

The Parish Church of Saint Lawrence, Hatfield:

Registered Charity No. 1127942

Secretary's Report

The Church of Saint Lawrence is situated in the town of HATFIELD in the Ecclesiastical Parish of HATFIELD in SOUTH YORKSHIRE and is in the Deanery of Snaith and Hatfield. The situation of the Church is on Cuckoo Lane, Hatfield, Doncaster, DN7 6RX. The correspondence address is The Parish Office, 3 Vicarage Close, Hatfield, Doncaster, DN7 6HN.

The following people were members of the PCC during the year April 2018 - 2019 and, as such, were therefore Trustees of the PCC:

Rev Liz Turner-Loisel	ex-officio	Priest-in-Charge
Rev Joyce Barker	co-opted	Treasurer and Giving Secretary
Mrs Viv Stubbs	ex-officio	Church Warden + Reader
Mrs Vera Owen	ex-officio	Church Warden, Safeguarding Officer + Lay Chair
Mrs Beryl Adamson	ex-officio	Reader
Mrs Gill Salter	ex-officio	Reader + Deanery Synod (2017 - 2020)
Mrs Chrissy Grindle	ex-officio	Deanery Synod (2017 - 2020) + Minutes Secretary
Mrs Carol Rashid	ex-officio	Reader + Diocesan Synod (2015 – 2018)
Mrs Janet Alick	ex-officio	Reader

Elected lay representatives

Term of office ends 2019

Mrs Julia Halls	Secretary + Electoral Roll Officer
Mrs Anne Render	Assistant Treasurer
Mrs Pauline Sophianou	Assistant Warden
Mrs Dianne Fox	

Term of office ends 2020

Mrs Susan Spencer
Mrs Amanda Marks
Mr Stephen Rivers

Term of office ends 2021

Mr Colin Grimsey	Assistant Warden
Mr Daniel Newton	
Mr Terry Raper	Buildings Officer
Mrs Rosh Milner	

The PCC (Powers) Measure 1956 states that the PCC “... is to co-operate with the Minister in promoting, in the parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical.” The PCC seeks to do this to the best of its ability.

This is achieved through various sub - committees, ministry teams and fundraising groups:

Standing Committee:

Priest-in-Charge, Assistant Minister, Churchwardens, PCC Secretary, PCC Treasurer, Assistant Treasurer and Deputy Churchwardens, Buildings Officer and Vice Chairman

Fabric Committee:

Buildings Officer, Churchwardens, Brian Adamson, Philippe Turner-Loisel, nominated representatives from Hatfield Church Building Trust (HCBT) and Friends of HCBT
Barn Management is managed by Fabric Committee

Barn Regeneration Steering Group:

Brian Adamson, Terry Raper, Tim Sweed, Revd Liz Turner-Loisel with fundraisers Tina O’Halloran and Vera Owen

Service Leaders Team:

Priest-in-Charge, Assistant Minister, Readers, Worship Leaders and Churchwardens

Children’s Ministry:

Back of church activities
Messy Church
Schools
Safeguarding Officer when appropriate

Pastoral Team:

Priest-in-Charge, Assistant Minister, Readers, Pastoral Workers, Pastoral Visitors, (with ability to co-opt where necessary)

Strawberry Tea:

Vera Owen and other co-opted members

Garden Party:

Maureen Scott, Hilary Dinsdale, Terry Raper and other co-opted members

Harvest Supper:

Vera Owen and other co-opted members

Christmas Fayre:

Hannah Halls, Janet Hoffman, Rosh Milner, Vera Owen and Gill Salter

Review of the Year 2018 - 2019

The PCC met 8 times. Minutes are kept at all meetings and for these our thanks go to Chrissy Grindle, our minutes secretary. Once approved by the PCC at the next meeting, the minutes are available to view in the Parish Office.

The agenda has varied at each meeting and topics discussed have included:

Worship and Mission

- Services and events are regularly reviewed throughout the year with feedback, via PCC members, from the congregation.
- The Diocesan Strategy – the Bishop's draft strategy was discussed at length.
- Mission Partnership Development Worker – we were very disappointed to discover that, after a lot of time and effort spent on our application, funding had been withdrawn.
- Centenary Project Worker – our application for a Centenary Project Worker to work with Children and Families is progressing.

Fabric - on going discussions regarding the maintenance of our church.

- Issues surrounding drainage of water from the church grounds on to Church Walk, the new soakaway and tarmac.
- The appointment of a new architect - an Architect Liaison Steering Group has been set up. Interviews have already begun and we hope to have an appointment soon after Easter.
- Discussions re. heating issues in the church and Barn have continued.
- Please also see the detailed fabric report written by Terry Raper, our Buildings Officer.

Finance

- Revd Joyce, our treasurer and giving director, has continued to work tirelessly this year to give us a very clear picture of our financial position.
- Our Common Fund payment is up to date and we have pledged to increase our payment by 3% in 2019.
- PCC members attended the "Common Fund Roadshow" where financial issues facing the diocese were explained.
- Occasional Offices Fees for 2019 were approved.

Safeguarding

- As trustees of the church, all PCC members have attended Safeguarding Training and have been DBS checked.
- A Safeguarding Statement has been adopted and signed by PCC members.
- Changes needed in order to be GDPR compliant are being made.

Events and Fundraising

- In September a large group attended the Celebration of Lay Ministries at Sheffield Cathedral to see Anne and Anita authorised as Pastoral Workers.
- In September we welcomed school children and their families into church for refreshments on “new school mornings”, a Blessing of Backpacks service and a special service on Education Sunday.
- Events to mark the end of WW1 included displays in church, special services, painted stones to commemorate Hatfield soldiers and a WW1 themed afternoon tea.

Many fundraising events continue to take place throughout the year to raise money for the church and other good causes including:

- Weekly coffee mornings
- Plant Sale
- Garden Party
- Afternoon teas
- Christmas Fayre
- Concerts and many other events

These events do not happen by themselves and, on behalf of the PCC, I would like to thank everyone who works as part of the team that keeps Hatfield Church going.

Julia Halls, PCC Secretary

Training Log 2018-2019

The following training has been undertaken during 2018/19:

- Ordination Training – Mirfield (St Hild)
- Foundations of Ministry course year 2 (Pastoral Work) & Authorisation
- Diocesan Conference – Christ's Ambassadors - living and sharing the resurrection life
- Diocesan Development Day - Renewed - Released - Rejuvenated. What will a generous and flourishing Diocese of Sheffield look like in 2025?
- Bishop's Annual Lecture – Imagining the Good News
- Reader AGM & Ongoing Ministerial Development
- Funeral Ministry
- Taize
- Parish Evangelist Training - Speaking about Jesus, How to share your faith
- Worship4Today Continuing Ministerial Development
- Music in Worship
- Salt and Light Network Day
- Safeguarding Training
 - New PCC Members - Safeguarding C1
 - Safeguarding C2 - Relating to children and vulnerable adults
 - Safeguarding Training for PTO Ministers
 - Safeguarding S3 – Responding to Domestic Abuse
- GDPR Training
- Common Fund Roadshow - PCC Members

Ministry Team

2019 has been an exciting and challenging year for the Ministry Team. To begin with we now have several groups which constitute the ministry team as we want to consider ministry in the broadest sense of the word:

- Service Leaders including Priests, Readers and Worship Leaders
- The Music and Sound Team - Choir, Organ, PA, Guitar and singers
- Children's Ministry team including our wonderful "helpers" as well as organisers and licensed workers.
- Pastoral Team – made up of licensed workers and the many who visit people on a regular basis
- The "Rota Team" – wardens, sidespeople, bible readers, pray-ers, chalice, steps, collection, cleaners.....
- The Refreshments Teams
- The Admin Team
- The Publicity Team
- The Open Church Team
- Foodbank Volunteers
- Foundation Governors
- The Maintenance Team
- The Gardening Team for the Church and Barn
- PCC and its sub groups – BRSG, Fabric,
- Leaders and members of fellowship groups of various kinds
- Those who assist with baptisms, weddings, funerals, schools visits, church tours and history
- And anyone else or any other group I've omitted! Please forgive me!

