

**PLEASE BRING THIS AGENDA/ REPORT PACKAGE WITH YOU TO THE MEETINGS**

**CHALFONT SAINT GILES PARISH CHURCH**

**ANNUAL MEETINGS**

**Wednesday 4 May 2022 at 7:30pm for 8:00pm in Church,  
chaired by Rev. Dan Beesley, Rector**

**AGENDA AND REPORTS**

Please read the attached reports ahead of the meetings and, if you want to clarify anything, contact the author of the particular report.

Apologies: Kathleen Martin; Hannah Tew;

**AGENDA**

**PRAYER AND WELCOME**

**MEETING OF PARISHIONERS**

1. To appoint a clerk of the meeting
2. To note the number present and apologies received for absence
3. To approve the minutes of the Annual Meeting held on 12 May 2021
4. To elect Churchwardens

**TO BE FOLLOWED BY: PAROCHIAL CHURCH MEETING**

Only those recorded on the electoral roll are eligible to vote at the meeting.

1. To appoint a clerk of the meeting
  2. To adopt the Updated Electoral Roll
  3. To approve the minutes of the Parochial Church Meeting held on 12 May 2021
  4. To receive the 2021 Financial Statements including:
    - Wardens' Report (see page 11)
    - Reports on Proceedings of the Parochial Church Council and its Committees (see page 12)
    - Other related reports (see page 18)
    - Report on the fabric, goods and ornaments of the Church (see page 18)
    - Report on the proceedings of the Deanery Synod (see page 19)
    - Report from the Stewardship Recorder (see page 20)
    - Financial Report by the Treasurer (see page 21)
    - Ministers' Review of 2021 (see page 22)
    - Report of the Independent Examiner (see page 25)
  5. To appoint an Independent Examiner for the following year
  6. To approve the appointment of a Deputy Warden
  7. To elect a Representative to the Deanery (1 to bring to 3)
  8. To elect lay representatives to the PCC (4 to bring to 12)
  9. Rector's 'Charge'
  10. Any other business
- Prayer

**Minutes of Meetings held Wednesday 12 May 2021 at 7:00pm by Zoom, chaired by  
John Southworth (PCC Lay Chair),**

The Chairman opened the meetings by inviting Rev. Jenny Tebbboth to lead prayers.

The Chairman noted there will be three meetings tonight: first the meeting of Parishioners, then the meeting of the members on the Church Electoral Roll after which comes a short meeting for the Parochial Church Council only to formalise some appointments on the PCC going forward as well as to catch up on arrangements being made for the Vacancy situation, particularly as regards appointment of Parish representatives who will serve on the committee that will be selecting our new Vicar.

Copies of the Agenda and Reports pack had been distributed by email and some collected from Church. Although spanning reportage on 2020, this meeting is for a short period of appointment terms as the previous meeting was delayed to October from the intended April 2020 date because of the impact of CV-19.

**MEETING OF PARISHIONERS**

**1. Clerk of the meeting:**

It was agreed that Richard Bolton be appointed Clerk of the meeting.

**2. Attendance and apologies:**

The Clerk reported that thirty-four parishioners were now present with thirty-three being on the electoral roll and one clergy.

Apologies had been received from Margaret Carey and Colin Smith.

**3. To approve the minutes of the Annual Meeting held on 21<sup>st</sup> October 2020:**

The Chairman noted that Minutes of the meeting postponed from April 2020 and held on 21<sup>st</sup> October 2020 had been distributed with the agenda.

The minutes were approved by the meeting and as a correct record by the Chairman.

**4. To elect Churchwardens:**

Noting that thanks to Eileen Baldwin had been expressed at the 2020 APCM when she gave notice she would be standing down at this meeting, the Chairman endorsed those, further expanding on Eileen's work in bringing common sense and pragmatism and always being in the right place at the right time, not least with the need for the Wardens to plan for the interregnum / vacancy and the changes thrown by the CV-19 situation. As well, they have been considering the graveyard and the gravestones and what may need to be done and Eileen has been at the centre of all that. Noting that we are sorry that she is now standing down, the Chairman proposed a vote of thanks to Eileen and wished her a happy retirement. All agreed.

Responding, Eileen said the last 3 years have been a voyage of learning and adventure and a great time working with the other wardens, Kate to begin with, then Hannah and Rachel and recently getting to know Jenny Wilson. Rachel Leonard added that we have a token of thanks for Eileen and that Jenny Wilson and she will meet Eileen for coffee and to present it in person.

The Chairman moved on to looking to the future. Rachel has served as Warden for some 6 months. She and Jenny, having been proposed and seconded and agreeing to stand for election as Churchwardens for 2021/22 and, there being no other nominations, they were duly elected by the meeting.

The Chairman thanked them both warmly and wished them well in this extraordinary time.

The Chairman closed the meeting of Parishioners at 7:11pm

## PAROCHIAL CHURCH MEETING

Noting that only those on the electoral roll are eligible to attend, the Chairman commented that the number at the meeting had changed. The Clerk reported that there were now thirty-three members on the electoral roll present and two clergy.

1. **Clerk of the meeting:**

It was agreed that Richard Bolton be appointed Clerk of the meeting.

2. **To review the Electoral Roll:**

The Chairman invited the Electoral Roll Officer, Kathleen Martin, to report. Kathleen confirmed that there are now 152 names on the list compared with 154 last time. We lost 7 people but have 5 additions. The meeting voted to receive the Electoral Roll. The Chairman thanked Kathleen for her work on this.

3. **To approve the minutes of the Parochial Church meeting held on 21<sup>st</sup> October 2020:**

The minutes were approved by the meeting and as a correct record by the Chairman.

4. **To receive the Annual Report for 2020 including the Financial Statements:**

The Chairman noted that the Annual Report for 2020 had been circulated with the Agenda and invited the various report originators to say a few words if they wished.

Speaking to the Churchwardens' Report, Eileen noted that attendance numbers were difficult to assess this year. However, everyone had pulled together.

Kate Southworth adding to the Children & Families Report commented that we are advertising for a new full time Leader in Families Ministry, the new title for the job recommended by diocese. She asked that people let her know of any contacts in other churches throughout the country so we can add them to our list of people to approach. Kate added that Janelle Stevenson is busy doing things with the children – she produced brilliant material for Pentecost.

Turning to Communications, the Chairman invited Sylvia Valentine to comment. She responded by asking for feedback on how to communicate effective information.

For the Discipleship Committee, Rev. Jenny Tebboth commented that YZone now has a charismatic leader taking Alpha for this term but we still need to work on leadership for next year. She is encouraged that we have a confirmation service coming up; 4 candidates from our Church and 2 from Saint Mary's Amersham, adding that we are looking to adapt the discipleship part of the website to more extensively introduce and grow people in the faith.

Keith-Wood Smith added to the ECO Church report saying we have a Service coming up when he is going to be speaking about ARocha, one of our missions, and their work in trying to reflect and be concerned about the environment as an expression of our Faith. We have now established an Eco Church Committee and he will be presenting the terms of reference for that committee to the May PCC. He added that we really need all the committees and the PCC to be thinking about these things and working with the Eco Committee on this - and bringing in the wider congregation.

Richard Bolton spoke about Fawcett Trust, commenting that it is helpful to know a bit before Christmas how much money we have available, so that we don't over commit because it's quite tight on money coming in and money going out. He thanked the other members of the Committee for their involvement and the PCC for the Tithe contribution, which is very helpful. The Trust does good work, is appreciated by the recipients and helps the local shopkeepers as the vouchers can only be used in the village.

On Street Kids Direct, Margaret Dykes commented that we do not yet have a champion. We originally had Steve Poulson come and talk to us, being the young man from Amersham who travels over to work with the charity, and he did a wonderful presentation. She is trying to get a video to present.

Turning to Pastoral Care the Chairman acknowledged the considerable help at this difficult time of committee members to individuals in the village and around.

## MINUTES OF CHALFONT ST GILES PARISH CHURCH 2021 ANNUAL MEETINGS - CONTINUED

Jeremy Valentine spoke to the work of the Fabric Committee on the Reading Room wall noting that we are pretty sure where the damp is coming in but are going to experiment to confirm this and reach the solution. Then we will get the inside painted and the floor will be sanded.

Turning to the Worship Committee, Cathy Langdale said we are planning for the services in May and onwards. More interaction with Seer Green & Jordans is taking place. Richard Bolton noted that the 08:00 BCP communion service is currently rotating between the two churches – the previous week 3 members of Chalfont St Giles went to Seer Green & Jordans, this week 2 came to join us from there. Kathy noted plans for special services in June – Creation Sunday on 27th.

For Fabric Committee Jeremy Valentine said it has been a busy year and will not be any quieter next year as there are one or 2 larger bills coming our way like the flagpole.

Melainé Teahan added to Church Watch report with a big thank you to everybody who volunteered, commenting that so many people were so generous with their time it was unbelievable. She noted that Tony Ferguson is aiming to open church Tuesday to Sunday in Spring/Summer.

Turning to the Deanery Synod, Mary Bentall commented that it meets 4 times a year and interesting information comes down from the General Synod. Anyone can attend, the next meeting is Thursday 24 June – the location varies. The Amersham Deanery website is run by Dorothy Potter with brilliant information and resources.

On the Lent Lunches, Kevin Searle reported that they had to be cancelled for 2021 through CV-19. He appealed for someone to run the Lunches in 2022, 2021 having been intended to be his last year. He added that the situation of the Ensors in the Far East is getting worse and worse and communication channels are being disrupted. Re-consideration may be necessary as to who should benefit from the funds raised.

Frances Hawkins, adding to Rendezvous, said there was a hope to restart in September but more help is needed in the kitchen.

Turning to the Stewardship Recorder's report, the Chairman acknowledged the superb job in maintaining the level of giving despite the CV-19 ambush of the Stewardship Campaign. Chris Neville noted the losses of members of the Congregation through deaths or moves away and the need to revive the Campaign when circumstances permit.

Financial Report by the Treasurer:

Mike Baldwin talked in considerable detail about the financial outcome of 2020 and the prospects for 2021 saying that despite serious reduction in our service attendances and church activities, income from offerings and donations held up strongly at 96% of the 2019 level. Most of the shortfall was down to the losses of Easter, Remembrance and Christmas Day Special Services. He gave thanks to God and to all our regular contributors for their faithfulness and support in continuing to look after our financial needs. Mike gave his personal thanks to those who've carried the weight of looking after our voluntary finances so healthily:

- Chris Neville for his work on Gift Aid and the contactless, giving system that is yielding good benefits;
- Mike Saunders who has mastered the skill of getting the banks to take our money;
- Sophie Bowles who until October looked after our bills and kept our accounts balanced.

Mike noted the work of the Fabric Committee and the much larger than usual contribution from the Friends of the Church in offset of maintenance project costs.

