

THE PARISH CHURCH OF ST MARY
SHORTLANDS, KENT

ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PARISH CHURCH COUNCIL
for the year ended 31st December 2018

Incumbent: Vacant

Churchwardens: Mr Adolph Williams
Mrs Sarah Leoneard

Secretary: Mrs Stephanie Maurel

Treasurer: Mr T M Dawson

Independent Examiner: Dr J P Hemsley



The Parish of St Mary, Shortlands

Trustees' Annual Report (TAR)

2018 Report and Accounts for the Parochial Church Council of St Mary's Church, Shortlands

Aim and purposes

St Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the Ministry Team in the absence of an incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and halls of St Mary's, Shortlands.

Objectives and activities

The PCC endeavours to bring the love of God into the everyday lives of the people of Shortlands. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

The PCC has met regularly during the year to consider the running of St Mary's church. We have looked at the routine running and maintenance of the church, safeguarding and have spent much time considering redevelopment of the halls. We have had two additional meetings where we began to look at how we function as a church. Committees which report regularly to the PCC are children and youth (CANDY), Pre-School, Mission beyond the parish, Stewardship and twinning. The PCC also receives reports from Deanery Synod, Welcare in Bromley and Churches Together in Beckenham (CTIB).

Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, consideration has been given the Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish and members of the congregation.
- Mission and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of St Mary and the Church Halls. To further this we are looking at the redevelopment of the halls and have appointed a steering group with several sub groups.

Achievements and performance



The Parish of St Mary, Shortlands

Ministry

Rev Morag and Rev Richard's last Sunday morning service at St Mary's was on 15th April 2018. A number of the congregation, including several members of the PCC attended Rev Richard's installation as vicar at St Margaret's Leiston, Suffolk and we wish them well in the next stage of their ministry. After an interregnum of nearly a year, the appointment of Rev Gary Best as the next vicar of St Mary's has been approved by Bishop James. Rev Gary's collation will be on 27th April 2019 and we are delighted to be welcoming him and his family to Shortlands.

The PCC and ministry team were very clear that the interregnum should not be seen as a time of standing still, but rather a time for healing, reconciliation and spiritual growth. During the Interregnum, the ministry team (Licensed Lay Ministers, Readers and Pastoral Assistants) started meeting as a team and have been working together with the wardens and the PCC to support the church family at St Mary's and communicate the love of God to each other and the Shortlands community. We have also been very grateful for all the service so many other people have given to keep the worship and other regular activities going during the interregnum.

Activities have included:

- Monthly "prayer space" sessions led by the Ministry team;
- Discussions in the PCC on the need for healing within our church community following on from the difficulties that had been experienced in recent years. Having investigated options, the PCC voted overwhelmingly to appoint a Christian organisation called Bridge Builders to work with the PCC. This work is ongoing, and the initial work is being funded by the diocese, with any follow-on work being funded by members of the PCC;
- Work by the PCC and Ministry team on rebuilding our Church community and being open to spiritual renewal. In January, the Ministry team led a session with the PCC looking at aspects of spiritual renewal and agreed initial activities, starting in Lent, involving the congregation and potentially the wider community;

Continued work on progressing the "Future Generations Project," exploring the potential options for the development of our buildings to support our mission; In all of this we acknowledged that change and renewal come from the Holy Spirit, from God, and asked for continuing prayer for all of us and for each other as we moved forward in this next stage of our church life together.

Worship and prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, 8.00am Communion alternates between Common Worship & BCP. In addition to our 10.30am Sunday and 10.00am Wednesday services, services take place on major feast days eg: Ash Wednesday, Maundy Thursday, Good Friday and Ascension Day. Whilst most evening services are led by the choir, we also have some contemporary evening worship led by the music group. Weekly services also take place at Durham House.

