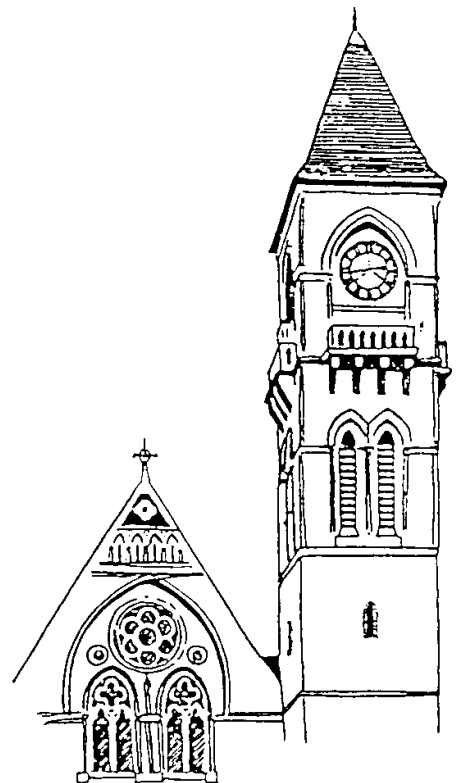
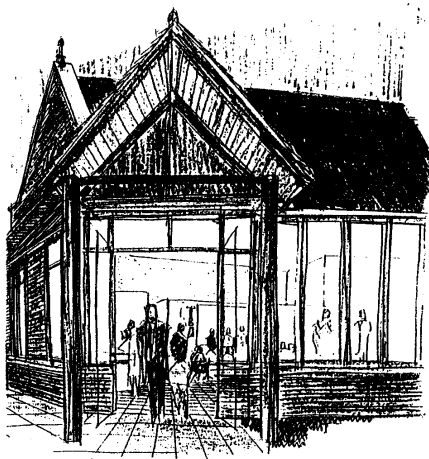


**CATERHAM
UNITED REFORMED
CHURCH**

**ANNUAL
CHURCH MEETING
2018**



**CATERHAM UNITED REFORMED CHURCH
ANNUAL CHURCH MEETING**

Sunday 29 April at 11.30am

AGENDA

1. Opening Prayer
2. Apologies
3. Appointment of Tellers
4. Minutes of Annual Church Meeting on 7 May 2017
5. Elders election
6. Presentation of Annual Reports - Church Secretary
7. Presentation of 2017 Accounts - Church Treasurer
8. Minister's Remarks
9. Churches Together
10. Data Protection
11. Appointment of committee members, officers and representatives
12. Closing prayer

**Minutes of the Annual Church Meeting
held on Sunday 7 May 2017 at 11.35am**

- 1 **Opening Worship:** was led by the Minister using a hymn from “Songs to Shake Us Up”.
- 2 **Apologies:** were received from 11 members and 39 people were present.
- 3 **Appointment of tellers:** Ian Lennox and Frances Loveless were proposed to act as tellers, and the meeting agreed.
- 4 **Minutes of Annual Church Meeting on 13 April 2016:** were approved and signed.
- 5 **Elders’ election:** There were 4 vacancies on the Eldership but only 3 names had agreed to go forward to the Election: David Charlesworth, Alison Clarke and Rosie Moule. Julian explained our custom was that a 75% threshold of the votes was required for election. Each member had 3 votes. The voting papers were distributed.

After the count, it was announced that all three had overwhelmingly received over 75% of the votes.

At this stage, Julian asked for the Church Meeting’s agreement the recommendation from Elders that Jonathan Hills be accepted into membership by transfer from St John’s. This was agreed.

- 6 **Church Secretary’s report:** Pam Marshall-Jones presented her first report in the booklet that had been available for the past two weeks. She said that this highlighted the high level of activity in the church with many events organised, members visited and prayed for whether on a weekly, monthly or even daily basis. She suggested looking at the person next to you, behind you, in front of you or in the mirror at home to see the people who do this work.

She only wished to mention name: Julian Thomas. He had led and contributed what appeared to be much more than the 75% of his time that the school work allowed. She commended the report to the meeting.

Michael Pritchard said he was delighted with the Report and how much more than her predecessor was being done! He also urged people to look at the Caterham Foodbank report.

- 7 **Presentation of 2016 accounts:** Richard Wallis presented the 2016 accounts with highlights using the new visual system. They showed a surplus of £18,000 but this compared with a deficit of over £20,000 last year. He encouraged people to continue with their giving. He wouldn’t go through the same issues as his written report but there were three things highlighted on the slides:
 1. Income. The church is very reliant on its lettings income and is nearly as much as offerings (excluding tax recovery). He had the church’s bank details if anyone would find it easier to set up a standing order.
 2. Expenditure. This remains static each year with just major spend being variable.
 3. Audio/Visual System. This straddled the year end but the income last year covered the deposit whilst full use of the Legacy Fund covered the final payment and related works.

He thanked David Ling for independently examining the books and changing little. Also

those who counted the money after Sunday service. If anyone else wanted to join the rota, please see him.

Michael Pritchard said that he was glad that a £2,000 provision was being made for future work on the Organ each year. Richard referred people to note 1 which also showed that £3,000 was transferred to the Building Fund each year as well.

- 8 **Minister's Remarks:** Julian started by endorsing Pam's remarks and the commitment of many. He was grateful for the support of the Elders and thanked Linda Smith who was standing down. Thanks also to Gillian Dewberry and her ministry looking after lettings that was not always an easy task. Also to Frances Loveless who has been Property Officer for 8 years.

Cynthia Price has moved away during the year and she did many small things that became apparent in subsequent weeks. Jane Holt continued as Assistant Church Secretary. Richard Wallis as Treasurer spent hours looking after the figures and had great responsibility. Finally, Pam Marshall-Jones who did a lot of work as Church Secretary to keep things running.

He continues as Interim Moderator at Oxted and Marsh Green; although someone was preaching with a view there today. He also remains convener of the Surrey and Sussex Minister's Committee (and associated responsibilities) and has been Chair of the North Downs Cluster Group for the year.

Rick Mearkle leaves as Chaplain of Caterham School in July. Despite a Reform advert, there is no suitable candidate so the vacancy is now on the Moderator's List of vacancies. An appointment in 2018 is possible but that leaves a gap that the School has asked if Julian can partially fill. This is being worked through but may have a consequence for the Church temporarily. It was noted that the teaching timetable has been covered by a new academic head of department.

