

St Mary's Medieval Church, Thorpe



VESTRY MEETING *and reports for the*

ANNUAL PAROCHIAL CHURCH MEETING *Palm Sunday 14 April 2019, from 11:30am*

including the
**ANNUAL REPORT AND FINANCIAL
STATEMENTS OF THE PAROCHIAL
CHURCH COUNCIL**
Charity No: 1176929
for the year ending 31 December 2018

Vicar: The Revd Damian Stewart Miles, BTh
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St Mary's Thorpe VESTRY MEETING and reports for the ANNUAL PAROCHIAL CHURCH MEETING

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What is the Annual Parish Meeting (APCM) all about? A brief introduction

The APCM is an important meeting for the whole church. It is the opportunity for members of the congregation to elect the people they want to represent them on their Parochial Church Council (PCC). It is an opportunity for the congregation to ask questions about the finances of the church, the state of the buildings, or about any matter of concern to the life of the parish. The PCC has to take account of views expressed at the APCM, and matters may be taken forward into the subsequent PCC for discussion. Thorpe PCC meets six times a year to conduct the business of the church. Please do read these reports thoroughly and come to the meeting with questions, as we share together as the family of faith in the renewal of our life together, in sacramental worship and fellowship. We do this in a Christian spirit of mutual respect and love, as friends in faith. We come prepared to look forward, as well as reflect upon the past year. May the Lord of all guide our thoughts, words and actions to his Glory; the building up of the Kingdom in Thorpe.



Agenda for the Vestry Meeting (Meeting of Parishioners)

Sunday 14 April 2019, 11:30am (*following the Eucharist*)

1. The opening of proceedings with Prayers
 2. Apologies for absence
 3. Minutes and any matters arising
 4. Re-election of Churchwardens
 5. Nomination for approval of Deputy Wardens (honorary supportive role)
- End of Vestry Meeting

(At this point those not named on the Church Electoral Roll cannot vote if they remain.)

Agenda for the Annual Parochial Church Meeting (APCM)

Sunday 14 April 2019 (*immediately following the Vestry Meeting*)

Apologies for absence

Minutes of the previous APCM held in the Rutherwyke Room on 25 March 2018
11:30am.

Matters arising

1. Elections & Appointments

- Annual election of PCC Members
- Approval of Sides-persons (to assist Wardens with service duties)
- Appointment of Sides-person to assist the Treasurer with banking
- Confirmation of appointment of the Electoral Roll Officer
- *Note that the PCC Secretary, Treasurer and Vice Chair of the PCC will be formally agreed at the next Parochial Church Council meeting (to be held on Monday 20 May 2019, 7:30pm) as they are Officers of the PCC.*
- Appointment of the Independent Examiner for 2018/19 Financial Accounts (Mr Alan Alderson)

2. Reports – see written reports – questions may be asked of each

- (i) Report on Electoral Roll
- (ii) PCC Secretary's Report on the proceedings of PCC
- (iii) Parish reports – *printed & distributed*
Summary of reports from the Chair
- (iv) Church Wardens' Report including Fabric/Terrier
- (v) Accounts – Financial Report 2018
Acceptance of Financial Report 2018
- (vi) Note on the Deanery Synod Report – *printed & distributed*

3. Any other business – to be notified at least 24 hours in advance

- (i) Questions & Answers Session – *questions please at least **24 hours in advance** stmaryschurchthorpe@outlook.com*
- (ii) Announcements – FAITH – *planning post our 20:20 vision.*

The meeting concludes in prayer and with the Grace.

**Minutes of the Vestry Meeting /Annual Parochial Church Meeting
of St Mary's Church, Thorpe – Sunday 25th March 2018
Vestry Meeting**

Present: Fr. D. Miles – Chair (DM)

A. West, J. Lowe, M. Harnden, M. Herne, S. Bruce, P. Alder, B. Syradd, S. Thornton, S. Thornton, C. Cobbold, J. Carthew, D. Kidd, J. Collinson, S. Cotty, D. Cotty, A. Christie, T. Grove, B. Grove, B. Lowe, Fr. G. Mee, J. Gruncell, P. Gruncell, J. Lowe, S. Morton, P. Hudson, H. Cunningham, J. Richardson, N. Waase-Rogers, J. Pike, L. Pike, A. Leighton, T. Leighton, A. Falconer, J. Carter, B. Huxley, L. Overin, M. Alderson, A. Kelly
Absent: All electoral roll members not listed as Present or having submitted apologies.

1. At 11:40am Father Damian opened the meeting with prayers.

2. Apologies for Absence:

J. Bright, I. Rigazzi-Tarling, K. Bainbridge, D. Radburn-Smith, R. Freeman, M. Morris, J. Brittain, S. Tickner, P. Whitlock, J. West, K. Wade, D. Gough, E. Gough, J. Mitchiner, J. Whitfield, D. Davis, C. Wareham-Davies.

3. Vacancy of PCC Secretary and Minute Taker.

DM introduced Allison Kelly as the new PCC Secretary and Minute Taker.

4. Minutes and Matters Arising

Minutes of the APCM Meeting held 30th April 2017 were accepted and no matters were arising.

5. Election of Wardens

Jane Lowe had completed six years as Churchwarden, would complete her duties in July 2018 and a new Churchwarden would be required.

DM expressed thanks on behalf of the congregation for her unflagging work and presented her with flowers.

DM confirmed that no nominations had been received to fill the vacant Churchwarden post and he was now required to report to the Bishop, who could nominate an officer from the Diocese. This move could also lead the Bishop to question the viability of the parish. Together with the revised Parish Share required by the Diocese, previously announced and discussed, this could result in two 'black marks' for St Mary's.

It was questioned from the floor that previously special dispensation had been given for only one Churchwarden. DM pointed out that this was at a time when he was new to his role and the dispensation was awarded for one year only. DM highlighted the urgency for a new Churchwarden to be secured as he would be communicating with the Bishop week commencing 26th March 2018. It was queried whether two people could share the role and DM confirmed the legality of such a move would need to be checked, but it was possible. He further stressed that the role of Facilities Manager/Lettings would be moved from the Churchwarden role and that he himself would be responsible for Health & Safety, the role of Churchwarden ongoing was purely as a church officer.

6. Nominations for approval of Deputy Wardens

Four Deputy Wardens were required and nominations had been received for six candidates:

Margaret Harnden, Susi Thornton, Helen Cunningham, Derek Cotty, Peter Gruncell and Barry Huxley.

All six candidates were unanimously accepted.

7. Any Other Business

None.

Annual Parochial Church Meeting

Minutes of the APCM held 30th April 2017 were accepted with no amendments.

1. Elections and Appointments

- Proposal to change the criteria for election to the PCC from the present basis (three years, with two terms/six years' service maximum) to all elected annually. DM outlined the criteria of the current three year revolving system versus the proposed annual election process for all.

The current system had worked well in the past but as an additional seven PCC members were now needed, due to the increased electoral roll, a more fluid PCC with greater changes could be introduced. PCC had voted to change to the annual system but the church membership response was required. A lively discussion followed as assorted speakers outlined how experience, gained over time on the PCC, giving greater continuity would be an advantage to the Church in making decisions. Some members felt that one year was not long enough to put ideas into practice, although some members present pointed out that the current three year commitment could be daunting for anyone considering election to PCC in increasingly fluid lifestyles. DM confirmed that if a member stood down from PCC only the remainder of their three-year term was open to a new candidate, i.e. if a PCC member stood down as they were moving away after only two years, then the position would only be open for a one-year period. A vote was proposed for a show of hands of those in favour of movement to the annual re-election process with effect from 2019. Vote was majority in favour of change to annual re-election process.

- Election of seven new PCC members

Four written nominations had been received:

Andrew Falconer, Bev Syrradd, Sarah Tickner and Allison Kelly, leaving three places available.

Verbal nominations were received from Derek Cotty, Susan Cotty and Helen Cunningham.

Verbal affirmations were received from proposers and seconders with forms to be completed at the conclusion of the meeting.

All seven nominations were unanimously confirmed.

- Approval of Sides Persons

The following persons had put their names forward for appointment as Sides Persons:

Susi Thornton, Sam Thornton, Jane Lowe, Jim Lowe, Elaine Gill, Joy Whitfield, Barry Huxley, John Brittain, Margaret Harnden, Margaret Alderson, Claire Cobbold, Derek Cotty, Sue Cotty, Bridgett Grove, Tony Grove, Alice Christie, Helen Cunningham, Bev Syrradd, Peter Gruncell, Joan Gruncell, Kim Stangroom, and Andrew Falconer.

All persons were unanimously confirmed.

- Appointment of Sides Person to assist the Treasurer with banking
John Brittain was unanimously confirmed.

- Confirmation of appointment of the Electoral Roll Officer
Sarah Tickner was unanimously confirmed.

