



St Matthew's Church Harwell

Annual Report 2012

1 Introduction

This is the annual report of the Parochial Church Council (PCC) for the Church of St. Matthew's in Harwell, Oxfordshire. It covers the last financial accounting year for the Church, which was the calendar year ending 31st December 2012. PCC members are elected on a yearly basis at the Annual General Meeting in April, so parts of this financial period were administered by the PCC elected in April 2011 and part by the PCC elected in April 2012. These PCCs were made up to some extent of different people.

Providing this annual report on the activities of the PCC and of the parish in general is a legal responsibility of the PCC. The report aims to:

- provide the context in which the annual Accounts can be understood
- relate the Accounts to the wider life of the Church
- link the financial plans for the vision of the future and review the past year.

The report is also expected to conform to the guidance in the "Statement of Recommended Practice" for reports and Accounts issued by the Charity Commission. The reader needs to understand how the finances relate to the organisational structure and activities of the PCC.

This report was approved by the PCC and signed on their behalf by Jonathan Mobey, Rector, and Chairman of Harwell PCC.

2 Background

St Matthew's Parochial Church Council (PCC) has the responsibility of co-operating with the Rector in promoting the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC works with the clergy and the Churchwardens to

- ensure continuity of ministry for regular services
- ensure that Children and Youth groups are properly run and staffed
- organise home groups, social events, lay training courses, etc.

The PCC has responsibility for managing the finances of the Church and to care for the Church building and St Matthew's Church Hall, which it wholly owns. The PCC liaises with the higher councils of the Church of England through its representation on the Deanery Synod and participates in diocesan funding through the Parish Share.

In order to provide a framework for this work, the PCC has adopted a vision statement "Sharing life at the heart of the community, making followers of Jesus" and has based its strategy for fulfilling the vision around a number of key areas. Continual review of these areas provides a way to evaluate the extent to which our vision is being carried forward.

The PCC has delegated responsibilities for important areas such as finance and maintenance of the Church buildings to a number of sub-committees. Details are given in Section 4.

St Matthew’s Church Harwell and All Saints’ Church Chilton form a Joint Benefice. For efficiency and convenience the two PCCs regularly hold "Combined PCC" meetings, where members of the two PCCs come together to discuss matters that are common to both parishes. Distinct from this, the Pastoral Measure provides for a Joint PCC, separate from the PCCs of the two Churches. The two separate PCCs can agree to place in the hands of the Joint PCC any matters involving both parishes.

3 PCC Membership

The membership of the PCC includes the clergy, the Churchwardens, representatives on Deanery Synod (all of these *ex officio*), plus members elected for one year at the Annual Parochial Church Meeting (APCM). From April 2012 to March 2013, the membership of Harwell PCC has been:

Clergy	Revd Dr Jonathan Mobey (the incumbent) Revd Pam Rolls (Assistant Curate)	
Churchwardens	Mel Gibson Tony Hughes	
Deanery Synod Representatives	Georgina Greer Gordon Gill Tony Hughes	
Elected members	Allan Macarthur Jane Woolley Peter Barclay-Watt Monika Buxton Scott Cockburn Kate Evans Liz Roberts Roz Shipp Anne Gill (from April 2012) Sid Gale (until April 2012) Sarah Milrose (until April 2012) Jonathan Wood (Treasurer until April 2012) Nicholas Milrose (until April 2012) Mel Gibson (Secretary until April 2012) Tim Roberts (Vice Chair until April 2012)	Vice Chair (from April 2012) Secretary (from April 2012) Treasurer (from April 2012) (co-opted from July 2012)

At the 2012 APCM a resolution was passed such that, from the 2013 Annual Meeting onwards, PCC members would be elected for a three year term instead of a one year term.

PCC members are elected by Church members, and seek to serve the interests of the Church members in their common life in Christ. All PCC members therefore very much welcome hearing from Church members their views on matters that the Council is considering, or suggestions for topics of discussion.

The minutes of PCC meetings are published on the notice board in the porch at the main entrance to the Church and on the Church website (www.harwellandchiltonchurches.org.uk) and are available by email from the Secretary on request.

