



Agenda for the meeting of Parishioners to elect Church Wardens to be held on Sunday 18th October 2020

Chair Revd Andrew Dand

- Apologies for absence
- Minutes of the meeting of Parishioners held on Sunday 7th April 2019
- Matters arising if any
- Election of Church Wardens
- Any other business

Agenda for the Annual Parochial Church Meeting (APCM) to be held on Sunday 18th October 2020

Chair: Revd Andrew Dand

- Apologies for absence
- Minutes of the APCM held on 18th October 2019
- Matters arising
- Presentation of the Annual report
- Presentation of Electoral Roll
- Treasurer's report for the year ending 31 December 2019
- Appointment of auditor
- Election of PCC members and Deanery Synod rep
- Noting of sides-persons

- Any other business

Sides-persons

8am service

Mildred Mansfield; Camille Adams; Ruth Mercer; Sam Horsley; Penny and Alastair Maclachlan

9.30am service

Edsel Jodhan; Carol Collison; David Simmons; Dave Sebuyira; Mint Seyum; David Whitestone; Sally

Jackson; Mary Clarke; John Foxwell; Colin Wilcox; Darren Booth; Barbara Fox

PCC members during 2019/20

Camille Adams; Gareth Bevan; Beryl Bevan; Hannah Foxcroft; Edsel Jodhan; Yvonne Johnson; Tamsyn Kent; Susan Powrie; Monique Richards; Lucy Rocques; Dave Sebuyira; Jo Wilson

Ex officio: Andrew Dand; Tim Barnes; Helen White; Helen Cosstick

Standing Committee during 2019/20

Andrew Dand, Tim Barnes, Beryl Bevan, Yvonne Johnson, Jo Wilson, Helen White

THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST MARY, HANWELL
ANNUAL REPORT OF THE PAROCHIAL CHURCH
COUNCIL FOR THE YEAR ENDING 31ST DECEMBER 2019



Incumbent (Rector) Revd Andrew Dand (chair)
Licensed to Officiate Revd Helen Cosstick
Licensed Lay Reader John Moore - resigned mid-year

Churchwardens Helen White
 Tim Barnes
PCC Secretary Beryl Bevan
Treasurer Yvonne Johnson

Representatives on the Deanery Synod
 Edsel Jodhan

Elected Members Camille Adams Tamsyn Kent
 Beryl Bevan Sheila Moore Till APCM 2019
 Gareth Bevan Susan Powrie
 Simon Croyden till APCM in 2019 Monique Richards
 Hannah Foxcroft David Sebuyira
 Yvonne Johnson Jo Wilson
 Lucy Rocques

Safeguarding Officer
 Maria Barnes

Structure, governance and management.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and Activities

The PCC has the responsibility of co-operating with the Rector in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

It also has maintenance and safeguarding responsibilities for the Church Hall on Greenford Avenue, which is primarily let to community users, but also used for church activities and events, including the Ealing Churches Winter Night Shelter, our weekly play group Noah's Ark, and Make Lunch.

General Statistics

Church membership

As at 31st December 2019 there were 139 People on the Church Electoral Roll. Of these 65% were resident in the parish. Of the total Electoral Roll, 54% were female and 46% were male.

Occasional Offices

During 2019 there were 12 baptisms and 9 young people and 3 adults were confirmed by the Bishop of Willesden. There were 5 marriages and 1 Wedding blessing at the church, and the clergy conducted the funerals of 6 parishioners (3 at St Mary's church) and 1 memorial service.

Review of the year

The Annual Parochial Church Meeting (at which 6 new PCC members were elected), and the Annual Meeting of Parishioners (at which two churchwardens were elected) were held on Sunday 7th April 2019 in accordance with the Church Representation Rules and The Churchwardens Measure. The full PCC met 6 times during the year with an average attendance level of 77.8%. In addition, we held a PCC vision morning for the Family Life Project.