- Appointment of the Independent Examiner for 2018/19 Financial Accounts
Alan Alderson was unanimously confirmed.

2. Reports

(i) Electoral Roll

The electoral roll now had 142 members. DM wished to express his disappointment that approximately 100 members had not committed the time to attend the Annual Vestry and Parochial Church Meetings.

There would be a new electoral roll in 2019 at which time TASIS car parking would also be reviewed.

There were no questions raised.

(ii) PCC Secretary's Report

There were no questions raised.

(iii) Parish Reports

All were contained within the booklet provided. Bridgett Grove wished to advise members of the work undertaken by the Liturgy & Worship Group. This comprised four to five meetings annually and held nine members currently. Each meeting oversaw a review of special services, with suggestions and ideas, which were passed to PCC for approval.

There were no questions raised.

(iv) Church Wardens' Report

Jane Lowe gave a brief outline of work undertaken. The last year had been spent completing the Quinquennial items from the report in 2012. Despite generous bequests, all monies had been utilised in the stoneworks, which had all been completed with the exception of the tower, which required an additional £9,000 funding. Thanks to the Jigsaw Puzzle Appeal, £7,500 had been raised and the stonemason was due to start in June, with an estimated two to three months' work. She was confident the remainder of the money would be raised.

The balance of the buildings were in good condition.

It was queried whether members would be able to access the tower when work was complete. It was confirmed this was not a maintenance issue but one of Health & Safety. It was possible to use the tower at that time but not for those who were unsteady or had a fear of heights.

DM reiterated how slippery the top of the tower could be and pointed out that the last insurance inspection report advised that plastic matting should be used to the lead surfaces, and on stairs and steps, for which money was not available. The tower could not therefore be put to general use but if access was required for special events this could be considered.

Jane Carter enquired why the bells, so recently installed, were not being used. DM advised that as it was currently Lent, no bells were being rung. Jane Lowe confirmed that there had been problems with one hammer missing and all hammers were to be replaced as they had been deemed defective by the installers (at no cost as under warranty). Jane confirmed that the bells had been a disappointment, despite using the company recommended by the Diocesan Bell Adviser. However, the other two companies who had shown interest when quotations were being sourced had ceased trading, so redress was available from the company used. In addition, an instruction manual and programmer were awaited so that, for special services, the bells could be programmed to play music such as Christmas carols. It was pointed out that some attention would be required to the organ, which was acknowledged. DM thanked Jane Lowe for all her work organising repairs and time spent over the last six months.

(v) Accounts – Financial Report 2017

Andy West referred members to the booklet which outlined all the figures required. St Mary's finances were on an even keel. The church fabric had never been in such a good state and had been supported with generosity and fundraising. Once the tower works had been completed the account would be drained and future donations would be required to replenish this and meet the parish share responsibilities. Ultimately it had been a balanced year with income exceeding expenditure.

There were no questions and the accounts were unanimously accepted.

Margaret Harnden proposed thanks to Andy West for his time and diligence in his role as Treasurer.

(vi) Deanery Synod Report

There were no questions raised.

3. Any Other Business

(i) No questions had been submitted before the meeting.

DM wished to update members with a brief summary of the revised parish share system.

Three years previously Diocesan Synod had proposed changes to the way parish share was calculated. The largest change to come out of the review was that the subsidies currently received by some parishes were unfair and not transparent. It was decided to remove subsidies under the new system, replacing with individual parish support.

There was a three year transition period from the old to the new system and DM wished members to note that he did not agree with the new system and had voted against it every time a vote had been proposed.

St Mary's was one of the churches most affected by the change due to its size and historic building. The new system no longer recognised building upkeep costs.

Figures presented to PCC for the transition period were as follows:

Year 1 - £50,214.00, Year 2 - £54,034.00, Year 3 - £57,854.00

There would be a full review at the end of three years to include ministry, housing and buildings. Continuation of full-time ministry would be on the table at that review. This was a serious matter as St Mary's had been historically subsidised. The current contribution should have been £73,246, but a reduction of £26,850 had been offered. The new figures had been reached using Equifax data for people's assets. Derek Cotty queried whether the congregation were to make up the difference. DM advised that there was no alternative. An increase in giving as a parish and fundraising was of major importance. Consideration needed to be given as to whether the parish could afford its own full-time priest in three years' time. Susi Thornton asked if all 142 electoral roll members were regularly giving. It was confirmed they were not and that an increase in electoral roll had put the parish share higher. Margaret Harnden pointed out that the building did have to be maintained and queried whether the Equifax figures were open to challenge. DM confirmed they were and that he had sent to the Diocese the local council figures which were 30,000 less. He was further aware that a total of eight properties in Virginia Water and on Staines riverside had skewed the figures to show higher income throughout the parish, which was not the case. Alice Christie pointed out that there were funds available for growing parishes like St Marys and asked if the central fund would release these. DM confirmed that the monies were held for specific purposes, e.g. a children's and youth worker could be part-funded as St Mary's was a growing congregation. Andy West pointed out that, as unfair and draconian as the new parish share appeared, no one could have argued harder than DM on behalf of St Mary's, as he had had unprecedented contact and meetings with the Diocese and this was, in the end, how the three-year transition period had been achieved. Few churches, if any, had this staged offer from the Diocese. The Diocese had a £600,000 fund being used to support the transition increase and they had confirmed this was sustainable.

DM advised that, like every charity, the books needed to balance. The organ would require attention and the fabric fund/education fund needed to be kept built up. Funds would be available to grow the congregation but in the first instance we were required to pay within our own community.

Susi Thornton pointed out the importance of full-time ministry and wished all members to personally consider how they could contribute to funds. A Social Committee meeting was to be held on 8th April at 7pm and she stressed the importance of members supporting the fundraising with time if not money.

Andrew Falconer also stressed the importance of a full-time priest. He was aware that the parish share proposals had come through a long process of negotiation and felt the PCC voice was not strong enough, relying heavily on DM and his work. He wished to direct the Church to stand on its feet and understand that DM might not be at St Mary's for ever. Regardless of discomfort, we needed to build the Church we desired. There was new housing coming, potentially new members and

we should anticipate needs and facilities. Derek Cotty also wished to voice disappointment at the lack of numbers in attendance and enquired if e-mail contact could be used to advise all members of the coming Easter services. Petra Hudson outlined the detailed communication she undertook, the constant 'in touch' weekly mailings and advised that booklets regarding the APCM had been sent to everyone on the electoral roll. The weekly mailings in particular had drawn notice to the meeting for weeks. Suggestions for further contact methods would be considered. DM further pointed out that the Churchwarden request had been sent out with the booklet but no nomination had been received for the role. Other people could now be involved and decisions taken on our behalf, their auto-conclusion being our non-viability. There was a general lethargy throughout and deeper commitments should be garnered. All organisations in the village struggled. Vacancies needed to be filled and attention given to personal giving. Personal giving should not be assessed after all bills had been paid. The CofE advice is 5% after deductions. Every member should undertake a personal giving review. Statistically the average household was giving £7.76 per week. The average giving in the deanery was £24.74 per week and even Egham Hythe, an urban priority parish, had higher giving than St Mary's.

£80,000 p.a. was achievable but everyone should consider a stewardship campaign and legacies in order to increase the fabric fund nest egg to pay for buildings. DM asked if any members were willing to be part of a stewardship campaign. Andrew Falconer, Derek Cotty, Helen Cunningham, Susi Thornton, Andy West and Margaret Harden raised their hands.

DM confirmed that the Diocese was offering a meeting with their stewardship advisors to assist the group. It was asked if any local churches in the St Mary's tradition were doing better, but it was thought not.

Evangelical churches did not understand our level of giving and the average lower percentage of giving per household at St Mary's. One explanation for which was the age profile of the congregation. There were families on fixed income with a large gap in the 45 – 65 year age group. Andrew Falconer confirmed that the Equifax data showed those aged 70 – 80 gave the highest proportion of their income to faith-based organisations but requested that, as a membership, we should stop focusing on the buildings and look outwards to mission and the congregation.

Jane Carter asked, that based on the number of observed daily appeals from charities, whether she should only support the Church and not others. DM confirmed this was a matter for the PCC. The parish lunches raised money for charities and this could be seen as the Church's charitable giving. Alternatively we could remain as individuals. He would put the matter to the PCC for debate.

Margaret Harnden asked for consideration that the Church was the people not the building but that money should be raised to support the buildings. DM confirmed that PCC members, who were trustees, had responsibility to care for the buildings, himself and Father Gerard. The Diocese stated 'Ministry First – Buildings Second'.

(ii) Notices & Announcements

DM pointed out that on the following Tuesday there would be a Passover taster meal at 7:30pm which would bring to life the times of the Old Testament and the Jewish Passover meal. It would be a moving and inclusive experience and he encouraged all members to attend.