4 St Matthew's PCC sub-committees and Representatives

St Matthew's PCC has sub-committees for the following purposes:

Standing Committee Required by law, with the power to transact the business of the PCC between meetings if necessary.

The Rector, the Churchwardens, the Treasurer and the PCC Secretary are automatic members of the Standing Committee. The PCC also approved a resolution in May 2012 that the Vice Chair is an elected member of the Standing Committee.

Joint PCC Has the powers which have been delegated to it by the PCC of each parish in the Benefice.

The Rector, the Churchwardens and the Treasurer are automatic members of the Joint PCC. The PCC also approved a resolution in May 2012 that the Secretary and the Vice Chair are elected members of the Joint PCC.

Finance and Budget Proposes the Annual Budget and advises the PCC on matters concerning financial affairs. Its members are:

Peter Barclay-Watt (Chair), Elizabeth Gill (Bookkeeper), the Rector, Mel Gibson (Churchwarden).

Buildings Committee Deals with maintenance, improvements and repairs to the Church. Also deals with maintenance, improvements and repairs to the Church Hall, apart from minor day to day matters, which are dealt with by the Church Hall Management Committee. Its members are:

Tony Hughes (Chair), Mel Gibson, Roz Shipp, David Pyke, Philip Roberts and Mandy Birkinshaw.

Church Hall Management Committee Manages the bookings for the Hall, the cleaning of the Hall, its heating controls, the key inventory and minor day to day maintenance.

Tim Roberts (Chair), Roz Shipp, Anne Gill, Monika Buxton, Wendy Sinclair

Missions Committee Recommends the distribution of the PCC Missions budget to Mission Partners and other organisations. Maintains contact with and prayer support for Mission Partners. This Committee was superseded mid-year by the World Mission sub-committee of the Joint PCC.

The PCC has also given special duties to the following, not all of whom are PCC members:

Bookkeeper	Elizabeth Gill
Stewardship Secretary	Ruth Slatter
Social Secretary	Monica Buxton
Christian Aid representative	Mary Hanley
Harwell Charities Trust representative	Peter Barclay-Watt
Village Hall committee representative	Monica Buxton
Our Street Corner Youth Club representative	David Woolley
Churches Together in Didcot representative	Jonathan Mobey
Electoral Roll Officer	Mike Pepper
Gift Aid Secretary	Peter Barclay-Watt
Churchwardens' deputies	Roz Shipp, Allan Macarthur, Tim Roberts, Ruth Slatter
Deanery Missions & Pastoral Cttee rep	Gordon Gill prior to October 2012, Jonathan Mobey from October 2012

5 Joint PCC sub-committees

The Joint PCC was given the power to form sub-committees, by the PCC at the PCC meeting of November 2011. The sub-committees have primarily an advisory function: monitoring, encouraging and seeking to develop the work of the Churches in the defined areas so as to advance the mission of the Church. Such matters are most efficiently and effectively considered jointly.

The sub-committees listed below, their Chair, Vice-Chair and members were agreed at the July 2012 Combined PCC meeting (which incorporated a meeting of the Joint PCC). The Chair and Vice-Chair of each sub-committee is appointed annually by the JPCC (maximum term normally 5 years). The Chair or Vice-Chair or both shall be members of the PCC of one of the parishes. Other sub-committee members were either from one of the PCCs or from the wider congregation.

Communications & Operations

Is concerned with the communication of the churches in the parishes they serve. Facilitates access to, and participation in, the services and facilities of the churches.

- Chair: Liz Roberts (Harwell)
- Vice-Chair: Ian Thompson (Chilton)

Outreach & Support

Monitors, consults on and make recommendations relating to the evangelism among, discipleship and pastoral care of, all adults in the Benefice.

- Chair: Andrew Hayes (Chilton)
- Vice-Chair: Frances Taylor (Harwell)

World Mission

Encourages and promotes support for our Mission Partners beyond the Benefice of Harwell with Chilton through preaching and teaching, prayer and giving. The Group considers how our missions giving should be distributed, presenting a suggested budget to PCC annually.