Responding to Tom Boundy, Mike noted that 2019 offerings included legacies of £6,000 so the fall in 2020 on a consistent basis was some £4,000. In 2020 bequests of £15,000 are shown separately. In April 2021 a further legacy of £37,000 was received. Mike stressed his view that legacy income should be used for improvement and developments in facilities and activities (eg financing the Children's and Family Worker)- viewing these as investments.

Jenny Wilson asked about the Parish Share. Mike responded that it is mainly driven by the size of the electoral roll and church attendance in October: it covers the Rector's cost, an element of diocese administration, and training of new pastors.

Keith Wood-Smith asked about the proposed transfer of investments to a new sort of ethical investment strategy. Mike responded that the plan is there and James White is looking into this. The intent is to invest in Church of England ethical funds run by CCLA (short for Churches, Charities and local Authorities).

Cathy Langdale asked how it is intended to fund the youth and families worker going forward. Mike responded that we've budgeted for a three-year coverage of the cost by taking money out of our asset balance - reckoning to take about £100,000 out of our £300,000 current balance. This will be an investment with the aim that more people join our membership.

Margaret Dykes asked if we will continue to invest in Shawbrook? Mike responded probably so in the short term – an advantage being the Government guarantee of some £75,000/85,000 of monies due by a bank but also depending on interest rates. However, in administration terms the fewer banks we have the better. Margaret was concerned about Christian ethics. They agreed to follow this up outside the meeting.

Mike added a personal postscript to all that's been going on saying it's been a great privilege to be your treasurer on and off for about eight years or so, and I'll be handing over to John Southworth after he is able to complete his current responsibilities as PCC Lay Chair and Chair of the Vacancy Committee. Mike added it has been a joy to be part of the Standing Committee and the PCC teams over the time, noting that they have grown in cohesiveness over the years. Mike added that teamwork is a great skill when it can be achieved and is going to be an important skill to maintain during the vacancy period. It is the ultimate demonstration of loving each other by building on each other's strengths and not undermining each others' weaknesses. He prayed that it will continue to grow.

The Chairman proposed a heartfelt vote of thanks for all that Mike has done to now, noting that Mike will continue temporarily until the Chairman has become free from his other church duties. All agreed.

The Financial Statements were approved for adoption.

Rachel Leonard noted that Jenny Wilson and she have a token of our appreciation to present to Mike probably at a 10:00 o'clock service in a couple of months time.

The Chairman moved on to the Rector's Review of 2020 and paid tribute for all the work that Ian had done, helping a lot of people individually and personally and we wish him every happiness in the coming years. The Chairman noted that so many initiatives were stymied by the pandemic but nevertheless initiatives have been taken so the church has grown in areas that perhaps it never thought it would during lockdown. Some benefits will be carried forward and Ian's played his part in that. His report is very full, very comprehensive and very informative and was taken as read and with thanks for all Ian has done for us and for the church over the last seven years.

**5. To approve the appointment of a Deputy Warden:**

Noting that Melainé Teahan is volunteering to continue in the post, the meeting agreed to her reappointment. The Chairman expressed thanks for all she does to keep everything running in order and make arrangements.

**6. To elect lay representatives to the PCC:**

The Chairman asked Richard Bolton to summarise the position. He reported there are five vacancies as people have come to the end of their three-year term and are not seeking to be re-elected for one year. Five people have put themselves forward and been proposed and seconded appropriately. They are, in alphabetical order, Tom Boundy, Francis Hawkins, Kate Southworth, Jeremy Valentine, and Tracey Wiggins.

There being 5 vacancies and 5 candidates the meeting noted their automatic appointment.

**7. To appoint an Independent Examiner for the following year:**

The Chairman moved on to appointment of the independent examiner. Mike reported on this, noting that for many years we've used Lee & Company in Rickmansworth as our independent examiners. However, we now pay them £600 a year and they find it difficult to complete the task quickly. We have now received an offer from the company that supplies our software who will carry out the same function for a cost of £150 per annum, and they assure us that they can complete the task in a much shorter time and so he recommended that Paxton Computers be appointed as our independent examiners for 2021. The Chairman asked if Paxton are professionally qualified to sign off this report? Mike responded that they've claimed that they are authorised but this needs to be confirmed. Subject to that being satisfactory they were appointed.

8. **Mission Action Plan:**

The Chairman invited Rev. Jenny to speak to the Mission Action Plan. She noted that the recollection in Ian's report that on Saturday 9 February 2020 we went away to think about mission action planning seemed a long time ago and that the virus had put a spanner in quite a few of our plans but opened up new avenues of development. So Jenny has updated the mission action plan (originally devised by Rev. Paul, herself, Eileen and Rachel, as wardens, and Rev. Ian) to set out some priorities for this period of vacancy, bearing in mind the changes that will be ongoing in our practice throughout this time and the fact that we will not have an incumbent to allow us to make very ambitious plans.

The verse from Psalm 1 that she had chosen for this is:

*They (The Blessed) are like a tree planted by streams of water, which yields its fruit in season and whose leaf will not wither – whatever they do prospers.*

So her first point was that although we have lost an incumbent and we've had all these changes, the source of our fruitfulness has not changed and continues to feed us in exactly the same way so we can continue to be fruitful through this year. The plans don't look very ambitious but we can build ourselves into a congregation that loves each other, that all contributes to our church life, using the different gifts that God has given us. If we ensure that no member of our Church family feels left out, those who can't attend in person or those who are away for various reasons, we will be a congregation that an incoming incumbent will love to work with and we'll find joy, so that's my prayer and will take us a fair bit of work and not just a few of us but all of us. There's quite a lot of teamwork required. In addition to the Mission Action Plan, Eco-Church will be going ahead, Families work will be going ahead, developing creative worship will be devised. These are just the priorities for a recovery period and a period of vacancy.

We've got a looking ahead section as well because there are some big projects which we still have very much in our hearts and in our minds: we want a Children and Families worker; we want to make our website truly useful and attractive; we've got the churchyard project going on, and the Reading Room needs some refurbishment to make it a place of hospitality for our current time. So those are the big things going forward, but plenty to do in the meantime. So I commend it to you for something to pray about and consider your own part in. Small groups are going to be very important in this plan as units of pastoral care, units of spiritual growth and units of care for each other - so that is one of our big aims for this year.

9. **Any other business:**

Eileen Baldwin noted that in March 2019 when churches were closed for public worship, we wondered how we were going to manage to get together for worship and how to keep in contact with one another. Peter Heaps came to our rescue and week on week for all these months Peter has been there, recording Sunday services to go on the website as well as latterly videoing services including funerals so that people who couldn't attend could watch, and he's really helped us out of quite a deep ditch, so I went round to see Peter during the week with a small token of our thanks for his professionalism and help. He was very appreciative. And while we're thanking people, I just would like to say that many people in our church community do a great deal of work and give their time and their efforts and they've not been mentioned tonight so I would like to say many thanks to the unsung heroes who keep us going from week to week and from month to month.

After the Chairman's thanks to all involved in the drafting of the splendid Parish Profile for the Benefice, about to go forward to the PCCs and Sections 11 and 12 meetings, and thanks particularly to Tracey Wiggin and the designer, the meeting closed with prayer led by Rev. Jenny, again referencing Psalm 1:

*Blessed are those who do not walk in step with the wicked or stand in the way that sinners take or sit in the company of mockers, but who delight in the law of the Lord and meditate on his law day and night.*

*They are like a tree planted by streams of water, which yields its fruit in season and whose leaf will not wither – whatever they do prospers.*

The meeting closed at 8:45pm and was followed by a short meeting for the PCC only.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES

Loving God, Living Christ, Loving people

## ANNUAL REPORT FOR 2022

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The Trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective 1 January 2019.

This report by your PCC for our Annual Parochial Council Meeting (APCM) is prepared as the formal Trustees Report required to be submitted to the Charity Commission for the year to 31 December 2021. It is presented for approval by the APCM.

## **OBJECTIVES AND ACTIVITIES**

### **Aims and Purpose**

As a public benefit charitable trust, Chalfont St Giles Parochial Church Council (PCC) exists to promote the whole mission of the church in the ecclesiastical parish. It is responsible with the Rector for furthering the work of the church: pastoral, evangelistic, social and ecumenical. The church is one of the two within the Benefice of Chalfont St Giles and Seer Green & Jordans.

The Charity commission publishes guidance on public benefit and, in particular, supplementary guidance on charities for the advancement of religion. Specific Charity Commission classifications of the goods and services provided for community and social benefit are:

- Religious Activities – provides services
- The General Public / Mankind – makes grants to organisations
- Provides Buildings/ Facilities/ Open space

The PCC is governed by two pieces of Church of England legislation:

- The Parochial Church Councils (Powers) Measure 1956 as amended and
- The Church Representation Rules 2020.

Further details of the structure and governance of the PCC are included from page 9 to 11 below.

Our Mission Statement is **Loving God, Living Christ, Loving people.**

### **Background**

The Parochial Church Council has responsibility for the whole mission of the Parish Church of Chalfont St Giles to live in God's love and share its hope. It also has responsibility for the maintenance and management of the Church buildings and fabric and the Reading Room. It is registered with the Charity Commission, number 1129372. The members of the PCC are the charity's Trustees. The Trustees have had regard to the guidance issued by the Charity Commission on public benefit. This report covers all activities of the Church and PCC in 2021.

Readers will know that the Coronavirus pandemic and requirement for social distancing included closures of the Church building and Reading Room for various periods from December 2020 until July 2021 restricting various activities and restrictions on the number of participants permitted in certain events. Most of the activities reported in this document were affected by this.

On 9 May 2021 the Rector, Rev. Ian Brown, retired so the Benefice of Chalfont St Giles, Seer Green and Jordans then entered Interregnum – in fact he took his last service on 18 April. Rev. Cassa Messervy (Associate Minister, and Vicar of Holy Trinity Seer Green and Jordans) had earlier resigned after Easter Sunday, 4 April 2021. During the vacancies the mission of the Churches in Chalfont St Giles and Seer Green and Jordans was through the two clergy, Rev. Jenny Tebboth and Rev. Paul Henderson with the two licensed preachers, Peter Miles and Garry Walton together with the respective PCC and its committees and with legal and operational matters under control of the respective Churchwardens and Area Dean together with the PCCs. Although the two parishes of Chalfont St Giles and Seer Green & Jordans had hitherto operated relatively independently, as a Benefice, together with our fellow Parish we prepared a draft Benefice Profile having each produced reports on the needs of the Parishes and the churches and then prepared an initial Parish Profile. The draft Benefice Profile was submitted to the Diocese of Oxford which then considered the broader needs of the Church and their impact on the Benefice. We are grateful to Rev. Gill Lovell, Parish Development Adviser, for her guidance through the process and for chairing the first joint PCC meeting on 12 April 2021. The 2021 annual meetings of the Chalfont St Giles Parish members and of the Church members (on 12 May 2021), the required Section 11 Parish PCCs joint meeting (on



1 June 2021) to deal with formal matters, including the appointment of Parish Representatives (namely Garry Walton and Tracey Wiggin from Chalfont St Giles and Janine Dunnell and Olwyn Davison-Oakley from Seer Green & Jordans), and the meetings of Chalfont St Giles PCC were chaired by John Southworth, PCC Lay Chair. The formal Section 12 Benefice meeting on 8 June 2021 was chaired by the Archdeacon of Buckingham. We also acknowledge the considerable input during 2021 and continuing beyond the date of this meeting of our two Clergy – together with Rev. Brown down to his retirement - in steering the Parish both through lockdowns and towards what we believe was an effective Interregnum together with an increasing on-line presence. We acknowledge the heroic efforts of all engaged in the lead to and preparation of the respective draft Parish profiles leading to the Benefice profile which was accepted by Diocese subject to their own inclusion of text. We are hugely grateful to the 4 Parish Representatives (2 from each Parish) who worked together with Deanery and Diocese as the interview panel. We are delighted that the interregnum process led to an offer being made to and accepted by Rev. Dan Beesley who on 27 January 2022 was collated by the Bishop of Buckingham and Inducted and Installed by the Archdeacon of Buckingham as Rector of the Benefice.