DM outlined the remaining services for Holy Week, which were contained on the inside rear cover of the booklet.

Tony Grove wished to highlight the Maundy Thursday service at Guildford Cathedral at 11am.

Margaret Harnden thanked Father Damian and Father Gerard for all the time and commitment they put into the running of St Mary's.

DM advised that he was working possibly towards adoption and asked all members to keep himself and Jason in prayer as they had an important meeting in the coming week. He invited any members with questions to feel free to speak to him. DM closed the meeting in prayer. Meeting concluded at 1:21pm.

RECEPTION OF THE ELECTORAL ROLL IN ADVANCE OF THE APCM 2019

A full revision of the entire Electoral Roll has taken place. Notices were posted on Sunday *12th March* for 21 days, and the Roll was accepted by the PCC (which met on Monday 18th & Sunday 24th March) and the revised Roll displayed for 14 days at Church, as prepared by the Electoral Roll Officer, Sarah Tickner. Total 87. It is anticipated that between 15 and 20 forms are outstanding. If received, these can't be added to the Roll until the next PCC meeting to be held on Monday 20th May.

REPORTS FOR THE YEAR ENDING 31 DECEMBER 2018

Vicar's Report on 2018

Ecclesiastes 3:1-8 is increasingly chosen as a reading at funeral services with its mixed metaphors and contrasting engagements, "a time to laugh and a time to cry" and so on. (Ecclesiastes 3:1- Originally written c. 450–200 BC, part of the Wisdom literature found in the Old Testament.) It is the first line of this passage that strikes a chord: "*For everything there is a season, and a time for every matter under heaven.*" The reality of life for people in the 21st century is change at a rapid and seemingly accelerating rate. So much seems to be shifting all around us and many are looking for something secure to hold onto amidst the challenges and that is where St Mary's Church, with our beautiful building and long Catholic-Anglican tradition, is thriving. This past year has been a very busy time as we have finished our wish list of projects aimed at securing the future of our buildings. It was the right time, after more than 25 years of anticipation, to re-point the top of the tower. Nobody could have expected to find whole sections of 1920's concrete tiles up there and so the task was more complicated than first anticipated!

It was also the right time to re-point the Norman arch, install the once anticipated, but not hitherto realised, emergency exit from the link/chancel, and replace doors throughout the Rutherwyke Room that had long since seen their best. David

Howard, with Churchwarden Barry Huxley, sourced an electric new piano and repairs were carried out to the floor of the chancel and nave in various places.

As we thanked Jane Lowe for her six years of hard work and dedication, new Churchwarden Barry Huxley stepped up to the plate and hit the ground running, taking on much needed work to enhance our safety and security, including fire safety training for our Welcome and Wardens' teams and a raft of other projects around the church buildings, churchyard and Vicarage. With Margaret, their enthusiasm for St Mary's is infectious, and I am so thankful for their generous gift of experience and time, not least for our twice monthly breakfast meetings at which so much good work gets done.

With a change in leadership last year was also time to take stock. Our new parish share was proposed by the Diocese, including a very significant increase. The PCC invited the Diocesan Secretary, Mr Peter Coles, to explain this, and various challenges were made. The consequence was an agreement between our Parochial Church Council (PCC) and the Diocese of Guildford which will see our contributions increase over time by 40%; a significant uplift over a four-year transition period but with a more strategic and phased approach. In 2019, which is the first year of the proposed transition, we will contribute £50,121. (The corresponding monthly instalment for 2019 is £4,176.75). Estimated increases over subsequent years look like: 2020 - £54,439; 2021 - £58,769; 2022 - £63,281 and 2023 - £67,982. Originally the full contribution calculated for 2019 was £82k and so the agreed arrangement is a more realistic, although still a challenging prospect. (A more detailed explanation can be found in part two of this document.) Our PCC is committed to making every penny count and will be exceptionally careful in considering priorities for expenditure over the coming months and years. It may well be that we now shift our priority away from investing in our historic building towards explicitly missional activities which directly link to a continued growth in our congregations. Indeed, this is the season for significant investment in ministry and that is exactly what the parish share contribution is. For many, many years other parishes have effectively subsidised St Mary's and this has now ended. (We will now pay our own way and contribute towards the wider Church and cost of our church school through the new calculation.)

As our financial priorities shift, so we must recognise that ministry is not simply about the work of the clergy. For ministry, day to day, happens in our relationships with each other – the fellowship of the church and our growing outreach within Thorpe and beyond. Autumn was a good example of this renewal and outreach, starting with our ever-popular Barn Dance and Harvest celebrations in October, the successful refurbishment of Thorpe War Memorial in Mill Lane (thanks in large part to the hard work of Elaine Gill) and the re-dedication by the Bishop of Guildford. Later in November we held a very well-attended Memorial Service on the feast of Christ the King. It was very moving to welcome so many families to St Mary's to remember their loved ones who had died in the past year. Then Advent season was upon us with a fabulous Winter Wonderland and over 1,000 people attending Carol Services before we even got to Christmas. Our website and Facebook pages

proved very successful tools for communication throughout the year and our colourful notice boards were kept updated, heralding a welcome for all.

Our PCC spent a brilliant day at Royal Holloway University Chapel in November, reflecting upon the challenges of the next year and our priorities. Our 20:20 Vision has helped us to plan and achieve so much, and we were all inspired by Canon Julie Gittoes and her helpful exploration of our tradition and mission. There is so much to celebrate about the life of our healthy church but also challenges before us, of which finance is only one aspect; FAITH being our priority moving forward.

The wider picture is also challenging. We don't know yet what impact Brexit will have upon us and there is a new season in Thorpe also, as we enter a time of change here in the Village and wider Parish. The backdrop to this is the expansion of Heathrow, a possible new railway line through the South-west of the parish and a desire by government for more housing to be built around the parish to meet the needs of people who will need to live here. This means the demography of our community is set to change with potentially more people living near to the church and more families with children who could move in, as well as increased provision for those over 70 with the new care complex development planned for the former CEMEX HQ at the end of Coldharbour Lane, just down the road from our church. All of this is still only a possibility but with it will come change. It is not yet clear which, if any, of the many proposed housing schemes will go ahead but change is coming to Thorpe. Maintaining a balance between the preservation of the green belt (which is close to my heart), the enhancement of the historic medieval village (largely buildings around St Mary's Church) and the need to meet new missional challenges will mean a new season for Thorpe and our church family.

Next year we will need to set a new vision plan and I hope, very much, that post 20:20 we can forge ahead with our mission for Thorpe, bringing the Good News of the Gospel to many more people, transforming lives, transforming church as we build God's Kingdom here and seek to build up faith. Of course, looking forward, building on the strengths of the past requires a willingness to change and do new things too. We may need to give up some of our old ways of doing things in order to make room for something new and I do recognise this is not always easy for us as the Book of Ecclesiastes reminds us, *"For everything there is a season, and a time for every matter under heaven."*

The Holy Scriptures, which were given for our learning, the Presence of Christ in the Sacrament of the Altar, along with our medieval church building, all offer us continuity amidst the challenges and changes of this present age. 2019 is our time to reach out in faith and grow our church further. We are called to be a place of continuity in a world of change. Our faith offers people hope and we need to make the communication of faith and values our priority as we look to the future, building God's kingdom – and what a privilege that is.

Fr Damian Miles – your Vicar

Report of the Electoral Roll Officer 2018

The Electoral Roll for St Mary's Thorpe at the end of December 2018 was 142, and of this figure there were 32 households where there were two members. The figure at the beginning of January 2018 had been 139 so there was a slight increase

during the year. One of our members sadly died, but there was still a total increase of four new members which is encouraging. There is a total revision of the Electoral Roll this year so all members currently on the Electoral Roll will have to re-apply. Letters will be sent giving details of what is required and we hope and pray that current numbers will be maintained.

Electoral Roll Officer, Sarah Tickner

PCC Secretary's Report 2018 on the work of the Parochial Church Council

I took on the role of PCC Secretary in March 2018, as well as joining the PCC.

The Parochial Church Council met six times during 2018 (plus the Annual Parochial Church Meeting held on Sunday 25th March). Meetings were preceded by the Eucharist at 7pm. The meetings started just after 7:30pm and it was aimed to conclude each meeting by 9:15pm. The PCC had nominated the Churchwardens as Deputy Chairs although they were not required in 2018 as Fr Damian Miles was present as Chair for all meetings.

The PCC continued to execute the business of running St Mary's with enthusiasm. They approved costs for a list of outstanding maintenance works and completed a number of improvements to our facilities including reinstatement of doors to the Link and new doors in the Rutherwyke Room, additional fire alarm and lighting to the Link, tree work around the church and Vicarage, plus the completion of the tower works, together with several outstanding items highlighted on the Quinquennial Report, namely pointing to Norman church arch joints, grouting around chancel arch floor and repairs to the Lady Chapel niche. They have discussed at length and agreed costs for the new electric piano, which is now installed and in use.