Kathy Thomas wondered how on earth could he take on more when he seems to be juggling things already to fit the tasks in. Frances Loveless commented that we ought to be generous with Julian's time and consider reducing his workload for the church. Joan Pike said that all teachers used to take part in assemblies. David Charlesworth, Trustee at the School, said it would not be the intention to overuse Julian.

- 9 **Local Mission and Ministry Review Presentation:** Robin Sanders and Mike Musgrove joined the meeting to present the report that had been finalised during this week and endorsed by the Elders on Wednesday. He thanked the local group of Bill Broadhead, Daphne Hughes, Helen Pritchard and Michael Pritchard who had considered the responses as well. Revd Kim Plumpton had met Julian for that part of the review.

He started by explaining the process. LMMR is a periodic review of local mission and ministry and is an important and relatively new part of church life which has been introduced by the United Reformed Church for all local churches. The aim of the review is to be encouraging and supportive, and to help the minister and church in thinking about their work, rather than being, or being seen as, an inspection or assessment. The "Taking Stock" questionnaire had been completed by Julian and Kim and feedback was asked for in December.

The objectives are listed below, in no specific order, with comment from the meeting. The

bullet points are suggested actions for achieving the objectives, but it is anticipated the church will identify other actions as work to achieve the objectives proceeds. An indication of how each objective links into the Synod Mission Criteria is given in italics within square brackets.

1. *Continuation of our youth work within our own Junior church, uniformed organisations and Caterham School. Develop links that other schools may wish to establish.*
 - Ensure the church maintains its Child Friendly Church status.
 - Encourage continued participation in the Free Churches Association at St Bede's School.
 - Develop more participation in worship by children and young people.
[Actively seeking to reach new people for Jesus Christ]
Huw Marshall-Jones had concern about Caterham School and disappointed that more organisations weren't listed. It was said that the list wasn't meant to be conclusive. David Marshall-Jones was disappointed that only young people were mentioned. The mission is a job for the whole congregation; also important older members see it as their responsibility.

2. *Continue to work with other churches in Caterham through Churches Together in Caterham, while maintaining our own traditions and identity. Strengthen links and develop a greater sense of mission within the local community.*
 - Appoint a publicity officer to increase awareness of and provide publicity for activities within the church, including Churches Together activities.
 - Ensure continuing participation in the Caterham Food bank in collaboration with the other churches.
[Committed to the wider church of God through ecumenical relationships]

3. *Explore involving the wider congregation in service planning and extending the repertoire of music and hymns*
 - Long term aim of appointing a new organist, with the possibility of developing a singing group or Choir.
 - Explore any enthusiasm from Caterham School for music accompaniment.
 - Continue hosting music concerts.
 - Consider using hymns that are not in Rejoice & Sing which complement the Sunday worship.
 - Establishment of a Worship Group.
[Provide inspiring and engaging worship which is accessible to all people]
Gail Marshall-Jones didn't want only the organ used in services. Some new music cannot be played on an organ and hoped this could still be used in worship. It was noted that this section produced the most mixed responses: those who only wanted the traditional hymns used as one end of the scale to those who want far more new songs and hymns used more often. Rosie Moule commented that no one had offered their talent as pianist in the most recent request for help. The new Worship Group would be able to introduce change that added to the spiritual development of the church.

4. *Ensure a wider sharing of responsibilities across the church, including provision of pastoral support for the whole congregation and an awareness of the needs of the elderly, infirm and those in need of pastoral support.*
 - Update the skills survey in about 3 or 4 years.
 - Consider time limits for all jobs which are flexible and tailored to the post holders.
 - Setting up a rota to operate the new AV system is a high priority.
 - Encourage continuing attendance at Pastoral Care and other training events, within the Cluster and Synod and establishing a small Pastoral Care Group to work with the Minister in providing pastoral care for all.
[Committed to resourcing its life and mission through its personnel, and Caring for people

of all ages]

5. *Continue to provide good stewardship and maintenance of our premises so that they are an attractive meeting place for local groups, an opportunity for outreach and continue to provide a key source of revenue for the church.*

- Consider holding a photographic competition with the winning photographs to be hung in the main hall and concourse to make it more welcoming.
- Review of the lighting and décor in the Harestone Hall.
- Review whether reinstating the property committee would assist improved stewardship of the premises.
- Continue to explore marketing opportunities for the church and halls, and the organisations which use the premises.
- Ensure the congregation is aware of all the possibilities for regular giving to support the ministry and mission of the church, including the upkeep of the buildings, for example using the URC's TRIO (The Responsibility Is Ours) system.

[Committed to resourcing its life and mission through its finances and buildings]

Frances Loveless said that the uplighters in concourse had been replaced with cheaper to run downlighters.

The actions were important not just to be taken as words. The appendix gave some timescales and allocated responsibilities. The Report would be subject to an internal review in 2 years. This Meeting could now adopt and accept the report or send it back. The Final report would go to the Synod's Pastoral Committee for noting.

Julian Thomas expressed thanks to the Review Group. Huw Marshall-Jones asked what we were accepting. It was the five areas of action although the specifics would be subject to change. The Meeting voted to accept the Report.

10 **Churches Together** Julian Thomas reported that the AGM had recently been held and Revd Helen Burnett (Whyteleafe and Chaldon Anglican) had replaced Paul Risely as Chair. They had held an Awayday recently. The cost of the Christmas Lunch had trebled in 2 years and its future was being looked at. There were now weekly prayers on a Wednesday morning at a different venue each month. The Caterham Christian Centre had amalgamated with the Caterham Community Church though both premises were being retained.

11 **Appointments of committee members, officers and representatives:** The list had been circulated beforehand and changes mentioned. Linda Smith was taking over as Convener of the Church Fellowship Committee. David Charlesworth is the new Property Officer and Debbie Quinlan the new Lettings Officer. The new Pastoral Care Group and the still to be completed Worship Group were also highlighted. These were agreed en bloc. A Commitment for Life link was still needed.

Michael Pritchard updated people on Graham Hallett, one of our organists, who was recuperating at home after 6 weeks in hospital. He wouldn't be driving until the autumn. He would send our good wishes and hoped to welcome him back in due course.