And, of course, the many people who help with whatever they can, when they can; and the faithful people who pray for us all, which means that we are all engaged in ministry in one way, shape or form!

Our three "now not so new Readers" - Viv, Janet and Carol - have proved to be a wonderful asset to the parish and wider Mission Partnership, and are beginning to carve out their own niches in ministry. However, we have been saddened by the serious and disabling blows to her health which Janet has had to endure and have kept her away from church for long periods of time. We continue to pray for her full recovery. Yet, in spite of her own problems, Janet has continued to provide a valuable and much appreciated listening ear to many, and has been an inspiring and faithful prayer partner for us all.

It was a real joy to see Anne and Anita authorised as Pastoral Workers in September and they will be and already are a valuable part of the pastoral team we are seeking to relaunch. Watch this space!

Until September 2018, Service Leaders at Hatfield continued to willingly and faithfully support 6 churches, 5 of which were in vacancy. I must here pay tribute especially to Revd Joyce, Revd Tony, Beryl and Gill for all the cover and guidance they have provided to these churches until Revd Paul Mellars took over 4 of them in September. Unfortunately Revd Paul's year in post has not been renewed and his last Sunday in the Stainforth and Fishlake benefices will be at the end of April before he moves on to be a Team Vicar in the Diocese of Derby. What happens next is yet unknown!

We were very disappointed to hear that the Mission Partnership Development Worker (MPDW) scheme had ended prematurely and so our successful bid could not be honoured. So instead we turned our sights on having a Centenary Project Worker to take their place in our children and families work. The application is developing well and we will be on time to submit our bid at the end of April. This will enable us to do more schools ministry, as well bridging the gap for children from 10 - 14 and following up baptism contacts.

Our fastest growing service which often has the largest congregation of the month is "Messy Church". We have had up to 45 children at these Sunday sessions + their accompanying adults. We couldn't run Messy Church without the large team of volunteers who get dragged into doing things they never thought they would! Baptism families are invited to Messy Church before their special day and to collect their certificates afterwards and more and more take us up on the offer and some keep coming.

To end on a sad note, we have supported and ministered to the congregation of Dunscroft church as they have wrestled with and now taken the difficult decision to close their church as it is no longer viable financially or numerically in terms of people to run it. For about a year now, members of St Edwin's church have joined services at Hatfield twice a month until the 4th November when the difficulty in repairing a gas leak finally halted all services at Dunscroft. It has been a privilege and a pleasure to see how well the two congregations of Hatfield and Dunscroft have integrated in their worship and fellowship and we hope this new relationship will go from strength to strength. A pastoral scheme is currently being drawn up to unite the parishes of St Edwin's and St Lawrence into a single parish and the keys of Dunscroft church will be handed to the Diocese sometime in April/May.

And so, as together we enter into a new era of ministry, mission and worship in the Parish of Hatfield, we rejoice in God's promise that he will never leave us or forsake us. In these changing and uncertain times in the life of our Diocese, we turn to Jesus who is the Way, the Truth and the Life and to the Holy Spirit for guidance, strength and inspiration as we pray "Bind us together Lord, bind us together, with cords that cannot be broken. Bind us together Lord..... bind us together in love."

Revd Canon Liz Turner-Loisel

Churchwardens

2018/19 was a year of mixed emotions for us as we watched some of our regular congregation become frailer and eventually go to Glory, we draw comfort knowing they watch over us.

I hoped last year that God would send new people to help us move forward with his work. I am truly sorry St Edwin's, I did not in my wildest dreams mean you, but I am so happy that out of your sadness our joy is increased. We are so proud of you for making the transition stoically and look forward to working with you as St Edwin's and St Lawrence together, two Saints must be better than one!!

We are ending the year on a positive note, after years of having no interest from our architect we have finally moved on and are actually seeking a new one. Rosh Milner is heading our little search group and we are hugely pleased with the response so far. I know the right person is being nudged (just as Viv and I were) to come to Hatfield and help us look after our wonderful building.

Speaking of nudges .. are you thinking of joining our team?, Pauline Sophianou is stepping down, Daniel Newton and Colin Grimsey have changed employment and find it more difficult to commit to regular Sundays, so we need some help. Viv and I will support our new helpers, we do not shout at you or expect you to work every Sunday, just join the team with us, many hands make light work.

We would like to thank every-one who has helped keep our church functioning from the gardening team who make our "shop window" beautiful and so welcoming, to the Church mice who have taught me a lot that I did not want to know! To every-one in between who, with Gods, help make Hatfield Church what it is; a truly welcoming place to meet and praise God.

Thank you all so very much

Vera Owen and Viv Stubbs

Safeguarding

We have continued to follow the Sheffield and National Church guidelines regarding safeguarding. PCC members, pastoral workers and childrens workers have been to training events led by Revd Chris Herbert which were informative and useful. Viv Stubbs has agreed to be my deputy as Bex Turner-Loisel is moving shortly to her new home. We thank Bex for all her help and welcome Viv. If you have any concerns our telephone numbers are in the Parish Magazine and in Church or via any PCC member.

Vera Owen

Electoral Roll

There were 141 names on the revised Electoral Roll for April 2018.

Sadly, due to the deaths of Teena Blanshard, Hazel Crookes and Ralph Silvester, we have lost three long standing electoral roll members during this last year.

Revision of Electoral Roll 2019

Every 6 years the electoral roll of a church must be completely revised and anyone wishing to be on the electoral roll must fill in a new form. The roll was completed between Monday 18th March and Monday 25th March and there are now 150 names on the new electoral roll.

The new roll will be on view at the back of church (next to the door) for 14 days prior to the Annual Parochial Church meeting on Wednesday 10th April. 2019.

Julia Halls, Electoral Roll Officer

Buildings Report

Routine Maintenance & Cleaning.

Routine maintenance has been carried out on the Clock (September), Intruder Alarm (October), Roof Alarm (March) and Fire Extinguishers (July). The Piano & the Organ have been tuned in February & December respectively. The Lightning Conductors were tested in December 2016. All portable items of electrical equipment were Portable Appliance Tested in April. The Quinquennial Fixed Electrical Inspection was also carried out in April for both the Church and the Barn, covering us for the next 5 years. The annual inspection by Bridgett Conservation (essentially a visual check of all roofs, parapets, gutters, fall pipes and drainage pipe clearing /cleaning) has not been carried out this year, and we are considering our options regarding this, but have carried out some work ourselves.

Regular interior cleaning takes place fortnightly, without which our church would soon start to suffer. Many thanks need to go to those dedicated few who make up the present cleaning teams. Current teams are made up of 2, 3 & 4 members, each team expecting to clean the whole church 6 times per year. We are still desperate for more help as we all get older, I would therefore like to appeal yet again for new members to

join the group and expand what is still a relatively small but hardworking and dedicated team. I am sure an individual would be welcomed as an addition to an existing team; and if we could raise an additional team, this would make the task less frequent and thus easier on all those existing teams. If anyone feels they could spare the time to join, or to start up a new team, this would be greatly appreciated – please contact either of your Church Wardens. Philippe has again scrubbed sections of the West floor on a couple of occasions, to remove wine stains and sticky bun residue. This is a job which is far easier if done early. Please help us by helping to clean up any spillages / food as soon as possible, also important towards discouraging mice from entering and staying in our Church.

Vandalism, General Repairs & Minor works.

