone well. On occasion a Sunday timing change has made it difficult for some to contribute being otherwise committed at other towers.

The degree of difficulty of the methods being rung by the band has increased and the band now has a respectable repertoire of methods. This encourages general progress and improvement and also keeps everyone interested.



Two of the band are members of the Oxford Diocesan Guild Youth Band that competed at the national striking competition in London last Summer. The band came 2nd which was a great achievement.

We continue to support that band by providing transport to far flung towers in the diocese and by arranging quarter peals at Newport.

One recent quarter peal of Plain Bob Triples was the first in that method for three of the band and was also one in a series of quarter peals rung with Milton Keynes Mayor, Martin Petchey, who has set himself a challenge to ring a quarter peal in every tower in the borough.

The year has ended with the recent sad news of the death of Gerald Stratton. Gerald was a regular and reliable member of the band for many years. He rang in his first quarter peal on Easter Day 1948.

Upstairs, the doorway to the top of the tower has been repaired, the frame having rotted away. It is now fully bat-proof.

The focus for 2019 will have to be on recruitment and teaching. A ring of eight bells really needs at least 16 regular ringers to make the band function effectively. It is helpful that several of the band have shown an interest in learning how to teach.

Stewardship**Dick Smith**

During the year Planned Giving has remained relatively stable with a drop of only £500, but is still significantly lower than in past years. New members to the scheme are very low.

Recovery of Gift Aid from HMRC has also remained fairly static, and therefore our income in 2019 from that will be broadly similar to that in 2018 (we have to claim this in arrears).

We would welcome new members to the Stewardship scheme. During 2019 we will be holding a Stewardship Campaign and introducing a new method of paying your commitment by Direct Debit as well as the current methods. If you are regular attendees at any of our services please consider joining the scheme. Contact me for further information (nppc.treasurer@gmail.com or 01908 616508)

Communications & Publicity Report

Moira Evans

The past year has seen an increase in our publicity to the wider community with more use of the town's Facebook Group 'Newport Pagnell What's On' advertising our parish events. This has proved successful in increasing congregation numbers to several church events.

Our own website has been rebuilt and is now regularly updated with news, images and information. More could be added and suggestions for content would be appreciated. The aim of the website is for general public use and not an internal communications method for church goers so the more information we can include the better.

The Benefice Magazine continues to be produced quarterly and its purpose is geared towards keeping the congregations informed of past and forthcoming events with a few contributed articles. It is not widely distributed to non-churchgoers.

Flag banners have been purchased to display outside the church buildings whenever an event is taking place to draw the attention of passing folk. These banners are non-church or event specific so can be used for a variety of venues and events.

A Benefice Planner was produced for 2019 which details the standard services as well as special service and other church related events throughout the year. This has been distributed to all congregations and to occasional visitors to our churches.

Events Committee

Lynda Evans

The Events Committee is a sub-committee of the PCC and was formed in October 2018.

The Benefice Booklet identifies some of the many activities that take place throughout the year and it seemed a good idea to find a way to support all the organisers so that they do not feel overwhelmed by the work needed to produce a successful event.

The committee works with whoever is 'running' the event and finds out how it can help. That way a pattern can be set up for refreshments, preparing the church buildings and publicity on social media. This saves time, replication of activities and provides encouragement and advice for an organiser.

We meet approximately every three months

- to review the previous 3 months events
- to look in detail at how to enable the next 3 months events
- to take a general overview of activities a further 3 months after that

The reviews should help build up a log of what works and what doesn't, with suggestions for the next time the event is held. In that way, members of the parish can be encouraged to hand on or take over an event without fears about where to start.

The Events Committee is not involved in the organisation or details of church services. However, it may be asked to coordinate refreshments before or after a

special service (beyond the usual Sunday rota) e.g. Carols by Candlelight, Songs of Praise etc.

The goal of the committee is to make sure that anyone who wants to arrange a social activity feels there is a group in the church that will help them make the idea work.

Home Communion & Pastoral Visiting Teams

Marlene Smith

Communion is held at Castlemead and Westbury Grange on a monthly basis. We also regularly visit about 9 individuals in their homes to administer Communion. This can either be on a weekly, fortnightly or monthly basis. I maintain a confidential log of who was visited, by whom and when for safeguarding purposes.