All are welcome to attend our regular services. At the last APCM there were 241 members on the Church Electoral Roll, 119 of whom were not resident within the parish. During the remainder of the



The Parish of St Mary, Shortlands

year 8 names were added and 11 removed due to moves away from the area and deaths. The average weekly attendance, counted during October, was 114 adults and 23 children, but this number increased at festivals. The crib service once again proved popular. On Remembrance Sunday we dedicated 'Tommy' in the Church grounds as part of our act of remembrance.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing, and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have celebrated 5 baptisms and 1 wedding; St Mary's clergy and readers were involved in 10 funerals and memorial services in church and at the various crematoria.

Deanery Synod

Four members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church. The PCC has looked at the questions posed to parishes in the deanery about mission.

The Church and halls

Our church is open to our community for private prayer until 1pm during the week and at other times by arrangement.

The church and halls have undergone regular routine maintenance. The most important work carried out in 2018 was the repair of the leaking heating system pipes. Work following the schedule produced following the Quinquennial Report has been undertaken.

The hall, choir vestry and Friends room are well used, both by church groups and the wider community. Regular church groups using the rooms in Church House include the mobility group, craft and chatter and the toddlers' groups. Pre-school meets in the hall week mornings during term time.

Pastoral care

Some members of our congregation are unable to attend church due to illness or infirmity. The pastoral team have visited all church members who have requested it and taken communion where appropriate either at their homes or in hospital.

Mission and evangelism

Helping those in need is a demonstration of our faith. The Mission beyond the Parish has highlighted some interesting charities locally, nationally and internationally. We had speakers from some at our 10.30am services. Money donated at coffee is distributed to our 12 chosen charities along with £275 from our giving. Nominations are asked for annually.



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We continue to support Welcare in Bromley, both with a regular financial contribution and with gifts from our toy service. Our harvest gifts this year were donated to Bromley and Croydon Women's Aid (BCWA).

SPAN is distributed 11 times a year to all homes in the parish and copies for non-residents are available at the church and halls. This keeps our parishioners informed of the important matters affecting our Church and community as well as articles about our faith.

Ecumenical relationships

The church is a member of Churches Together in Beckenham and we have two parish representatives who attend the meetings. We have supported a number of events - St Mary's hosted the Christian Aid Week service, we assisted with carol singing at Waitrose and some attended worship at the picnic on the green.

Twin Parish

St Mary's welcomed members of our twin parish from France - St. Francis of Assisi in Douai in May 2018. The visit included a trip to Lullingstone on the Saturday where the visitors centre offered the use of their Orchid Room for lunch and afternoon tea. Many people walked along the river up to Lullingstone Castle and World Garden. Parishioners offered home hospitality "cluster" dinners in groups, and a pool BBQ for the younger members of both parishes. Prayers were written over dinner for the Sunday service and everyone enjoyed a communal lunch the next day.

Financial review

Unrestricted income for the year was £191,087 (£189,086 in 2017). Pledge income has fallen by £8,000 during the year. This was fortunately offset by a bequest of £10,000 from a previous member of the congregation. However, the decline in pledge income is a source for concern. Total unrestricted costs were £180,977 (£181,070 in 2017). There has been little change to the cost base since last year except for repairs. A leak developed in one of the Church heating pipes during the winter. This necessitated the use of a temporary heating solution for the Hall while repairs were carried out. These have been completed and the heating system is now working. Fortunately, these repairs were paid for by donations from the congregation. We also spent £10,376 (2017 £7,354) on our "Future Generations Project", investigating how we might redevelop the Church hall complex.

Reserves policy

Our reserves policy is to maintain unrestricted reserves equivalent to six months normal expenditure (£90,000) and compares with the actual unrestrictive reserves held of £70,000. This reserve is invested in a CCLA fund and shown as investments on the balance sheet. It is also our policy that restricted liabilities are matched with deposits held at the Diocese or as bank deposits.



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Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. The time and effort put in by so many is greatly appreciated. In particular we want to mention our churchwardens, Mr Williams and Mrs Leonard, who have worked so tirelessly on our behalf and Mr Dawson and Mr Hogg who have helped us all to understand the church's accounts and its finances.