As our earlier Annual Reports commented looking at the earlier part of 2020 but still applicable: as many organisations trying to cope with the disruption of Covid we have tried new ways of working – Services on line, some recorded in Church and others on Zoom, mission largely by telephone and email, meetings by Zoom to support the mission of the Church and enable its business to be agreed and transacted. We acknowledge the remarkable input from clergy (whether local, diocesan or arch-diocesan) and lay involved to develop new ways for the Church to continue to function in these challenging circumstances. The clergy have risen to the need to develop on-line models of worship. Together with lay members in the various parish teams they have made strenuous efforts to achieve contact with parishioners in the restricted circumstances.

Thankfully, all this effort continued for the remainder of 2020 and down to date. We thank God for the care and energy of all involved.

At the 2021 Annual Parochial Church Meeting in May, Eileen Baldwin stood down as Church Warden. She had been active in this role for 3 years, the last 14 months or so being particularly challenging. We warmly thank her again for her caring service, as well as being diligent and capable, and for her involvement in all sorts of administrative, pastoral and caring roles.

Also at this meeting Mike Baldwin stepped down as Treasurer although delaying the actual moment until John Southworth became free to take the position. Mike had come back to this role for 3 years after a previous stint, and has been instrumental in improving our systems in various areas, our accounting and the reporting on this. Again, we warmly thank him for taking up this burden again and leading our finances through, in particular, the difficult times of Church lockdowns.

In expressing our thanks to both, we wish them a happy and fulfilling 'retirement' and are glad they will continue as Church Members.

### **Safeguarding Duty**

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). Further information is on page 13 below.

### **GDPR**

The PCC has taken note of and complied with the General Data Protection Regulation. The Church website includes a Data Privacy Notice setting out what personal data is, how we process it and the legal basis for this, the restricted basis on which it may be shared, for how long we keep it and the rights of the owner of personal data.

### **PCC Membership**

Membership of the PCC is either ex-officio, elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules or co-opted within the Rules as necessary.

During 2021 the following served as members:

Incumbent:	Rev. Ian Brown (to his retirement on 9 May 2021)
Churchwardens:	Eileen Baldwin (to 12 May 2021) Rachel Leonard Jennifer Wilson (from 12 May 2021)
Deputy Churchwarden	Melainé Teahan
Lay Chairman	John Southworth (from 10 July 2019)

Deanery Synod Representatives:

Mary Bentall  
Margaret Carey  
Hannah Tew

PCC Members:

With effect from the 2021 Annual Parochial Church Meeting ("APCM") on 12 May 2021 Margaret Dykes, Ed Fitch, Bridget Paice, Phillip Rutter and Sylvia Valentine having served the three-year term, ceased PCC membership. The co-options also determined of Richard Bolton, Kate Southworth and Tracey Wiggin. The continuing PCC elected members were thus Michael Baldwin, Chris Neville, John Southworth, Janelle Stevenson, Garry Walton, Joe Wiggin and Keith Wood-Smith. At the 2021 APCM Tom Boundy, Frances Hawkins, Kate Southworth, Jeremy Valentine and Tracey Wiggin having been nominated were elected for three-year terms. At the PCC meeting immediately following the 2021 APCM Richard Bolton was co-opted to the PCC as lay member. On 1 November 2021 John Dugdale Bradley was co-opted to the PCC as lay member.

At the APCM Melainé Teahan was again reappointed Deputy Churchwarden for the ensuing year. During 2021 in addition to the Churchwardens the following were Church Officers:

PCC Secretary: Richard Bolton  
PCC Treasurer: Michael Baldwin  
PCC Assistant Treasurer: Sophie Bowles  
PCC Minutes Secretary: Not formally appointed – a number of PCC members and the PCC Secretary filled the breach.

Summarising, during 2021 – PCC elected members were:

To 12 May 2021	From 12 May 2021	At 31 December 2021
Margaret Dykes		
Edward Fitch		
Bridget Paice		
Philip Rutter		
Sylvia Valentine		
Michael Baldwin	Michael Baldwin	Michael Baldwin
John Southworth	John Southworth	John Southworth
Keith Wood-Smith	Keith Wood-Smith	Keith Wood-Smith
Christopher Neville	Christopher Neville	Christopher Neville
Joseph Wiggin	Joseph Wiggin	Joseph Wiggin
Janelle Stevenson	Janelle Stevenson	Janelle Stevenson
Garry Walton	Garry Walton	Garry Walton
	Tom Boundy	Tom Boundy
	Frances Hawkins, resigned July 2021 on moving away	
	Jeremy Valentine	Jeremy Valentine
Co-opted from 21 October 2021, then elected at 2021 APCM		
Kate Southworth (co-opted)	Kate Southworth	Kate Southworth
Tracey Wiggin (co-opted)	Tracey Wiggin	Tracey Wiggin
Co-opted again:		
Richard Bolton (co-opted)	Richard Bolton (co-opted)	Richard Bolton (co-opted)
Co-opted in September 2021		John Dugdale Bradley (co-opted)

The term of a co-opted member is to the following APCM when reappointment is permissible.

**PCC Structure**

The PCC has a Standing Committee and a number of sub-committees:

**Children & Families**  
**Communications**  
**Discipleship**  
**Eco-Church (set up April 2021)**  
**Fabric**  
**Finance**  
**Mission**  
**Pastoral Care**  
**Reading Room Management**  
**Worship**

The sub-committees report to, and obtain permission for planned activities and expenditure from, the PCC at its regular meetings. Representatives of the PCC attend the Amersham Deanery Synod meetings and report back to the PCC.

The PCC **Standing Committee** (Rev. Ian Brown (Incumbent) until his retirement, Rev. Jenny Tebboth (Assistant Minister), Rev. Paul Henderson (Assistant Minister), Church Wardens, PCC Lay Chairman, Secretary & Treasurer) acts as the Executive arm of the PCC, including setting the agenda for its meetings and taking any urgent actions affecting the welfare of the Church that may arise between meetings.

The separately registered charity The Friends of Chalfont St Giles Parish Church continues to provide much appreciated and valuable support to the Church and keeps the PCC informed of its activities. 'Christians in Chalfont St Giles' being The Deanway United Church, Living Word International Church and Hope Church and ourselves continue to co-operate in providing Services on the Village Green on Good Friday and at the Feast of St Giles in September, and to support the turning on of the Christmas lights with other Christians present in the village.

### **Benefice of Chalfont St Giles and Seer Green & Jordans**

As noted above the combined Benefice, which has operated since the beginning of 2015, continued to be led by Rev. Ian Brown as Rector (Incumbent/Priest in charge) until his retirement, assisted until her resignation after Easter Sunday, 4 April 2021, by Rev. Cassa Messervy (Associate Minister, and Vicar of Holy Trinity Seer Green and Jordans). The 2021 continuing team ministry were Rev. Jenny Tebboth (Assistant Minister), Rev. Paul Henderson (Curate then Assistant Minister) and, again until her retirement in Spring 2021, Rev. Angela Thompson (Assistant Minister emerita). Linda West continued to be Licensed Lay Minister in Seer Green and Jordans, assisted by Janna Holder as Children and Families leader.

The two Benefice Churches are further linked by an enduring instrument which permits (with the consent of the respective Priest) a couple who are qualified to marry in one Church in the Benefice to marry in the other.

### **Fairtrade**

The Chalfont St Giles Parish Church continues to be a Fairtrade church using Fairtrade ingredients and aiming to operate in a manner appropriate to that designation.

### **Church Electoral Roll**

In 2021 the Electoral Roll was updated for the 2012 Annual Parochial Church Meeting and had 152 on the list.

### **Wardens' Report May 2021 – March 2022**

It has been an interesting year for the parish in that dealing with the pandemic was complicated by the fact that we also entered an interregnum in April 2021 when Ian Brown retired after seven years of service. Saying goodbye to him and to Julie was necessarily somewhat restricted by the covid regulations but we were very pleased to hold a farewell tea party in September to have a proper chance to do this. This was very well attended and volunteers provided a splendid array of cakes.

The interregnum itself brought out the best in many of the people who had to shoulder the responsibility of making it work. First and foremost we have to thank Jenny and Paul who made sure that our services went ahead while also covering Seer Green and Jordans as Cassa had moved on at the same time as Ian. In the eight months of the interregnum, we only had to call on the services of stand-in clergy on five occasions, which shows just how hard they were working. Thanks are also due to the very many people, too many to mention by name, who supported us with offers of help, involvement in activities and prayers during a time which could have been much more difficult for us than it actually turned out to be.

We also have to thank the Vacancy Committee, chaired by John Southworth, Tracey Wiggin, who compiled the Parish Profile, and Garry Walton, who served with Tracey on the interview panel. The result was the appointment of the Reverend Dan Beesley in October, in record time. Dan, Paula and their children arrived in January and, as I write, are settling in and getting to know people. His service of Collation, Induction and Installation on 27 January was a terrific occasion. and thanks go to Jenny Wilson who carried most of the burden of organisation.

We continued to advertise for a Children and Families' worker but have not yet found a suitable candidate. Thanks to Kate Southworth for masterminding this process. Janelle Stevenson is filling this role part time in the interim and has worked very hard together with Jenny to organise activities and material for use at home in order to continue to engage with the children in the Congregation during the pandemic.

While Covid wreaked havoc in people's lives, we did our very best to ensure that people were able to join together in worship, either online or in person. A huge 'thank you' is extended to Peter Heaps for his faithful recording and editing of so many services and 'well done' to all those who faithfully attended Church and coped with the various restrictions and guidelines we had to have in place. Our constant endeavour was to provide

opportunity while being respectful of different points of view and feelings on how to manage the pandemic. Your stamina, compliance and support are gratefully acknowledged.