During the year we had several changes of personnel in key roles. Our Lay Minister John Moore, and his wife Sheila our intercessor and prayer co-ordinator moved away from London in the summer. Our administrator Charlie Wheeler reduced his hours with us as part of his commitment to the community of Young Franciscans he lives with. So, we created a new role of Hall Manager to work with Charlie, appointing Lucy Rocques to join our staff team in September working 6 hours per week.

Tim Barnes and Helen White continued in their roles as churchwardens.

The year has been hallmarked by a focus on mission, and a consolidation of changes made in 2018 to the rhythm of church life, alongside the beginnings of several new key projects and structures to support growth.

Mission and Outreach

Make Lunch This was a new project for us aimed at tackling the issue of holiday hunger in primary school aged children in our parish. In partnership with Mayfield Primary School we

started well with our first lunch club over Easter 2019. Subsequent clubs struggled to attract those we are aiming to bless, and we have refocussed on building up our key relationships within our local community to re start lunch clubs again in 2020.

Outreach Events For Father's Day we ran a BBQ brunch after our 9:30am service as an invitation event, with money raised going to Christian Aid. We ran our Autumn Fair for the second time with great success, along with a Harvest Hog Roast for our church family the following day. We are working on building a culture of inviting people from outside the church family to join us in a range of different events.

Our popular church Open Afternoons ran from Easter to the end of August, attracting new team members and welcoming many people from our local community into our building.

Our invitation culture bore much fruit across our Christmas services, with attendance up across all of them. Our second year of two Christingle services continued to allow us to have more room for growth, welcoming 576 people (up from 545 in 2018 and 445 in 2017). We took a break from our Informal Carols service this year and will review this in 2020.

We have continued with our long term commitment to hosting Ealing Churches Winter Night Shelter, and the shower room installed in 2018 continues to be popular with the guests, as was WiFi, installed this year as part of our new office at the hall. Our Toddler Group Noah's Ark continues to be a place of welcome and fun on a Monday afternoon and has added several new faces to its team this year.

We took part in Ealing Half Marathon as a water station once again in September and provided support and volunteers for the Ealing Eagles 10K race in the summer term. We will support both of these events in 2020.

St Marys Players produced "Camelot the Panto" as this year's Panto which was a great opportunity for the church family to work together and bless our local community. Free tickets were provided to residents of the local women's refuge, and large numbers of local uniformed organisations attended the Saturday matinee.

Schools work We have been building our relationships with several local primary schools throughout the year, and have hosted school groups from Hobbayne, Mayfield and St Marks primary schools on-interactive visits to St Marys.

Family Life Project we began the process of finding a long term replacement for our 'Ark' buildings and have appointed architects. In October we held a PCC and key stakeholders vision morning. We see this project as an opportunity to invest into our life together as church family, in the provision for our children and young people, but also through the potential creation of a larger, better equipped space in which we can meet and host events. This new building will be key in sustaining our growth, both in numbers and discipleship, offering a better space to run a host of courses and programs to benefit us all. The development phase will continue in 2020.

Teaching We value our Sunday teaching as a church and 2019 has seen two sermon series in addition to our usual lectionary-based teaching. We took an in depth look at the Holy Spirit as seen in John's Gospel in the run up to Pentecost, and spent our summer Sabbath

in the book of Psalms. Sam Horsley has been a great addition to our preaching team this year.

Music continues to be a key part in the life and work of St Mary's. 2019 highlights included the Easter Vigil where the choir sang Bach's Cantata No.4, and our Lessons and Carols service which included a very well-received junior choir for the first time. Our family service worship, led by the band, continues to grow in repertoire and quality, and we have included more of our new songs into our usual 9:30am service this year, which has occasionally also been led by the band members along with the choir.

Crèche and Junior Church run alongside the 9.30 Sunday service when babies and children leave the service to worship in a fun, age appropriate way with songs, Bible stories, games and crafts, returning to the service for the Eucharist. This is enabled by a great team of 15 volunteers on a rota basis. Our Junior Church continues to thrive with a weekly regular attendance of around 32.