- Chair: Pam Rolls (Chilton/Harwell)
- Vice-Chair: Sid Gale (Harwell)

Worship Services

Is concerned with the development of formal public acts of worship in the Benefice, including regular Sunday services, occasional and seasonal services, and “fresh expressions” of worship

- Chair: Jonathan Mobey (Chilton/Harwell)
- Vice-Chair: Pam Rolls (Chilton/Harwell)

Youth & Families

Is concerned with developing the work of the Church amongst those under 18 and their families. It monitors and encourages this work in Church, in the primary schools in the Benefice, and in whole-family events.

- Chair: Vicky Macarthur (Harwell)
- Vice-Chair: Naomi Gibson (Chilton)

6 Church Membership and Attendance

Attendance at Church services is measured on the Sundays in October throughout the Church of England. The average figures per Sunday in October 2012 were:

- Under 16 years old – 26 (21 in 2011)
- Over 16 years old – 125 (108 in 2011)

See section 8.3 below for more detailed information about service attendance.

The Electoral Roll is maintained by Mike Pepper. The number on the roll in April 2012 stood at 139 (140 last year).

7 Review of the Year – Benefice activities

7.1 Combined PCC Away Day, Benefice strategic priority and ‘Connect’

The Combined PCC held an Away Day on Saturday 29th September 2012 at The Court Hill Centre near Wantage. During the day, PCC members got to know each other better (e.g. discussed their spiritual journey). They observed that they had all been introduced to Christianity as children, underlining the importance of the youth work of the Church. The group also discussed strategic aims for the Benefice. These were agreed as “growing out” (adding to our number) and “growing up” (individuals increasing the maturity of their faith). We heard how our congregations under-represent men and those under 44 years of age (the latter often being referred to as “Generations X, Y and Z”).

Given the context of new housing at Chilton and Didcot, the importance of reaching children and families and understanding the cultural tendencies of Generations X, Y and Z, some possible ways of achieving the strategic aims were discussed. These were then considered further by individuals through prayer and as a group at the Combined PCC meeting in November 2012. The PCCs agreed at that Combined PCC meeting that the strategic priority was to “plant” a new congregation at Chilton School, to be near the newly forming Chilton Field community. A sub-group from the PCC and the wider congregation subsequently met to plan how to go about this in the first instance. The sub-group agreed to run a weekly gathering on Sunday afternoons from the third week in January at Chilton School from 4.30-6pm to include a hot meal, a craft activity and a short Christian talk.

7.1 Chilton Field

There will eventually be 275 houses in the Chilton Field development. By July 2012, around ten new houses were occupied. By Christmas, this had risen to approximately 40 houses occupied. From July onwards, new residents from either the development or the main village in Chilton were visited and welcomed, and given one of our recently re-designed “welcome” leaflets. Members of Chilton PCC held a Welcome BBQ in Chilton on 15th September, which was attended by about 30 newcomers as well as by 12 established residents and 18 All Saints’ congregants.

7.2 Alpha Course

An Alpha course was launched with a “taster” evening on 11th January. Six guests attended the 10 week course.

7.3 Website



At the Combined PCC meeting in January 2012 it was agreed to replace the Church website with a website built using the website platform/template provided by Church Insight. Jonathan Mobey had used this type of website at his previous Church and highlighted its advantages to the PCCs.

As well as providing a fresher, more modern look, layout and features, a key advantage of the Church Insight platform is that it incorporates a “back office”

administrative function called Web Office. Web Office provides a single, central place with controlled access to a database of Church members, and a facility, amongst other functions, to set up and distribute rotas, provide a calendar of events, to send emails to pre-set groups of people (such as PCC members) and storage of key documents (such as PCC minutes). This improves the efficiency and accuracy of administrative tasks.

As of February 2013, the website had 103 active members and 89 other individuals on it.

The decision to use the Church Insight platform will be reviewed during 2013.

7.4 Summer Holiday Club

Once again, we ran a Summer Holiday Club located at Harwell School for primary school-aged children in August. The Club was open to all children of primary school age, no charge was made to attend, and it ran from 20th to 24th August from 9am to 3pm. It was attended by a total of 64 children, the majority of whom have little



or no firm connection with either of our Churches. A large team of almost sixty leaders and helpers from both Churches was assembled to prepare for, support and run the week. The theme was the Olympics, with a Bible focus based on Mark's gospel and a large range of sporting, creative and fun activities.