Fortunately, we have had NO known incidents of vandalism to the Church or the Churchyard again this year, though one of the Barn garages was broken into in damaging the door, although nothing was actually stolen. Items receiving general / minor repairs in 2018 included the following:-

General lighting / lamp replacements, woodworm monitoring, a replacement double socket to the Kitchenette, minor repairs to stage steps, repair to the clip retaining the Processional Cross in the Chancel. A new hasp & staple has been fitted to the Nave Roof door, after the old one broke. The vacuum cleaners have again been repaired & cleaned out a number of times. The Ringing Chamber was cleaned out in April as the heating modifications were carried out (see heating). Some clearing and cleaning of drainage gullies above & below ground has also been carried out. We have also made some repairs to the Front Pews, to fix the middle supports in position. For most of the above, I must thank Philippe for his tireless work, alongside a number of other occasional helpers.

Quinquennial Inspection (Q.I.) and progress.

Our last Quinquennial Inspection report was received in April 2013. In previous reports, I have described in detail how the report categorises faults and prospective repairs. Our latest QI report listed 20 items as Priority “A”, 41 items as “B”, 44 as “C”, 61 as “D”, 17 as “O” and 18 as Priority “M”. I am pleased to say that the figures in the A & B categories were significantly lower than the previous QI’s figures in these categories.

Having given you the good news, unfortunately, the bad news is that progress on many of these items has been very little since that last QI. (Some minor items have been captured by the work of Bridgetts and their maintenance plan). From studying the report, and early discussions with our architect, it was decided in 2014 that the next big project should probably be Tower Stonework Replacement, and that we would need to apply for English Heritage funding for this. Over the last few years, including the Interregnum and since, we seem to have made very little progress on this.

I have told you in previous years how this was initially by choice as we tried to work on some of the other smaller but long-term plans during 2013 /2014 and the interregnum. We did however, ask our architect to compile a suitable package, but did not chase him during 2014 when none was forthcoming. In 2015, we did try to chase this, and asked Andrew to attend our May Fabric meeting. At that meeting we discussed a few of the smaller items such as interior & exterior lighting, Church Walk Drainage, the levelling of the path from the car park, re-opening the South Transept Door etc; and we obtained a little advice on each. We also asked about and discussed priorities regarding the tower and other stonework repairs, and asked generally about re-ordering schemes, as this had arisen from the DAC visitation of 23rd April 2015. As the discussions concluded, we asked Andrew to look again at the QI, and to highlight from it, one large and two smaller projects (considered to be £30 – £50K), for us to start with and to try to chase funding for. Unfortunately, we again heard little from him through 2015, and this continued throughout 2016 – 2018, though we have tried to contact him a number of times, as we continued to work on the day to day maintenance and bits and pieces. With many of these latter items we have tried to contact our regular contractors directly, however they too have been slow to respond being incredibly busy. We contacted Bridgetts requesting information, a specification and a quote for the re-opening of the South Transept Door. Craig Bridgett was eventually able to visit us on 13th Jan 2017 and has discussed this project with Philippe. The expected content of this task will be to pin and re-point the fallen overhead stone of the doorway; to remove and repair / replace the door itself, and to make good the portal area as required. We would also need to remove altogether or shorten the rear pew directly in front of the doorway, to level and make good the floor locally and to fit a new locking mechanism to the door. All these actions are necessary if we want to open this door and to transform it into an Emergency Exit Door. The specification & quote were expected soon after that visit, but unfortunately are still awaited. We had also asked Bridgett's (and others since), for specifications and quotes for the Church Walk Drainage, and the levelling of the path from the car park. (See additional write up on these within the Churchyard section). Our difficulty in contacting these key individuals and in getting the appropriate specifications

/quotations has continued throughout 2018, as too has our frustration with the continuing delays.

As contact with our architect has been minimal these past few years, we considered last year whether or not to change architects. We have looked at several options currently working within the Diocese, and Liz has questioned some of her colleagues about their architects in order to determine our best choices.

In order to speed up our efforts, we have set up a small Sub-committee to progress the choice and appointment. The committee consists of Liz, Vera, myself, and Julia, and is headed by Rosh Milner.

We have already shortlisted and initially contacted 5 architects (whittled down from a DAC list of 34).

These have been sent a copy of our previous QI and the Parish Profile for info, and have been asked to express their interest in becoming our architect. We intend to interview a few in March, and shall be preparing questions in the coming weeks. We hope to be able to recommend a choice to the Standing committee of the PCC by the end of March, and to have a new architect by the time of the APCM. Our old architect has also now been informed of our decision to seek a replacement.

As already mentioned, our next QI Inspection was due last year, and this will be the first task for our newly appointed architect, the results of which should re-set / re-affirm our priorities going forwards. Following this we intend to get on with something from the 'Priority A' list, as soon as is practically possible, and we will need to re-double our efforts in getting the appropriate specifications, quotes and Faculty Approvals in order to do this. The Hatfield Church Building Trust has kindly informed us that approximately £30,000 is "available" for us to spend on projects this year, as soon as those projects are decided & finalised!

At this point I should again mention the work of the Hatfield Church Building Trust, and of the Friends of the Hatfield Church Building Trust, who work so tirelessly to raise money to fund most of our major project expenses. I should again like to pay tribute to so many members of our church, and also the General Public, who continued to support their fundraising efforts throughout the last year. Without all of their help, it is unlikely that we would be able to achieve half of what we do to improve and maintain our magnificent building.

We on the Fabric Committee, and also the PCC are aware that the Hatfield Church Building Trust, and indeed “The Friends” are keen to see a new project started such that they can donate some of their funds towards it, and thus maintain the enthusiasm of their members who support them. Unfortunately, they have seen no significant work completed in recent years. I again ask you all to bear with us as we struggle to get started on the bigger plans and I must repeat that none are more frustrated by the apparent lack of progress than those of us on the Fabric Committee.

The work load is extremely large; each item is complicated and needs careful consideration especially in a listed building as important as ours. Also, trying to consider and to do many things at once, in a grand scheme; as the DAC would apparently have us do; instead of doing some repairs individually seems to me to be much harder. It sometimes seems a little unfair and overly complicated, however we can't just do what we want even when we know what we would like to do. Certainly, for any larger schemes where we hope to obtain outside funding, then we must comply with the wishes of the funding bodies as well as the DAC, and we always have to operate within the current Faculty rules etc. Looking on the bright side, the Diocese and the Church of England are now taking steps to simplify the Faculty process, and thus to relieve us of some of the difficulties and restrictions these rules impose upon us. It is becoming increasingly important that churches are able to modernise and become useful spaces, otherwise they will eventually become un-usable, dis-used and fall down!

Bridgett Conservation Church Maintenance Programme.

You may remember that for the past few years we have employed Bridgett Conservation (Building Restoration) Ltd from Tickhill, to carry out an annual inspection of our roofs, eaves and parapets, roofing gutters, fall pipes, gullies and underground drainage pipes, and to clean / clear them of any leaves & other debris. The programme cost around £300.00 + Vat per year. The committee and the PCC agreed in 2014 that we should join the scheme, and asked the Hatfield Church Building Trust to fund it for us, which they very kindly did; and we have been members of the scheme for 4 years.

You may also remember the problems we had in 2016/2017, with the repairs / recommendations from the Jan 2017 inspection not getting completed in 2017 due to a combination of oversight, Bridgett's' workload, and communication difficulties between us and them. Also due in part to our dispute over rework to Tower pointing / flashing repairs that they had carried out after the previous inspection, which then apparently needed repairs a year later. I am pleased to report that the outstanding work was carried out in

March last year, and we did receive a credit of 50% towards the Tower re-pointing repairs, and there was no additional increase in the other repair costs due to the delay. The repair work then was carried out at an overall cost of £1990.00+Vat as opposed to £2460.00+Vat, but no inspection report followed, so this was apparently not really carried out. Some gutters were cleaned slightly, although it was really only a month since they had been done by Philippe and Stuart.

The availability of Bridgett's then has been a major concern for us for the last few years. They have been our major building contractor over a number of years, but have lately been extremely busy, and we have found them difficult to contact. We did consider an alternative - Historic Building Conservation Ltd – Conisborough, but so far haven't really got very far and we haven't contacted them as yet for any quotes.