If there is someone you know who you think would like to receive home communion please speak to them, and if they consent to their details being passed on, please contact me so that I can arrange with them for an appropriate person to take them communion.

Parish and St Luke's Church Choir

Richard Heyes

The Parish Church choir currently consists of four sopranos and one tenor, plus a bass who can only sing with us in the evenings. So it is always a great pleasure when the four choristers from St. Luke's join us, giving us the potential to reach double figures for joint services such as the Evensong at St. Luke's on the second Sunday of the month. Each choir has also had the opportunity to learn the communion music sung at each of our two churches, James Wharton's setting at St. Luke's and the Addington Service here at the Parish Church, where we have recently introduced the more concise version of the Agnus Dei from that setting, 'Jesus, Lamb of God' as an alternative to the longer setting by Katherine Dienes which we had been singing for more than ten years. One of the highlights of the year was the special service marking the 70th anniversary of Ralph Mazzone joining the choir as a treble, when we were joined by other friends such as Derek and Ann Cullen to sing Stanford's Psalm 150 and Rutter's 'Look at the world' along with Ralph's own choice of hymns etc at 4:30pm on Sunday 1st July last year. Finally may I remind you all that anyone is welcome to give us a try any Friday evening between 7 and 8.

Memory Club

Hazel Reynolds

Memory Club - an important element of our Parish outreach.

- Our Memory Club has now been operating for just over 4 years. Its success led to the creation of the Age UK MK Memory Club in August 2017 and it has recently been extended to run for an additional half hour each fortnight AND there are plans to start another Memory club on another day of the week, so they will have one on offer every single week. I am also pleased that the new Stony Stratford

Memory Club began operating on 21st January this year and is building in confidence and numbers. We are recognised by Milton Keynes Council and by GPs as being a valuable resource to those living with dementia or cognitive impairment.

Alzheimer's Society offer some support and their fortnightly Singing for the Brain sessions are very popular, the Memory Assessment Service fulfil a very important role in diagnosis and offering some initial support, and then it's really just our Memory Clubs. Of course spouse and family support is by far and away the most important, or the paid care offered by the various Care agencies, but in terms of providing an engaging social experience and giving Carers a short break, we are a significant part of the equation.

- Our Membership continues to be around the 20 mark but attendance has recently fluctuated around the 12/14 level due to sickness, holidays and respite arrangements. Turnover is quite high as members deteriorate, go into hospital or care or simply have medical appointments. Two volunteers left us during the year and we have one replacement + another lady who provides some assistance with refreshments when she can. There are 12 of us, just sufficient as there is always one or two on holiday. I would appreciate PCC members' support - telling appropriate people about the Memory Club, and encouraging others to join us as volunteers.
- Big expenses last year included the early November Tea Dance which had the dual purpose of providing a lively and fun occasion and as a recruitment drive to attract more members for us and the other Clubs; we succeeded in the first objective but didn't succeed in attracting new Club members. And we attended the Pantomime at Stantonbury Theatre in January. It lacked the panache of the MK Theatre Pantomime to which we might revert in 2019. We are very careful with our expenditure and our financial balance has recently had a top up courtesy a fund raising activity run by the Swan Revived Hotel who donated £330 of their proceeds to our club.
- Many of our activities cost us nothing to provide, but sometimes we get preferential rates for visitor led activities - we have Andy Graves leading us through some chair supported exercises this Spring, the Parks Trust will be leading a session and we have a creative artist led event planned for early summer for the modest sum of £25.
- The Community Matron and I have been invited to attend the March Town Council meeting as the Council want to assess their dementia friendly credentials. They want to know what facilities are on offer in Newport Pagnell and whether there is a role for them to play in driving dementia awareness. I foresee an opportunity to deliver more Dementia Friends Awareness sessions to Council members and perhaps some businesses in the town.

Treasurer's Report

Dick Smith

Our income in 2018 increased by £6,000 but this was mainly due to us being able to let 3 Castle Meadow Close for 6 months of the year. Whilst Planned Giving was fairly stable, there was a significant drop in general collections at our services. Income for the Memory Club was much lower, but in line with what was expected because in 2017 we received large donations from 2 sources. Income from Fees (Weddings and Funerals) was down because we had fewer weddings in 2018. However our Christmas Fair and Christmas Tree Festival were very successful this year and showed a much healthy return.

