

Reports of 2023

for the ... **APCM March 2024**

CHURCH WARDENS

We have seen great developments over the past year in our parish and the Benefice in general. We have not just survived the past year without an incumbent, but I believe we have flourished as a church, with more lay people taking leading roles in the running of the parish. Sharon has gone from strength to strength in her ministry, becoming ordained as a Deacon last summer and due to be 'Priested' this year. We have enjoyed the services which she has led and look forward to her being able to lead communion services in due course.

Janet Butcher-Weisner has led the majority of our second Sunday evensong services and has grown in confidence. Our congregation has enjoyed her relaxed and thoughtful services and we are encouraged that she is now considering ordination as a next step.

The Reverend Stephen Dougal has been a bedrock on which our Eucharistic services have been based. Once again we owe him a tremendous vote of thanks for his continued devotion to the benefice.

We were delighted to meet our new, then prospective, Rector when she visited the parishes before her interview for the post and there was unanimous relief when she was offered and accepted the appointment as our incumbent. Many thanks to all those who were instrumental in writing, revising and revising again our parish profile, and in taking part in the appointment process for our new priest.

We have continued a varied pattern of services, hopefully suiting all tastes, with one formal 10.00am communion and another at 08.00am each month. Other services have been a Ways of Worship service and a Family Songs of Praise each month together with a choral evensong.

Our outward giving continues to be at ten percent of the monies which we collect each year and we have supported international and local charities. Costs have risen, of course, but fortunately the financial situation has caused interest rates to rise and our assets have kept pace with demand. At long last, we have received full approval for the reordering of the western end of the nave and our Fabric and Finance team are proceeding with the arrangements to start the work in the first months of next year, 2025. During that time, it has been decided that the church will suspend services in our own building and join with our Methodist friends to continue worship until the work here is completed.

Socially we have held three Music on a Friday Evening events over the year, including a summer barbeque, and served refreshments after most Sunday morning services and the Christmas Carol Service. Many Thanks to Andree Hamer for her leadership of the social committee and to Roger and Katherine Goody for the way they have driven the Friday music evenings and the Family Praise services along.

The work of Bob Lane, as our Verger, continues to be outstanding and there seems to be very little that he cannot turn his hand to, whether that be helping to keep the Church Yard vegetation under control or refurbishing various parts of the building woodwork and keeping the bugs under control. Bob's contribution to our church cannot be over-estimated.

Our choir, a dedicated band of around 12 singers, continues to provide uplifting music at appropriate services in church and also to support other churches in the wider Benefice when requested. We are grateful for the excellent musical direction of Anita Jones, our organist for the past ten years.

I must thank the PCC as a whole for their continued work to ensure that the administration and leadership of our parish remains on a sound footing. PCC members put themselves forward for this role without recompense and accept the extra workload which it involves because they feel the need to contribute in a practical way to our ministry in Lyminge. I am most grateful for their hard work and commitment without which we could not continue to function as a living church. In particular I would like to thank my fellow Church Warden, Mike Chinneck, both for his work alongside me and also as PCC Secretary. Thanks also to David Staveley and the members of the Fabric and Finance Committee, Lynne Lane who works so hard as our Treasurer, Gary Colvin and Kathryn Druery who handle Safeguarding matters and last but not least the ladies and gentlemen of the cleaning rota, and the ladies of the flower team who continue to make the church look so good for ourselves and our visitors. I am bound to have forgotten someone or something; I apologise.

We look forward with great anticipation to the induction of the Reverend Carol Bates as our new Rector, and the churchwardens being able to report the success of the re-ordering, this time next year!

Derek Smith

VERGERS REPORT FOR 2023

Historically vergers were responsible for the order and upkeep of the house of worship. This included caring for the church building, furnishings, sacred relics, graveyards and grave digging responsibilities.

My duties in this church are mainly concerned with helping where I can with minor repairs in the church, the upkeep of the graveyard and its boundaries and helping with the organisation of baptisms, funerals, internments etc.

The duties usually involve the following: -

- Liaising with the church wardens for any minor repairs.
- Liaising with the benefice administrator Alison and relevant priests for baptisms, and weddings and funerals, preparing the church for these events and assisting the priest during them.
- Liaising with the funeral directors and the deceased relatives re position of burials and interment of ashes and assisting the priest at these events. Also, in the case of ashes digging the required hole.
- Liaising with the relatives and stonemasons as to what stone to use and in the case of ashes erecting the stone when it arrives

I also keep records of all burials and interment of ashes and am responsible for any search requests for long lost relative's graves etc.

During the 12 months of 2023 we have had: -

- 3 funerals
- 2 burials
- 2 internments of ashes

- 4 weddings
- 2 baptisms involving 3 children in all

I would like to make it known that the PCC of this church has ruled that we are unable to reserve any plots in the graveyard for either ashes or burials. If anyone has any questions as to why this ruling has been made, I will willingly explain the pitfalls to them.