The churchyard is a dynamic and ongoing project that was being championed by the Wardens during the interregnum and is now moving forward under Dan's leadership. We certainly appreciate all involved in its upkeep and the provision of their insight, brawn, and brains to resolve some of the areas of consideration we have. The many aspects of the churchyard include maintenance, school ministry, wild flowering, cremations, remembering our loved ones and the preservation of the monuments. Many conversations and discussions have been had, many more to go and we will keep you informed as plans develop and we find ways to accommodate and meet the various needs.

Sadly during the past year we have lost a number of members of our Congregation. Some have died and others have moved away from the village to be closer to family as they get older. We are grateful to all of them for the contribution they made while they were with us. One new initiative was the formation of Naomi's Friends, a group for widows, organised by Frances Hawkins. This now meets regularly.

We have had a number of concerts this year despite the restrictions of covid. Opera Integra gave a concert in memory of Judith Wright, the Friends organised a concert performance of "The Mikado" and the St Giles Consort gave us two concerts. All these helped the Church financially.

It was with great excitement that several highlights of our church calendar were able to resume later in 2021 and in the early part of this year. The joyful sound of children once again filled the church as Songs of Praise returned, as did the Harvest Festival, Christingle and the Crib Service. The mobile carol service was an exciting innovation. The ever-popular Rendezvous returned and most recently the Lent Lunches are well underway. A huge thanks goes to all who make these activities happen.

As I write the world is being shaken by the horrific attack on Ukraine by President Putin and his supporters. We have to put our trust in God and pray that this dreadful conflict will be brought to a swift and just conclusion. As a Christian community in Chalfont St Giles, we must come together in prayer and practical support for all those in need at this horrible time.

As we look forward to another year of loving and serving our Lord, thank you for all your kindness and generosity of spirit, and may we stand united in our common purpose across the Benefice.

Rachel Leonard - Churchwarden

### **PCC Review of the Year**

In addition to the Section 11 and 12 Vacancy meetings, the PCC met on 7 occasions in 2021 (2020: 9) with an average of 18 (2020:17) members in attendance. 5 of these meetings were held by Zoom.

An ongoing matter of focus for the PCC in 2021 (and continuing) has been the aim to recruit a Families Worker, ideally full-time, and meantime of a Temporary Families Worker. Meetings earlier in the year all touched on the Interregnum compilation of the Parish Profile and the Mission Action Plan (MAP). Most meetings also considered the impact of Covid and of the Vacancy and the impact on the MAP, and Safeguarding. In addition to regular reviews of the financial position, safeguarding and policies, committee reports, and ongoing management of Church matters, including maintenance and the ongoing review of the wider impact of the General Data Protection Regulations, topics from each meeting are highlighted below:

- January: Discussion of the three-point action plan produced by the three Clergy and two Wardens – Spiritual Growth and Development, Growth in Discipleship, and Growth in Community Engagement together with the need for a sustainable pattern of Services across the Benefice during the looming Vacancy. Also: of the new Benefice Vacancy Committee and its work, consultations being undertaken in Church and Parish for the Parish Profile, contacts with Rev Gill Lovell; update on a possible ashes area in the churchyard; approval of Communion in both kinds by intinction, and the closure of the Church from 31 December 2020 other than for funerals .
- March: The Diocesan Articles of Enquiry, the '7 Minute Briefings' on two reported events and the safeguarding implications were discussed. The reopening of Church on Easter Day was approved including a dawn service in the Churchyard. The PCC noted that the Independent Examiner had approved the 2020 Accounts and agreed that the Standing Committee be authorised to accept the accounts on their behalf having circulated them first. This being Rev Ian's last PCC, a vote of thanks for his contributions over 7 years was unanimously endorsed.
- May: A short meeting followed the APCM to consider co-option, appoint PCC Lay Vice-Chair and Treasurer, note the issue by Diocese of the Vacancy Notice on 10 May, consider process for selecting Parish Representatives and the state of the Parish Profile.

A second meeting later in the month noted, among a number of regular issues, the Diocese's letting of the Rectory until 21 November.

- July: The timetable and actions were noted for advertising, applications and shortlisting leading to interviews with applicants on 13 October. The resignation from the PCC of Frances Hawkins was reported and the huge contributions over many years to Church and village of her late husband and herself acknowledged. There was much discussion about trees in the Churchyard. An HS2 Notification of Service of temporary possession over part of the Churchyard was reported. There was discussion on Parish Share (75-80% of our costs). The Wardens reported that the Archdeacon's periodic Inspection had taken place on 15 July and resulted in a checklist of things to do.
- September: Announced that on 13 October, the shortlisted candidates will give a 7-10 minute sermon in Church. Risk Assessments (to be venue driven) review were noted. The PCC approved the proposed review of signatories under various bank mandates and that investments should be transferred from Old Mutual to CCLA Church of England funds (with thanks to James White for writing a report on this).
- November: The PCC agreed on the need for a specification for Church overhead projector /internet connectivity /Wi-Fi and livestreaming. The PCC accepted outline proposals for the Christmas season. The PCC approved: the proposed appointment of an Independent Reviewer subject to satisfactory references; the 2022 Budget of a £40,000 deficit which included the assumption of a Families Worker, an Act of Faith, but not capital expenditure; the resumption in 2022 of the Friday Lent Lunches and agreed how the funds raised would be shared.

### **Reports from PCC Committees**

#### **Children and Families Committee**

In February, a proposal for the appointment of a 'Temporary Support worker for Families work' was received by the Standing Committee and Janelle Stevenson was appointed to the post. This has enabled our family's ministry to continue throughout the Vacancy. Janelle has been able to establish our data base and maintain contact with baptism families by sending them seasonal material to encourage them to practice their faith with their children at home. She has enabled our Youth Group YZone to continue to flourish and has gradually re-started in-person ministries such as Chatterbox and Family@4 as well as new means of outreach such as the 'Dad's Night Out' and courses in first aid and CPR for those in charge of babies and children. This was an invaluable appointment. Our 'Sunday school' provision has not yet re-started as there have been so few children in church on Sundays.

Our work with the school has been disrupted but we were able to lead a transition day for the year 6 children and led assemblies in Seer Green as well.

It was agreed that we should continue to seek a full time Families Minister even during the Vacancy and Kate with her team have faithfully pursued that aim but, despite attracting a number of candidates, none of them were felt to offer what we need as a church. Since the arrival of Dan, this project has been paused.

Kate Southworth has chaired our Children and Families Committee for many years and did so throughout 2021. She has recently retired from the post and the committee is currently without a chair. We have registered our thanks to her for flying the flag for our families work with such commitment over a long time.

Jenny Tebboth

#### **Communications Committee Report**

The Committee met three times between January 2021 – January 2022. We aim to provide a central source for communication within the Church community and for the wider village community.

I am keen to step down as Chair as I feel we need a person who is more involved with Church life and can bring together all the elements of communication more effectively. We would welcome suggestions or offers to take up the role.

Updates as follows:-

##### **- Pew Sheet**

The pew sheet continues to be emailed to all on the Church database on a weekly basis (with the option to opt out). It contains information on services and events for the coming week, news of future events, and still is the main form of week-on-week communication within the Church community.

**- Parish Magazine**

We have moved to a quarterly online edition of the magazine which has been well received and huge thanks are due to Kevin Searle who stepped in at the beginning of 2021 to take over coordination and production of the magazine. Peter and Mary Bentall have continued to produce and distribute a small number of paper copies to those members of the congregation unable to access the magazine online and we are grateful to them for their help.

The magazine will be a focus for discussion in 2022 as we need to decide what purpose we want the magazine to serve, the best format for it to be in and the continuing issue of recruiting people to help create it.

Contributions to the magazine can be sent to [stgileschurchmagazine@hotmail.co.uk](mailto:stgileschurchmagazine@hotmail.co.uk)

**- Church Website**

During 2021 we carried out some research into the efficacy of the website and based on this feedback we have revamped it to improve navigation and its look and feel.

Audio recordings and videos of services are posted here every week along with the Orders of Service and the pew sheet. The site gives details of all Church activities, together with links to relevant contacts.

**- Noticeboards**

The notice boards are updated on a weekly basis – and thanks are due to Ray Luker who stepped in to take this on while Meg was shielding during 2021.

**- Church Facebook Page**

The Church Facebook page is up and running and has really grown during the past year. We have used this to post events, news and highlights of Church life.

Jo Sutton, 16 February 2021

**Discipleship Committee**

*The purpose of this committee is to encourage spiritual growth in all stages:*

- 1) *introduction to the faith*
- 2) *preparation for baptism/confirmation*
- 3) *encouraging each member of our Church to keep growing in faith throughout their life.*

Due to lock-down uncertainties and our move toward a double vacancy, the energy of this group has been largely absorbed in staffing the service rota across the Benefice and the provision of teaching through sermons. Large projects were not possible in the Vacancy when staffing was so stretched.

However, there was a course for Lent using the diocesan 'Come and See' material whose aim was to make contact with on-line attenders who were new to church since the pandemic. We based our Lenten preaching around the book 'The Ruthless Elimination of Hurry' by John Mark Comer and have enjoyed sermon series in both Ephesians and the book of Ruth.

During the year we have worked on content for a 'Growing in Faith' tab on the website which is now in place. We have welcomed 12 children for baptism during the year and baptism preparation evenings are back in the calendar. We have continued to maintain contact with baptism families by sending them seasonal material to encourage them to practice their faith, with their children at home. Four candidates were confirmed at the twice-postponed service in June.

Small groups have gradually resumed their valuable work online and in person including YZone and 'Naomi's Friends'. Morning prayer continues well attended.

Jenny Tebboth

**ECO Committee**

Having set up its new Eco Committee in April 2021, the Church has already gained A Rocha's bronze status and are at the point of achieving silver. While these awards are not the ends in themselves, they are a positive measure of progress and an Eco Church Plan is now being developed with the aim of taking the Church to gold status by April 2024. This will move us from being a Church with an Eco Committee to a fully fledged Eco Church in which all parts contribute to its Eco vision:

*"By March 2024 St Giles will be a church which demonstrably lives out our faith in God and our love for our global neighbours through a comprehensive approach to caring for the Earth in all our activities, thereby not just reflecting the Church of England's concern for the environment, but also leading amongst its churches, inspiring our community and growing - spiritually and in numbers - as we help restore creation for God, humanity and all life for whom the world is a shared home".*

The specific aims of the plan are as follows:

- To have care for God's creation embedded in our culture as an integral and inspirational pillar of our communal and individual faith and worship;
- To ensure our Church is as environmentally responsible as possible both in minimising those things that harm the environment and in maximising those things which it does to restore it;
- To encourage Church members, in so far as they individually feel able, to minimise those things they do that harm the environment and those things they do which restore it in their outside lives;
- To be visible in our Parish as a church which cares for the natural world, thereby both encouraging the wider public also to act and drawing those who share our values – especially the young – to try our services;
- To campaign appropriately on local, national and global environmental issues (we are in the process of producing a survey to ascertain local views and current actions of reducing climate change).