Expenditure was significantly increased in 2018. This was for 3 reasons: we invested £55,000 in renovating 3 Castle Meadow Close, we finally were able to put a new roof on the South Porch, and we had to spend significant amounts on the boilers in both churches (repairs in SSPP and a new boiler in SL). Whilst the money invested in 3 Castle Meadow Close has increased the value of the property, our method of accounting does not allow us to increase the value in our accounts. We have to use the amount we paid when we bought the house (£68,000) but the market value is in the region of £375K. Other costs were on a par with the previous year.

Unfortunately the uncertainty of Brexit resulted in a drop in market value of our investments at the end of 2018 and overall the value has dropped this year by £15.5K (4%), but hopefully the situation will improve during 2019. Overall our assets on paper have dropped by about £80K.

Reg Wright has continued to undertake the independent examination of the accounts this year, and I would like to thank him for his work. This year the accounts were not completed until the end of February, but Reg was able to complete his independent examination before the final PCC meeting on 18 March. The PCC approved the accounts at that meeting.

I would also like to thank Bill Watson and John Fowler who diligently bank the money collected each week from the various services.

Appendix 1

Accounts

Parochial Church Council of Newport Pagnell

FINANCIAL STATEMENTS TO 31 DECEMBER 2018

Receipts and Payments Accounts

		Unrestricted funds	Restricted funds	Endowment funds	TOTAL funds 2018	TOTAL funds 2017
	Note	£	£	£	£	
RECEIPTS						
Voluntary Receipts						
Planned giving		40,937.67	0.00	0.00	40,937.67	40,425.00
Collections at services		9,264.13	0.00	0.00	9,264.13	11,544.02
All other giving/voluntary receipts	5a	1,731.68	0.00	0.00	1,731.68	7,805.38
Tax recoverable		12,579.24	0.00	0.00	12,579.24	13,787.73
		64,512.72	0.00	0.00	64,512.72	73,562.13
Activities for generating funds	5b	18,859.79	2,946.18	0.00	21,805.97	19,351.10
Investment Income	5c	17,552.34	6,057.89	0.00	23,610.23	9,453.61
Church activities	5d	8,847.00	0.00	0.00	8,847.00	10,090.00
Total Receipts		109,771.85	9,004.07	0.00	118,775.92	112,456.84
PAYMENTS						
Church activities						
Diocesan parish share		55,510.29	0.00	0.00	55,510.29	54,686.00
Clergy and staffing costs	5e	12,479.67	0.00	0.00	12,479.67	12,974.08
Church running costs	5f	37,426.78	21,667.20	0.00	59,093.98	52,779.83
Parish house costs		57,053.07	0.00	0.00	57,053.07	2,693.37
Mission giving and donations	5g	5,101.00	0.00	0.00	5,101.00	7,778.00
		167,570.81	21,667.20	0.00	189,238.01	130,911.28
Cost of generating funds		203.65	0.00	0.00	203.65	130.92
Other Payments	3	0.00	0.00	0.00	0.00	150,000.00
Total payments		167,774.46	21,667.20	0.00	189,441.66	281,042.20
Excess of receipts over payments		(58,002.61)	(12,663.13)	0.00	(70,665.74)	(168,585.36)
Transfers between funds	4	0.00	0.00	0.00	0.00	0.00
		(58,002.61)	(12,663.13)	0.00	(70,665.74)	(168,585.36)
Cash at bank and in hand at 1 January		122,577.61	78,397.59	0.00	200,975.20	369,560.56
Cash at bank and in hand at 31 December		64,575.00	65,734.46	0.00	130,309.46	200,975.20