12 **Closing prayer:** The meeting closed at 12.50pm with a prayer and the saying of the Grace together.

Church Secretary's report

This year has been another busy year in the life of Caterham United Reformed Church. Linda Smith decided to step down from the Elders' meeting and we thank her for the years she has been a serving Elder. Linda continues to serve the church in a number of different ways. Alison Clarke and Rosie Moule were elected to serve a further term and we have been pleased to induct David Charlesworth to the Elders' Meeting. We are grateful to all the serving and non serving Elders for their commitment and dedication to the church.

Sadly a number of our members have passed away - Ruth Gray, Jim Linwood, Jan Gubbins, Peggy Connor and Dawn Boyd -Head. We remember them with gratitude for their contribution to the life of the church. Ruth and Jim in particular will be much missed by all as they were involved in so many ways.

The Downes and Campbell families moved away to Australia and Scotland respectively and Gillian Dewberry has also moved to Scotland. Rick and Aimee Mearkle have also moved away. We have been pleased to welcome as new church members Ray Howgego, Marcavia Morris, Julie Walker, David Thomas and Jonathan Hills.

At the beginning of 2017 the new Audio Visual System became fully operational and it has been very exciting to see how it has been used more and more. Melvyn Smith has worked very hard to explore ways of fully utilising it and we are most grateful for all he has done. Our Nativity Play was one example of the difference it is making to our worship.

After much prayerful consideration the Church meeting decided that Caterham URC should apply for registration for same sex marriages. The process is now complete and all the necessary documentation is in place both for the Church and our Authorised Persons.

During the year we received the final report from the Local Ministry and Mission Review (LMMR) This was discussed and then adopted by the Church meeting and action has been taken to begin implementing the recommendations . At subsequent Elders' meetings the progress on the objectives and action points has been reviewed.

Churches Together in Caterham is reviving and we have been pleased to take our turn hosting the Wednesday early morning prayers. Once again we have participated in the Lent Groups with friends from the Sacred Heart Church joining us.

Everybody who attended the Church Barbecue in June thoroughly enjoyed the food, activities and time together. Indeed it was not only the children who had a turn on the Bouncy Castle set up in the Emmaus Chapel! A few weeks later we were the hosts for the cluster walk, tea and service another very enjoyable afternoon when we met with friends from Oxted, Marsh Green, Banstead, Redhill, Reigate and Walton on the Hill

Many people week by week indeed day by day complete tasks to ensure that Caterham URC functions smoothly and that everything is ready for Sunday services, the AV and sound systems are operated, that the gardens are maintained, the church magazine appears, information goes into grapevine, there are clean tea towels in the kitchen, the communion linen is washed and ironed flowers are arranged and delivered to members of the congregation to mention a few issues. Sometimes we need already busy people to take on another task such as serving coffee, delivering flowers etc and we appreciate their willingness to do so. Then we have all the work carried out by the Junior Church staff, the leaders of the uniformed organisations, by our committees and other church groups. Please read the reports from the various committees and

groups which reflects this. We are very grateful for all that is done on our behalf and I would like to thank you all.

It would not be appropriate to close this report without thanking our minister Julian for all he does. We know but often forget that three quarters of his time should be spent with the church and a quarter with Caterham School. With the retirement of the Revd Rick Mearkle as Chaplain at the school at the end of the summer term Julian has been even busier with Caterham School as so far a new chaplain has not been appointed. . We give thanks for his pastoral care of the people associated with the church and his encouragement and support.

Pam Marshall-Jones

Treasurer's Report

On the following pages are the Accounts for the year to 31 December 2017. They are in the same format as last year. I am pleased to report a small surplus of £4,831 this year that has, mainly, been achieved through keeping control of expenditure.

That expenditure is £116,071 which includes the final balance for the audio-visual system of £4,549 but less repairs this year. To put that in perspective, that is around £2,230 per week to keep the church going before one-off capital spend - more on that later!

The costs of Ministry have remained constant at £46,000 which is our contribution to the central URC Ministry and Mission Fund (not the cost of one Minister), the cost of the Manse less the contribution from Caterham School for the Minister's 25% work there.

Other costs have also remained fairly static with utilities for a building this size being substantial, the cleaning, repairs and caretaker a large expense, worship costs (including an organist most weeks) and other expenditure making up the balance.

The income this year has reduced to a more normal level after last year's higher than usual donations. Lettings continue to be a very good source of income. It is recognised that this does increase expenditure (i.e. heating and cleaning), there is a healthy surplus that lets us afford a Caretaker and subsidise other aspects of church life.

One area of a concern for me with weekly offerings down. As these should be the bedrock of the church's finances, I encourage all to think again about what they can afford to give each week. The other disappointment was the response to Gift Day, which had a theme of "building a firmer foundation", which was low. Whilst the Balance Sheet shows net assets of an apparently healthy £70,000, that has to be put in context that is nowhere near a year's expenditure.

I have also mentioned one-off capital spend. Already this year we have had CCTV installed as a security measure, the organ will soon be repaired as some solenoids have reached the end of their life and three separate leaks in the roof will be fixed. These will cost over £10,000 (combined) so the Reserves are probably at the lower end of what is needed and are low compared to other churches.

Finally, there is one issue that falls under "I don't like to ask" category and that is have you thought of leaving a legacy to the church in your will? The audio-visual system and other larger, extra projects have been funded from the Legacy Fund in the past. I can let you have details if you wish to consider this.