A strong, collaborative partnership has been established with Holy Trinity Seer Green, who are also working on their own Eco Church progress.

Keith Wood-Smith

### Mission Committee

#### The Five Marks of Mission:

1. To proclaim the Good News of the Kingdom
2. To teach, baptise and nurture new believers
3. To respond to human need by loving service
4. To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation
5. To strive to safeguard the integrity of creation, and sustain and renew the life of the earth

The Mission Committee meets regularly and major items have been:

- To set up "ECO" Church as a committee in its own right.
- To place a larger statement on our beliefs in the Church porch,
- To review and update the list of charities we support:
  - A Rocha UK [the Rock],
  - Fawsett Trust,
  - Rope (Reaching Oppressed People Everywhere), (removed March 2022 and replaced with
  - Christians Against Poverty
  - Street Kids Direct, and
  - Traidcraft Exchange.

Each one is represented by a 'Mission Champion' who keeps in touch with the charity, represents it to the congregation, gives an update of their work each year to the congregation at a 10:00am service and writes articles for the Parish Magazine.

In addition, we support and raise money each year for the Mission to Seafarers, The Children's Society (through Christingle), the Ensors, Saunderton Lodge homeless accommodation, Altogether Community, The Bible Society and the Trussell Trust.

Our community outreach initiatives – Rendezvous, Lent Lunches and Chatterbox – all resumed in 2021/22 after the lockdown restrictions.

We are grateful to Ray Luker for his work with the notice boards.

Margaret Dykes

Mission Champion reports:

**A Rocha UK** is a Christian charity working for the protection and restoration of the natural world and committed to equipping Christians and churches in the UK to care for the environment. **Responding to the biblical mandate to care for the earth, and demonstrating the Christian hope for God's world, they work with:**

- Churches through their Eco Church programme
- Christian environmental leaders through their interdenominational convening work
- Families and individuals through their Wild Christian scheme and community, supporting people to enjoy, nurture and defend nature in their own homes and communities, and by campaigning
- Christian land managers through their Partners in Action network.

St Giles Parish Church is signed up to the **Eco Church** programme and, having gained the bronze award, is on track to gain the silver award by Spring 2022 and aims for the gold award by April 2024.

Keith Wood-Smith

**Christians Against Poverty (CAP)** our latest charity to join our tithing programme was put forward by a member of the Congregation. CAP offer debt counselling, and local community groups providing practical and emotional support and show people that there is always hope. **Our nearest group is based in The Hub in Chalfont St Peter.**

Margaret Dykes

**Fawsett Trust** is a local charity supporting elderly residents in need in Chalfont St Giles with vouchers at Christmas, exchangeable only in our village shops. I was invited to talk with the Congregation in November about our support. We are grateful for the contributions from the PCC and from the Parish Council and for the generous further individual contributions which have enabled this work to continue.

Richard Bolton

**ROPE (Reaching Oppressed People Everywhere)**, now **Project Possible**, is a local charity headquartered in Amersham. Frances Hawkins talked with the Congregation about their work in April 2021.

'The foundations of our approach stem from our almost 30 years of working with international partners. We invest into partnering with a small network of on-the-ground, local organisations and churches led by local visionaries who seek to bring about transformational change in their communities. Living in their own communities, they have the vision and drive to transform lives for those in poverty but need access to resources and wider networks.'

They currently work with 21 partners across 16 countries around the world.

Margaret Dykes

**Street Kids Direct** - Our Deanery and Parish have a particular link with Steve Poulson one of their programme Development Managers.

Steve supports Street Kids Direct partnered projects in a range of ways, from donor relations, to implementing the child protection policy, in an effort to strengthen and develop them. Steve also helps coordinate the Honduras mentoring programme and programmes in Talanga and Ciudad España, Honduras. We were delighted to welcome Steve in January to update us with his work and for us to congratulate him in person on his marriage. Yzone are now the mission champion.

Margaret Dykes

**Traidcraft Exchange** is a Christian charity working to reduce poverty by trading fairly with marginalised groups.

Traidcraft continues under Margaret Dykes' energetic hand. The initial stall after the Covid lockdowns was in September and now they continue monthly although the "click and collect" model of trading, which allows people to e-mail or phone orders to her which she then arranges to deliver in a Covid-safe way, continues. She has also spearheaded the Church's support for the Chiltern Food Bank raising money from a wide range of supporters to purchase goods from Traidcraft in support of the Food Bank's mission. Since the beginning of the Covid emergency £47,000 has been raised directly for this project which included support for the 310 Christian Advent calendars donated at Christmas 2020 and 2021. Other direct donations have been generated to the Food Bank.

Margaret Dykes

### **Social Outreach Report**

Members of the outreach team aim to support Rendezvous, Songs of Praise lunches, Lent lunches, Marriage prep catering, and the Advent Supper. Covid, however, made 2021 difficult and, when we were permitted to operate, numbers were low. Looking forward to 2022 we have been open for Rendezvous with Rachel Leonard preparing the bacon sandwiches. Songs of Praise lunches are going ahead without adults going into church. Lent lunches are also going ahead with Kathleen Martin organising. We have also prepared the marriage lunch for 20 people in Church which was appreciated.

Pat Searle

### **Pastoral Care Report**

The Pastoral Care Committee met three times this year (termly). We offer pastoral care to members of our church family and the wider village community. Contact is generally through recommendation by word of mouth or from our pastoral care pamphlets available in the library, chemists and GP surgery. Following a contact, members of our group offer support and pastoral care for however long it may be needed. Often a relationship will develop specifically with one of us although we support each other as a group.



In addition, we support prayer ministry and the delivery of home communion once a month when requested. (Home communion had to be suspended during Covid but will shortly be resumed when considered to be safe).

Church services are supported practically by the Pastoral Care Team with small bunches of flowers delivered after Mothering Sunday and Harvest Festival. The PC Team fully support the All Souls Service in November.

Covid and the limitations that it has imposed on pastoral care has been challenging but it has in some ways raised our profile particularly during 'lock down' when keeping in touch with all parishioners was vital.

Margaret Carey - Pastoral Care Co-ordinator, February 2022

### **Reading Room Management Committee**

Committee Members; Peter Crown (Chair), Kevin Searle, Chris Neville, Bridget Paice, Ed Fitch.

Improvements during 2021 in some areas – disappointments in others. In summary:

- The Reading Room committee still remains two people short for which we seek any volunteers from the PCC please.
- Bookings for using the Reading Room are below pre Covid levels but the facilities are getting lots of use albeit we are losing the Bridge club as they are finding the wearing of masks another niggles too far.
- The floor still looks good but from time to time an area "rolls up" which necessitates lifting of all "springing" wood blocks and re-laying with very gloopy black jack to re-stick that particular area; we called in a specialist who was surprised just how good the floor looks and advised that it would be a shame to lift and relay the entire area and so far as long as possible we will continue to deal with situations as they arise.
- The Fabric Committee are still progressing (with external advice from a Lime Wash specialist company) the front elevation which is badly stained and in need of a face lift.
- The rear section of wall that shows signs of damp had three coats of Lime Wash and looks better but still needs further attention. We are working with the Fabric Committee to complete the protective covering of waterproof felt to, we hope, prevent the ingress of water and damp to the top of the exposed wall.
- We have received two offers of financial assistance in respect of a replacement cooker as and when required.
- We have been unable to convince Buckinghamshire Council that we are worthy of a Covid Grant despite the other charities in the village receiving Council donations. We are though being encouraged to submit a proposal for a "Project" encompassing a larger storage shed and a disabled / ladies / baby change facility but this would need approval by the Council and conservation society and clearly will not proceed unless a grant is awarded.
- The Reading Room is effectively Chalfont St. Giles' church and village hall and supports the village in many ways. We will welcome the combined expertise of the Community and acquaintances to present a document to break down the Council's resistance to our plight which arises from the fact that as owned by the Church they are of the opinion that we are financially shielded. Sadly not true.
- We had recently shown up on the Buckinghamshire Building Society radar, who were wanting to offer financial help to local facilities and we were hoping we might qualify but once again we have slipped off the favoured list.

Peter Crown

### **Worship Committee**

Committee Members - Cathy Langdale (Chair), Rev Ian Brown/ Rev Dan Beesley, Polly Richardson (Secretary), Sylvia Morrison Moore, Keith Wood-Smith. Regular attenders: Rev Jenny Tebboth and Chris Weaver

Looking back at 2021, we began with the Church closed but finished, thanks be to God, with it reopened and offering almost our usual welcome.

Thus in January, after a large number of Christmas services in 2020 with numbers restricted for each, we had to close until Holy Week, when being prudent we were able to open for worship on Easter Day and then for the solemn service on 18th April at which Rev Ian Brown stood down as our Rector.

We could not welcome the Scouts for St George's Day; Ascension Day was streamed live from Seer Green Church; but by June 27th we were able to enjoy a service marking 'Climate Sunday' with much input from Keith Wood-Smith.

Songs of Praise were not able to unite the schoolchildren with the adults of the parish in church, the adults met in the Reading Room, but the Praise went ahead.

In September we celebrated Harvest and all agreed that it should remain in September rather than in October, as formerly.

Our All Souls Service was well attended but then came the omicron variant and our committee decided it wasn't possible to hold services indoors on Remembrance Sunday as the virus was so widespread amongst schoolchildren. Instead prayers were said and wreaths laid in the churchyard.

By Advent, thanks to the warm support of our Churchwardens, we made plans to hold our usual rich variety of services to welcome the community. We were able to offer a Christingle and Toy service and a superb crib service thanks to sterling work from Janelle Stevenson. Then we held our traditional Carols by Candlelight and also took our new 'travelling' carol service round the village midweek. Christmas itself was celebrated with three services on Christmas Eve and two on Christmas Day.

We would like to record our grateful thanks to Rev Jenny who took the lead during our interregnum supported by Paul, Peter and Garry.

Cathy Langdale 7 March 2022

### **Other Reports**

#### **Chalfont St Giles Educational Foundation**

The Chalfont St Giles Educational Foundation is a small village charity that has a small annual income. Under its constitution 40% of its income goes to the Parish Church Sunday School. A further 40% goes to the Village School. The Foundation can also provide small grants for educational purposes to young people living in Chalfont St Giles. The Rector chairs the committee of trustees.

Richard Hanney

#### **Church Fabric & Furnishings**

Overall, the condition of the fabric in both Church and Reading Room is good, with only relatively minor problems being encountered and no major items outstanding. The normal regular tuning and servicing of the organ and its motor, and the annual inspections of the fire extinguishers, the lightning conductor and the Served drainage system were carried out. The responsive fire alarm was maintained together with the lead roof alarm system.

The annual boiler service and safety check took place as scheduled. PATs (portable appliance testing) have been carried out on all appliances. LED lights have been installed in the Church except in the organ loft, which is rarely used. Small cracks on the nave wall are being monitored. Other minor repairs in the Church were carried out as needed. A recent problem, which is being addressed, is the outside lights in the Churchyard, some of which are not working.