In January this year, Philippe and myself have cleaned and examined all the roofs and gutters at the West end of the church. We need a repeat visit to clean the Nave, North & South Aisles and the Tower roof, and we hope to have completed this by the APCM. We shall also continue to consider whether to try to renew the Maintenance Contract with Bridgetts, or to go with an alternative. A new Architect and QI report will no doubt help to focus our decision.

Microphones, Sound System & Hearing Loop System.

The PA system has largely worked well this year. The ambient /surface microphone at the Communion table has continued to work well, only performing badly if accidentally placed the wrong way round. We have however just recently had to replace the cable to it, which was found to be broken.

The hand held radio mics were playing up earlier last year. Philippe purchased a pair of new hand held microphones which run through a dual receiver and are able to be combined onto one channel on our PA system. These were installed in September, and have worked extremely well since then.

We still continue to use the lapel mics regularly, and these are heavily dependent on a strong battery. We have bought a couple of new lapel mic cables, (which seem to have quite a short life), and more batteries, to keep them all working.

The Hearing Loop however, is currently not working, this is very likely to be a simple break in the loop cable, unfortunately it is not so simple to locate the break and though we have spent a couple of hours we have not yet located it. More time is

needed if we are to avoid replacing the whole cable; some areas of which are buried in the pointing of the floor! We did however find another cable fault, and replacing that cable suddenly eliminated an annoying buzz which has intermittently plagued the system for a couple of years.

In February last year, Philippe fitted a splitter cable to enable us to use both the old and new CD players, and at the same time he cleaned the lenses of both players. This allows us to set up to play two CD tracks consecutively, something which was previously impossible without about a minutes delay, if 2 tracks needed playing but were on separate discs.

The Church Clock.

Our Church Clock is annually maintained, and generally runs trouble free. It is however run from the mains, such that with every interruption to the supply, be it a power cut, or church supply switched off for maintenance; this causes an inevitable trip up the tower to re-set the clock to the correct time. The motor is supposed to be self starting, and generally does re-start itself, such that we usually notice power interruptions via the clock running a specific period slow. Recently however the clock has failed to re-start itself and has needed quite a bit of encouragement to re-start! We wrote to Smith's of Derby (our clock maintenance company, and explained this to them, and our opinion that the motor was possibly at the end of its life. We sent photos of the motor, to indicate its type and asked them for a quote to replace the motor at the next service. The company wrote back and informed us that the existing motor was obsolete, and that the whole movement could be changed, but this would involve more work than we had envisaged. He suggested that this would cost in the region of £2500.00. (We had a previous quotation in 2013 to replace the movement and install an auto re-start and self adjusting time mechanism for £4406.00, but had decided it was not necessary and had not taken this up).

The engineer visited and serviced our clock on 12/09/2018 and talked this over with Philippe. He told him that most of these motors have the same problem and that some have never managed to restart on their own despite being a self-starting motor. He said that he expected that the clock could run like this for years; and knowing how much they were quoting for a replacement mechanism, he would leave it alone until it either packs up or the clock becomes fast or slow. The engineer told him that we could obviously replace this motor ourselves (if we could find one) as long as it is of the same spec (RPM, asynchronous and matching mountings). As the clock is presently running correctly we again decided to leave it alone until it won't re-start.

The Church Organ.

The PCC received a letter in October this year from Geoffrey Coffin who was the restorer of our wonderful Church Organ in Sept 2011, and has been maintaining it even before then. The letter effectively stated his intention to retire this year, and suggested we start to look for a replacement contractor. The PCC therefore suggested that Vernon (our resident expert) should head up a small committee to assess and interview prospective replacements. Vernon wrote to 3 prospective contractors all of which he knew of by reputation, to ask them to tender for our annual maintenance contract, and received 2 replies. Of those, only one was interested - Malcolm Spink of Leeds. This contractor was invited to perform an inspection of our organ, and to give us a quote in order to set up an annual maintenance contract. He came on 6th November, met Vernon, Liz & Philippe, performed the inspection, did a couple of voluntary repairs to notes that had stopped working, and pointed out some damage caused by mice. He subsequently worked out a price for the annual contract, and offered a Bi-annual service in June / July and again in December at his current rate of £320.00 for 2 persons for a full day's work, (regular services are expected to take only half a day each). Vernon and the sub-committee were entirely happy with the quality of the inspection, and the discussions, and the price was less than was expected. Malcolm Spink was therefore recommended by Vernon and the sub-committee as our replacement contractor which was ratified by the November PCC. Following his appointment, Malcolm came back to tune the Organ in December.

Therefore Malcolm Spink is now our new Organ Maintenance Contractor.

Our thanks should go to Geoffrey Coffin for his work on our organ over the years, and our best wishes go with him for his retirement.

Vernon has struggled with the illumination for reading music for a while now. In August, Philippe fitted a pair of replacement LED Lights to the Organ to improve this, and the result has been much improved, and thoroughly appreciated by Vernon. He also re-sited the book holder clips on the music stand to accept larger books in December.

Heating.

You may remember from my report last year, I told you how the company we were using in December 2017 had serviced the system and shortly after that it had failed, and they seemed to have no real idea what the problem was. I told you that Philippe and Brian had spent many hours up the tower doing extensive fault finding themselves

to try to pin point a fault because we were unconvinced by this company and were finding it impossible to find anybody else willing or able to service our system, and that we were facing the prospect of Christmas services without heating. I then told you of our jubilation at eventually finding an engineer that both recognised and understood our heating system, via Philippe following up a suggestion from the engineer who serviced the boiler at the vicarage.

This engineer had called the next day just to have a look on his way to another job, but seemed to instantly recognise the system, and the components which controlled it and with Philippe & Brian on his shoulder, and armed with their description of what was happening, very quickly diagnosed the fault down to the Automatic Gas Regulator Valve not working. He disconnected the valve controls, and operated it manually and got our heating working again. The engineer then checked through the operation of the various safety cut off features to make sure it was safe to leave it in that condition until the valve could be replaced. He said that he would quote us to replace the faulty valve, but that as his company also designed and upgraded heating systems, he could also give us a quote to fully upgrade all of our controls. He said that what we have is still perfectly serviceable as it was; however, he also said that we could improve it significantly by moving onto a digital control panel. The upgrade would remove the current control system and replace it with a digital screen and computer controls, which would hopefully make the heating more efficient, easier to program and fault find on, as it has a self diagnostic feature. He then went on to his next call and we had a warmer Christmas.

I also told you that the upgrade quote came with 3 options. Firstly to change the control equipment and to fit a digital display and control panel, with an option to fit an Inverter to control the speed of the main fan, and another option to fit De-stratification fans in the Nave roof to help improve the warm air circulation. The PCC had discussed these options in December 2017 and had decided to go with the control system upgrade only, for £3781 + Vat, and at the time of last year's APCM we were awaiting the installation. The Engineer was Bill from B&L services, who was a system design engineer subcontracted to design systems for Harry Taylor Ltd - Ashton.

Bill then, came back in February to measure up, and to plan out the positions for the new control equipment in order to begin the design.

In March then, just prior to the installation of the new equipment, Brian and Philippe did more sterling groundwork and threaded a Cat 5 control cable down from the tower where the heating equipment controls are, all the way down the stairs following the route of the existing heating power cables through the steps, to where the new control panel was to be situated. They were there again to help with the installation, by raising

the trap door in the ringing room floor – required to get the new equipment up and the old equipment down from the tower. Unfortunately they also had to replace the Cat 5 cable they had installed as it was found to be faulty! The full installation was completed over 9th & 10th April 2018, with Brian and Philippe in attendance, and both taking instruction in how to operate and set the system. I know both of them were shattered afterwards, but the knowledge they learned about the system will be invaluable to us and to them to help with future problems and fault finding etc. Well done to both for their willingness to help, and for their persistence and endurance!