Youth Our youth continue to enjoy having their own space in which to meet (Ark 2), and 2019 has seen new leaders come forward, which we hope to build on in 2020

Sabbath In 2019 we took our summer Sabbath again, with lighter, shorter services and teaching from the book of Psalms. This is part of establishing an important season where we intentionally build rest into our year and give many of our hard working teams a break.

Grow Course In November a small group of us began a two year course looking at all aspect of church growth run by the Diocese of London. This has been incredibly helpful and 2020 will see many of the action points from our first session come into fruition including regular meetings of the Leadership and Staff teams, a PCC away morning on Vison and a new discipleship program.

We have seen steady growth in our church family this year with many new people joining us. Interestingly this isn't reflected in our average Sunday attendance figures which have remained very similar to 2018 (121 people each Sunday), anecdotally we are noticing that 'regular' attendance is less likely to be weekly for a growing number of our congregation. This is a trend being seen across Anglican churches in our local area.

The percentage of adults has increased on Sundays and the average number of children appears to have fallen from 40 to 32. This is likely to be because in 2019 we changed how we count on a Sunday (so we now have much more accurate figures for adults and children) combined with busy lifestyles meaning we see families less frequently than previously.

Our Wednesday Communion service continues to grow and has attracted several new regular worshippers in 2019.

Financial Review for Year Ended 31 December 2019

GENERAL FUND

Balance Brought forward: £53

Total income: £98,475

Total Expenditure: £134,879

Transfers from other funds: £2,795

Shortfall: £33,556

- Total giving including Gift Aid was £89,403 in 2019. Giving through the bank has remained on a par with 2018 and there has been a small increase in one-off gifts and loose plate giving, mainly directed towards specific projects or uses.
- Funds were raised during 2019 to run three pilot Make Lunch projects and £600 has been carried forward to 2020.
- A donation of £2,000 was made to the Foodbank.
- Our contribution to the London Diocesan Fund (LDF) was £82,110 (100% of that requested of us). The LDF pays for clergy stipends, pensions and training.
- We also paid the 1% levy for extra help to Church Schools.
- We employ an Administrator and a Hall Manager, costing £13,271. During 2019 the Administration and Hall Manager roles were split and we now employ two members of staff part time to cover these roles.
- The General Fund shortfall, as in previous years, has been covered by the surplus hall income.

HALL

Total income: £56,516

Total Expenditure: £17,023

Carried forward from 2018: £11,366

Transfer to Increase Reserves Fund: £2,000

Surplus before transfer to cover

General Fund Shortfall: £48,859

Carried forward after transfer: £15,304

- Hall Income increased by almost £10,000 during the year thanks to the implementation of a new fee structure for Halls Lettings.

- A grant of £10,000 may become available in 2020 towards the cost of replacing the Hall kitchen and some of the surplus may need to be spent on that work.

ST MARY'S FABRIC FUND

Carried forward from 2019: £20,727

Income: £7,500 (Hobbayne Grant)

Expenditure: £2,625

Carried Forward: £25,601

- Repairs to the clock and the stonework were carried out in 2019, although the clock repairs were largely covered by a one-off gift.
- Thanks to Derek Stoddart, who continues to oversee the general maintenance of the Church and Hall.

FUND TRANSFERS

The SJG Zimbabwe fund which is no longer required has been closed this year end and any balances have been transferred into the General Fund. Balances in the Choir and the Events Funds have been transferred to the General Fund as this was where expenditure was charged. There was a small balance in the fund allocated for the maintenance of Ark 1 which has also been transferred to the General Fund, again as any expenditure is allocated from there.

FINANCIAL RESERVES POLICY

Under Charity Commission law the PCC are required to have a reserves policy in place to demonstrate that any potential financial risk to the ongoing mission of the church has been assessed. The PCC agreed to hold in reserves the equivalent of three months general running costs. In 2020 this sum was increased by £2,000 to £22,000 and the additional funds have been transferred from the Hall Fund.

BUDGETS

PCC have agreed budgets for both income and expenditure in 2020 and the headlines for these figures are included in your papers. A balanced budget has been set and will be monitored during 2020.