The Churchyard was maintained throughout the year by voluntary labour from the Friends, and from a Church group. Pruning of trees was carried out with appropriate official approvals and a programme drawn up for work in 2022. The Plumb Gates are operating well and minor work were completed on the lych gate closer. A new flagpole has been purchased and this will be installed early in 2022. Roof cameras have been installed over the South aisle as further security for the lead roof. Following a break-in, security on the shed has been improved. New plaques for the War Memorial have been received and put in place.

The Log Book of work carried out as well as the Register recording the locations of Burials and Ashes in the Churchyard has continued to be maintained.

Colin Smith  
Chairman, Fabric Committee

#### **Church Watch**

The Church watch programme enables the Parish Church to be open and available to the public from Tuesday to Sunday inclusive. In 2021 we had some 44 volunteers covering an estimated 373 shifts (each shift two hours long) which enabled us to keep the church open from mid April to Oct 1st (10am to 4pm) - six days each week and bank holidays with only a small handful of shifts being missed. Visitor numbers showed a gradual increase over the year - Heather W holds the record at 24; the best I managed in one shift was 16 and Benedicte, who had not had a visitor in several years, was thrilled to get ten in one shift in September!

We will get a better handle on actual visitor numbers in the coming year but the visitors make the effort worthwhile: we had the daughter and granddaughter of our organist in the 1930s; a Cambridge professor who specialised in Churchyards; a PHD academic who wrote his thesis on Thomas Valentine, our Non-

Conformist vicar; many who were baptised / wed in the church etc.. Church watch is about people and friendship – and I particularly like an email from Rachel on 23 July:

"... This morning I only had one visitor but so worth it. He was an elderly gentleman with his very small dog who told me that he had been married in the church in 1966, just a week before the World Cup final. It then emerged that his wife had died last November so he was marking his wedding anniversary by visiting the church. He sat quietly for a while but then we had a really good chat and he was telling me all about the village as he was growing up. Apparently he camped last night and had been really cold! It makes you realise how worthwhile church watching is."

The old chap had gone to all that effort to get there so thank God the doors were open for him!

For Church Watch 2022, we are thinking about extending the offer to include coffee and biscuits. I am keen on promoting the church as an antidote to loneliness. For this to work we need to have two volunteers per shift so we will have a recruitment drive between now and Easter.

Any help you can offer will be really appreciated!

Tony Ferguson

### **Deanery Synod Report**

Synod usually meets four times a year at 8pm, having gathered from 7:30, but meetings in 2021 were on 18 March, 16 September and 25 November 2021.

Under the shadow of Covid, meetings were held on Zoom and live streaming continued for many Churches. Issues discussed included taking Home Communion and the challenges of working with families and children during the pandemic.

Topics raised were on 'How do we rebuild the Church' from the Pandemic; 'Why do we do what we do? - Is it because we have always done it?'; Rev. Gill Lovell, Parish Development Officer for Buckingham Archdeanery, took Questions and Answers on 'How do we Capitalise on Zoom?' coming out of the Pandemic, illustrating how six Churches who had not previously interacted set up weekly Zoom meetings.

Cassa Messervy spoke of a tree cut down but 'From the Stump of Jesse, from its roots a Branch will bear fruit' (Isaiah 11 v.1)

Five Churches within the Oxford Diocese set up a live Zoom on the first Sunday of the month for the deaf and hard of hearing and appointed a new Ministry to support it.

Bishop Steven addressed the River of Life, focusing on links between climate change and biodiversity, with our own mission as a Diocese to safeguard the integrity of creation as a climate emergency.

#### Talks in the Deanery Synod:

Occupational and Public Health Aspects of the Covid Pandemic by Rev. Brian Ludlow.

The Challenge of a Head Teacher.

Steve Poulson spoke of his work with Street Kids Direct in Honduras.

#### Vacancies arising:

Rev. Ian Brown has retired as Rector of Chalfont St. Giles, Seer Green and Jordans.

Rev. Canon Tim Harper has now retired from St. Mary's in Amersham.

Rev. Martin Williams has resigned from Co-Chair of the Amersham Deanery.

#### Appointments:

Rev. Peggy Ludlow as Area Dean of the Amersham Deanery.

Rev. Dan Beasley installed as Rector of Chalfont St. Giles, Seer Green and Jordans.

Rev. Jeremy Moody to be Curate at Great Chesham who has also in the past been involved with Embrace the Middle EaSt.

Mr. Lawrence Tebboth to stand again as Lay-Chair of Amersham Deanery.

Mrs. Julie Dziegiel Amersham Deanery Treasurer has been elected Vice Chair of the Oxford Diocese Board of Finance.

Dr. Andrew Bell, Rev. Jeremy Moody and Mrs. Julie Dziegiel were elected from the Amersham Deanery to the General Synod.

#### Vacancies in the Deanery when writing this update:

Rector St. Mary's Amersham on the Hill – interviews took place on 3 February.

Rector for Beaconsfield.

Team Vicar for Chesham House for Duty, Seer Green.

Curate for Denham.

There is a visit to Oberammergau on 16th June 2022 to be led by Rev. Christof Lindner of Denham. Places are filled but if anyone would like to be on a waiting list in case of a cancellation, please contact Lawrence Tebbott.

The Rt Rev. Stephen Croft, Bishop of Oxford is undertaking a round of visits to every Deanery in the Oxford Diocese. He will be in Amersham Deanery (at St Mary's Chesham) on 5th May 2022.

Do collect and read the new free Pathway magazine from the back of Church or ask me for one. It is good reading.

Everyone is welcome at a Deanery Synod meeting. Interesting people give talks and it is an opportunity to meet people from other Parishes.

Dates of Meetings for the remainder of 2022: 23 June, 15 September and 24 November. Venues will be announced later.

Link <https://www.amershamdeanery.org.uk> The information is updated continuously.

Mary Bentall, 27 January 2022

### Flower Guild

As in 2020 our opportunities to place flowers in our church has been impacted by Covid. In the past year we have arranged flowers for the Sundays when services could be held and two smaller vases when the church was open for prayer and visitors only.

There were four weddings only for which we arranged flowers. We hope that the flowers arranged for the seven funerals brought comfort to the bereaved families at sad times.

At the request of our dear past chairman, Jill Dean, donations in her memory were given to the Flower Guild. We are most grateful to Jill for her wish and for the generosity of her friends and family.

Happily in this year Covid restrictions were relaxed sufficiently for us to hold two evenings of Christmas Wreath Ring workshops. These provide an outreach to the village and a welcome source of income to our Flower Guild funds.

All our members look forward in hope to full access to our Church in 2022.

Mavis Roberts - Flower Guild Leader

### Lent Lunches



We were unable to run Lent lunches in either 2020 or 2021 through Covid restrictions. Planning for the 2022 group of lunches for six Fridays (4 March to 8 April) is at an advanced stage and volunteers have come forward to make and donate batches of soups, and/or help in setting up, serving, clearing up, washing up or delivering soups to some thirty shops and businesses in the village. We shall be asking if the Co-op will supported us as in the past by donating loaves and milk over the six weeks. We are grateful to all those who support this Lent charity event, whether by taking lunch in the Reading Room or in their shops and offices; and their generous donations.

The charities we will support in 2022 are Street Kids Direct (information on page 16) and the Reading Room.

Kathleen Martin

### Stewardship Recorder's Report for 2021

Stewardship in 2021 has continued in very much the same way as in 2020 with the Pandemic being a major factor in the church being closed, reduced size of the congregation and no passing of the collection plates.

However we do have a band of regular givers who pay by standing order and some who pay by regular or annual generous gifts. This number has reduced this year to 63. Four less than last year. But the total donated by these generous members has increased this year to £56,042 compared to £53,497 last year. The vast majority of these donors are tax payers and so we have been able to claim Gift Aid on most of these donations, at 25%

Obviously with the interregnum and the reduction in organised services and fund raising activity due to the pandemic there has been little opportunity to improve matters during 2021. But we have more than held our own due to donations of smaller sums using the envelope scheme, the contactless collection plate and some generous one off donations, on most of which we have been able to claim gift aid,

As a result the total eligible for Gift Aid and GADS scheme for 2021 was £73,177 resulting in payments from HMRC over the year of £18,294.

This compares with:

\*2018 £20,721

\*2019 £19,190

\*2020 £17,965

I hope that in 2022 with a return to more normal activities the figures will recover and I encourage everyone to realise that the Church, like other businesses and charities, has been hit badly by the pandemic and so everyone must keep supporting the needs of the church by donating as generously as possible.

Chris Neville - Stewardship Secretary

### **Treasurer's Financial Report for 2021**

2021 proved to be another challenging year from the financial perspective as Covid related uncertainties, restrictions and the inevitable impact on church activities continued throughout the period. Notwithstanding this our financial performance as measured by the Income & Expenditure account and Statement of Assets was positive, see below for summary details.

Throughout the past year we have been fortunate to enjoy the continuing support of our regular Standing Order givers, for which sincere thanks must be given, this bedrock of our income having been well supported by contributions from other attendees to services, supplemented by recoveries of tax relief from HMRC and legacies received.

The Finance Review Committee (FRC) has provided oversight, monitoring and management of our many and varied financial and related activities. Special thanks are due to my predecessor Mike Baldwin who has contributed massively throughout, remaining in post until September when I took over the role of Treasurer. During this time Mike has continued to manage a number of highly complicated issues, the Old Mutual transfer and utilities to name but two.

Thanks are also due to: Chris Neville who, in addition to his Stewardship and related responsibilities has taken on a number of additional tasks including the counting rota; James White who stood down from the FRC in the Autumn after providing very helpful investment related advice; and Paul Henderson who has given generously of his time and considerable financial expertise. We must also remember in our thanks Mike Saunders for his outstanding reliability in banking our many and various receipts every week throughout the lockdowns and resulting restricted bank access.

The FRC met regularly throughout 2021 to review and monitor the Church's financial results and to agree necessary actions in connection with key issues. Over the last year these have included: the transfer, primarily for ethical reasons, of church investments from Old Mutual to the CBF Church of England Fund; dealing with changes to bank and investment company mandates; redefining our Reserving Policy; the appointment of a new Independent Examiner; and, in the latter part of the year when it became apparent that no volunteer was prepared to take on the Assistant Treasurer responsibilities, the appointment on a consultancy basis of Gemma Finn, a qualified bookkeeper.

### **Summary of 2021 Financial Performance**

The 2021 accounts, (which are subject to examination by the Independent Examiner), report a surplus in the year of £15k, £23k better than budget and which compares to a deficit of £8k in 2020. The surplus arises from Income totalling £157k less Expenditure of £142k, details being included in the financial section of the Annual Report, key points to note as follows.