Harwell School very kindly made their facilities, field and pool available; without their generosity the club would be much less effective. Thanks are also due to everyone who gave up their time to make the event such a success.

7.5 Youth Fellowship

Although held in Harwell, YF serves young people aged 14-18 years in both Harwell and Chilton parishes. The group meets on Sunday evenings and is currently attended by around ten teenagers on average. The group look at topics which are relevant to the young people's lives, as well as having a monthly games session.

We began the year by looking at a YouTube video sensation 'Why I Hate Religion, But Love Jesus', discussing the definition and interpretation of religion. We then began focussing on the 'Nooma' DVD series by Rob Bell. These are a collection of 15 minute videos which take a theme and discuss what it means, the biblical grounding and the significance it has on our daily lives. We've looked at topics including prayer, silence, Church, forgiveness, blessings, identity, anger and denial, as well as many others. These sessions have allowed us to look at relevant stories in the Bible, discuss the DVD's interpretation and our own. We've also had a selection of one-off sessions, often by guest speakers. These have included volunteering with a Christian charity in Kenya, the environment and our duty towards it and responses to other religions.

We have also been away for the weekend and camped at 'The Big Church Day Out', a Christian festival of modern worship music. As well as this we've been to Christian music concerts, visited other local Churches and attended youth worship events.

7.6 Fledgelings



Although held in St Matthew's Church Hall, Fledgelings caters to both parishes. It is essentially a parent/carer and baby/toddler group but with a high ratio of unencumbered volunteer helpers who take the whole burden of planning and organising the sessions and who ensure a welcoming, supportive atmosphere.

The group had been running twice a month, but it increased this to every Monday in school term-time in 2012. The group is currently attended by around ten adults on average and is supported by a total team of seven volunteers on a rota.

7.7 Schools

Pam Rolls and Jonathan Mobey regularly take assemblies in both Harwell and Chilton primary schools. In addition this year, we held a Prayer Space event at Chilton School from 25th to 28th June. This consisted of a tent on the playing field organised into creative interactive prayer zones, and staffed by volunteers from both Churches. The week was very well-received by both pupils and school staff, and there are plans to repeat 'Prayer Spaces' in 2013.

7.8 Children's Activity sessions

Two Saturday morning/afternoon sessions were held aimed at primary school children in the Benefice, one in Chilton and one in Harwell. Such sessions are structured around a Christian or biblical theme and generally feature crafts, a story and singing. The timing is designed to appeal particularly to families who do not generally attend Sunday services. In Harwell there was a Good Friday activity, and also a "Light Party" - an alternative to Halloween. In Chilton, the event was an Advent Special.

7.9 Olympicnic

Following the morning services, an "Olympicnic" plus light-hearted races/games were held on the Rectory lawn in Harwell on 1st July in honour of the London 2012 Games. With the Chilton service finishing before Harwell's, Chilton attendees were encouraged to walk, bike or run (some in fancy dress) to Harwell for this event.



7.11 Harvest Food donations

Donations of perishable items from the Harvest services were auctioned in aid of Tear Fund. Donations of non-perishable food items were given to the Didcot Food Bank this year by both parishes. Members of the congregation have also been supporting Didcot Food Bank throughout the year, with food donations collected centrally in church and then taken once a month to the Food Bank.

7.12 Deanery Mission & Pastoral Plan

Our two parishes are in the Wallingford Deanery. As with other Deaneries in the Diocese of Oxford, the Wallingford Deanery had to finalise and agree its Mission and Pastoral Plan in 2012, to which the Deanery Synod representatives from our Benefice contributed. The Mission and Pastoral Plan identifies key issues across the Deanery, priorities for mission outreach and the shape of the ministry for the future.