In March 2018 Peter Coles – Diocesan Secretary – attended PCC to explain how finance, via the parish share, is calculated and to present the revised parish share figures required from 2019. The presentation incurred much debate and discussion at both the March and April meetings, with the new phased parish share figure finally approved at the April 2018 meeting.

PCC Secretary, Allison Kelly

Church Wardens' Annual Report, including St Mary's Church, Thorpe Terrier and Fabric, 2018

Another good year when numbers attending services at St Mary's are up again and it is so gratifying to see that even in severe weather the attendance is good. Thank you Service Support Team, because it is down to the warm welcome visitors receive on entering from you all that contributes to a sense of belonging that encourages people back again to worship and community activities.

We have been lucky to have had some splendid concerts again this year, including recitals from our own David Howard and Sarah Leonard, and a very prestigious event in June when our special church was chosen to host the Mayor of Runnymede's Civic Service, a wonderful privilege and occasion. Tea was served afterwards in the TASIS garden where a huge community spirit prevailed.

TASIS have proved to be splendid neighbours, reaching out in so many ways especially their help with car parking, their use of our facilities, some students attending our services regularly, and Bryan Nixon and his wife becoming regular attendees, along with other members of staff, is so heart warming. Thanks to you all for all you do and will do to help St Mary's progress and serve in the way it does.

Terrier Report 2018

The stonework on the church tower took longer than originally thought owing to the extremely high temperatures we experienced last summer. The materials used reacted to the heat so work was stopped until cooler conditions prevailed; now completed and looking so good. Chris Anstey who has done all our recent stonework has also completed the overhead repair on the entrance arch. His knowledge and skill with ancient building work is unsurpassed and we are so lucky to have had such talent available.

Access to the tower is improved and safe, by mats which will prevent slipping. Churchyard work days in Spring and Summer carried out by our wonderful team of volunteers have cleared and weeded the Leigh Bennett Enclosure, pruned and cut down trees in the Vicarage garden and churchyard. New wooden doors were fitted in the Rutherwyke Room and the emergency exit reinstated in the Link. We took part in fire training and safeguarding training and are arranging to do a first aid course. The church records are being kept up to date and old ones disposed of appropriately.

Barry Huxley took over from Jane as Churchwarden during this year. He is on a huge learning curve and we all know about that! He has worked diligently, enthusiastically and made enormous strides in finding his way around the complexities that arise, and is a pleasure to work with.

Already his contribution is immense. Thank you, Barry.

Barry Huxley and Margaret Roberts

Financial Report 2018

(including the PCC Treasurer's report)

PCC accounts can be found at page 30-33.

Receipts

Regular Giving

Total income from regular giving (all collections and standing orders) rose by 18% (£6,745) year-on-year. Within this, direct giving (standing orders) increased by 28%, GA collections by 3.6% and non-GA collections by 7%. This is a significant reversal compared to last year which saw a downturn in both GA and non-GA giving.

Other Voluntary Receipts

Other Voluntary Income declined overall by 26.7% (£1,689) compared to 2017 due mainly to a fall in revenue received from non-specific and *In Memoriam* Donations of £1,455. This can be explained by the increase in income specifically for the

Tower project (see below). Donations to charities rose by over 200% compared to 2017.

Fund-generating Activities

2018 saw a marked increase (51% or £11,000) in income generated from fund-raising activities for the second year running (2017 v 2016 = 64%). Thanks are due to the Social Committee, all those who supported our events and those who gave directly to the Tower project in 2018 which resulted in a total of £23,911 being raised from Church events and activities. Income from the hire of the Church facilities brought in a total of £7,273 in the year, which is on a par with 2017 when payments received in January 2019 are attributed to 2018.

Receipts from Church Activities

Overall receipts from church activities show a year-on-year drop of -5.7% (£1k) when compared to 2017; however, a 17% drop in income from weddings and funerals was in part alleviated by a £1,000 increase in income from the gift stall. Income from refreshments remained static whilst receipts from Noah's Ark rose by 26% year-on-year.

Receipts from Investments & Other Income

The PCC holds 822 shares with the CBF Church of England Investment Fund. On 30th June 2018 the individual share value was 1674.46 pence and on 31st Dec 2018 1614.85 pence. Dividends received in 2018 were £447 compared to £437 in 2017 and total share value at year end was £13,274. Other Income (£45,435) consisted of account transfers (£33,912) from the Works deposit account and £1,403 from the Education account to fund expenditure on PCC-approved works. A GA tax refund of £10,120 was received from HMRC in June.

Total receipts for 2018 were £144,762 or net £109,447 when account transfers from both deposit accounts are taken into consideration.

Payments

Church Activities

Expenditure on Church activities rose by 27.5% overall. The Parish Share quota for 2018 was £46,393. The total paid to the Diocese this year was £50,392 of which £4k will be carried forward into 2019. Whilst Parish costs saw a decrease in expenditure compared to the previous year (-29%), on paper both service costs and organist fees rose by 109% and 49% respectively. However, service costs include £2,750 for the new keyboard and organist fees are included in the income fees for weddings and funerals.

Facilities Maintenance & Church Running Costs

Maintenance costs rose by 33.6% to £43,687 in 2018, two-thirds of which were on Tower and stonework repairs and architect's fees (£28,686). Other costs in this area included remedial electrical work, new doors in the Rutherwyke Room (£4,975), Church insurance and utilities, tree work, clock and bell chime

maintenance, Quinquennial inspection fees (£1,195) as well as the regular servicing costs of the fire and intruder alarms and heating system.

Administration & Other Costs

Administration costs supporting the ministry of the Church were £5,791 compared to £1,727 in 2017. Administrative services totalled £3,933 and paper and printer supplies £1,858. Other costs remained fairly static at £18,023 compared with £18,233; the year-on-year increase in expenditure on event and fund-raising costs (up £505) were the result of running more events and was more than covered in the increased income from these activities.

Fund Transfers

This amount (£15,480) relates to funds transferred to the Works Account from donations identified for the Tower and stone works project. This was recorded as income when received (included *Receipts from Fund-generating Activities & Donations*) and as expenditure upon transfer to the Works Account (Deposit). This should be taken into consideration for any comparison of Total Income versus Total Expenditure.

Andy West, Treasurer

Safeguarding Officer's Report 2018

At the beginning of 2018 the Diocese started the change from paper DBS applications to an online system, already used by several other dioceses. Some of the larger parishes piloted the system before it was offered to all parishes. St Mary's signed up for online use in September and, although we don't have to deal with a massive amount of applications, it has proved to be a much better system.

SAFEGUARDING

We are all beginning to appreciate the importance of the National Church Institutions (NCIs) National Safeguarding Policy and the need for regular safeguarding training. After a rather muddled set of initial guidelines, the NCIs produced a set of courses specific to the different roles in churches. On September 8th a training course (C2) was held in the Rutherwyke room with Jane Huttly (Diocesan Policy and Training Safeguarding Adviser) providing an informative training morning. C1 (which can be done online) and C2 courses are obligatory for those in St Mary's who have a responsibility or assist in roles with children or vulnerable adults and the training day was very well attended. Those unable to attend have taken or have booked onto a C2 course elsewhere in the diocese. Safeguarding contact details are displayed on the church noticeboard so if you have any concerns about what you think might be a safeguarding issue - within the church or in the wider community – do contact Fr Damian or me in the strictest confidence.

Safeguarding Officer, Mary Morris

Runnymede Deanery Synod Report 2018

Deanery Events

Synod meetings in 2018 were held at St Peter's Chertsey (March), St Paul's Egham Hythe (June) and St Jude's Englefield Green (October), as usual presenting "Parish Focus" reports about the church life and community involvement of the hosting parish, with prayer requests/updates. March Synod revolved around the theme of "Increasing Mission Opportunities in an Ever-Changing World", with helpful presentations by Revd Clive Richardson (Carers Support Advisor Diocese of Guildford) and Penny Roberts (Carer Practice Advisor Runnymede) on Support for Carers, and local representative Sophie Gilbert about the Hope in Depression course run successfully in Egham and Virginia Water. In June we welcomed new Vicar Revd Rosie Hoad in Egham Hythe and had a lively discussion on "The Changing Structure of Parish Share" after a presentation by Chris Ellis (Deputy Diocesan Secretary). October Synod took the format of a panel discussion with four Synod clergy on the topic of "Church Myth Busters" with many representatives contributing interesting questions about "perceptions that could result in inter-denominational/inter-traditional or missional barriers". All three meetings were open to the public and detailed Minutes are available via the Deanery Administrator.

Kebbi Link

Dedicated fundraisers in Chertsey and Thorpe raised a total of £1,000 for mission work in Kebbi Diocese. The gift was gratefully received. As always, our brothers and sisters in Nigeria have asked for continued prayer support, especially around the 2019 General Elections in their country and the anticipated increase in racial violence, voter intimidation and fraud surrounding them.