BANK ACCOUNTS

Barclays have introduced significant charges to our accounts and our deposit account has been moved to CAF Bank. We are in the process of setting up an additional current account with CAF Bank into which funds will be transferred to enable expenditure through a bank card for items which cannot be invoiced (eg consumables for the Church Hall).

Yvonne Johnson

Treasurer

Conclusion

2019 has been a year of mission, sustained growth and consolidation of changes made in 2018. Work begun on new structures and ways of working in 2019 will hopefully see good fruit in 2020. The next year will be an exciting time as we look to renew our vision, re clarify our ministry focus and calling and make the changes needed to sustain our current church family and allow growth to continue. 2019 has helped us to identify the areas we need to work on and given us plenty of hope and joy for what God has ahead for us.

**Rev Andrew Dand
Incumbent and Chair
29th July 2020**

Minutes of the meeting of Parishioners to elect Church Wardens held on Sunday 7th April 2019 at St Mary's Church.

Revd Andrew Dand in the Chair

Apologies for absence

Gilly Clarke, Bob Clarke, Robin Stephens, Madeline Secombe, Steve Secombe, Jo Burley Finn Connelly, Hannah Foxcroft, John Moore, Monique Richards

Minutes of the meeting of Parishioners held on 29th April 2018

These were agreed as accurate. Proposed Yvonne Johnson, seconded Helen Cosstick. All Agreed.

Matters arising if any

none

Election of Church Wardens

Tim Barnes and Helen White stood for re-election. It was noted that this would be Helen's 6th year in post.

Proposed Sophie Dand, seconded Yvonne Sebuyira. All agreed.



St Mary Hanwell

Minutes of the Annual Parochial Church Meeting (APCM) held on Sunday 7th April 2019 at St Mary's Church.

Revd Andrew Dand in the Chair

Apologies for absence

Gilly Clarke, Bob Clarke, Robin Stephens, Madeline Secombe, Steve Secombe, Jo Burley Finn Connolly, Hannah Foxcroft, John Moore, Monique Richards

Minutes of the APCM held on 29th April 2018

Page 4 it was noted that Colin Wilcox does not regard himself as the leader of the gardening team
Spelling of Finn Connolly's surname was corrected

Matters arising

None

Minutes were proposed by Mark Cosstick and seconded by Gareth Bevan. All Agreed.

Presentation of the Annual report

Andrew pointed out that this year there was an official report with Accounts that is needed for the Charity Commission and less formal booklet which had been distributed.

Everybody who volunteers in church is part of the family – there is a big group who bring the vision into reality. We couldn't do mission without this.

Derek Stoddart looks after the church buildings and Chris and Helen Cosstick look after the churchyard which has had a makeover. This started with problems caused by the heatwave. Ealing council were contacted as they are responsible for it as a closed churchyard. They did the repairs and helped with other items needed – paths repaired and trees felled. It was then possible to repair the fencing. This has meant the view has been opened up.

John and Sheila Moore are moving away soon and Andrew expressed thanks for all they do. Sheila leads the prayer ministry team and John is our lay reader and preacher.

Andrew also thanked Helen Cosstick, Helen White and Tim Barnes for all their help particularly around the time of Florence's birth.

Presentation of Electoral Roll

A new Electoral Roll had to be prepared this year. This happens every 6 years.

On 23rd March the Roll stood at 132 people. There have been some additions since then.

This is a reduction from 165 but is to be expected when a new Roll is prepared.

It was noted that data is now kept securely on the new website. Under GDPR rules the Electoral Roll details cannot be used for any other purpose unless a consent form is completed.

Beryl was thanked for her work.

Treasurer's report for the year ending 31 December 2018

Yvonne Johnson talked to the report.

We are financially alright but could do with some more funds. It would help if planned giving could be increased. The hall income helps but we would be able to do more with the hall if the income was not needed elsewhere. We are starting to see an increase in the hall income.