Richard Wallis

**CATERHAM UNITED REFORMED CHURCH
BALANCE SHEET AT 31 DECEMBER 2017**

	Note	2017 £	2016 £	2015 £
CHURCH FUNDS:				
General Fund				
Balance at 1 January		33,275	15,414	34,937
Surplus/(Deficit) for the year		4,831	17,973	-20,367
Change in value of Investments		<u>-281</u>	<u>-112</u>	<u>844</u>
		<u>37,825</u>	<u>33,275</u>	<u>15,414</u>
Other Church Funds	1	<u>32,913</u>	<u>42,701</u>	<u>36,916</u>
		<u><u>70,738</u></u>	<u><u>75,976</u></u>	<u><u>52,330</u></u>
Represented by:				
CASH AT BANK				
CAF Bank Ltd		23,567	27,650	12,849
Synod Deposit Account		<u>42,112</u>	<u>41,974</u>	<u>41,759</u>
		65,679	69,624	54,608
INVESTMENTS				
45,000 Shares in Access Intelligence		1,800	2,081	2,194
DEBTORS AND PREPAYMENTS	2	<u>12,036</u>	<u>9,982</u>	<u>8,961</u>
		79,515	81,815	65,763
SUNDRY CREDITORS, ACCRUALS AND PROVISIONS	3	<u>-8,777</u>	<u>-5,711</u>	<u>-13,433</u>
NET ASSETS		<u><u>70,738</u></u>	<u><u>75,976</u></u>	<u><u>52,330</u></u>

INDEPENDENT EXAMINER'S REPORT to the members of Caterham United Reformed Church:

I have examined the Balance Sheet and Accounts as set out on pages 1 - 3, together with the documents and statements submitted to me. My examination included a review of the accounting records kept by the Treasurer and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations concerning 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 accounts.

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 Treasurer has not ensured that:
 - proper accounting records are kept in accordance with section 130 of the Charities Act 2011; and
 - accounts have been prepared which agree with the accounting records and comply with the accounting requirements of the Charities Act 2011; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

27 March 2018

Date



David R Ling, Chartered Accountant

CATERHAM UNITED REFORMED CHURCH
INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2017

	2017 - £	2016 - £	2015 -£
INCOME			
Offerings			
Envelopes and standing orders	47,289	49,929	49,299
Loose cash	<u>4,218</u>	<u>3,686</u>	<u>3,741</u>
	51,507	53,615	53,040
Donations	3,886	10,749	4,161
Income tax recovery	12,347	15,488	12,075
Premises lettings	47,980	49,469	40,096
Gift Day	4,243	6,088	7,208
Bank interest	139	216	215
Sundry income	<u>800</u>	<u>1,159</u>	<u>1,874</u>
TOTAL INCOME	<u>120,902</u>	<u>136,784</u>	<u>118,669</u>
EXPENDITURE			
Ministry			
Ministry and Mission	45,905	45,450	45,000
less: Caterham School contribution	-7,140	-7,104	-7,005
Ministers' Pension Fund	-	-	1,600
Minister's Expenses	2,813	2,979	3,140
Accommodation	3,749	3,858	3,889
Outreach	<u>829</u>	<u>599</u>	<u>2,159</u>
	46,156	45,782	48,783
Utilities			
Gas	7,355	7,486	7,267
Electricity	2,393	2,156	1,922
Telephone / Wi-Fi	972	904	-
Water	715	638	809
Insurance	<u>4,664</u>	<u>4,410</u>	<u>4,096</u>
	16,099	15,594	14,094
Fabric			
Repairs and Maintenance	11,246	19,549	38,964
Audio-Visual System (Balance)	4,549	-	-
Caretaker	14,233	12,586	13,131
Cleaning	<u>11,713</u>	<u>12,031</u>	<u>12,232</u>
	41,741	44,166	64,327
Worship Costs			
Worship Costs	3,384	4,062	2,559
Organists' and Pianists' Fees etc	2,407	1,281	1,420
Music Purchases and Licenses	391	414	348
Maintenance of instruments	<u>3,385</u>	<u>3,050</u>	<u>3,050</u>
	9,567	8,807	7,377
Other Expenditure			
Printing, Copying and Stationery	2,101	2,933	2,547
Subscriptions and Donations	260	344	617
Courses	107	152	154
Sundries	<u>40</u>	<u>1,033</u>	<u>1,137</u>
	2,508	4,462	4,455
TOTAL EXPENDITURE	<u>116,071</u>	<u>118,811</u>	<u>139,036</u>
SURPLUS/(DEFICIT) FOR THE YEAR	<u>4,831</u>	<u>17,973</u>	<u>-20,367</u>
Carried forward in General Fund			

CATERHAM UNITED REFORMED CHURCH

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

1. OTHER CHURCH FUNDS

	Welfare £	Legacies £	Organ £	Building £	Flower £	Manse £	J Church £
Balance at 1 January	728	14,766	14,257	12,000	225	590	135
INCOME:							
Donations / Legacies	0	0	0	0	40	0	0
Transfer from General Fund	0	0	2,000	3,000	0	0	0
	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>3,000</u>	<u>40</u>	<u>0</u>	<u>0</u>
EXPENDITURE:							
Welfare expenditure	50	0	0	0	12	0	0
Audio-Visual System	0	14,766	0	0	0	0	0
	<u>50</u>	<u>14,766</u>	<u>0</u>	<u>0</u>	<u>12</u>	<u>0</u>	<u>0</u>
Balance at 31 December	<u>678</u>	<u>0</u>	<u>16,257</u>	<u>15,000</u>	<u>253</u>	<u>590</u>	<u>135</u>

2. DEBTORS AND PREPAYMENTS

	2017 £	2016 £	2015 £
Income tax recoverable	4,329	5,075	3,927
Premises lettings	3,447	1,545	1,562
Other amounts owed	36	-	-
Prepayments	4,224	3,362	3,472
	<u>12,036</u>	<u>9,982</u>	<u>8,961</u>

3. SUNDRY CREDITORS, ACCRUALS AND PROVISIONS

	£	£	£
Accrued expenditure	6,854	5,711	11,480
Premises lettings	1,923	0	1,953
	<u>8,777</u>	<u>5,711</u>	<u>13,433</u>

4. AUDIO VISUAL SYSTEM

In November 2016 the Church Meeting agreed to spend £29,000 on a new Audio Visual System for the Sanctuary. This would be funded by the Legacy Fund, the 2016 Gift Day and Reserves. In 2016, £11,983 of this expenditure is included in these accounts. The work was completed in February 2017 with £14,766 from the Legacies Fund and £4,549 from the General Fund .

5. OTHER COLLECTIONS

During the year, collections for non-church activities and appeals have been made totalling £3,867 (2016: £3,942; 2015: £3,722).