Parochial Church Council of Newport Pagnell

Statement of Assets and Liabilities

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	TOTAL 2018 £	TOTAL 2017
Cash funds						
Cash in hand		545.98	0.00	0.00	545.98	494.95
Bank current account		486.70	1,837.29	0.00	2,323.99	4,908.15
Deposit funds		65,942.32	63,897.17	0.00	129,839.49	195,572.10
Retained Deposit on 3CMC		-2,400.00	0.00	0.00	-2,400.00	0.00
		64,575.00	65,734.46	0.00	130,309.46	200,975.20
Other monetary assets						
Gift Aid recoverable		11,487.05	0.00	0.00	11,487.05	11,874.01
Other income due		858.73	0.00	0.00	858.73	1,525.25
		12,345.78	0.00	0.00	12,345.78	13,399.26
Investment assets						
Investment fund shares at market value	3	152,426.82	78,895.47	103,749.78	335,072.07	350,505.93
Assets retained for church use						
	2	68,000.00	0.00	0.00	68,000.00	68,000.00
Liabilities						
Mission giving		1,812.20	0.00	0.00	1,812.20	821.00
Organist fees		1,568.50	0.00	0.00	1,568.50	1,545.90
Clergy and staffing costs		0.00	0.00	0.00	0.00	596.62
Employer contributions due to HMRC		520.00	0.00	0.00	520.00	520.00
Church running costs		1,122.70	3,220.55	0.00	4,343.25	2,765.26
		5,023.40	3,220.55	0.00	8,243.95	6,248.78

Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis
2. Fixed assets retained for church use is the freehold house at 3 Castle Meadow Close, purchased in 1995 on behalf of the PCC for £80,000 less a 15% equity retention held by the Diocesan Trustees (Oxford) Ltd. On 4 December 2017 the 15% Equity Retention was gifted to the PCC by the Diocesan Trustees (Oxford) Ltd in recognition of the PCC having maintained the house in good order ever since. In 2018 £55,212.17 has been spent renovating the property. The market value of the house is in the region of £375,000 to £400,000.
3. There are 3 endowment funds held on behalf of the PCC by the Diocesan Trustees (Oxford) Ltd . The Ecclesiastical Trust was established in 1990 from 69.25% of the sale of Church House. The trust is held in CCLA Church of England Investment funds for the purpose of furthering the religious and other charitable work of the parish and the income is unrestricted. The Elizabeth Darcy Charity was set up from 4 small charities to benefit the poor of the Parish The fund is held in the M&G NAACIF fund and the income is restricted. The Chancel Repair fund was established in 1972 and is held in a CCLA Church of England Investment fund for the purpose of repair and upkeep of the Chancel and the income is restricted.

Parochial Church Council of Newport Pagnell

There is 1 restricted investment fund, the Hayllar Fund, which was established in 1980 and is held in 2 investment accounts with Black Rock (Charinco) and M&G (Charifund). The purpose of the fund is for the upkeep of the churches and both the capital and income is restricted for that purpose.

Finally, there is 1 unrestricted investment, set up from the funds left in the will of Louise Moodie. A significant portion of the bequest was invested in the CCLA Church of England Investment fund during 2017 to provide a reasonable return on the fund although the capital can be spent as and when necessary.

Fund Values

		TOTAL to 31/12/18 £	TOTAL 2017 £
Ecclesiastical Trust	CBF Investment Fund	53,483.83	54,298.25
	CBF Fixed Interest Securities Fund	9,906.66	10,374.63
Elizabeth Darcy Fund	M&G NAACIF Fund	1,958.16	2,192.84
Chancel Repair Fund	CBF Investment Fund	38,401.13	38,985.88
Hayllar Fund	M&G Charifund	68,353.44	78,848.64
	Black Rock Charinco	10,542.03	11,057.80
Louise Moodie Fund	CBF Investment Fund	152,426.82	154,747.89

4. The movement in designated and restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
Designated					
Ecclesiastical Income Account	61,886.37	2,299.63	0.00	(55,000.00)	9,186.00
Louise Moodie Income Account	43,155.85	5,353.87	0.00	(1,253.40)	47,256.32
Sunday School	635.25	78.61	240.47	0.00	473.39
Memory Club	4,792.26	773.62	2,833.20	0.00	2,732.68
Re-ordering Fund	0.00	525.00	0.00	0.00	525.00
Restricted					
Rental Deposit on 3CMC	0.00	2,400.00	0.00	0.00	2,400.00
Fabric Current Account	1,867.71	8,925.25	21,955.67	13,000.00	1,837.29
Fabric Deposit Account	21,360.94	48.81	0.00	(13,000.00)	8,409.75
Hayllar Income Account	2,758.36	13.71	0.00	0.00	2,772.07
Darcy Fund Income Account	192.08	45.29	0.00	0.00	237.37
Organ Fund	52,218.50	259.48	0.00	0.00	52,477.98

The flower arrangers have a separate bank account and produce separate accounts. Payments are made into their account from the general funds to cover the cost of flowers for the year. The residual balance held in their bank account is negligible.