The backdrop to the plan that the Wallingford Deanery has been wrestling with for the last six years is the Sheffield Quota. The number of ordained stipendiary (paid) clergy in the Church of England is in decline and this is set to continue for the foreseeable future. The Sheffield Quota is a formula to determine the deployment of stipendiary clergy in a given area; Wallingford Deanery exceeds this formula by two posts and many of our congregations are declining. The “sustainability criteria” being applied to the appointment of a stipendiary member of clergy is an average Sunday attendance of 150-200 and the ability to pay the costs of the clergy post plus the annual running costs of the church - maintenance, insurance, heating etc.

The key issues across the Deanery and priorities for mission outreach are:

- New housing developments (population set to increase from 45,000 – 75,000)
- Children and youth (in schools, youth organisations, on the street)
- Missing generations in our churches (25-45 year olds)
- The shape of the ministry in the Wallingford Deanery: of the eight stipendiary posts, five fall short of the sustainability criteria.

The Mission and Pastoral Plan illustrates a number of options for losing two posts including reshaping Benefices at the eastern end of the Deanery and combining two posts in Didcot (creating a new Benefice). For Harwell and Chilton, options include realigning parish boundaries to bring new housing developments and the remainder of Milton Park into the Benefice. The Plan encourages Churches in the Deanery to have a focus on mission; to see Church as being beyond the walls of the Church building and what happens on a Sunday morning. The Plan, approved by the Berkshire Archdeaconry Missions and Pastoral Committee, is awaiting approval of the Diocese of Oxford Committee.

8 Review of the Year – St Matthew’s, Harwell activities

The St Matthew’s PCC has met six times since the last annual report (although one meeting was a very brief extraordinary meeting to discuss just one item).

In addition, there were five Combined PCC meetings with Chilton PCC.

The following items summarise some of the main areas of PCC business during the year.

8.1 Digital Projection

At the September Extraordinary Meeting, the PCC agreed to proceed with a project to improve digital projection facilities in St Matthew's, Harwell in 2013, subject to the availability of funding. The aim is to have facilities that (a) provide better visibility of projected images than is the case with the present arrangements and (b) are easier to set up and operate. The work is being planned and overseen by a Working Group. The Group submitted a paper to the Diocesan Committee for the Care of Churches (DAC) in December, which is a prerequisite to applying for a Faculty. The DAC issued its Certificate in January 2013. Subsequently the plans have been available for comment before a Faculty Petition is submitted.

8.2 Children's Sunday Groups

Children's groups meet most weeks in term time during the Sunday morning service. There are four different groups covering children aged between 0 and 14 years as follows:

- Crèche: for 0-3 year olds
- Scramblers: for 3-7 year olds
- Discoverers: for 7-11 year olds
- Pathfinders: for 11-14 year olds

Those at the transition ages of 3, 7 or 11 years have two groups to choose from.

After an absence of two years, in September we re-established the Discoverers group for older primary school-aged children, following growing numbers in the Scramblers group.

Scramblers is attended by around 6 children on average, Discoverers also by around 6 children and Pathfinders by around 5 children. The younger groups followed the Scripture Union "Light" material, which sets out a theme and activities for every week of the year, with Discoverers following its own 'Bible overview' programme.

8.3 Services

The established pattern of Sunday services at St Matthew's continued in 2012, with services of Holy Communion using the Book of Common Prayer (BCP) liturgy at 8am on the first and third Sundays of the month, at 11am All Age Worship on the first Sunday of the month (often incorporating Scout parades), Holy Communion on the second Sunday, and Morning Worship on the third, fourth and fifth Sundays. At 6.15pm Evening Prayer was held on the first and third Sundays (BCP liturgy at the latter) and Holy Communion on the fourth Sunday. The band-led, contemporary style 'Hands Free' service continued on the second Sundays at 5pm, preceded by refreshments. The average attendance for each of the services was 8am – 10, 11am – 105 including 21 under-16s (129 and 32 for All Age Worship), Hands Free – 27 including 5 under-16s, 6.15pm – 22.

In total, 135 services were held. From June to August we had sermon series looking at Genesis in the mornings and Galatians in the evenings and in October a mini-series in the mornings looking at 2 Corinthians 8-9. Highlights included the Remembrance Day service (with 282 attending, including 53 under 16s), the Crib service (with 222, including 73 under 16s), and Carols by Candlelight (315 attending across two services, including 45 under 16s), Christmas morning All Age Worship (172, 31 under 16s), Easter morning All Age Worship (174, 32 under 16s).