After initial installation the system worked well the first few times, and then began to switch itself on and off inexplicably. At the same time having had a few goes at setting daily heating programs, it became apparent that a number of minor changes to the control program, could improve the setting of heating programs greatly, simplifying the process and thus lowering the chance of error. These requests for programming changes were given to Bill alongside reports of the failures and temperature readings taken at the times of these failures. Bill agreed to incorporate most of our suggested software changes into a revised program and install it at his next visit, as well as to do some known minor repairs outstanding from the installation, and to provide an instruction manual describing the correct use of the system. By then we were almost into June, so the urgency for the heating had disappeared. However we made an appointment for him to re-visit in October to do the required repairs and software upgrade.

Unfortunately the week before he was due to come he had a fall and badly broke his arm, nevertheless he did still come as planned. We have since had a number of return visits and slight program changes. Bill seems happy to continue to tweak the program with changes as we suggest and to eliminate problems as they occur, so we are hopeful the eventual resulting software will be trouble free, and easier for us to program, and to read and understand heating programs already set etc.

Overall the system still seems to work well when the temperature is reasonable, but struggles when it is really cold, as it did before. The temperature change from input temp to output temp can now be read from the control panel, but the evidence at ground floor level is not apparent, and the warmer air remains higher up due to increased stratification. We may try talking to the DAC and our new Architect in the coming year with a view to installing the recommended De-stratification fans as quoted last year, but this will definitely require an architect, a faculty and the appropriate consideration.

In March, we had an Energy Survey done on our Church, by a company called Green Journey, who had been recommended by the Diocese, and who hoped to cut our energy bills by supplying Diocesan churches with cheaper fuels through bulk buying. Liz however cautioned us as the same company had caused problems at another local church by suddenly changing tariffs. Philippe accompanied the rep, answered the questions and waited for the quote. He also enquired of other suppliers using the same usage data as supplied to Green Journey. In the end they weren't very competitive anyway and the PCC authorised Philippe to change suppliers to Opus Energy which was done on 14/05/2018.

On 31/07/2018 we had a smart Gas meter fitted, and on 04/10/2018 a smart electricity meter. This means that we don't now have to attend just to read the meters, and also that usage figures can be more readily measured and monitored, enabling us to be more accurate when calculating our running costs.

Lighting

We continue to steadily change over to LED's to replace the fluorescent Stick lamps in the general lighting pendants as they go out; and are moving lamps around to change to LEDs on complete Pendant sets at a time (each of our 14 pendants has 8 hanging lamps). We now have 6 pendants fully changed over (40%). We are happy with the look of the new bulbs, and the colour of their light output.

It is likely that a full change will occur within the next year as maintaining remaining pendants with similar sized fluorescent sticks becomes harder as our stocks dwindle. A full change of all the lamps would involve about 120 lamps and cost about £250.00. These new lamps should however cut our electricity bill by a similar £250.00 annually as they are a 9 watt bulb (equivalent to the old style 60W GLS lamp), whereas the current fluorescents vary by size from 11 – 21Watts. The advertised life expectancy of the LEDs is 25000hrs, as against the fluorescents 10 – 12 000hrs.

There have been no real advances on our plan to replace our un-available filament spot lights with LED spotlights. This is still largely due to the fact that no obvious replacement or similar style spot lamp is yet readily available. Philippe has taken delivery of a couple of adapters to change from the current B22 lamp holders to a GU10 style lamp holder and we intend to trial fit these with some LED Down lights, and see what their effect is, but spot lamps still seem to be very low power generally and we were hoping for some higher power lamps. We now have no spot light lamps left to fit, and the only pendants with working spots are in the Transepts to shine onto the crossing area. Let's hope we are pleasantly surprised by the trials, and / or that some higher power spot lamps do come onto the market soon.

The Christmas Lights

The “new” Christmas Lights (purchased 2015) worked well on the top of our tower again this year. Many thanks due to James Scott & Tim Sweed for helping me with the installation; it is quite heavy and hard work. Thanks to James again for their later removal. I am pleased to say there were no problems, still not a single lamp lost as yet; (we used to replace about 80 per year). These lights are much loved and often mentioned by many, and they serve as a welcome home beacon for many local travellers at Christmas; making our church visible from miles around in all directions!

The Barn

General maintenance has continued at the Barn, though this is kept as low key as possible in view of our plans to eventually demolish the building and replace it with a new building. Most of this maintenance is carried out by Philippe and / or Gordon Troope – Thank you to them for their dedication in this matter. Thanks also to the team of Gardeners who regularly cut the grass on the Barn Field and also keep the weeds and nettles down around the outside. Thanks also to those who help with the special – pre Strawberry Tea / Garden Party clear ups – they are also invaluable to the success of those events.

You may remember that I told you last year that we had installed a fold down Parking Hoop in the Barn Field gateway. Unfortunately this did not last long and was damaged by a car soon after installation, and removed late in January. This was intended to try to deter some of the indiscriminate and unauthorised parking which was becoming even more of a nuisance with people driving, parking and turning on the field when the car park was full. There have also been angry words as some people argued that they have every right to park there as it is “public property”, when in fact they don’t, as it is definitely “Private property” owned by the Church. In July we installed a heavy duty, Surface Bolt to the Right hand Gate (the only one there). This enables us to close that gate which prevents un-obstructed vehicular access. The gate could be locked shut using a padlock, although we haven’t as yet taken this action. Closing the gate for a period proved enough of a deterrent to improve the situation.

January and February saw some work to the Main and Emergency doors to improve opening and closing, and also to re-enforce the lock area. In November the Sliding door was put back onto its rollers, and these rollers re-adjusted after it had become difficult to open again.

The hoovers have been cleaned out a number of times, and one of the curtains re-hung after losing many of its hooks!

In July, Philippe installed an outside socket onto the East wall of the Barn for ease of use at some of our events. There is also an internal isolator to ensure the socket is live only when we switch it on. He also carried out some repairs to the wooden gate between the Barn Field and Vicarage Close.

The electric sockets in the Kitchen have been checked. The sockets work ok individually; however one of the 2 gang sockets is fed by the original circuit and a 16A MCB, which does trip if both sockets are used at the same time (i.e. one Urn and 1 Kettle or toaster etc). This MCB could be up rated, but we haven't bothered as yet because the other sockets in the kitchen are fed by a 32A MCB

The Quinquennial (5 yearly) Fixed Electrical Inspection was carried out by Fowlers Electricians in April 2018, which detailed only minor rectification work. Portable Appliance (PAT) Testing was carried out at the same time. The Fire Extinguishers and alarm were checked along with the Church, in July & October respectively.

In November, the left hand garage was broken into. Although it appears that nothing was actually stolen, the door was damaged and had to be repaired by Philippe and Barry Nash and a new padlock fitted.

In November, the PCC received a letter from the History Group about the Barn, complaining about the heaters. A couple of years previously the "Air Curtain" style wall heaters had been set to half power, and the selector switches shielded against unauthorised adjustment. (This was at the time when the circuit kept tripping, subsequently found to be a loose connection in one of the fused isolator boxes). All three heaters were changed back to operate at full power early in January this year. The committee have however been considering alternative forms of heating because the current heaters can be noisy at meetings, and the temperature falls quickly if they are turned off. We are favouring installing some Quartz Infra Red wall heaters which could be used in place of the existing heaters, and these would be silent to run. This type of heater is designed to heat bodies rather than the air and are thus far more efficient. The PCC have granted permission to go ahead with the purchase and fitment, and the installation should hopefully be completed by the time of the APCM.