Finance

No outward donations were made from deanery funds in 2018 and funds continue to be sound. Parish Contributions to remain at the same level as in recent years (with individual parish amounts determined by Electoral Roll memberships and Relative Prosperity Index), supplemented by Grant Fund contributions.

Deanery Growth & Strategy Group

Our diocesan-inspired workgroup met three times in 2018 and June Synod discussed the proposal for the creation of a small Runnymede Deanery Grant Fund to assist parishes with local mission opportunities. The proposal was favourably received. Application procedures, authority and accountability, and a proposal for a 30% voluntary add-on to Parish Contributions, were outlined to October Synod, to be presented by their Growth & Strategy Group members to their PCCs before Christmas and added to 2019 contribution invoices. The formal Fund Outline Document is available from the Deanery Administrator.

Other Business

- Runnymede was the only deanery with more clergy standing for election than available places in the 2018 Diocesan Synod elections, but two laity places remained vacant. October Synod duly elected Mr Steve Baynes of St Paul's Egham Hythe; the second place remains open.
- Open Synod meetings in 2019 will be held on 27th February (Egham), 6th June (Thorpe) and 1st October (TBC).

*Claire Cobbold & Deborah Kidd
St Mary's Representatives on Runnymede Deanery Synod*

OTHER REPORTS IN THE LIFE OF THE CHURCH

Emmaus Report 2018

Following a suggestion from one of our congregation I set about re-writing the Emmaus Course for St Mary's over the summer and we launched Emmaus 2018 in early September with bright banners and leaflets and attracted 24 adults. Our lowest attendance at a session was 12, but we averaged 19 adults most weeks. We even shared a meal at the Red Lion. Thank you to Barry and Deborah who assisted me each week with preparations and to Andrew for leading two sessions and Bridget, Tony & Bryan for critical input and proof-reading. We plan to run this again in Autumn 2019. Any ideas to let me know!

Fr Damian Miles

Coffee Stop (Formerly Café Church) Report 2018

Coffee Stop opened every Saturday for the past year from 10am until 12 noon, providing coffee, tea, cake and a chat to anyone who calls in, followed by short prayers after 12 noon. After a shaky start there are now sufficient volunteers to cover most of the four time slots until March 2019. So far, customers have mainly been members of the regular congregation, plus the occasional groups of walkers. The facility needs to be more widely advertised, with better signing to the church and Rutherwyke Room thought to be a good idea. The chief problem was few volunteers and some of those not having a key to the main church door, which means that they were not able to access the advertising boards or allow access to the church for visitors. A meeting is planned for after Easter 2019 to discuss various matters so that all concerned can review attendances and the possibility of outside speakers coming in to draw interest.

Deborah Kidd

Charities Team Report 2018

In 2018 we supported the following charities: East-to-West, the Bishop of Guildford's Foundation, Woking & Sam Beare Hospices, Kebbi Diocese (our Link Diocese in Nigeria), Christian Aid, White Lodge, Runnymede Foodbank, the Indonesia Disaster Appeal, TALK, Operation Christmas Child (shoeboxes) and the Children's Society, giving in excess of £1k in total, plus shoeboxes, lots of goods for the Runnymede Foodbank where we continue to be one of the main donors, and a large amount of crafts for the on-site shop at White Lodge.

Until June 2018, a Charity Lunch with a speaker from the chosen charity took place every second Wednesday of the month. As of the second half of the year, official Charity Lunches have been taking place every other month, with purely social lunches in the months between. The September charity, MacMillan Nurses, was cancelled as they were not willing to provide a speaker or resources for the limited size of our meetings, usually between 12 and 17 people. In 2018, the organisation of the lunches and charity communication were handled by a variety of people, with a bring & share format usually supplemented with one cooked main dish but this system is due for revision. Highlight of the year was the "Wear to

Show You Care" Sunday in June when the majority of the attending congregations obliged by coming dressed in red and white to raise awareness for the White Lodge and their work around sufferers of cerebral palsy. The event also raised £183.

A colourful portfolio with information of all the charities we supported in 2017 and 2018 was created last summer, and is being continually updated with any news and acknowledgments from those charities, by Jill Collinson who deserves a big thank you for this major job. It is well worth having a look through – to be found on the white sideboard in the Link. The Twinning Certificates for our toilets also arrived in 2018 and can be seen in their appropriate locations, twinned to latrines in Panyebar/Guatemala, Htoo San/Myanmar and Boboua/Central African Republic.

Petra Hudson

Children and Family Committee Report 2018

Noah's Ark

A carer/parent and child group which meets every Thursday morning 9:30-11:30am during term time in the Rutherwyke Room. The group continues to thrive and is attended by an average of 16-19 children but has been known to occasionally welcome 23 children to a session. We welcome good quality toys from the parents/carers and provide refreshments, lovingly made and served by Joy Mitchener and Janet Taylor. The children enjoy a craft activity, play and music and a singing session. It is a friendly, supportive group and adults are introduced to the weekly newsletter and the children's services as well as the church's festivals and social events which are celebrated throughout the year.

During 2018 we celebrated with an Easter egg hunt in the church, a summer picnic in the churchyard, decorated the Christmas tree in the church and held a Christmas party with Father Christmas's visit as a highlight. Many of the older or past Noah's Ark children took part in the Christmas Eve nativity plays, and Noah's Ark has become an introduction to the Church/children's involvement at Thorpe School. Parents/carers also supported the Children's Church by running a children's activity corner and stall at the Summer Fayre and another at Winter Wonderland early in December. I give thanks to Lisa Overin for her brilliant ideas and organisation of these latter events as well as supporting a Children's Disco in the Rutherwyke Room on Friday 7th December for an after school event attended by 20 children.

Sunday Club

This ran every Sunday morning during the 10am service during term time from January to July 2018. However, the numbers of children attending diminished significantly and leaders and helpers were 'busy'. So, we decided to rethink the provision over the Autumn term to consider other activities for Children's Church with the proviso of re-introducing in 2019 under a new schedule and format. This was planned during this interim period (Sep/Dec) and I can report it will link thematically to the 'Faith & Fun' sessions in school but for older children too. Ages 4-11 years – again co-ordinated by Margaret Alderson and led by herself and Lisa Overin with parent helpers on a rota basis.

'Faith & Fun' After School Club, 3-4pm Mondays term time, Thorpe School

After a month of planning and discussions with the Head Teacher and Fr Damian this after school group was set up and offered in November 2018 with a maximum number of 15 Key Stage 1 children only (ages 4-7). The collection of fees/costs is organised by the School Office. The Club is organised and co-ordinated by Margaret Alderson and supported by PCC members Jane Lowe and Bev Syrradd and a volunteer school teaching assistant Ms Michelle Tobias, who all take turns in planning and leading a specific weekly session. We are very pleased to report that the group is a huge success with parents and children and we have a waiting list for the Spring Term 2019. 'Faith & Fun' follows the Church calendar and feeds into the 10am service Gospel readings when the theme is appropriate.

It is a structured activity session with an introductory snack/drink and welcome song; a much-loved glove puppet called Jack; fun games; a Bible story which is explored for meaning and a craft activity which reinforces the message and is proudly taken home. We end with an appropriate prayer and goodbye song. There is provision within the Educational Budget, I am told, to resource the craft materials but supportive help and more leaders would be welcomed for this new venture to grow as there is interest from older siblings in the school.

Margaret Alderson

Church Cleaning Group Report 2018

Church cleaning is carried out on the third Saturday of the month starting at 8am. A general dusting of all surfaces, tidying of books, polishing of woodwork and vacuuming takes place, with floor washing carried out every three months, depending on availability of helpers. There are now four regular volunteers. John Brittain organises the cleaning of brasses and Terry Leighton is in charge of window cleaning. Help is requested from the congregation for extra helpers before events such as Christmas and Easter or as needed.

Deborah Kidd

Contemplative Prayer Group Report 2018

This gentle life-giving meeting takes place once a month on a Monday afternoon, for a time of silent prayer and meditation, which is followed by intercessions for people and situations in need, to which we all contribute. We would welcome more participants. If you feel drawn to explore this, please ask Susi Thornton, Margaret Harnden or Jane Carter for details. In John's Gospel Chapter 1: verses 38 & 39, Jesus said to the enquiring disciples 'come and see'. We extend a similar invitation to you. After prayer we usually have tea, biscuits and conversation!

For further information contact Jane Carter on 01344 843033 or Susi Thornton on susi@thorntonclan.com or 01784 433480.