8.4 Funerals, weddings & baptisms

In 2012 there were five weddings at St Matthew's. Seven children were baptised and there were two services of Thanksgiving. Twenty-one funerals or memorial services were held at St Matthew's plus four at local crematoria, and four interments of ashes/remains in Harwell Cemetery.

8.5 Pastoral Care

The formal Harwell Visiting Team went into abeyance in March 2012, but individuals continue to make a very valuable contribution to both the Church and the wider community. Often this work is done out of sight of most people. As well as local visiting, visits are made to local nursing homes, and help offered in practical ways, such as transporting people to medical and other appointments.

8.6 Harwell Evergreens

Evergreens is a social group for older people. It meets monthly in St Matthew's Church Hall and is currently attended by around 40 people on average. There is no overt Christian theme to its meetings, but the group is organised and run by a committee of seven, which includes members of the Church, and is a forum for informal pastoral care. Meetings always feature a guest speaker. The group goes on an outing rather than having a meeting on four occasions a year. Each year, the group has a Christmas meal out, a summer party and holds a service of worship with Chilton Evergreens. The group raises funds to contribute to its running costs by holding an annual sale or coffee mornings.

8.7 Ladies Group

Ladies Group is a social group for women of any age. It meets monthly in the evening in St Matthew's Church Hall and is currently attended by around 20 women on average. There is no overt Christian theme to its meetings but the group is organised and run by members of the Church and is a forum for informal pastoral care. Meetings often feature a guest speaker. Each year, the group has a meal out, a garden meeting, an auction and a party with the equivalent group in Chilton (Chilton Wives).

8.8 Clothing Cycle

The Clothing Cycle event took place on 1st September in St Matthew's Church Hall. The aim was to offer quality second-hand clothes in a dignified setting to those who would welcome bargain purchases. The ambience was aided by the free provision of tea and cakes in a cafe area. However, the offering of clothes was secondary to the desire to offer practical, friendly outreach. Those who attended came almost

exclusively from Cherry Tree Court, The Park and Gaveston Road (in order of numbers) with several Chilton congregants supporting it, as well. Surplus clothing was donated to a Christian organisation in the process of opening charity shops to raise funds. The event was very time-consuming to organise (estimated at 2.5 full time person weeks) and it was therefore concluded that such time could be better spent in other forms of outreach.

8.9 Orchestra

The Orchestra continues to provide instrumental accompaniment to two services a month, plus during religious festival occasions. It comprises 19 total members, usually with 14 in attendance covering ten different instruments. The Orchestra is a mix of primary and secondary age children and adults, with an age span from three years to 80+ years.

8.9 Bell ringing

There are 8 bells in St Matthew's tower. These are rung before the 11am service and the 6.15pm communion service (4th Sunday) on Sundays by a team of nine to ten ringers, who also practise on Thursdays. The ringers comprise 14 adults and four children. The team also ring at weddings and occasional funerals on request. .

The ringers rang to commemorate the New Year (ring out the old and ring in the new), the Queens Jubilee (1/4 peal plain bob doubles 45 mins), St Georges Day, plus the start of the Olympic Games.

Also a peal (Stedman in 2hrs 55mins) was rung on 22 September to celebrate the lives of Harry and Mary Wells, ringers in this parish for many years. Boxing Day ringing was also reinstated this year for Harwell and local ringers and also any visitors.

8.10 Concerts

St Matthew's continues to provide a venue for appropriate community musical events. The following concerts were held at St Matthew's during 2012:

- Harwell Young Singers 24th March
- 'Moonrakers' concert 12th October
- Harwell Young Singers 'Children in Need' 17th November

8.11 Harwell Young Singers



Harwell Young Singers is led by a Church member and practises in St Matthew's on Thursday evenings. It is a group for 7-18 year olds who enjoy singing and currently has around 15 members. They perform on request at weddings, and also at some Sunday services e.g. during religious festivals, as well as putting on concerts and singing at village events such as the Harwell Feast.