The total income of £157k noted above is reduced to £107k on deduction of non-recurring items, (Legacies, Bequests, Grants and Gifts). Our core income, comprising voluntary giving, receipts from fundraising and the Reading Room was in total close to that received in 2020, an excellent result in the circumstances.

Legacies received in the year totalled £43k, £6k above the budgeted amount, £28k higher than in 2020 and it must be noted that, in the absence of this essentially non-recurring income, a deficit of £28k would have been incurred.

Expenditure in the year totalled £142k, £10k below budget, close to that incurred in 2020. Notable features include savings v budget of £16k in the cost of Families work as a result of non-recruitment of a full-time worker and £3.7k in Tithing costs due to overestimation in the 2021 budget. A key point to note is that the 2021 Parish Share totalled £81k, being 60% of church expenditure excluding gift repayments, and 75% of our recurring income.

Church Assets/Reserves. The church's investment assets, the majority of which were managed by Old Mutual, performed well, recording an increase in value of £17k to stand at £212k at the end of the year. However, this really reflects the rise in worldwide stock exchanges and the fact that investments are stated in the annual accounts at their quoted values at the accounting date. This is therefore essentially a snapshot which would be different when taken at any other date.

The increase in value of investments, combined with the net surplus of £15k has resulted in an increase of £32k in our net assets which totalled £339k at the year end.

### **Budget 2022**

The budget was approved by the November PCC and is for a deficit of £41k arising from a combination of income totalling £123k, less expenditure of £164k.

The main assumption which has been applied is that there will be no recurrence of the pandemic and associated lockdown restrictions experienced in 2020 and 2021, such that church and related activities will enjoy a return to relative normality benefitting also from the end of the interregnum and appointment of our new Rector.

The budgeted income of £123k is a reduction of £27k compared to actual 2021 receipts due primarily to the assumed non-recurrence of £38k of legacy income, offset by modest increases in Offerings, Donations and Reading Room receipts.

Budgeted expenditure is £29k higher than that incurred in 2021, the main reason for the increase being provision for a full time Families Worker, annual cost £28k, which would be an increase of some £23k compared to actual expenditure incurred on this resource in 2021.

Whilst a budget deficit of this magnitude is not something any Treasurer would feel comfortable with, it should be remembered that the decision to fund the Families Worker from reserves was taken by the PCC only after serious consideration of the financial implications, on the grounds that investment of a significant portion of our reserves in providing this essential, additional resource, is justified being a key element in our quest for future growth and financial sustainability.

John Southworth  
12 March 2022

### **Ministers' Review of the Year 2021**

We started 2021 knowing that a double vacancy was looming in the benefice as Cassa planned to move to her new job after Easter and Ian's final Sunday before retirement was fixed for 18<sup>th</sup> April just two weeks later. We were also about to lose Eileen as a Churchwarden and Mike as Treasurer and, of course, were still in an uncertain period on account of the pandemic. I would like to pay tribute to Ian who worked so hard right up to his last day making sure we had people to fill these important roles before he left. He also ensured that we had a sustainable pattern of services in place across the Benefice and that Peter Miles and Garry Walton were licenced to preach so that the life of the Church could continue smoothly through the vacancy. Ian was also gracious in encouraging the Vacancy Committee to get ahead with planning the profile before he left so that we could begin the recruitment process as soon as possible thereafter.

Our heartfelt thanks were due for the ministry of Ian with Julie and, despite the difficult circumstances of being unable to gather in large numbers, we were able to give him a sincerely grateful and celebratory send-off and express our thanks to him with gifts.

We had our final Saturday recorded service on 17 April and reverted to recording the 10am service in the church building from 25 April. Again, we must pay tribute to Peter Heaps whose faithfulness and reliability enabled us to have a properly edited recording of the service on the Church web site each week and whose skills have considerably enhanced the experience of many families whose wedding or funeral services were held in Church this year.

The lock-downs have made us aware that we need to improve our AV system so as to allow live streaming, better quality pictures on the screen and maybe extra screens so that they can be seen from every part of the church. Possibilities for this work are now being explored.

The vacancy period was a time of 'stepping-up' for many of us. We have been extremely grateful to the Vacancy Committee whose hours of work across the Benefice culminated in a stunning Benefice profile, a good number of applicants and a successful interview day with the appointment of our new Rector, Rev. Dan Beesley, who was Licenced on 27 January 2022 just nine months after Ian's departure (fast by Church of England standards). The

whole process was supported by prayer; each morning at morning prayer on zoom and each Wednesday by a group set up for the purpose. Our 9am zoom prayer time continues to be strongly supported and is one of the things we will retain going forward.

Thanks also to our wardens, Rachel, and (Eileen and then) Jenny who, though new to the post, willingly got to grips with their responsibilities and led us through the tangle of Covid restrictions, inspections, complications of the churchyard, provision of supply clergy for the few services where we needed them, keeping the expenses flowing and taking responsibility for the multitude of decisions and paperwork that arise in church life from day to day as well as striving to keep the church community connected when we had been and still were separated through the Covid restrictions.

In this work they were supported by the Standing Committee chaired by John Southworth then Tom Boundy and with Richard Bolton as our indefatigable secretary, John gradually assuming the duties of Treasurer. Special thanks again to Mike Baldwin who has had to retain some of the treasury work and gone the extra miles for us with good grace and his usual diligence. The legal and financial side of our church life has been well cared for and enabled us to emerge from Vacancy in good order. Thank you to you all, and to the PCC.

We were fortunate to have the addition of Janelle to the staff team who has leant her energy, creativity and efficiency to keeping in touch with our children and families over lock-down and has gradually re-started our family focussed ministries 'Chatterbox' with Marion Miles and Family@4. Our search for a full-time family's minister has been faithfully pursued by Kate Southworth and her team but has not yet borne fruit.

Thanks to Sylvia Valentine for maintaining the work of the church office from home and flexing her hours to accommodate the needs of the church; and for her work with Jo Sutton on not only maintaining our website but improving it over the Vacancy.

The ministry team were able, with some outside support, to staff a good range of services across the Benefice using a single rota and single set of readings for both churches as well as sharing an 8am communion service each week at the alternating venue. It was good to build closer ties with Holy Trinity in advance of the arrival of a new Rector.

Our choir and musicians led by Cathy Langdale and Chris Weaver have maintained the strongest possible lead to our worship despite all the restrictions. We were able to enjoy some memorable services including for Climate Sunday, Harvest, an extraordinarily full offering of Christmas services and concerts from the marvellous St Giles Consort. We are very blessed with our team of musicians who have flexibly covered all the services – sometimes at very short notice. Special thanks must go to Peter Miles who has stepped in to play the organ on a number of occasions.

Other highlights have included the achievement of our bronze Eco-church award in recognition of our on-going work to live our church life in tune with creation, a visit from Steve and Lindsey Poulson whom we support via Street Kids Direct, a visit from Louise Chamberlain of 'All Together Community', and the flourishing of our young people in YZone with members of the group growing into leadership. Well done Elizabeth and Lauren – ably supported by Janelle and Tracy.

Our usual work with the school has been very disrupted during 2021 but we were able to cooperate with them at harvest time to collect a generous pile of food gifts which were distributed via 'All Together Community' and the Food Bank.

Our Mission Action Plan was necessarily modest for 2021 but we have sought to make the most of the opportunities for ministry and outreach despite the restrictions of Covid. Just one example would be the 'Day of Reflection' held on 23 March 2021 in which the community were invited to tie ribbons on the church railings in memory of those who had been lost in the pandemic. These ribbons were made afterwards into a memorial 'banner' by Elaine Watts with Mary Bentall which became a focus during the season of Remembrance and will be a lasting memorial.

We have conducted five weddings and welcomed 12 children for baptism during the year. Baptism preparation evenings and the wedding preparation day are now back in the calendar. Four candidates were joyfully confirmed at a twice-postponed service in June. We have also taken 22 funerals, many of them for much loved members of our church family. We remember with deep gratitude, Alun Roberts, Mike Greenaway, David Worley, Jill Dean, Peter Parkin, Ken Lees, Corris Keen, Joyce Norton and also little Charlie Mason.

Each of these services (and all our services) have been efficiently staffed by our Welcomer's team led by Melainé Teahan. Thank-you to all of them for hours given to ensure people feel at home and are well cared for in our services.

A number of church members have moved away during the course of the year including Frances Hawkins, Roger Rodemark, Audrey Rivett, Karin and Dafydd Turner-Higgins and Peter Hogg. Antonia Lee has also moved (though

she still has a foothold in the village) and special thanks go to her for holding our Safeguarding this past year. We will miss all of you sadly!

It has been truly heartening to see the energy, creativity and sheer hard work that has enriched the life of the Church during the vacancy; from each of our committees and from the Church Watch team and the Friends of the Church. Space does not allow us to list them all but it has been gratifying just how much has been achieved during the complicated period in our church life that we have just been through.

It has been a joy to be part of this church community and to serve with you all and we look forward to the challenges of the next chapter and serving with Dan.

Jenny Tebboth on behalf of the Clergy team

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## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES**

I report to the trustees on my examination of the financial statements of the Parochial Church Council ("PCC") of the Ecclesiastical Parish of Chalfont St Giles for the year ended 31 December 2021 which comprise the summary of receipts and payments and the statement of assets and liabilities..

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011 ('the 2011 Act'). My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

#### **Respective responsibilities of trustees and examiner**

The members of the PCC are responsible for the preparation of financial statements in accordance with the requirements of the Charities Act 2011.. The charity's trustees consider that an audit is not required for this year under Section 144(2) of the 2011 Act and that an independent examination is needed.

It is my responsibility to:

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

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- a) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act
- have not been met; or
- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

[Duly signed ]

Rupert St Clair-Burton CPA  
St Clair Accountancy Solutions Limited,  
11, Church Farm Courtyard,  
High Street,  
Chalfont St Giles,  
Buckinghamshire  
HP8 4QH.