	£	£	£
Angel Tree	76	112	100
Bible Society	-	-	76
Caterham Food Bank	180	139	217
Christian Aid Week	1,665	1,659	1,363
Christian Aid - Appeals	-	217	-
COAT	517	170	249
Commitment for Life	582	906	1,105
Crisis	267	170	290
DEC Appeal	167	-	246
East Surrey Dial A Ride	253	-	-
New Hope Trust	160	-	-
St Catherine's Hospice	-	69	76
West Croydon Refugee Centre	-	500	-
	<u>3,867</u>	<u>3,942</u>	<u>3,722</u>

Finance & Administration Committee

We have not had to deal with any major concerns this past year and it is encouraging to see our financial position has remained relatively stable. However, whilst income has held up, this has been mainly due to our Lettings income remaining buoyant and offsetting a continuing decline in Offerings. With an aging congregation and without an increase in numbers, it is not easy to see how we can counter this trend, although consideration of a TRIO campaign is still before us.

It is good to note the benefits of the new audio/visual system installed during the year.

Our overheads continue to be carefully controlled but as well as normal repairs and maintenance costs, we need to spend on resurfacing the lower car parking area and to replenish our reserves for the future.

The re-forming of the Property Committee has helped to stream-line minor issues.

I am grateful to all the members of the committee for their support during the year, especially to David Charlesworth and Debbie Quinlan for taking on the duties of Property Convenor and Lettings Officer respectively.

Peter Smith

Members of Committee

David Charlesworth (Property Convenor)
Joan Clarke (Freewill Offering Secretary)
Debbie Quinlan (Lettings Officer)
Frances Loveless (Elders Representative)
Pam Marshall-Jones (Church Secretary, ex officio)
Linda Smith (Committee Secretary)
Peter Smith
Revd Julian Thomas (Minister, ex-officio)
Richard Wallis (Honorary Treasurer)

Property Committee

I have taken most of my first year of responsibility for Property matters finding my feet, re-establishing the Property Committee and carrying out a rough survey of the premises noting what needs to be done immediately, what we would like to do to improve the premises in general and what longer term project we should tackle. I am grateful to Francis for the comprehensive handover she provided, to my new committee for their support in our various activities and to Richard Wallis and the elders for their support in our endeavours.

Overall the Church premises are in very good shape, but we have identified a number of rooms where we should be thinking about redecorating and in some cases fitting new flooring. We would like to undertake some upgrading of the windows in all 4 meeting rooms, so we can fit double glazing to improve both the insulation and the overall light levels in the rooms (especially room 2).

We have cleared out some of the rubbish in the clock tower and started to remove some of the unnecessary clutter from the toilet off the vestibule with a view to improving the appearance of this area which is often the first port of call for visitors for weddings and funerals. We have tackled some of the overgrown areas of the garden with efforts from Harold the Caretaker and members of the committee, focusing on tidying the hedges on our boundaries, maintaining the flower beds to a good standard with some new planting and removing overgrown shrubs which were growing too close to the main foundations of the Church.

The CCTV system is now partially installed but will not be operational until mid-March due to our electrician having some family problems. I will give a fuller report to Church Meeting once the system is fully commissioned and I have a clearer idea on how the system will work.

We have also looked at the service we give to our hirers, who provide a substantial proportion of the Church's income. Little Gems failed their OFSTED inspection last summer, in part because of the dangerous condition of the wooden staircase out of Room 1. This has been replaced with a flight of brick steps which contributed to Little Gems achieving a 'Good' standard at the follow-up OFSTED inspection. We are continuing to work with Little Gems management to ensure that they continued to be satisfied with the service they are paying us for. Some improvements have been made in the counselling suite and new bells installed in the other rooms that we hire out.

You may not think that there is much substance in what we have achieved over the year but some of these smaller issues needed to be cleared up so that we can give our attention to the major, but less pressing, issues such as the state of the car park, concerns over small leaks in the roof and the condition of some of the flooring in the back rooms. I also intend to improve the heating controls for the sanctuary and possibly the back rooms and to upgrade some of the Sanctuary lighting to overcome problems we sometimes have with the dimmer switches.

David Charlesworth

Children's and Youth Council

The young people we see at Sunday services and in our Scout and Guide activities during the week give our church a great opportunity for mission. Some of those in the uniformed organisations are regularly attending other churches and owe those allegiance but we seek to show all of our young people that we are a caring church with an exciting message. The annual Activity Days on Palm and Advent Sundays as well as the Christingle service in January and the open invitation to church activities such as the barbecue, all demonstrate that they are welcome as part of our church family. As with all family activity, this makes certain demands: the days of children being seen but not heard are long past and their youthful exuberance can be challenging. The understanding of our more senior members is very helpful and confirms our award of the "Child Friendly Church" status.

Our continuing work for this award includes areas not readily visible, such as engaging with the Disclosure and Barring Service which checks out that there are no registered problems with childcare by our group leaders. We have delivered training to enable all those working with our young people in Junior Church to be informed of risks and action necessary to keep everyone safe. Recently we have been rehearsing a fire drill and the review of this process pinpointed areas where we can improve. Both our uniformed organisations administer their own DBS checks. There has never been so much competition for the attention of young people. That means that we have to be selective in what we can offer and then to do those things well. Our young people show loyalty and respond to the group leaders in Junior Church with attention and questioning. Their development in the faith and their mutual support and enjoyment in their spiritual journey is something we value.

Both the Scouts and the Guides are glad of any help you can offer and we can always use more sitters for the Junior Church sessions; just talk to the Leaders. As you will see from their detailed reports, they all work very hard and deserve our encouragement and support.

Committee Members:

Sarah Allain (Child Protection Organiser)
Christine and Nicola Edwards (Guiders)
David Marshall-Jones (Junior Church Leader)
Pam Marshall-Jones (Scouter and Church Secretary)
Huw Marshall-Jones (Youth Council Convenor)
Helen Pritchard (Junior Church and Minute Secretary)
Rev Julian Thomas (Minister, ex-officio)
Joan Pike (Convenor)

Junior Church

Caterham URC can with a degree of certainty know that there will be some children in church each Sunday morning and that a good sized group will go out to Junior Church part way through the service unless it is an all-age service. Unfortunately this is not something that happens in a large number of churches these days. The children and young people we have are a loyal and committed group who turn up reasonably regularly. However this would not happen without the 25 members of the Junior Church staff team who lead the four Junior Church Groups or support the leaders each week plus providing an adult in the creche. The groups are the Scramblers (2-5), the Explorers (6-8), the Pathfinders (9-11) and the Young People (12+). The other motivator for the children and young people is the support and encouragement they receive from their parents many of whom are part of the staff team. We have 23 children and young people who belong to Junior Church.