All transactions related to weddings, funerals, etc. are processed through a separate Benefice account and the fees due to the PCC are transferred monthly in arrears into the general fund.

During the year £55,000 has been transferred from the Ecclesiastical Trust Income Account to cover the renovation costs on the Parish House. Also £1,515.60 has been transferred from the Louise Moodie Income Account to cover the recruitment advert for a House for Duty priest for the Parish (£999), the interview costs for a candidate for the post (£231), and to purchase 2 Mobile Display Boards to be used in both churches (£285.60)

The excess of organ fund receipts over organ costs in 2018 was £449.40 and these will be transferred to the Organ Fund in 2019

Parochial Church Council of Newport Pagnell

£262.20 was transferred in error to the Louise Moodie Income Account. This amount was the excess of organ fund receipts over organ costs in 2017 and should have been transferred to the Organ Fund. This will be corrected in January 2019.

The Rental Deposit on 3 Castle Meadow Close is held in the Deposit account but cannot be used for General Funds.

A Special Collection at John and Daphne Fowler's Golden Wedding Celebration raised £525 which is designated for the re-ordering project at SSPP when we progress that work

5. Further Analysis of Receipts and Payments

		Unrestricted funds	Restricted funds	Endowment funds	TOTAL funds 2018	TOTAL funds 2017
	Note	£	£	£	£	£
Receipts						
a) All other giving/voluntary receipts						
Donations		263.28	0.00	0.00	263.28	807.52
Legacies		0.00	0.00	0.00	0.00	0.00
Grants		0.00	0.00	0.00	0.00	0.00
Copier		41.45	0.00	0.00	41.45	32.95
Sunday School		78.61	0.00	0.00	78.61	72.48
Memory Club		614.00	0.00	0.00	614.00	6,060.91
Misc		734.34	0.00	0.00	734.34	831.52
		1,731.68	0.00	0.00	1,731.68	7,805.38
b) Activities for generating funds						
Fabric Donations & grants		0.00	2,946.18	0.00	2,946.18	4,300.00
Rent		12,964.95	0.00	0.00	12,964.95	11,256.95
Events (including Fetes)		4,205.60	0.00	0.00	4,205.60	2,628.87
Special Collections		1,689.24	0.00	0.00	1,689.24	1,165.28
		18,859.79	2,946.18	0.00	21,805.97	19,351.10
c) Investment Income						
Dividends on Investment Fund		7,338.21	5,734.88	0.00	13,073.09	8,626.67
Income from Investments		9,874.90	0.00	0.00	9,874.90	0.00
Bank and Deposit Fund Interest		339.23	323.01	0.00	662.24	826.94
		17,552.34	6,057.89	0.00	23,610.23	9,453.61
d) Church activities						
Fees for Batism Certificates	4	29.00	0.00	0.00	29.00	56.00
Fees for Weddings	4	4,182.00	0.00	0.00	4,182.00	5,350.00
Fees for Funerals	4	1,972.00	0.00	0.00	1,972.00	2,044.00
Contributions for Heating	4	1,320.00	0.00	0.00	1,320.00	1,200.00
Organ Fees	4	1,344.00	0.00	0.00	1,344.00	1,440.00
		8,847.00	0.00	0.00	8,847.00	10,090.00