You may remember from previous reports, our efforts to close out the problem of our Church's rainwater drainage and the damage caused to Church Walk, and also that the project was made more urgent by the "Church Walk Development", renovating the old "Spar" shop and house. In June, the developer offered to Tarmac the whole of Church

Walk after the development was completed, and requested that the Church, the Brewery and the neighbouring resident should pay a percentage towards the final bill. Church Walk is an unadopted road which means the residents and businesses using it are liable for its maintenance. (This was a similar offer to the one we had made a few years earlier, but with the Developer heading it, organising it and paying towards it). We were understandably keen to see it done, but as yet had not completed the drainage. We had had a couple of quotes, but were unsure of the planning requirements and their effect on a final scheme. Philippe talked to the Planning and the Building Regulations Departments at DMBC, on a couple of occasions and was eventually told that we could do “whatever we wanted” and didn’t need to consult with either department! Shane the development builder gave us another quote for the drainage element. Because of the urgency the PCC were asked to approve the work by email before the June PCC meeting.

Mid June saw the installation of the Aco drainage channel across Church Walk, and the installation of the Soak-away crates in the Barn field. The drainage channel connects to the inspection chamber in the church yard and therefore to the outfall from the church’s South roofs. There is another inspection chamber as the drainage pipe enters the soak-a-way crates which were buried in the south west corner of the Barn Field, just outside of the Tree route zone. The drainage work was completed by Charles Lister at a cost of £6,500 which, hopefully, we will be able to cover with grants.

The installation of the new Tarmac then was done over the 7th / 8th August, by a subcontractor to the development builder. On the surface it looks like, and was a good job when done. Unfortunately it was not done without problems. The Iron Gates at the end of Church Walk are a Grade II Listed Monument in their own right, (i.e. not connected to the Church’s own listing). We did inform the developer of this, and also cautioned that there was no adjustment on the hinges, and that both gates needed to open for maintenance and possibly in the case of emergency. We therefore recommended that they took enough of the substrate away before applying the new tarmac to ensure the gates could open easily. This advice was apparently ignored, and when the tarmac was finished and the right hand gate wouldn’t open, their remedy was to take a grinder and grind off the bottom of the gate – a listed monument. Not only this, but they succeeded in tarmacing over the inspection chamber, and even denied it was there until Philippe pointed out its location and made them uncover it. English Heritage and the Diocese have both been informed of the damage to the gates. Understandably they were not pleased, and prosecution is a possibility. Our share of the tarmac cost was to be £3390 (final cost nearer to £4000), and to date we have retained a proportion of this, to go towards the repair of the gates. At present we are struggling to find a Diocesan recognised, competent company to give a reliable quote

for the repair, but we have had a couple of local quotes – which need to be assessed before we are allowed to use those companies. Hopefully this will get sorted out in this coming year to everyone's satisfaction. At the end of the day, we are pleased with the final outcome of this project which has been on the agenda for many years, it is just a real shame about the gate, and this is now another problem for us to deal with!

Following on from the installation of the drainage soak-a-way crates, the hole which was dug and subsequently re-filled, has sunk slightly particularly in the corners. This is not unexpected, however in the spring we need to try to fill it and re-level the area and then re-seed it before our usual summer events. A small team should be able to do the levelling and seeding, and Chrissy has kindly offered to look after the seeds with regular watering until the grass comes back.

Late in August, a neighbour of Liz & Philippe told Philippe that his lawn was infested with Chafer grubs, which eat the roots and thus kill off all the grass. He then pointed out a couple of areas within the Barn field and on the Vicarage lawn where the same problem appeared to be happening. Philippe investigated the areas and did indeed find grubs. There are a couple of options. One is to remove the infected grass and the soil under it to a depth of 2 inches, but if you don't go wide enough, grubs may have migrated to other areas of the field. There is apparently a treatment to kill these grubs, but it is expensive, requires plenty of watering, (cannot be applied during droughts) is seasonal to apply, and again you need to cover a wide area to be sure of killing off all the grubs. Currently Philippe has turned over the grass in these areas so that the birds and wasps can eat the grubs, and this could be effective on its own if the infestation is slight. Now that spring is here we need to investigate further and act to kill this pest before it migrates to more of the field. The grubs are most active during August to October, but can live for 3 years in the soil.

In January of this year, the Barn Regeneration Steering group commissioned a Tree Survey of the Barn Field. This was a pre-requisite of the Planning application for the new Barn. This survey, conducted in line with BS 5837 assessed the health and the condition of each tree, and recommended any pruning / remedial action necessary. Each tree was tagged and plotted onto a map of the site, showing root protection areas, and gave individual tree protection plans and management advice for the duration of the proposed building works. The report received in February covered 22 trees around the site and detailed the works required for each one. A couple of trees are recommended to be felled within a year, a couple more within 2 years, and many have some crown raising and deadwood to remove. Obviously we will now have to act on this report and instigate a program of works, although we presumably now have to

get the authority to proceed from the council as the area is a Tree Protection Zone. In the coming weeks we will begin this process. It may be possible to do some of the work on the smaller trees ourselves, and to ask the Tree Surgeon for help with the bigger jobs.

The Parish Office.

The Parish Office - Fixed Electrical Inspection was carried out in January 2017 and therefore is not due until Jan 2022. PAT Testing was carried out in April along with the Church & Barn.

The Parish Office had a need for more storage space; two quotes were received for the work needed. Quote A - for cupboards above the existing cupboards only was £820 which included 20% VAT.

Quote B - for those cupboards £500, shelves in the entrance alcove £165, and storage in the loo for housekeeping items such as brushes £220, a total of £885+ VAT. The PCC chose the second quote, and the work is now complete. The Endowment Trust runs the Parish Office on behalf of PCC, and has agreed to pay for this additional work also.

Fire Risk Assessment / Health & Safety Policy

The Fire Risk Assessment, has been partially updated following the Ecclesiastical Insurance template, but is still not been 100% completed and ratified by the PCC. We need to complete this, then after that we have to update the Health and Safety Policy and the Disability Assessment in a similar manner, though we haven't started on those yet! Unfortunately by their nature these documents are complicated. It is important we try to cover all aspects of risk comprehensively and tightly enough to adequately cover us, and yet produce something which is specific to our church and organisation, and is easy enough for all to work within. We will try to do all these updates over the next couple of years, even though we already have more than enough to keep us busy with the physical projects.

The Church Intruder Alarm / Roof Alarm.

The Church Intruder Alarm was serviced in October, and the Roof Alarm system in March this year and neither have given us any real trouble during the year. Because we previously suffered from occasional spurious trippings (more than likely due to large birds), our roof alarm company performed a software upgrade to our system, which

means that the system now has to recognise 3 criteria, (heat, movement and significant size) to fully trip the alarm, where-as previously only one criteria was needed to trigger a full alarm. Philippe attended with the engineers and got all the latest info.

Churchyard

A big thank you to all the volunteers who continue to work so hard keeping the grass cut, and the paths and graves clean. Also to those who tidy up the cans and bottles and chocolate wrappers etc, which regularly appear. The Churchyard Maintenance team were out in force on a couple of occasions throughout the year, preparing for events, as well as the regular grass cutting etc. Once again, anyone able to offer any help in this task, please contact either Churchwarden, or speak to those dedicated few gardeners.

A number of bricks from the West Wall of the Churchyard were found on the path, and loose in the wall. Philippe rescued these and they have since been replaced and the wall repaired by a local volunteer.

The Notice Board fell out of its wooden frame during the winds in September. Philippe & Peter were able to replace it, and at the same time to repair and strengthen the frame, so we hope to get a few more years life out of the frame before it has to be replaced completely.

The levelling of the path between the car park and the South Porch has not progressed this year. This was a plan originally discussed with the architect in May 2015, although no specification or quotations followed. We had tried to pursue this project in 2017 with the architect and Bridgetts; and again had little or no response from either, despite a number of chase-up calls. A number of options /proposals were eventually drawn up by Philippe following his consultation with Craig Bridgett, and quotes were sought, however we really can't go anywhere with this without a specification from our Architect, so the whole thing has been on hold pending the appointment of a new Architect.