Jane Carter

Craft Club Report 2018

Craft's Club has not been having regular meetings in 2018 as the previous group had other commitments and the office has generally been too busy to spare time

for teaching on a Wednesday. Knit & Knatter is still running on the third Saturday of the month as part of the Coffee Stop community café and people are invited to just turn up with any current hand-held needlecrafts projects for social time with like-minded crafters. These are not busy sessions – they could really do with more promotion. However, our avid crafters have continued to support St Mary's by donating needlecrafts and cards completed in their own time and space for sales in our little crafts corner, at the Fayre and at Winter Wonderland. A special thanks goes to Jenny Pike who produced the large amount of mittens, hats and scarves available as shoebox gifts, as well as many other knit and crochet items. Jenny's idea of labelling wearable goods with age or size has helped in selling these and we would suggest other crafters donating articles of clothing to follow her lead – thank you. Donations of craft materials are also still welcome.

Petra Hudson

Flower Guild Report 2018

Since our last report we are very pleased to say our group has grown by one. Sarah Tickner, a member of the serving team at St Mary's, stepped forward and offered to join us. So now we are six! We are always happy to welcome new members so please do speak to any of us if you have an interest in flower arranging and would like to help. A particular delight in 2018 was being asked to do the flowers for the Mayor of Runnymede's Civic Service. We have had some lovely comments paid to us regarding the floral decoration of the Church this year, especially at festival times, so well done team – your efforts are very much appreciated.

Margaret Harnden

Liturgy Group Report 2018

The term *Liturgy* rather than *Worship* captures the type of encounter we are trying to offer here in Thorpe. At St Mary's the whole congregation is engaged in an outward looking, shared and inclusive public activity, with the sole purpose of helping others experience the presence of God in their lives. This has been achieved because we have worked together as a united family and allowed God's love to touch people's hearts on many levels; from the Occasional Offices of Baptisms, Weddings and Funerals, midweek Eucharist, Sunday Said and Sung Eucharists, an ever-growing Family Service and quarterly reflective services of Compline and Benediction. In addition to Fr Damian and myself preaching throughout we have also been blessed to have the word of Scripture broken open for us by our Occasional Preacher, Andrew Falconer. The attendance for our various Advent and Christmas services was extremely good and we look forward to serving these people during the coming year of 2019. So, to our dedicated group of altar servers, our choir and musicians, and all the congregation who faithfully give St Mary's her tangible spiritual heart - thank you.

Fr Gerard Mee

BREXIT PRAYER:

God of hope, in these times of change, unite our nation and guide our leaders with your wisdom. Give us courage to overcome our fears and help us to build a future in which all may prosper and share; through Jesus Christ our Lord. Amen.



Thy Kingdom Come! Day of Prayer Saturday 8th June.

Put this date in your diary now and help us pray from growth and renewal!

Music Secretary's Report 2018

The choir has sung at least once a month at the 10am Eucharist on Sunday and at various other festivals throughout the year, and practiced on the previous Thursday evenings when possible. No new members have joined this year although two people showed initial interest. Requests from Runnymede Deanery to support local church choirs are passed on to the choir. We have sung at one wedding this year and supported The Rose & Crown pub's charity evening at Christmas. The choir folders produced last year have been kept up to date and have proved successful, saving considerable time at the beginning of each service. Folders of hymns, carols and anthems performed have also been produced to reduce the amount of copying required in the future. On Sundays, when there is no choir, the music is provided by the organist and cantor or with pianist and iPod. New members would be made very welcome.

Jill Collinson

Social and Fundraising Team Report 2018

Our "A" team continues to organise fundraising activities. In March 2018 we held a Quiz Night and raised well over £700. In May we were again represented at the Magna Carta Fayre and came home with nearly £500 profit. It was a fun day with good community spirit. Then followed the Sound of Music Experience which had a poor attendance but those who did come had a very joyful and fun time. The open sandwiches and cakes were amazing as was the evening goulash and quite a few people made the effort to dress up. We still managed to make a small profit. We had a wonderful day for our Summer Fayre, the temperature was just right. The Egham Band came first thing which we thoroughly enjoyed. The stalls all did well and Lisa did a great job organising the children's corner, which kept people at the Fayre longer with their families. We made a good profit but there was a lot of work behind the scenes. The Barn Dance in October went well although numbers were down on last year. Despite this there were several willing dancers which made it worthwhile and Susi Thornton as Caller did an amazing job. We still made a profit of over £500. The Winter Wonderland was again a success, especially coupled with the Christingle Service, but we found the majority of people came before the Service. In all we have raised well over £5,000 for the year, PLUS we have had two Grand Draws in the last year – next time we will adopt a better strategy for ticket returns. These produced good revenue although the Christmas Draw was not quite so lucrative. In all we are a good team of friends and work well together.

Jenny Bright

STOP PRESS! **Summer Fair** Saturday 22nd June, part of a weekend of invitation to St Mary's! What could you do to help and who could you invite? We will also launch the new *Children's Church Trail* that day... *put the date in your diary now!*

Stewardship Committee Report 2018

The Stewardship Committee has met with the Diocesan Stewardship Adviser to look at best practice across the Diocese. The Committee has identified the need to

increase revenue through Planned Giving and source additional revenue streams from legacies and those interested in heritage. The level of planned giving at St Mary's is amongst the lowest in the Diocese, with lower socio-economic parishes receiving proportionally higher amounts. The Committee is interested in additional income sources that would off-set existing costs. We commissioned a set of infographics to illustrate the breadth of activity and community engagement with St Mary's, and our income and expenditure. The Committee undertook research into Parish Share systems across the Church of England and drafted a paper to challenge the Diocese to diversify its own revenue streams.

Andrew Falconer

GDPR & Archival Team Report 2018

In preparation for new data protection legislation introduced in April 2018, the way we approach data was changed and streamlined and a new policy adopted. In addition our PCC established a GDPR working group, which set about the task of going through decades of paperwork and cataloguing PCC minutes, accounts and all sorts of other very interesting information and paperwork while ensuring our compliance with the new Europe-wide data protection legislation. Initially we thought this would only take a couple of sessions but soon discovered boxes, files and cabinets full of papers stretching back to the 1960s and beyond. The group meets monthly and has evolved into an archives team, preparing a set of new binders with catalogued documents spanning nearly 50 years of Church life and activity. These will be stored above the door of the Choir Vestry. GDPR sensitive documents such as baptism, funeral, wedding and safeguarding files are kept under lock and key in the newly re-located red filing cabinet, again in the Choir Vestry. A very heartfelt thank you to all those who have taken part and given hours of time to this work, most especially Petra Hudson, Jill Collinson, Joan Gruncell and Margaret Roberts. At the end of the process spare old folders, binders and other stationery will be made available for anyone interested. To read our GDPR action plan please visit <https://www.stmaryschurchthorpe.co.uk/copy-of-safeguarding> and click on the link: Data Protection GDRP Action Plan.

Fr Damian Miles

Thorpe Church of England Primary School Report 2018

We are now entering our third year of being an all through Primary School. Our children join us from 17 different nurseries. Our Reception Teachers offer a robust induction programme. Our children go on to various different Secondary Schools including The Magna Carta School, Sir William Perkins's, Gordon's, Tiffin's Grammar School, Jubilee High and Chertsey High School. All new children settle well into our school. This year we have taken part in several extra-curricular activities: District Sports, Hockey Tournament, Surrey Arts Festival, Voice in a Million Concert at Wembley and NRLP (North Runnymede Learning Partnership) Football Tournament, as well as our residential trips in Year 6 to Liddington and in Year 4 to Hindleap Warren. We have close links with Chertsey Museum and Haslemere Museum and are well supported with our broad and balanced

curriculum.

Children at our school are very motivated to learn and follow the Golden Rules and our 'Steps to Success' Behaviour Policy. All children, staff and visitors ensure our motto "*Faith, Love and Excellence*" and our six values permeate all that we do. Our values start in the Autumn Term with 'Respect', then 'Kindness', 'Honesty', 'Responsibility', 'Trust' and, in the last half term of the year, 'Resilience'.

Children are keen to join in with prayers during the day. Many write beautiful prayers to share at collective worship and with each other. We work very closely with Fr Damian who leads Collective Worship every Tuesday. He has also initiated a faith-based after school club 'Faith & Fun' at our school. Prayers from Thorpe are also shared with St Mary's congregation. We work closely with The Grace partnership of schools: St Jude's, Christ Church Infants, Lyne & Longcross, and Englefield Green to share school improvement opportunities. Our Worship Committee meet with our partner schools and plan Collective Worship. We share the prayer; "May God keep us all in his care, may He watch over those who we love, and those who love us, this day and always, Amen." We say this prayer as a whole school whenever we meet.

The Diocese is a very good resource for our school, offering us guidance with RE as well as academic and pastoral support across our partnership of schools.