8.12 1st Harwell (St Matthew's) Scout Group

The Beavers, Cubs, Scouts and Explorer groups are affiliated to St Matthew's Church and the Rector is Assistant Group Scout Leader. They use St Matthew's Church Hall for their meetings and parade during some Sunday morning services. The groups continue to be well attended, with 24 Beavers, 26 Cubs, 31 Scouts and 32 Explorers registered. There is a leadership team of 17 adults. The various groups combined at a very successful summer camp in Staffordshire.

8.13 St Matthew's Church Hall

The decision was taken last year to widen use of the Hall in order to serve the community better, to defray some of the c.£4,000 annual running costs, and to create links between the church and individuals and groups. Since then

- A Church Hall Management Committee has been formed
- A bookings system has been set up
- The Conditions of Hire were reviewed and amended
- Fees for hire have been set
- A process for agreeing if a potential booking is suitable was established
- A cleaner has been employed.

In 2012 we took £2,272 in hire fees. Usage by Church groups or Church-affiliated groups continues to incur no charge to the user (although the Scouts, as the heaviest users, make regular payments to cover core cleaning costs) and such groups continue to have priority of use. The number of bookings has gradually increased as word has spread and we are hoping for a significant increase in hire fees income in 2013. There have been no major issues arising from hire of the Hall to date.

9 Fabric Report

9.1 Summary of work carried out to the Church in 2012

A special mention is due to all those who have given their time, either on a regular or occasional basis, to maintain and enhance our buildings. Thanks are due also to those members of the Church who give their time to ensure that our buildings are kept clean and tidy, who decorate them, and who generally contribute to their upkeep.

The Log Book of Church repairs has been maintained and is presented with this report.

The Terrier, recording details of the Church buildings and land is held as subsection 1.2.2 of the Church's Maintenance and Operations Manual and is also presented, along with the inventory of valuables.

There is also a Log Book of repairs and maintenance for the Church Hall.

Key items of work carried out in 2012 are as follows.

Electrical

All portable electrical equipment in the Church and Church Hall was tested, with unsafe items being disposed of, and other items being repaired. A new smoke alarm has been fitted beside the entrance to the upstairs extension to warn occupants of the office of any problem from downstairs in the Church. We are currently taking part in a survey to monitor and hopefully reduce electricity use in the Church and Church Hall. This has included some changes to the way that the Church heaters are controlled.

External

The external woodwork of the extension windows has been sealed with mastic and redecorated. The lead flashing to the extension link roof was inspected and repaired. Cracked and missing red clay tiles on the main roofs have been replaced. The Church is watertight apart from two troublesome areas. The guttering outside the north aisle has given continual problems due to its poor alignment and a broken joint, so that in heavy rain water splashes onto one of the windows and seeps through its base onto the sill. It has not been possible to obtain a satisfactory quotation for curing this problem during 2012 and repair has been carried forward to 2013. The second problem is an occasional leak in one place on the south side of the chancel roof when heavy rain is blown under one or more of the stone roof tiles. The ingress itself only leads to a few drips on the floor tiles, but it may be affecting one of the roof timbers and this will need inspection.

Internal

The porch has been refurbished and redecorated, including retreatment of the notice boards. The fibre insulation in the loft of the extension has been increased to 300mm to improve energy efficiency. Various problems with the radio microphone system have been tackled, entailing the purchase of new microphones and one new signal adapter unit. The system is though getting old and may need replacing soon. Plans for improvements to the digital projection system have reached the stage of seeking formal approval through a Faculty.

Tower

The bell ringers have completed the installation of extra sound insulation measures in the bell chamber.

Working Days

A working morning was held on Saturday 3 November 2012 when many tasks were done.

Church Hall

The Church Hall is generally in good order. Redecoration and repairs were made to prepare for the new operating regime in which more bookings have been sought and made. The general running of the Church Hall was passed to a new Church Hall Management Committee during 2012. We are grateful to all those who manage the Church Hall and help to keep it clean and in working order. There are a number of general repairs and grounds work that need to be carried out each year and the details of all of these can be found in the hall Log Book.