Parochial Church Council of Newport Pagnell

Payments

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2018 £	BUDGET 2018
e) Clergy and staffing costs						
Clergy expenses		2,079.63	0.00	0.00	2,079.63	2,574.04
Parish administrator		10,400.04	0.00	0.00	10,400.04	10,400.04
		12,479.67	0.00	0.00	12,479.67	12,974.08
f) Church running costs						
SSPP building running expenses		4,272.15	0.00	0.00	4,272.15	4,434.23
SL building running expenses		2,222.24	0.00	0.00	2,222.24	2,428.15
Insurance		7,780.23	0.00	0.00	7,780.23	7,615.26
Vestry Costs		5,116.54	0.00	0.00	5,116.54	3,401.45
Parish Office		5,375.62	0.00	0.00	5,375.62	6,395.55
Training		0.00	0.00	0.00	0.00	20.00
Social Events		258.18	0.00	0.00	258.18	181.31
Choir Pay and Organists		6,174.35	0.00	0.00	6,174.35	6,019.75
Church flowers	4	2,035.00	0.00	0.00	2,035.00	2,145.00
Misc.		224.20	0.00	0.00	224.20	477.11
Sunday School	4	240.47	0.00	0.00	240.47	296.87
Memory Club	4	2,833.20	0.00	0.00	2,833.20	1,692.65
Organ Maintenance		894.60	0.00	0.00	894.60	1,177.80
SSPP Maintenance (Fabric)		0.00	18,533.62	0.00	18,533.62	11,451.90
SL Maintenance (Fabric)		0.00	3,133.58	0.00	3,133.58	5,042.80
		37,426.78	21,667.20	0.00	59,093.98	52,779.83
g) Mission giving and donations						
CTNP		150.00	0.00	0.00	150.00	0.00
NP Christmas Lights		150.00	0.00	0.00	150.00	150.00
The Childrens Society		615.00	0.00	0.00	615.00	702.00
Hamlin Fistula Ethiopia		750.00	0.00	0.00	750.00	1,800.00
Buildbuilder Trust		750.00	0.00	0.00	750.00	1,800.00
Melanesian Mission UK		750.00	0.00	0.00	750.00	1,000.00
Keech Hospice		206.00	0.00	0.00	206.00	0.00
Willen Hospice		980.00	0.00	0.00	980.00	0.00
The Welcome Directory		750.00	0.00	0.00	750.00	0.00
Other		0.00	0.00	0.00	0.00	2,326.00
		5,101.00	0.00	0.00	5,101.00	7,778.00

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS AND TRUSTEES OF ST PETER AND ST PAUL'S CHURCH NEWPORT PAGNELL

I report on the accounts for the year ended 31st December 2018.

RESPECTIVE RESPONSIBILITIES OF THE PCC AND THE EXAMINER

The charity's trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under Section 145 of the 2011 Act
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 act and
- State whether particular matters have come to my attention.

BASIS OF THIS REPORT

My examination was carried out in accordance with the 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 you as trustees concerning any such matters. The procedures do not provide all the evidence that would be required in a full audit and consequently I do not express an audit opinion on these 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 requirement
 - to keep accounting records in accordance with Section 130 of the 2011 Act; or
 - 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.



R. G. WRIGHT
1 Severn Drive
NEWPORT PAGNELL

NEWPORT PAGNELL PCC ANNUAL INSPECTION OF 2018 ACCOUNTS

INTRODUCTION

Following last year's decision to revert to receipts and payments accounting, this same system has again been used for the 2018 accounts. I am satisfied that the Charity's income level is within the limit for this method of accounting to be appropriate.

PROBITY MATTERS

1. Bank balance statements, investment statements, dividends and interest were checked and found to be correctly recorded.
2. All invoices were examined for correct approval, relevance and reasonableness.
3. A check on collections proved satisfactory all being properly recorded and timely banked.
4. Planned giving has been correctly recorded and gift aid tax recovery checked.

POINTS ARISING

The £57,000 costs incurred for 3 Castle Meadow Close seem particularly high and imply a major upgrade to the property rather than routine maintenance. This will not have increased the property's market value by anything like the money spent and many years rental income to recover. The Trustee's decision to approve this work needs to be reviewed. Was it in the best interests of the Charity and was professional advice taken? Safeguards need to be introduced to ensure professional advice is sought both in the management of this property and in making future investment decisions. The reasons for keeping this property may also need to be reviewed.

OTHER MATTERS

I wish my thanks to be recorded to your treasurer Dick Smith for his full cooperation, prompt answers to questions and helpful assistance in this examination.

A handwritten signature in blue ink, appearing to read 'R. G. Wright', with a stylized flourish at the end.

Reginald G. Wright
1 Severn Drive
NEWPORT PAGNELL