Date: 24/03/22

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES**  
**REGISTERED CHARITY NO: 1129372**

**STATEMENT OF FINANCIAL ACTIVITY**  
**IN THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Unrestricted and Designated Funds	Restricted Funds	Expendable & Endowment Funds	Total 2021	Total 2020
<b>INCOMING RESOURCES</b>						
Voluntary Receipts	4	134,236	-	-	134,236	110,901
Receipts from Fundraising	5	12,413	-	-	12,413	8,781
Receipts from Reading Room	6	240	-	-	240	1,525
Receipts from Church Activities	7	826	100	-	926	770
Other Receipts	8	712	7,927	180	8,819	9,906
<b>Total Receipts</b>		<b>148,427</b>	<b>8,027</b>	<b>180</b>	<b>156,634</b>	<b>131,883</b>
<b>PAYMENTS</b>						
Voluntary Income Costs	9	2,000	-	-	2,000	3,575
Fundraising Costs	10	6,537	-	-	6,537	4,719
Reading Room Expenses	11	3,412	-	-	3,412	2,644
Church Activities Costs	12	102,414	4,072	-	106,486	114,482
Management and Administration	13	15,102	-	-	15,102	14,391
Other Costs	14	330	7,647	-	7,977	380
<b>Total Operating Costs</b>		<b>129,795</b>	<b>11,719</b>	<b>-</b>	<b>141,514</b>	<b>140,191</b>
<b>Excess / (shortfall) of receipts over payments</b>		<b>18,632</b>	<b>(3,692)</b>	<b>180</b>	<b>15,120</b>	<b>(8,308)</b>
Transfer between funds		(884)	64	820	-	-
Gain on market investments		-	-	17,053	17,053	3,443
<b>Net movement of funds</b>		<b>17,748</b>	<b>(3,628)</b>	<b>18,053</b>	<b>32,173</b>	<b>(4,865)</b>
<b>Balance brought forward</b>		<b>101,684</b>	<b>11,096</b>	<b>194,009</b>	<b>306,789</b>	<b>311,654</b>
<b>Funds this year end carried forward</b>		<b>119,432</b>	<b>7,468</b>	<b>212,062</b>	<b>338,962</b>	<b>306,789</b>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES**  
**REGISTERED CHARITY NO: 1129372**

**BALANCE SHEET**  
**AT 31 DECEMBER 2021**

	Unrestricted Funds	Designated Funds	Restricted Funds	Expendable & Endowment Funds	Total 2021	Total 2020
<b>FIXED ASSETS</b>						
Investments at valuation	-	-		212,062	212,062	194,009
<b>CURRENT ASSETS</b>						
Cash at bank and in hand	42,861	20,000	180	-	63,041	48,517
Cash on deposit with Central Board of Finance	6,613	11,970	10	-	18,593	18,585
Shawbrook Bank	3,533	34,456	7,277	-	45,266	45,678
<b>Net current assets</b>	<b>53,007</b>	<b>66,425</b>	<b>7,468</b>	<b>-</b>	<b>126,900</b>	<b>112,780</b>
<b>TOTAL NET ASSETS</b>	<b>53,007</b>	<b>66,425</b>	<b>7,468</b>	<b>212,062</b>	<b>338,962</b>	<b>306,789</b>
<b>CAPITAL FUNDS</b>						
<b>Permanent Endowment Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>INCOME FUNDS</b>						
<b>Endowment Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>212,062</b>	<b>211,062</b>	<b>194,009</b>
<b>Restricted Funds</b>	<b>-</b>	<b>-</b>	<b>7,468</b>	<b>-</b>	<b>7,468</b>	<b>11,096</b>
<b>Designated Funds</b>	<b>-</b>	<b>66,425</b>	<b>-</b>	<b>-</b>	<b>66,425</b>	<b>66,423</b>
<b>Unrestricted Funds</b>	<b>53,007</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>54,007</b>	<b>35,261</b>
<b>TOTAL FUNDS</b>	<b>53,007</b>	<b>66,425</b>	<b>7,468</b>	<b>212,062</b>	<b>338,962</b>	<b>306,789</b>

The financial statements were approved by the Standing Committee on 25 April 2022 as authorised by the Committee of Members on 16 March 2022 who authorised the Honorary Treasurer to sign them on their behalf:

Signed:

John Southworth  
Honorary Treasurer

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 1. ACCOUNTING POLICIES

#### Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and Recommended Practice "Accounting and reporting by charities" (revised 2005).

The accounts are drawn up on the basis of "Receipts and Payments " (rather than "prepayments and accrual" accounting) as permitted by the Charity Commission for charities with a turnover of less than £250k a year. They also drawn up under the historical cost convention as modified by the inclusion of investment assets at market value.

#### Incoming resources

Offerings and donations received for the general purposes of the charity are included as Unrestricted Funds. The relevant Gift Aid is shown separately. Donations whose application is restricted by the wishes of the donor are taken to Restricted Funds. Incoming resources are all accounted for gross and planned giving, collections and donations are recognised when received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due.

Investment income, dividends, interest and tax recoverable are accounted for when received.

All other income is generally recognised when it is receivable.

#### Resources expended

The church has followed the practice of writing off 100 per cent of the cost of any additions or modifications to the consecrated land and buildings and contents of the church.

Parish Share is paid regularly and is included in expenditure for the year in which it is paid.

Unrestricted fund grants (including donations to missions) are recognised when determined by the PCC. Amounts received specifically for missions are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

All other expenditure is generally recognised when it is incurred.

#### Assets and Liabilities

The following assets are recognised but not attributed a value in the Statement of Assets and Liabilities:

\*Moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal;

\*Land and buildings and improvements thereto, held on behalf of the PCC;

\*Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.

The following assets are recognised and a monetary value given as part of the description in the Statement of Assets and Liabilities:

\*Closing bank balances

\*Closing revalued balances on investments

The following liabilities are recognised in the Statement of Assets and Liabilities

\*Any loans or overdrafts advanced to the PCC;

\*Any arrears of Diocesan Parish Share

# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES**

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021, continued**

### **Taxation**

The Parochial Church Council is exempt from tax on its charitable activities.

### **Fund accounting**

Unrestricted Funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Designated funds are Unrestricted Funds as they are not restricted by the donor and are available for any specified purpose endorsed by the PCC.

Restricted Funds are those donations and covenants where the donor has stipulated that the monies should be used for particular purposes. Any Restricted Funds received have been or will be disbursed for the purposes intended by the donor. All donations to the Fabric Fund for example are used to finance property repairs.

Endowment Funds are those where the donor has donated a capital sum, making the dividend or interest from the fund to be used as stipulated.

### **2. APB ETHICAL STANDARD - Provisions Available for Small Entities**

In common with many other organisations of our size and nature we use our independent examiner to assist with the preparation of the financial statements.

### **3. RESERVES POLICY**

During the year the following policy was adopted by the Parochial Church Council;

A minimum reserve will be maintained, based upon 9 months of recurring expenditure which at 31 December 2021 was close to £100,000.

To ensure the ongoing adequacy of this reserve, church net assets will be apportioned 40:60 as between investment and liquid funds such that the minimum reserve requirement is covered by cash and other liquid assets.

At 31 December 2021 liquid funds totalled £127,000, being 37.5 % of total net assets, marginally below the target due to an increase in the investment valuation in the latter part of the year.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**, continued

	Unrestricted and Designated Funds	Restricted Funds	Expendable & Endowment Funds	Total 2021	Total 2020
	£	£	£	£	£
<b>4 VOLUNTARY RECEIPTS</b>					
Offerings	8,068	-	-	8,068	8,975
Donations (inc Gift Days)	63,286	-	-	63,286	69,394
HMRC Gift Aid Rebate	19,781	-	-	19,781	17,532
Grants, Bequests, Legacies	43,101	-	-	43,101	15,000
	<b>134,236</b>	<b>-</b>	<b>-</b>	<b>134,236</b>	<b>110,901</b>
<b>5 RECEIPTS FROM FUNDRAISING</b>					
Wedding and Funeral Fees	10,603	-	-	10,603	7,040
Fund Raising Events	1,610	-	-	1,610	1,328
Magazine Income	200	-	-	200	413
	<b>12,413</b>	<b>-</b>	<b>-</b>	<b>12,413</b>	<b>8,781</b>
<b>6 RECEIPTS FROM READING ROOM</b>					
Reading Room Income	240	-	-	240	1,525
	<b>240</b>	<b>-</b>	<b>-</b>	<b>240</b>	<b>1,525</b>
<b>7 RECEIPTS FROM CHURCH ACTIVITIES</b>					
Social Outreach	529	-	-	529	681
Children Youth & Messy Church	297	100	-	397	89
	<b>826</b>	<b>100</b>	<b>-</b>	<b>926</b>	<b>770</b>
<b>8 OTHER RECEIPTS</b>					
Grants received	-	-	-	-	8,701
Provision of Service	-	-	-	-	30
Miscellaneous	444	1,078	-	1,522	242
Donations for Charities	-	6,843	-	6,843	-
Interest and Dividends	268	6	180	454	933
	<b>712</b>	<b>7,927</b>	<b>180</b>	<b>8,819</b>	<b>9,906</b>
<b>TOTAL RECEIPTS</b>	<b>148,427</b>	<b>8,027</b>	<b>180</b>	<b>156,634</b>	<b>131,883</b>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**, continued

	Unrestricted and Designated Funds £	Restricted Funds £	Expendable & Endowment Funds £	Total 2021 £	Total 2020 £
<b>9 COSTS OF GENERATING VOLUNTARY INCOME</b>					
Grants given (including tithes)	<b>2,000</b>	-	-	<b>2,000</b>	<b>3,575</b>
<b>10 FUNDRAISING COSTS</b>					
Fundraising Event Expenses	737	-	-	737	442
Wedding & Funeral Fees to ODBF	5,648	-	-	5,648	4,206
Magazine & Publicity	152	-	-	152	71
	<b>6,537</b>	-	-	<b>6,537</b>	<b>4,719</b>
<b>11 READING ROOM EXPENSES</b>					
Light and Heat	712	-	-	712	792
Insurance	1,130	-	-	1,130	1,119
Operating Costs	775	-	-	775	409
Repairs and Improvements	795	-	-	795	324
	<b>3,412</b>	-	-	<b>3,412</b>	<b>2,644</b>
<b>12 CHURCH ACTIVITIES COSTS</b>					
Parish Share	80,796	-	-	80,796	79,856
Heating and Lighting	2,594	-	-	2,594	2,933
Church and Churchyard Maintenance	6,303	75	-	6,378	12,610
Insurance	4,134	-	-	4,134	4,124
Organist, Music & Instruments	2,931	-	-	2,931	10,561
Other Operating Expenses	3,285	274	-	3,559	3,514
Social Outreach	14	113	-	127	109
Children, Youth & Messy Church	2,357	3,610	-	5,967	775
	<b>102,414</b>	<b>4,072</b>	-	<b>106,486</b>	<b>114,482</b>
<b>13 MANAGEMENT AND ADMINISTRATION</b>					
Rector Vacancy	1,374	-	-	1,374	-
Travel, Hospitality, Visiting Clergy	677	-	-	677	1,269
Telephone and Internet	887	-	-	887	1,359
Office Admin Staff	8,524	-	-	8,524	8,242
Printing and Stationery	2,437	-	-	2,437	2,479
Office Other Costs	165	-	-	165	98
Audit & Accountancy	1,038	-	-	1,038	944
PCC & Deanery Expenses	-	-	-	-	-
	<b>15,102</b>	-	-	<b>15,102</b>	<b>14,391</b>
<b>14 OTHER COSTS</b>					
Special gifts and Donations to Charities	330	7,647	-	7,977	380
	<b>330</b>	<b>7,647</b>	-	<b>7,977</b>	<b>380</b>
<b>TOTAL OPERATING COSTS</b>	<b>129,795</b>	<b>11,719</b>	-	<b>141,514</b>	<b>140,191</b>