A big thank you must be expressed to Roger Filby for all the work that he regularly does in the graveyard, it would have been a sorry sight without his contribution

Also our thanks to Sarah Baker and her family for their care of the grass on the top field

I would like to add that I really enjoy my role – I find it very exacting at times, but it is also extremely rewarding when you know you have helped people through their happiest and their saddest times

Bob Lane

FABRIC & FINANCE 2023-2024

The Fabric & Finance Committee is a small group that meets on a regular basis to deal with all the matters concerning the upkeep of our historic church building and the surrounding churchyard.

The final approval for the refurbishment of the Nave was at last granted and we are planning on the work to start in early January 2025. The reason for delaying the start of the work until then is that several already booked important events (such as weddings) could not take place while the work was going on. It is anticipated that we will not be able to use the church building for normal church services from January to March 2025.

Some of the most urgent matters identified on the last Quinquennial (carried out in early 2023) have been completed as follows:-

- Complete repair of the Vestry Roof (because of water ingress).
- The most outstanding items identified on last year's survey of the church building's electrical systems.
- Repair of the window surrounds at the South Porch.
- Fire extinguishers checked & updates.

Several other items are currently being worked on.

The help in maintaining the churchyard previously given by the local Community Payback Team (CPT) was not available this year – mainly due to a lack of available supervisors. However, this situation has now been remedied and we anticipate their regular help across the Spring & Summer. In the meantime our thanks are due to a couple of loyal members of the 'Garden Gang' for their efforts which have helped keep the whole Churchyard area tidy. I would again particularly want to record my grateful thanks to our Verger, Bob Lane, for the time and energy that he has put into the practical work of maintaining the churchyard and the building – despite many difficulties. There are just so many things that would not have been achieved without Bob's hard work & expertise. I would also like to record our thanks to our Church Secretary, Mike Chinneck, who has overseen the cleaning and preparation of the church building to make it useable for regular and occasional services and for private prayer.

Keeping the church accounts and determining how best to use our resources is a never ending task. We owe a great deal to Lynne Lane for all the work that she has put in with regard to keeping the Church accounts over these 12 months. She has also given the committee wise advice to help us monitor the financial situation – particularly when numerous costs began to escalate.

I do want to express my thanks to all the members of the committee for their fellowship, diligence and encouragement and also to the many in the congregation who have contributed their time and effort to enhancing the ministry of Lyminge Parish Church. May God richly bless you all.

David Staveley

TREASURER'S REPORT FOR THE YEAR ENDING 31ST DECEMBER 2023

Total Unrestricted Receipts were £62,810 and Payments £54,305

This gain of £8,505 was helped by the fact that our parish share was reduced by £8,057 because the overall benefice requirement was divided between the 8 churches in a new and fairer manner. Also the rector and curates expenses were less, the rector having left and the curate not putting the last 3 months expenses through until January 2024.

There was an increase of £1,231 in direct debited giving, £148 service collections and the amount collected from the donation box increased by £405

The musical evenings brought in £217 which was a reduction on last year mainly because many of the evenings were charity based.

The Garden Safari/Flower Festival raised £715.

Our thanks go to all those who put so much time and effort into running these events

Especially to Katherine and Roger Goody for the musical evenings and Andree Hamer and her helpers for the flower festival.

Last year our unrestricted investment valuation went down by £6,879 but this year we saw an increase of £18,237. Dividends from our investments amounted to £5,751 which was a slight reduction on last year whilst interest from our deposit accounts increased by £316 to £441

Every year we reserve 10% of our unrestricted income to give to charities. This year we gave a total of £3,950 of which £1,300 was given to local charities, £850 to national charities, and £1,800 to international charities which included £500 to the Turkey Earthquake appeal. A full list of the charities and the amount given can be seen on the notice board in the north aisle of the church

Total unrestricted investment funds are now valued at £210,401 and our total assets at £236,480

Total Restricted Receipts were £10,697 and Payments £13,154

The Fabric fund received £3,133 from direct giving donations & tax recovered on this was £737, this was an increase of £1,157 in giving and £481 in tax received.

We received £4,298 in dividends from our investments and £362 in interest from our deposit accounts.

We had to draw down £7,000 from our CBF deposit account to cover repairs to our vestry roof and other minor repairs etc.

Our Fabric Reserves now stand at £165,312 and we still intend to use this to refurbish the rear of the church to make it a more social and friendly area for informal activities.

We also still have only a 'temporary' felt replacement where the lead was stolen from the roof and this will need attention in the not too distant future

The flower fund balance carried forward to 2023 is £26.46 and the choir fund £106.35

We have a total of £26,156 in the Organ/Music fund and £3,587 for Mission & Outreach

The value of our Fabric Fund investment increased this year by £13,628 and The Organ/Music fund by £1,743

Total restricted investment funds are now valued at £177,333 and total assets at £195,226

Lynne Lane

SAFEGUARDING

Safeguarding is at the heart of our Christian faith. We are all made unique and in the image of God. Jesus came that we might have life and have it in abundance (see John 10.10). 'Safeguarding' means the action the Church takes to promote a safer culture in all our churches. In order to achieve this: We will promote the welfare of children, young people and adults; We will work to prevent abuse from occurring; We will seek to protect those who are at risk of being abused and respond well to those who have been abused.