As usual in 2017 there have been a number of special events that have involved the Junior Church. In September we had Junior Church Sunday when there is an opportunity to introduce all the children to the congregation and to highlight those moving on to new groups. This is also the occasion when there is the re-dedication of the staff team. At the start of Advent all the Junior Church families receive an Advent Candle and this can be a focal point for the each of the families as Advent progresses. A number of the junior Church families were involved in the Church BBQ in June which was a very happy occasion. The all-age services are enjoyed by the children and young people.

The two Activity Days on Palm Sunday and Advent Sunday have become firm fixtures in the calendar. These are occasions when there are a wide range of activities but also they are a reminder of the significance of Christmas and Easter. Then in December we have the Nativity Play this year, *The Christmas Star*. All these events give us the opportunity to involve children from the Uniformed Groups.

During the last year Junior Church has continued to thrive and we give thanks for the children, young people and the adults who support them. At the end of the year Elizabeth Pritchard retired from Junior Church and we thank her for all she has done for the Junior Church over many years. We look forward with anticipation and hope to 2018.

David Marshall-Jones
Junior Church Leader

Members of the Junior Church Staff Team in 2017

Sarah Allain	Jenny Hunnybun	Ian Pizzey
Bette Bailey	Judith Jordan	Bill :Pike
Janette Butler	Ian Lennox	Joan Pike
Helene Carter	Nicole Lennox	Elizabeth Pritchard
Simon Carter	Jean Ling	Helen Pritchard
Alison Clarke	Gail Marshall-Jones	Michael Pritchard
Helen Flanagan	Huw Marshall-Jones	Debbie Quinlan
Alison Gray	Pam Marshall-Jones	David Thomas
Jonathan Hills	Cecilia Pizzey	Kathy Thomas

Rainbows, Brownies and Guides

5th Caterham Rainbows

The girls took part in different evenings including visiting the local library, making animal crowns, musical instruments, making iced biscuits, modelling dough and making Gruffalo crafts. In 2017, the Rainbows celebrated 30 years since they started so we completed Olivia's 30th Birthday Challenge - designing her a party outfit, making party crowns and making birthday cards. We also took part in the 30th Birthday Card Challenge - so we made and posted lots of birthday cards to other Rainbows to different units around England and they posted us some cards back.

11th Caterham Brownies

Last year the Brownies enjoyed taking part in different evenings including a DVD evening, making friendship bracelets, owl paper plate masks and making mice crafts. The Brownies enjoyed an evening and Caterham Valley Library and then a few weeks after this visit we completed our Book Lover Badge. The Brownies completed the Butterfly Challenge where they made butterfly cakes, did about a life cycle of a butterfly and completed crafts and word searches about butterflies. The Brownies have also completed the Number Fun Badge making a birthday book, doing about codes and messages and the 24 hour clock.

5th Caterham Guides

The Guides completed different challenge badges last term. They completed the Chocolate Challenge where we went and visited Morrison's to learn more about Fairtrade products, tasting different chocolate bars, playing the chocolate game and doing word searches and quiz's. The Guides also completed the Football Challenge Butterfly Challenge and Cudham Birthday Challenge.

We also has a few themed evening including making pancakes, cooking pizzas, DVD, knots and ropes and making towers out of spaghetti and marshmallows.

All three units had a lot of fun taking part in a dance evening with Star Steppers. They also all had a visit from Surrey East Water - which the girls all found interesting learning about how we can save water.

In September, we all took part in a Division Activity Day at Blacklands Farm, where the girls took part in different activities and the day ended with a large campfire - singing lots of camp songs.

In December we went to the Harlequin Theatre, Redhill to see Peter Pan. One of our Brownies were chosen to go up on the stage.

Christine and Nicola Edwards

11th Caterham (URC) Scout Group

Looking back on the year it is clear that it has been both busy and active for the young people who have played and worked hard. and had fun as well. It has also been a year where the leaders have once again demonstrated commitment and dedication to implementing the ideals of Scouting. It has been a good year from all perspectives.

Beavers

The Beavers have worked on their challenge and activity badges. During the Spring the Beaver Scouts worked for their Safety and International Badges. The activities included a visit to Godstone Fire Station, a Welsh evening and finding out about Kenya and Scouting in Kenya. In the summer the Beaver Scouts worked for their Emergency Aid Level 1, Camp Craft and Explore badges. They also had an evening with paints - hand prints, leaf prints so a messy evening. They completed good turns by planting the tubs at the front of the church and decorating cakes which the Cub Scouts delivered to members of the congregation.

The Beaver Scouts also undertook a further survey of the shops in Caterham to see if they welcomed assistance dogs. Any shop not displaying the sign was visited by the Beaver Scouts with a letter explaining the scheme and with information about assistance dogs. We also had an energetic evening at Warlingham Rugby Club. Autumn found the Beaver Scouts working on their Global Issues and Hobbies badges. They found out about Fairtrade, recycling and endangered animals. They visited Tesco and followed the Farm to Fork trail. They also walked from Caterham Prep School car park up to the Viewpoint in the dark which is a bit scary when you are six years old. They were all very brave but were pleased to return to the parents collecting them. As always they finished the year with Christmas activities

Cubs

In the first months of the year the Cub Pack were busy with their World Challenge, Fire Safety and Astronomer badges. They spent an evening on the Chinese New Year. Later they made bug hotels which were placed in the Church garden, they also visited Godstone Fire Station (not at the same time as the Beavers!) they also went to the Kenley Observatory on what was a fairly cloudy night. Last year the Cubs had decided to support Kimilili School in Kenya so at the beginning of March they held a Bring and Buy sale to raise funds for the school.

During the summer the Cubs concentrated on the Naturalist Badge with several visits to Roverdene the District Camp Site. They also completed the Navigator Level 2 badge and had a games evening at the Sandy Ross playing field. They started back in September with an evening building tunnels from very large boxes and then settled to the Emergency Aid level 2 and Scientist Activity Badges. They experimented with hot air balloons, made ballistas and found out about Diwali. Some of the experiments for the Scientist badge achieved the expected outcomes some did not but it was fun trying.