Yet again, the committee would like be able to close out this project within 2019 if at all possible, as the raised edges of the current gravestones seem even more pronounced this year; and thus more of a trip hazard.

The Annual Churchyard Survey to check the stability of the gravestones within the churchyard is overdue, due in October. This should be carried out soon, possibly in March, though it is important for consistency to do the check after a couple of weeks

with no rain. Hopefully there will be no stones considered to be more unstable or in need of any particular maintenance, although the South Path pointing and the path between the South Porch and the car-park were noted within this survey last year and there has been no change in their condition since then.

A large branch came off the Acacia tree in the South West Corner of the Church Yard, and fell into the car park, during the winds of September. Luckily no-one was hurt, and no cars damaged. As it was during the afternoon, and our wonderful Church Wardens happened to be in church, they very quickly dragged it back into the churchyard, isolated the area around the tree with barrier / warning tape and called the DMBC Tree Safety Officer to check out the tree. He did come and look at it, but didn't express undue concern, but did however recommend we had a tree survey done. Our Church Wardens also called for help with the branch, and Andy Green was quick to come and saw it up and remove it.

The PCC are about to commission this Tree Survey of the Churchyard, using the same company that did the survey for the Barn Regeneration Steering Group. (The BRSG eventually used Selwyn Trees as it was proving very difficult to get the previously used Arboriculturist to turn up). This survey, conducted in line with BS 5837 will assess the health and the condition of each tree, and will recommend any pruning / remedial action necessary. Each tree will be tagged and plotted onto a map, showing root protection areas, and give individual tree protection plans and management advice. It is hoped that this will be carried out shortly and the report may be issued by the time of the APCM.

Incidentally the rotten Horse Chestnut tree that was felled in 2017 was recently replaced by a small Walnut tree that Philippe had, which has been sited near the path on the East side of the church and is presently protected by the metal cage which previously protected the Millennium Yew tree.

Liz has re-opened discussions with the Town Council about them taking over the maintenance of our Churchyard. You may remember that this was sought during Rev'd Paul Wilson's time in 2007, while we were re-laying the South Path. Our Church yard is designated as a "Closed" churchyard, (Meaning it is closed for new burials), and it has been since 1888! Maintenance of closed Churchyards is legally the responsibility of the Town Council, however they have to formally accept this responsibility, and this has never happened at Hatfield. Before there is any chance of the Council taking on this responsibility, the Churchyard will need to be in good order. Therefore the above surveys and any remedial work arising from them will all need to be carried out before we can transfer the maintenance of our Churchyard. We intend to continue with the

grass cutting ourselves during the summer months as long as our team is able, since they do such a good job of keeping it looking tidy for weddings etc.

The Committee

Many thanks to the other members of the Fabric Committee for their support, and for all the work they do to keep the church running, not just in the meetings, but in the practical roles they each fulfil. Thanks especially to Philippe, Brian, Vera and Cath, the Parish Office staff, and all the others who contact, and meet the various contractors. Thanks also to all the willing volunteers who have helped us to accomplish some of the minor maintenance tasks throughout the year.

We would welcome additional members on to the committee to help with the planning / organisational side of the workload, which is enormous, and also any additional help with the many practical tasks which we regularly undertake. If anyone feels they have a flair for this type of thing, or if you would just like to help with the looking after of our beautiful building in some way; then please contact us. The committee are still looking for a Minutes Secretary, to record what gets said at meetings. Philippe kindly agreed to act as temporary Minutes Secretary, and has now been doing it for 4 years, but we are still looking for a permanent replacement. If anyone is interested in taking on this role or helping in any way, please contact either myself, the Church Wardens or Liz.

Going forwards, and as discussed at our February PCC, we have decided to re-organise the Fabric Committee after we get our new architect. We plan to have an “Architect Liaison Committee”, who will contact the architect, and agree specs and priorities, and will co-ordinate with external contractors etc. We may also employ a project manager for any large projects / re-ordering etc, as the cost of this could be claimed back through funding applications.

We also would like to create a maintenance group of “do-ers – not talkers” for regular maintenance chores. This group could keep an eye on the schedule of regular tasks, and just undertake them in small groups as they come up. The group may have a co-ordinator or Team leader, and they might even hold regular meetings - for instance in the Pub!

Summary

As you can see, 2018 saw the Fabric Committee again busy and involved with many minor repairs and general maintenance activities; some not so minor repairs, some ongoing planning for future projects, and some organisation & directional type discussions. It has been another difficult year, where seemingly relatively simple projects have got the better of us, and some of our major goals for 2018 remain uncompleted; whilst other work has unfortunately taken precedence and most of our attention during the year. We carry forward into 2019 a desire to complete the process to get a new Architect, a new QI report, and from this, to make some real progress on the priority repairs detailed therein. We hope to use this “New start” to rejuvenate the committee and also to re-enthuse the Hatfield Church Building Trust and the Friends. We also hope to have some meaningful discussions on what a re-ordering / renovation scheme might include.

Terry Raper, Buildings Officer

Parish Statistics 2018

Every year we have to return attendance figures to the Diocese so they and we can track trends.

Where there are 2 figures, the first is adults and the second is children.

Please note these statistics, except for the October count,
are only for Sundays, festival services and occasional offices.

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Number on Electoral Roll	149	149	148	141
Usual Sunday attendance <i>(2 services)</i>	70+7	77+8	82+13	74+9
Easter Vigil/Easter Day				
• communicants	127	115	106	90
• attending worship	179	145	160	129
Advent Special Services				
• congregation & local community	297	432	585	630
• civic or school organisations	820	1327	1034	1052
Christmas Eve/Christmas Day				
• communicants	123	112	126	86
• attending worship	735	697	757	513
Baptisms				
• infants/children 0-12	39	52	42	31
• youth/adults 13+	4	10	2	7
Marriages	13	17	15	12
Blessings	0	1	1	1
Funerals				
• church	37	27	35	23
• crematorium/cemetery only	21	22	23	12

Worshipping Community (not including Travis school)

	2015	2016	2017	2018
Children 0-10	24	45	60	88
Young people 11-17	10	7	8	11
Adults	141	171	182	243
TOTAL	175	222	250	342

People joining

Adults	7	47	11	37
Children + young people	13	23	16	26
TOTAL	20	70	27	63

People leaving

Death or illness	3	7	8	16
Moved away	0	3	4	0
Moved to local church	2	4	0	0
Not worshipping anywhere	0	3+2	2	1
TOTAL	5	17+2	14	17

PCC Treasurer

Report to APCM regarding Annual Figures 2018

The major issue in church figures in 2018 is the increased spending over income. In 2017 we had no major spend but this has been reversed in 2018 as can be seen from the income/expenditure chart and the bank balance at the end of the year. The final written accounts contain a more detailed breakdown.

PCC Account No HSBC 31267655

Statement balance at Dec 31 st 2018	9,467		
Cheques not yet Banked	<u>1,769</u>		
Reconciled Bank Balance	<u>7,698</u>		
Expenditure	98,465	Reconciled Balance Jan 1 st	23,559
<u>Income</u>	<u>82,604</u>	<u>Reconciled Balance Dec 31st</u>	<u>7,698</u>
Expenditure over income	15,861	Nett Expenditure	15,861
The Bank Account contains various designated funds (see separate sheet)			£4,738
Funds for general use PCC			£2,960

This was very low. The grant of £4,500 requested from Endowment Trust towards the tarmac work on Church Walk has now been banked but will not appear in 2018 accounts. The grant application to Building Trust for the soakaway is still in process.

But even with the total of £10,500 for these two projects being covered by grants, expenditure was still greater than income (£5,400). We had a donation of £5,000 in January. Without that the expenditure/income would have been £10,400. We therefore need to see an increase in regular giving, gift aided if applicable, as well as one off donations/fundraising events/grants.