The Choir and Music Group

St. Mary's Shortlands has a long choral tradition, which has been sustained throughout the years and is affiliated to the Royal School of Church Music. Our Director of Music, Canon Claire Tillotson, together with her Assistant Organist, Daniel Beach, lead a strong four-part choir of thirty plus singers. The choir leads the music for the 10.30 a.m. service every week and sings Choral Evensong on the third Sunday of each month. The choir also has strong links with the Charity ABCD (Action around Bethlehem for Children with Disabilities) and sang for their Annual Carol Service in London again in 2018. For the last week in July this year the choir were resident in Exeter Cathedral.

As well as playing at some of the main morning services, the music group has led informal evening worship and other services, such as Songs of Praise, on several occasions during the year. It has also provided the music for events organised by Churches Together in Beckenham. The music group has involved the whole congregation in services built around personal choices of music, hymns and prayers

Structure, governance and management

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.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), associate vicars, churchwardens (2), deanery synod reps (4) and members elected (14) by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year for regular meetings. We had two facilitated meetings. The standing and finance committee has power to transact the business of the PCC between the meetings subject to any directions given by the PCC. Other committees (Children and Youth - CANDY, pre-school, mission beyond the parish, stewardship, twinning and site development) report back to the PCC regularly.



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The Friends of St Mary's is a separate charity which supports the church in practical ways, raising funds through subscriptions from members and fund-raising social events.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Administrative information

St Mary's Church is situated in Shortlands. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Parish Office, Church House, 39 Kingswood Road, Bromley, BR2 0HG. Registered charity number 1130802.

PCC members who have served at any time from 1 January 2018 until the date this report was approved are:

Ex Officio members:

Incumbent:	The Reverend Morag Finch (Chair) (until June 2018)
Associate Vicars:	The Reverend Richard Finch (until June 2018)
Wardens:	Mr Adolph Williams
	Mrs Coreen Corbin (until May 2018)
	Mrs Sarah Leonard (from May 2018)

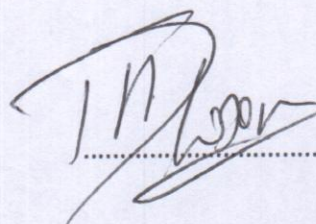
Elected members:

Mrs Sally Aldred
Mrs Jan Boam, representative on Deanery Synod
Mrs Kate Buchanan, representative on Deanery Synod
Mrs Pat Chase
Mrs Kay Coleman
Mr Tim Dawson (Treasurer)
Mrs Suzie Evans
Mrs Julie Fox
Professor Mark Fox
Mrs Annette German (until May 2018)
Mr Robin Hogg (Assistant Treasurer)
Mrs Ann-Marie Jefferys, representative on Deanery Synod
Dr David Jefferys
Mrs Stephanie Maurel (from May 2018)
Mr Keith Mills
Mrs Marian Parr
Miss Judy Rambridge (until May 2018)
Mrs Glo Sherman (from September 2018), representative on Deanery Synod
Ms Heather Wills
Mr Tony Wright-Jones



The Parish of St Mary, Shortlands

Approved by the PCC on 13th March 2019 and signed on their behalf by Mr. Tim Dawson (PCC Acting Chairman).


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**Independent Examiner's Report
to the St Mary's Shortlands Parochial Church Council**

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I report on the accounts of the Church for the year ended 31st December 2018, which are set out in pages 1 to 13.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of Independent Examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commission. The examination includes a review of the accounting records kept by the Church and a comparison of the accounts presented with those records. It also includes considering 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 give a "true and fair view" and the report is limited to those matters set out in the statement below.

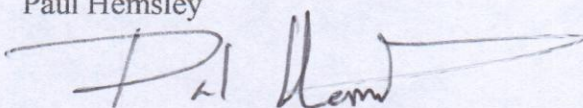
Independent examiner's statement

Since the gross income for the year exceeds the amount provided in section 145 (1) of the Act, I confirm that I am qualified to act as an independent examiner under the provisions of that section of the Act.

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
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the 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.

Paul Hemsley



Date

4 / 4 / 19

Address: 63 Elwill Way
Beckenham
Kent