Scouts

The Scout Troop started the year continuing to work on the World Challenge and completed the World Faiths Badge. This involved a visit to the Mosque in Redhill where they were made very welcome. They also started the research for the Community project focusing on disability. At the start of the Summer term they undertook a survey of public facilities and shops in Caterham to assess their accessibility for disabled people using guidance provided by the Leonard Cheshire Foundation. The younger scouts worked on the Emergency Aid Level 3 badge while the older scouts prepared for the Expedition Challenge. This was the first time that there has been a group able to do this. In June they undertook the expedition starting near Reigate, camping overnight

in Chaldon before returning to the URC.

The Scouts also worked in the church garden, and enjoyed games evenings and visits to Roverdene to practice their camping skills. During the Autumn term the Scouts had a choice of the Air Spotter, Cyclist and Fire Safety Badges and then in the latter part of the term worked for their Creative Challenge which involved cooking, craft activities and junk modelling. Throughout the year they have ensured they have meetings outdoors even if it is cold and wet. At the end of September the Beavers, Cubs and Scouts visited Blacklands Farm camp Site where they took part in different activities - Beavers bungee trampolining and low ropes, Cubs and Scouts crate challenge, climbing, archery and aeroball.

All three sections of the Group have enjoyed residential experiences during the year. In January the Scouts went to the winter camp at Gilwell a camp attended by scouts from all over the country. In May the Beaver Scouts had their sleepover at the Church spending the morning in the Forest School at Caterham School, hiking to Rikki's house for lunch, meeting her animals particularly Lavender the hen and pitching tents before walking back to the Church. In June the Cub Pack had their camp at Roverdene where activities included cooking sausages on fires, hiking, playing games and finally at the beginning of July the Scouts went to Scoutabout the tri-annual camp for Surrey Scouts and Guides at the Ardingly Show Ground.

The Scout District once again held the annual St George's Day service in the URC. Both the Scout Group and Scout District are very grateful for the support and encouragement they receive from the members of Caterham URC.

Pam Marshall-Jones

Group Scout Leader

Assistant group Scout Leader

Pam Marshall-Jones

David Marshall-Jones

Beaver Colony

Pam Marshall-Jones

Bevan Roberts

Natasha Thomas

Mark Slaughter

Cub Pack

Alison Clarke

George Hopper

Howard Jordan

Janette Butler

Tony Evans

Scout Troop

Huw Marshall-Jones

Lisa Swan

David Thomas

Jessica Hopper

Ralph Gatward

Group Chairperson

Group Secretary

Group Treasurer

Group Chaplain

Helen Hammer

Bill Broadhead

Diane Roberts

Julian Thomas

Church Fellowship Committee

The committee meets as a co-ordinating group as the following individual reports will show. This way we are able to see if our responsibilities overlap and how we can help each other.

At present there is an urgent need for volunteers to arrange and/or deliver flowers as well as helping in the Sunday morning hospitality coffee after the service.

Linda Smith

Committee:

Bette Bailey

Joan Clarke

Jane Holt

Rosie Moule

Wendy Smith

Revd Julian Thomas (Minister: ex-officio) or Pam Marshall-Jones (Church Secretary: ex-officio)

Alison Clarke

Doreen Dupré (Minute Secretary)

John Lord

Sandra Simpson

Linda Smith

Needle Natters

We continue to meet twice a month and all of us have a project on the 'go', which needs darning, knitting, sewing or crocheting. A few years ago Jill Craddock (who founded this group) taught Doris how to crochet and in turn Doris has now taught Rosie the same.

We share any local news and also church news, as well as having a cup of tea and biscuits. So if anyone would like to join us they would be very welcome.

The Guild

We have had another enjoyable year with interesting speakers. Subjects covered were Seaside Piers, the Police Service, Travels in Central Asia and Meals on Wheels, as well as two visits to Knights Garden Centre for afternoon tea, a quiz and a coach trip to Eastbourne. The Christmas Lunch was well attended and enjoyed by all.

I would like to thank all the committee members for their help during the year: refreshments (Doreen and Adrienne) plus Joy, arranging the programme (Tony) and treasury matters (Dave), all essential tasks.

Committee

Linda Smith

Dave Kitchin

Tony Waters

Doreen Dupré

Daphne Hughes

Adrienne Winkley

Chair and Minute Secretary

Treasurer

Programme Secretary

Pew Stewards

We have a good team stewarding the morning and evening services. Two members have stepped down from the evening rota, namely Elizabeth Pritchard and Jim Linwood (who sadly died just before Christmas). When I am on duty I am still amazed at the range of questions I get asked, but that is all part of the job I feel. I would like to thank everyone on the rota for their help.

Linda Smith

Flower Distribution

Thank you to everyone who has helped deliver the flowers this last year. The flowers are always greatly appreciated by all who receive them. A very big Thank you to Elizabeth Pritchard, Jim Linwood and Helen Hillis who have stepped down.

Members of the team:

Anne Bailey, Bette Bailey, Alison Clarke, Joan Clarke, Doreen Dupre, Rosie Moule, Joan Pike, Sandra Simpson, Wendy Smith.

Catering

2017 has been another busy year for the catering team, along with Coffee and Chat and Chomp and Chatter, we have had 8 other events that we have catered for:

- Welcome tea and coffee for the 5 week lent course.
- April and May special coffee mornings, raising funds for leprosy and East Surrey Dial a Ride.
- Church family BBQ in June.
- Helped with refreshments for the Cluster walk and tea in July.
- Refreshments for a special occasion.
- Harvest lunch.
- Mince pies, tea and coffee after the tree of light service.
- Mulled wine, tea, coffee and mince pies after the carol concert.

Coffee and Chat

We still continue to welcome old friends and new, both from the church and from outside, for a chat and fellowship. We usually have between 15-20 people attending each week.

Thank you to all who volunteer to help serve coffee, also a thank you to all that have stepped down for all the help they gave over the years. The people who have stood down are Elizabeth and Michael Pritchard and Tony and Mary Waters. Due to her death Ruth Gray, Ruth really enjoyed her Friday mornings at coffee and was one of the highlights of her week.

Members of the team:

Anne Bailey, Alison Clarke, Joan Clarke, Doreen Dupre, Daphne Hughes, Jean Ling, Bert Morris, Marcavia Morris, Rosie Moule, Joy Sorensen, Adrienne Winkley.