9.2 Work planned for 2013 on the Church and Church Hall

This includes:

- Repairs to the north aisle guttering
- Carrying out a fixed installation electrical test for the Church and Church Hall as well as the annual portable electrical equipment test. The last full test was carried out in 2008 and we are required to commission a full test every five years
- Repairing spalling to the south external wall
- Re-rendering work in the north and south aisles
- Testing and updating the lightning protection system
- Installing a new flagpole
- Installing new floor covering for the upstairs extension
- If possible, continuing the internal re-decoration of the Church walls
- Improving the gates, gutters and hedges for the Church Hall.

Tony Hughes & Mel Gibson – Churchwardens

10 Finance Report

10.1 Financial position

In 2012 the General Fund made a loss of £2,876. Income was £80,152 compared with £83,227 in 2011, and expenses were £83,028 compared with £81,549 in 2011. The general reserve at December 31st, 2012 stood at £23,331, down from £26,207 last year. A claim for £14,244 in income tax rebate was put in for 2012, to be received in January 2013; of this £12,100 went back into the General Fund and nearly all of the rest into Restricted funds.

Over the last 12 years the balance of unrestricted reserves has been steadily falling; regular income is not matching expenditure. A stewardship campaign was held in the autumn to try to remedy this. We are grateful to those who responded by increasing their giving to the Church and to those who continue to give. There is still work to be done to balance the books, and even start replenishing the necessary reserves.

Designated funds (for a special purpose but could be spent elsewhere if the PCC so decides) include £5,561 for the on-going Church internal redecoration, £595 for small repairs to the bells and final work on the sound control system, and £500 held for the insurance excess.

Restricted funds (which cannot be used for anything other than the purpose for which they were given) total £3,907; this includes £1,347 in Memorial funds, given in memory of two recently deceased parishioners, and £400 which is the first grant towards the proposed Digital Projection upgrade.

The full Accounts include the joint costs with Chilton; these are balanced at the end of the year and totalled £3,699 in 2012. The income and expenditure on the General Fund in the Accounts are both therefore £3,699 greater than in the simple Accounts in this report.

10.2 Budget and Spend

The full and independently examined Accounts for 2012 are published separately. These should be read in conjunction with this report.

Below is a summary of our income and spend over the years 2011 and 2012 with the approved budget for 2013.

Church Payments	2011 (actual)	2012 (actual)	2013 (budget)
Parish Share	43,298	44,380	46,599
Mission Giving	10,725	9,600	9,510
Joint PCC Expenditure	8,251	7,424	9,193
Harwell PCC Expenditure	19,375	17,925	22,717
Total	81,459	79,329	88,019

Income	2011 (actual)	2012 (actual)	2013 (budget)
Envelopes/planned giving	48,449	50,974	55,060
Tax recovered	12,460	14,635	12,100
Loose alms	4,461	4,318	4,100
Donations/legacies/other	16,702	2,478	3,600
Fees	998	1,540	1,500
Church Hall	0	2,272	3,687
Interest	157	236	200
Total	85,227	76,453	80,247

Net surplus/deficit	3,678	-2,876	-7,772
----------------------------	--------------	---------------	---------------

10.3 Missions Giving for 2012

The distribution of the budget for the support of missionary work that was proposed by the Missions Committee and agreed by the PCC is shown below. The Local Charity and Emergency budgets were not used.

<u>Charity</u>	<u>Amount</u>
John Abu Bakker	£700
CPAS	£1000
Pioneers UK(Christine Perkins)	£2000
Gideons	£700
Scripture Union	£600
Bible Society	£600
CMS(David and Heather Sharland)	£2800
Church Army	£700
Missionary Aviation Fellowship	£500
<u>TOTAL</u>	£9600
<u>Special Collections</u>	
TEAR Fund (Harvest Sale and Lunch)	£421
Clothing sale (for Outreach)	£138
Christingle (Children's Society)	£144
CMS (boxes in homes)	£466
Missions sale	£300
Bishop's Outreach (induction service late payment)	£6

Signed**Chairman** **Date**.....