What we're working on:

- Attendance, especially for disadvantaged children
- Getting more children to the higher ability standards

Successes:

- Excellent Phonics and KS1 results in Reading, Writing and Maths
- Excellent Behaviour Outcomes for our 2018 KS2 (60% special needs and only 13 children. These children made expected progress from their starting points.)
- Dedicated Aspirational Governors and Leaders
- Dedicated stable staff who are committed to our Christian Ethos
- Fantastic CPD (Continuing Professional Development)
- Promoting excellence in Maths through taking part in the SJB Maths project
- Excellent links with The Magna Carta School & Chertsey High School
- Quality Pre-School Care
- Quality After-School Care

If you would like to have a look around your lovely local church primary school, please feel free to call the office (01932 562329) to arrange a time.

Mrs Helen Southgate, Headteacher
Faith, Love and Excellence



God's Kingdom in our School
Faith – Love – Excellence

Part 2

The Parochial Church Council of the Ecclesiastical

Parish of St Mary, Thorpe – Charity No: 5116755

Annual Report & Statements for the Year Ended 31 December 2018

On Sunday 7th June 2015, the Right Reverend Andrew Watson, Bishop of Guildford, led a service of Institution and Induction at which The Very Reverend Paul Bryer, Archdeacon of Dorking, made Father Damian Stewart Miles BTh the Vicar of Thorpe under 'Common Tenure' – with the agreement of our Parish Patrons Keble College Oxford. This was following a period of five years when the 'Living' was suspended under the pastoral measure. From 31 January 2011, all appointments are made under 'Common Tenure' and the 'Living' has ceased to exist. Father Damian's appointment as Vicar of Thorpe is under Common Tenure and is not time-limited.

Review of the Year

Please refer to the Vicar's and PCC Secretary's reports.

The Parochial Church Council and Responsibilities

St Mary's Parochial Church Council (PCC) has the responsibility of co-operating with and assisting the Vicar in promoting, in the ecclesiastical parish, the whole mission to which Christ Jesus calls his Church; worship, pastoral care, evangelistic outreach, fellowship as well as engaging fully within our local Deanery of Runnymede. Our PCC has responsibility for the fabric of St Mary's Historic Medieval Church, the Rutherwyke Room with Wallace Room (Parish Office) and closed churchyard surrounding the church buildings (including the Leigh Bennett Enclosure, and the southern end of Church Approach including the Lych Gate, flowerbed and entrance to the Vicarage in Church Approach). By agreement St Mary's PCC maintains the Vicarage front garden for use as a church car park. This land remains the property of the Diocesan Parsonage Board and the agreement allows for car parking on the red gravel area only (approximately 13 spaces). The red surfaced driveway must always be kept clear for emergency vehicles and access to the Vicarage.

Governance

Churchwardens are elected at the Vestry Meeting (meeting of parishioners) and serve for a period of no longer than six years. They are then disqualified from being churchwardens for the next two years, after which they are free to stand for another term of six years. In 2008 the APCM voted to allow an extension of up to two years' service before disqualification under the rules.

Members of the PCC are either elected by the Annual Parochial Church Meeting (APCM) or ex officio in accordance with the Church Representation Rules. Up to

2018 elected members have served on a three-year term for up to two terms, before being disqualified for a year, as agreed by a previous APCM. This was reviewed at our 2018 APCM and a motion carried for a change to block elections for the PCC annually. This takes effect from our 2019 APCM and all those intending to stand for the PCC will need to complete an application form and be proposed and seconded in the customary way. Additional members may be co-opted at the PCC's discretion for a specific purpose, up to two at any one time. (Church Representation Rules 46A and 46B) A person shall be disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council, a district church council or any synod under these rules if the person:

- is disqualified from being a charity trustee under section 72(1) of the Charities Act 1993 and the disqualification is not for the time being subject to a waiver by the Charity Commissioners;
- is included in a barred list (within the meaning of the Safeguarding Vulnerable Groups Act 2006);
- has been convicted of an offence mentioned in Schedule 1 to the Children and Young Persons Act 1933 (unless the person's disqualification under this sub-section has been waived in writing by the bishop of the diocese in question);
- has been so disqualified from holding office under section 10(6) of the Incumbents (Vacation of Benefices) Measure [1997].

A person is disqualified from being a charity trustee under the Charities Act if they have been convicted of an offence involving deception or dishonesty (unless any such conviction is legally regarded as spent), if they are an undischarged bankrupt, have made compositions or arrangements with any creditors from which they have not been discharged or have been removed from serving as a charity trustee, or been stopped from acting in a management position within a charity.

Parish Share 2019 – 2023

Following negotiations with representatives from the Diocese of Guildford a new Parish Share calculation for Thorpe has been proposed which will see an increase in our contribution of 40% phased over five years. In 2019 we are asked to contribute £50,121. This **increases** annually to:

2020 = £54,439, 2021 = £58,769, 2022 = £63,281 and 2023 = £67,982.

This new calculation is made up of two component parts: 'Ministry Costs' at £56,300 includes the stipend for a full-time Vicar (£27,000), pension liabilities, housing, training (including curates), historic pension liabilities etc. 'Shared Costs' are then calculated on the top, and these include money for mission and the National Church, church schools, diocesan costs and much more besides. As our share contribution rises annually we will not only pay the full ministry cost but begin to pay the shared costs component, which had previously been subsidised by other churches.

Stewardship Campaign 2019

We start by recognising the contribution that many people already make towards the ongoing life and ministry of Thorpe Parish. Thank you. Considering the challenge above of increases to our Parish Share contribution (and rises in other bills such as utilities) St Mary's has run a stewardship campaign to help improve our financial position now we are in the new parish share system. Led by Andrew Falconer, the Stewardship Committee seeks an increase in regular and planned giving by all members of St Mary's Church Electoral Roll. During 2018 we saw a very positive 33% increase in income from standing orders. However, it should be noted that, in comparison with the average parish in the Diocese of Guildford, our level of financial giving per household has been historically much lower than other churches. In Runnymede Deanery this difference is quite marked. In 2016 the average giving per household worshipping weekly at St Mary's Church was £7.76. This compares to a Runnymede Deanery average giving of £24.74 per household. More than that, the £7.76 is the lowest rate of giving of any church in our deanery. By contrast, Thorpe is the 87th least deprived Parish in the Diocese of Guildford out of more than 160. Because our giving levels have been much lower than other churches the Diocese have asked that we work at improving our number of families that 'plan their giving' to support our ongoing ministry and therefore cover costs associated with being a Missional Church in the 21st century.

Therefore, in order that we can meet our new parish share request we will each need to look again at the amount of our giving and raise our financial contributions per household in support of St Mary's. Utilising our charitable status, each household is asked to explore work-based schemes that support charitable giving and seek to utilise every possible option for Gift Aid. The Stewardship Committee will also be developing new resources encouraging us to make provision for a future legacy to support St Mary's Church in our wills. From now on our PCC will prioritise paying the Parish Share (direct debit every month of £4,176.75 – 2019 figure) over other potential expenses as there is a missional desire to retain a full-time ministry post well into the future and continue as a training parish (and have a further training curate post). This means more money being spent on keeping a full-time Vicar and less on church fabric and other projects, with more grant possibilities being sought in order that we can keep on top of our obligations towards our historic medieval building. After our APCM 2019 a challenging budget will need to be set for 2019/20 and PCC trustees will need to reflect prayerfully upon all financial decisions and costs incurred.

Church Attendance

St Mary's Thorpe Electoral Roll stood at 142 at 31st December although this number will fall with a full revision due in 2019. The average Sunday attendance at worship (8am and 10am) during 2018 was 63 adults and 15 children – the same overall average as 2017 and 2016 before that. The average attendance at the Sunday 8am Eucharist increased to seven adults while the 10am Parish Eucharist attendance has remained around 48 adults and the fortnightly Family Service attendance 21 adults and 13 children. As expected, the number of weddings fell by

nearly half. There was a decrease in the number of baptisms and a slight decrease in the number of funerals conducted in church with the number of stand-alone cremation services and graveside ceremonies increasing. To help with comparison, the last five years' attendance figures have been included. These demonstrate several years of growth up to 2016 followed by a more challenging 2017/18 in which several of our regular congregation died or moved away to pastures new. Easter 2018 was on a par with the previous year with a very large number present for the Family Service (with Easter egg hunt being a big draw). Christmas attendance was also about the same. However, communicants were down slightly in number year-on-year.

Mothering Sunday and Harvest Festivals both saw an uplift in attendance, helped by holding a Family Service on these occasions. Attendance throughout September and early October improved compared with 2017 and built towards Advent and Christmas seasons. More people attended Carol Services during Advent than in previous years.