Chomp and Chatter

Chomp and Chatter still meets on the second Friday, with between 30 to 35 people enjoying the meal and an opportunity to make new friends.

We sadly lost Ruth in July who very much enjoyed peeling spuds for us and she is greatly missed in the kitchen. She has helped us from the start of Chomp and Chatter, and she threatened to retire when she reached 90, but she was still helping us at 92 until a month before she died. We thank her for all she did. We have been lucky to have new helpers joining the team.

Members of the team

Alison Clarke, Joan Clarke, Rosie Moule, Jean Ling, David Ling, Doreen Dupre, Joy Sorensen, Daphne Hughes, Anne Bailey.

The wonderful help clearing and washing up by

Elizabeth Pritchard, Michael Pritchard, Julian Thomas, Jenny Hunnybun, Frances Loveless, Anthea Hopkins, Judith Jordan.

Alison Clarke

Sunday Morning Hospitality

During the 53 Sundays of 2017, more than 36 members have helped to serve coffee and tea. We often have cakes especially for Anniversaries and Birthdays. We ask for donations to finance the cost. Many thanks to all our volunteers, although new volunteers are always welcome - please see me if you would like to sign on my new rota in the concourse

Bette Bailey

Festival Flowers

At Easter we painted cardboard Easter eggs and put flowers inside . We also arranged our usual yellow roses in memory of loved ones .The Brownies decorated the Easter Tree in the vestibule and the Church was full of spring flowers. For Harvest we filled baskets with Autumn coloured flowers and fruit and vegetables.

Christmas started with Tree of Light service for which we made new arrangements for the two pillars and corbels. Then for Christmas we filled the Church with red, green, and white flowers, which the Committee all love to arrange. Daily watering and spraying kept them going until New Year in spite of the fact that the heat in the Church was very high. Thanks to all involved in coming in during the festive season to water all the flowers.

Sandra Simpson

Sanctuary Flowers

I would like to thank everyone who has donated or arranged flowers in the Sanctuary for the Sunday services. Your help and support is very much appreciated, as it is so welcoming on a Sunday to see beautiful flowers as we arrive at church and during the service. These can be an arrangement or a simple vase and afterwards, available for distribution to members with birthday, anniversaries etc.

We always need new people, so please sign the flower rota in the Concourse if you can help.

Wendy Smith

Mission and Outreach Committee

In 2017, the Mission & Outreach Committee continued its activities based on its remit as set out in the revised criteria produced during the year by the Elders Meeting.

The main part of our duties resides in our support for our chosen charities. In 2017, these were the Leprosy Mission, COAT, Commitment for Life, Croydon Refugee Day Centre, Christian Aid, Angel Tree, Caterham Food Bank, Traidcraft Bible Society and St. Catherine's Hospice, as well as arranging ad hoc collections for any natural disasters which may arise during the year. The meetings receive regular updates on these and other relevant organisations.

During the year, we invited representatives of the Leprosy Mission to give an interesting and stimulating presentation on the vital work of this organisation. This, coupled with the sterling fundraising efforts of Anne Bailey, helped us to achieve donations for the year in excess of £1000.

A performance of the Caterham Rock Choir was organised in June as part of the Caterham Festival. An enthusiastic performance by both choir and audience produced a well-received donation to the Dalit Community in South India.

Our long-standing support for the Croydon Refugee Day Centre continued with collections of goods and money. Several car-loads were delivered throughout the year (including 2 much-appreciated wheelchairs) and were gratefully received by the CRDC. Our thanks go to Bill Pike for his tireless coordination and delivery efforts.

This year's Christian Aid week collection raised over £2000 including Gift Aid, an increase of over £200 on last year's total and a hugely encouraging figure in these economically straitened times. The Committee would like to thank all those willing volunteers who distributed and collected the envelopes and hopes more people will come forward this year to replenish our numbers. We are grateful to Bette Bailey for coordinating Christian Aid week work on behalf of our church.

Our special thanks go to Eric and Beryl Allen, who stood down during the year from running the Traidcraft stall. As most supermarkets now stock plenty of Fairtrade products, it is hoped that our congregation will look out for the Fairtrade logo during their weekly shop.

In addition to our external activities, we produced a new Welcome leaflet as pew leaflets for any visitors to the church. The leaflet was designed to be "not too wordy". It is hoped that it provides essential information on the church and will encourage future attendance.

In 2018, we look forward to a presentation at the Sunday service on 11 February by Linda Mead, a spokesperson for Commitment for Life. This is the primary charitable body of the URC and it is felt that we would all benefit from an update and further information on the activities of this vital charity.

John Lord

Committee Members

John Lord (Convenor)

Beryl Allen

Joan Clarke

Bette Bailey

Richard Wallis (Webmaster, ex-officio)

Rev Julian Thomas (Minister, ex-officio)

Daphne Hughes (Elders Representative)

Eric Allen

Anne Bailey

Charities Support Calendar

January Leprosy Mission	July Caterham Foodbank
February Commitment for Life Sunday Fairtrade Fortnight	August
March Commitment for Life Croydon Refugee Centre	September Harvest Festival (in aid of Croydon Refugee Centre)
April Commitment for Life	October Bible Society
May Christian Aid Week	November Advent Gift Service (in aid of Croydon Refugee Centre)
June Angel Tree (Father's Day)	December Tree of Light Service (St Catherine's Hospice) Christmas services collection (COAT and another)
Monthly Traidcraft Stall Special collections held as and when natural disasters occur	Regular Communion Welfare Fund Commitment for Life

Pastoral Care Group

The Pastoral Care Group was established to focus on the pastoral needs of the congregation. The group met for the first time on 27 June 2017 and went through the terms of reference for the group and then reviewed the Elders' Pastoral lists. At this and subsequent meetings people new to the church were added to an Elder's list. The pastoral needs of various individuals were reviewed. at each meeting. The Group considered that a card should be produced to obtain the contact details of new attendees at church. The group also recommended to the Elders' meeting that we should consider holding a "Everyone Welcome" course in 2018.

Group Members:

Revd Julian Thomas

Rosie Moule

Michael Pritchard

Jane Holt

Helene Carter

Pam Marshall-Jones