It was noted that everything is funded by the church family

Helen Cosstick questioned where bills should be sent now that there are agreed budget holders. Yvonne confirmed they should still come to her.

The budget holders will be given a set amount of money that they will monitor.

Angela Woods asked if there is a budget for children's work including Junior Church. Yvonne said there is a budget.

Appointment of auditor

We are seeking a new auditor. One has not been appointed yet. It was agreed to delegate this task to the PCC.

Election of PCC members and Deanery Synod reps

Andrew thanked Simon and Yvonne who have come to the end of their 2nd term of 3 years. Also Susan Powrie and Tamsyn Kent who were elected last year to cover short term vacancies.

Frances Scott has come to the end of her 3 years as Deanery Synod rep.

There were 3 nominations for PCC members:

Susan Powrie, Tamsyn Kent and Lucy Rocques.

They were duly elected for 3 years. This leaves a vacancy which will be filled in 3 years time.

The deanery Synod reps are renewed next year and so there will be a vacancy for a year (Edsel Jodhan is also a Deanery Synod rep and has another year in post). This will be covered by PCC members for a year.

Noting of sides-persons

Thanks were given to all who acted during the year as sides-persons.

It was noted that visitors say how welcomed they feel by the sides-persons and the wardens.

Dave Sebuyira is stepping down and Phil Phelan has joined the team.

Any other business

Eileen Fletcher thanked the people who give her lifts

Sheila Moore asked what is happening regarding the planning permission for the Ark buildings. This is a big item on the 'to do' list and discussions have taken place with the Archdeacon who gave good advice.

A working group was formed and will reconvene to look into something more permanent. Issues are that the church is a grade 2 listed building and also the cost which would be involved.

Helen Cosstick asked for more volunteers for the cleaning rota. This needn't involve heavy work and can take place at a time convenient for the teams. Lana and her husband were thanked for their work.

Eileen Fletcher stated that the Junior Church leaders do a fantastic job. It is a joy to see the children return to their parents with a gift.

Christiane Jenkins said that Moira Rayner is stepping down from running the flower team after 30 years in the role. This will be marked on Easter Sunday. The team now need to get some more people interested. No experience is needed and teaching will be given.

There will be a meeting in July and it is proposed to change things so there will be a team each week.

Chris Cosstick thanked Anna Woodhams for leading the Messy Church team for the six years it has been running. She has been an inspiration with her enthusiasm and commitment. It was sad that a decision had to be made to pause it.

Tass Darlington noted that we have a fantastic team of welcomers. She had visited a church where the team had lanyards with their names on them. Also she has spotted new people at coffee standing on their own and felt that a welcome team at coffee time would help. This was felt to be a good suggestion.

Christiane Jenkins asked if a high level clean was needed. Helen White said that there was a budget and we are waiting to collect a few jobs together which will include damage from water and replacing light bulbs. A mini cherry picker would be brought in to complete this work.

Tamsyn Kent said that the children sung a really nice song this morning in Junior Church. She felt it would be nice if we could all sing together when the children come back in to tie everything together.

Frances Scott suggested a show and tell aspect to include what the children are doing.

Helen Cosstick thanked Andrew and said that over the 2 years he has been with us we have come to love him. He is an encouraging, sweet and gentle man with a powerful love of God and a terrific vision for St Mary's. Beryl Bevan commented that it was obvious that he loves us too.

Andrew said it was a privilege to be within the church family.

The meeting ended in prayer.

Church Road, Hanwell, W7 3BZ
'The Church by the Bunny Park'

**Clergy: Rev Andrew Dand
Rev Helen Cosstick**

Sides-persons

8am service

Mildred Mansfield; Camille Adams; Ruth Mercer; Sam Horsley; Penny and Alastair Maclachlan

9.30am service

Edsel Jodhan; Carol Collison; David Simmons; Mint Seyum; David Whitestone; Sally Jackson; Mary Clarke; John Foxwell; Colin Wilcox; Darren Booth; Barbara Fox; Phil Phelan

PCC members during 2018/19

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Standing Committee during 2018/19

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