ST MARY'S PARISH CHURCH STATISTICS FOR MISSION 2014 – 2018

(S)=Christmas Eve/Day includes a Sunday

	2014	2015	2016	2017	2018
Mothering Sunday	83	205	194	77	97
Easter Day	214	222	183	259	257
Harvest	116	104	86	84	106
Advent Carol Services <i>(new from 2017)</i>				916	1133
Christmas Eve/Day	659	661	697(S)	638	639
<i>Occasional Offices:</i>					
Funerals (Crematorium)	10	6	10	9	10
(In Church)	10	9	11	11	9
Burial of Ashes	2	2	4	5	3
Baptisms	24	26	17	22	17
Weddings	12	10	9	10	6
Wedding Blessings	1	0	2	0	0
Wedding Banns Only	1	3	4	2	2

National Church Decline

According to the British Attitudes Survey (September 2018), the number of people in society who describe themselves as part of the Church of England has more than halved since 2002, from 31% to 14%. This is a worrying statistic and should give us cause for concern with the number who attend regular Sunday worship thought to be far lower. Anecdotally we have seen more people connected to St Mary's but less regular commitment to worship on a weekly basis. Nationally, the decline in attendance among 45 – 54 year olds is most acute and again reflects the challenge we have in meeting this age group and their spiritual needs. The national average decline in Church of England attendance is said to be around 2% and St

Mary's Church managed overall to come out level. We were one of a handful of churches in the Diocese of Guildford which showed up as growing consistently over a three-year period to October 2016. Our numbers then fell (directly attributable to a number of parishioners dying or moving away) and since then we have remained relatively stable with encouraging signs towards the end of 2018 and into 2019 of a new period of growth in Sunday attendances. Weekday worship has continued to remain strong. We should view the rise in our Electoral Roll to over 140 for the first time in decades with caution! Due to the complete revision of the roll in 2019, which happens every 6 years it is likely this will drop to around 110.

Considering the national challenge, we must not be complacent. We need to do more to encourage committed faith and disciple regular worshippers in view of the continuing and challenging change in wider society. Our parish vision post 20:20 must prioritise our missional activity with FAITH at the heart of all we are about and the proclamation of the Gospel in a changing world and context. Whilst we all know that increasing the number of worshippers is not the sole aim of leading a healthy church community, it is still a measure that something is going well, especially given the national backdrop of decline. We have a lot to give thanks for at St Mary's Church but also much more work to do. To have remained level this year with some modest growth, against all the odds, is a real achievement. Let us all pray for continued growth during 2019 as we seek to offer a new invitation to people within and beyond Thorpe to worship with us at St Mary's and discover the living God who longs to touch their lives with deep faith and his real presence.

Gift Aid

As a charity this is very important in meeting the costs of ministry and the maintenance of our historic medieval church here in Thorpe. We ask every member of the church family who can do so, to complete and sign an annual Gift Aid declaration. Thank you for your help and support.

GDPR & Privacy Policy

Your privacy is very important to Thorpe PCC and we are committed to keeping your information and data secure and safe. Visit our website to read our Privacy Notice: <https://www.stmaryschurchthorpe.co.uk/copy-of-safeguarding>



In Memoriam – Rose Emily Freeman, R.I.P.

It was with great sadness that during 2018 we lost our longest serving member of the Thorpe congregation:
Rose Emily Freeman.

In celebration of her life, and that of her late husband Eric (long time Lay Reader at St Mary's), her family has commissioned an oak bench to be installed in the Leigh Bennett Enclosure, where their remains are buried side by side. The PCC hope this work will be completed by September 2019. *Rest in peace, dear Rose.*

St Mary's Church, Thorpe

Financial Statements for the Year Ended 31 December 2018

General Receipts & Payments

Receipts	2018 £	2017 £
<i>Regular Giving</i>		
Planned giving	25,874	20,201
Collections and other giving (non-gift aid)	3,579	3,454
Collections and other giving (gift aid)	14,228	13,281
	43,680	36,935
<i>Other Voluntary Receipts</i>		
Donations/In Memorium	3,220	5,610
Charities	1,086	359
Wall boxes & Candles	337	365
	4,644	6,333
<i>Receipts from Fund-generating Activities</i>		
Fund-raising Events & Activities	23,911	12,866
Hire of Church and Rutherwyke Room	7,273	7,782
	31,183	20,648

Receipts from Church Activities

Fees (Banns, Weddings, Funerals)	12,041	14,482
Refreshments	1,955	1,947
Noah's Ark	704	559
Flowers	155	240
Books	91	-
Sundry (Stall, Cards, Gift etc.)	4,427	3,312
	19,373	20,540

Receipts from Investments

CBF Dividends	447	437
	447	437

Other Income

Works Account (inter acc transfers)	33,912	26,982
Education Account (inter acc transfers)	1,403	
Tax reclaims (2017 GA & VAT on Works)	10,120	11,634
	45,435	38,616

Total Receipts

144,762	123,509
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Payments

2018	2017
£	£

Church Activities

Diocesan parish share	50,392	40,000
Parish Costs (Expenses, Travel, tel)	1,898	2,693
Organists	3,270	2,190
Cost of services	4,330	2,071
	59,890	46,954

<i>Maintenance</i>			
	Facilities maint.		
	Cleaning, Fees etc	43,687	32,704
		43,687	32,704
<i>Church running expenses</i>			
	Insurance	2,582	1,440
	Gas, Electricity, Water	3,789	3,789
		6,371	5,229
<i>Administration</i>			
	Admin, computer & office supplies	5,791	1,727
	Postage	20	12
		5,812	1,739
<i>Other Costs</i>			
	Books	143	121
	Music & Subscriptions	207	258
	Charities	1,221	75
	Parish Fees to Diocese	7,231	3,371
	Events & Fund- raising costs	2,783	2,278
	Refreshments	378	373
	Marketing	1,371	1,635
	Flowers	428	583
	Sundry payments (training, misc)	3,903	3,373
	Fixed assets	359	6,166
		18,023	18,233
<i>Fund Transfers</i>			
	Transfer to Works Acc	15,446	13,131
	Transfer to Education Acc	33	-
		15,480	13,131
Total Payments		149,262	117,991

Balance (Income less Expenditure)	(4,500)	5,519
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Statement of Assets and Liabilities	2018	2017
	£	£

Cash Funds

at 31 Dec 2018	Bank: Current Account	1	21,932	26,432
	Bank: Business Reserve Account: Education	2	40,773	42,092
	Bank: Business Saver: Works	3	2,536	20,950

Investment Assets

	CBF: Thorpe St. Mary PCC - value of 822 shares at 31 Dec 2018	4	13,274	13,476
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78,516	102,951
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Other Monetary Assets

	Estimated refund for 2018 GA donations	5	10,493	7,676
			10,493	7,676

Breakdown of Cash Funds

	Unrestricted (1+4+5)	45,699	47,584
	Restricted (2+3)	43,309	63,042
		89,009	110,627

Approved by the PCC on Monday 18th March 2019
and signed on their behalf by:



Mr. Andrew West
Treasurer



Fr Damian Miles
Vicar

Independent Examiner's Report to the PCC of St Mary's Church, Thorpe

I report on the accounts of the PCC of St Mary's Church, Thorpe for the year ended 31 December 2018.

Respective Responsibilities of Trustees and Examiner

The PCC is responsible for the preparation of the accounts. The PCC considers 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 Commission under section 145(5)(b) of the 2011 Act; and
- 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 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 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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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: Alan Alderson Date: 19 February 2019

Address: 5 Mead Close, Egham, Surrey TW20 8JA



Part 3 Appendix Section

Sunday Worship at St Mary's

8am Said Eucharist

10am Sung Parish Eucharist

First, third & fifth Sunday monthly: 11:30am Family Service

Fourth Sunday monthly: 12noon Baptism Service

Faith & Fun (Sunday School & Junior Church)

Second & fourth Sunday of term time *during the 10am Sung Parish Eucharist*

Weekdays

Morning Prayer: Monday – Wednesday at 8:30am; Thursday at 8am

Wednesday 10:30am Said Eucharist

Thursday 7:30pm Said Eucharist

Noah's Ark Toddlers & Pre-School Children

Thursday mornings of term time 9:30am – 11:30am

Faith & Fun (Monday After School Club at Thorpe Primary)

Mondays during term time. *Applications to School Office at the end of the preceding term – places limited to 16 children.*

St Mary's Church Choir

sings at 10am one Sunday of the month and selected special occasions.

Rehearsals are arranged monthly, usually prior to the Sunday along with an hour prior to the service. All singers welcome!

Parish Office & Viewing the Church

The Church and Parish Office are usually open on

Wednesdays from 11am – 4pm and Thursdays from 6 - 7:30pm.

Coffee Stop! St Mary's Church is open on **Saturdays** from **10am – 12:30pm** offering Crafts Sessions (third Saturday of the month) and refreshments including home-made cake in the Rutherwyke Room.

*Help with refreshments and watching the church appreciated
- please sign up in the Rutherwyke Room.*

Visit our Parish Website for more information:

www.stmaryschurchthorpe.co.uk

St Mary's Church, Thorpe - 2018