Other large sums of expenditure were:

- Common Fund: our contribution of £41,700 to the Diocese of Sheffield towards Vicar's stipend, pension contributions and housing as well as ministry training etc.
- Gas, electricity, water etc. 2018 figures should not be compared with 2017 as the latter was very low – including a credit from 2016 and a large cost in December transferred to 2018. The supplier was changed in May 2018 but there were problems in billing. This has now been rectified so a comparison should be possible in the next 12 months.
- Heating upgrade with the instillation of a new control box.

Barn Figures

Hopefully self-explicit from sheet. Also £300 is held in PCC account towards new heaters in the Barn.

Rev'd Joyce Barker

Accounts & Report from Independent Examiner on following pages:

The Parochial Council of the Ecclesiastical Parish of St Lawrence, Hatfield	No (if any) 1127942
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Receipts and payments accounts

For the period from	1 January 2018	To	31 December 2018
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Section A Receipts and payments

	Note	Unrestricted funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	2017 to nearest £
A1 Receipts							
Voluntary Receipts							
Regular Giving							
Planned giving (tax efficient)		21,340				21,340	
Planned giving (other)		2,472				2,472	
Collections and other giving		8,573				8,573	
Income tax Recovered		5,171		6		5,177	
Other voluntary receipts	5a	7,919	1,924	425		10,268	
Activities for generating funds	5b	8,146	497	2,770		11,316	
Receipts from Church Activities	5c	8,674	1,722			10,396	
Investment income	5d		685			685	
Refunds		300	273			573	
Sub total		62,595	5,101	3,201		70,897	
A2 Asset and investment sales, etc.							
Total receipts		62,595	5,101	3,201		70,897	
A3 Payments							
Cost of Generation Voluntary income							
Fund-raising trading costs		389		278		667	
Church Activities							
Diocesan Parish Share		41,700				41,700	
Other Payments	5e	37,638	2380			40,018	
Governance Costs		740				740	
Sub total		80,467	2380	278		83125	
A4 Asset and investment purchases, etc.							
Total payments							
Net of receipts/(payments)		-17,872	2,721	2,923		-12,228	
A5 Transfers between funds		200	-200				
A6 Cash funds last year end							
Cash funds this year end		4,729	144,255	24,496			

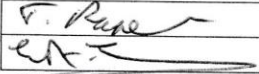
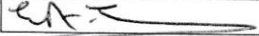
The Parochial Council of the Ecclesiastical Parish of St Lawrence, Hatfield		No (if any) 1127942	
Receipts and payments accounts			
For the period from	Period start date 01 January 2018	To	Period end date 31 December 2018

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	PCC Bank Account Current				
	Barn Bank Account	4,729	4,738		
	Organ Bank Account		1,240	24,496	
	CBF Deposit Fund		138,277		
	Total cash funds (agree balances with receipts and payments accounts))	4,729	144,255	24,496	
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
			-	-	-
			-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	
			-	-	
			-	-	
			-	-	
			-	-	
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)	
	2018 cheques not banked	unrestricted	1,179		
	Opus Energy Fuel bill for December	unrestricted	590	DD Jan 2019	
			-		
			-		

The notes attached on page 3 form part of these financial statements

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	MR TERRY RAPER	10/04/2019
	Revd E. TURNER-LOISEL	10/04/2019

The Parochial Council of the Ecclesiastical Parish of St Lawrence, Hatfield	No (if any) 1127942
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Receipts and payments accounts

For the period from	01 January 2018	To	31 December 2018
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Section C Notes

- The financial statements have been prepared in accordance with Church Accounting Regulations 2006 using the Receipts and Payments Basis
- The movement in designated and restricted funds in the year were:

	Bal b/f	Receipts	Payments	Transfer	Bal c/f
Restricted: Barn Regeneration fund	21,573	3,201			24,496
Designated: Organ Fund	2,457	2		200	2,259
Barn Regeneration	137,594	683			138,277
Barn Management	1,069	1,849	1,678		1,240
Children's	1,120	370	473		1,017
Messy Church	150	256	49		357
Action Aid	22	177	180		19
Others	1,550	1,765			3,315

The transfer from the Organ fund was to unrestricted fund for payment of organ maintenance.
Restricted funds are for the sole purpose of fundraising towards the cost of building a new church hall

3. Receipts and Payments analysis		Unrestricted funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	2017 to nearest £
Receipts							
Other voluntary receipts	5a						
Donation		5,504	1924	425			
Grant Building Trust		1,990					
Grant Endowment Trust		425					
		7,919	1924	425	-		
Activities for generating funds	5b						
Plant Sale		1,305					
Summer and Christmas Fayre & Strawberry Tea		4,191					
Concerts x 2		950					
Trading buns, cards, diaries etc		1,534					
Tour de Yorkshire event		166		164			
Coffee mornings			497	626			
Other events x3				1,380			
100 club				600			
		8,146	497	2,770			
Receipts from Church Activities	5c						
Parish Magazine - sales		1,541					
Fees		7,133					
Barn Centre - Community Use rents			1722				
		8,674	1722	-	-		
Investment income	5d						
Bank and CBF Deposit Fund Interest			685				

The Parochial Council of the Ecclesiastical Parish of St Lawrence, Hatfield		No (if any) 1127942	
Receipts and payments accounts			
For the period from	01 January 2018	To	31 December 2018

Section C Notes continued

5. Receipts and Payments analysis

	Unrestricted funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	2005 to nearest £
Payments						
Church Activities						
Other Payments 5e						
Action Aid		180				
Travis School Grant	315					
Sub total	315	180				
Church Running Expenses	13,791					
Clergy Expenses 7649	464					
Cost of Services/ Mission	886	522				
Buildings maintenance+Materials	14,211					
Security	1,146					
Organ piano tuning	325					
Printing Magazine	989					
Parish Office	850					
Church Hall Expenses		1,678				
Heater repairs	4,311					
Miscellaneous	350					
	37,638	2,380				

There are no expenses to clergy apart from PCC responsibility for Vicarage water rates
No member of the PCC received any remuneration in connection with their duties as members of the PCC.
The PCC had no employee during the Year Ended 31st December 2018

Other receipts/payments in PCC Unrestricted account are related to its function to act as an agent for charitable giving, and regarding the passing of payments of parochial fees due to Sheffield Diocesan Board of Finance and personnel involved in services.

Charitable giving

	IN	OUT
Fundraising	1,395	1,498
Funeral/Wedding collections	3,577	4,381

Funeral Collections – payments greater than receipts – include 2 payments due from 2017

Parochial fees

	IN	OUT
SDBF	Total combined	3,670
Personnel	12,043	7,649

Connected Charities

1. The Hatfield Church Building Trust (Charity Number 1066647) was established in 1997. This is a separate charity to the PCC, concerned with the restoration, preservation, repair and maintenance of the Church Building and Churchyard. Although the PCC does not control the Hatfield Church Building Trust, It was always the intention that the Majority of Trustees would be PCC members. Grants totally £1,990 were received from the Trust in 2018.
2. The Trustees of The St Lawrence Endowment Trust (Charity Number 1100234) are members of the Standing Committee of the Church. The Trust paid a grant to the Church totaling £425 in 2018.
3. The Incumbent also administers The Eliza Rose Bequest (Charity Number 223833). This charity was established in 1879 for the poor of the Parish of Hatfield. No Grant was received from this charity in 2018.

INDEPENDENT EXAMINER'S REPORT TO HATFIELD ST LAWRENCE

I report on the accounts of Hatfield St Lawrence for the year ended 31st December 2018

Respective responsibilities of the PCC and examiner

Hatfield St Lawrence is responsible for the preparation of the accounts. Hatfield St Lawrence 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(5)(b) of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by Hatfield St Lawrence 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 Hatfield St Lawrence concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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.

Shahida Siddique

FaithStar LLP
The Foundry,
Victoria Hall Norfolk Street,
Sheffield,
S1 2JB



Signed Independent Examiner
Ms Shahida Siddique
Member of the ACIE

25th March 2019