(Extract from the Parish Safeguarding Handbook)

In presenting this report I am mindful that everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all.

Throughout the year, Safeguarding is regularly discussed in the PCC meetings.

Training: Over 20 members of our church have completed the required safeguarding training: Kathryn Druery as Disclosure and Barring Officer (DBS), and Pastoral Assistant, 7 PCC members, 10 Bell Ringers. The Leadership Pathway has been completed by: Gary as Parish Safeguarding Officer, Anita Jones as Organist/Choir Leader, and Ro Edmonds as Bell Tower Captain. Our Church Wardens are currently in the process of undertaking this training.

Audit: In September Gary, with input from Ro Edmonds, completed a Bell Ringers Safeguarding Audit survey.

Networking/Conference: On the 9th January Kathryn Druery and Gary attended an evening online Parish Safeguarding Network meeting. On Saturday 20th January, Kathryn and Gary attended the half day online Diocesan Safeguarding Conference.

Online Parish Safeguarding Dashboard: These have recently been implemented by the Canterbury Diocese. The Dashboard enables the administration and governance of Safeguarding to be made simpler for Parish Safeguarding Officers. The Dashboard contains a series of questions and links to relevant documents. The areas covered under Level 1 are: Policies and Action Plan; Safeguarding

Procedures; Safeguarding Roles; Training for Key Roles; Displayed Information; Safer Recruitment and People Management; and Reviews and Reports. The Dashboard works on a traffic light system to indicate action completed (green) or action required (orange or red). As a result of completing Level 1 of the Dashboard an Action plan has been produced.

Action Plan – Key features:

1. Under Safer Recruitment the following statement was agreed by the PCC: 'Currently we do not have any roles that involve substantial contact with children, young people or vulnerable adults. Our 3 Pastoral Visitors have some contact with vulnerable adults, have enhanced DBS checks and attended the diocesan course on visiting. However, in the future if any role involves substantial contact with children, young people or vulnerable adults, e.g. choir leader, bell tower captain, Sunday school, Messy church, new pastoral visitors; then the Safer Recruitment process must be followed to ensure that job descriptions, references, DBS checks etc. are actioned.'
2. DBS checks are now required every 3 years (used to be every 5 years). Kathryn Druery, our DBS Administrator, is currently conducting DBS checks on those roles that require it.
3. The Benefice website has been updated with a web link to Diocesan Safeguarding Team.
4. New Safeguarding posters have been placed in the entrance porch and inside the church.
5. In addition the PCC agreed that Gary as Parish Safeguarding Officer should send an email to all associated with our church about Safeguarding.

Gary Colvin – Lyminge Parish Safeguarding Officer

Kathryn Druery - Disclosure and Barring Officer

MISSION AND OUTREACH

Katherine and Roger Goody

“CHRISTIANS IN LYMINGE”

The committee, which is made up of members from the Methodist Church and the Parish Church, meets to promote activities between the two churches.

The week of Christion Unity started on January 15th with a service at the Parish Church and ended on January 22nd with a service at the Methodist Church.

It was thought that the re-ordering would start in the Parish Church in September and would continue until the end of November. The Methodists kindly said we would be welcome to join in their services for that time. Since there was no service scheduled to take place in their church on the 4th Sunday of each month the Parish Church was invited to lead the service on those Sundays and a Songs of Praise service was held then. The first of these on 24th September was the combined Harvest Festival service where a collection of £251.90 was taken for the Farmers' Community Network. Harvest gifts of tinned or long-life food were taken to the Rainbow Centre. After the service a Harvest lunch was held in the Tayne Centre.

The Remembrance Service was held at the Methodist on Church on 12th November following on from the service at the War Memorial. The collection was sent to the Royal British Legion.

A Christmas card was delivered to all houses in Lyminge and Etchinghill and some were also passed on to Rhodes Minis for their use. The cost was shared between the two churches.

Tricia Hawken

LYMINGE CHURCH BELLRINGERS

I am pleased to report that we have had a settled year with no one leaving us and two enthusiastic ringers from other towers joining us on a regular basis. This has meant that we have had well attended practices. Sundays, too, have had enough ringers and it has rarely been necessary to cancel ringing due to lack of numbers.

We have been able to ring to a good standard for services and weddings.

We entered the district striking competition in Chislet, in May 2023 and were happy to be placed 4th. We also entered the Call Change competition in Sandwich, March 2024, and were delighted to be placed 3rd.

During the year we have hosted a successful Canterbury District meeting and tea, also a special Canterbury District ringing practice.

We had a thoroughly enjoyable post-Christmas pub lunch, in February, prior to a practice. However, we all found the ringing afterwards a bit of an effort!

Lyminge is a popular tower for outings and quarter peals and the use of the bells has been allowed for several groups over the last year. It is standard practice for these bands to make a donation to the bell fund which enables maintenance to the bells when necessary.

Several ringers rang for Judy Abate's thanksgiving service. Judy was one of our team members for many years. We felt privileged to be able to ring for her.

We will be hosting a ringing celebration, with tea and cakes, for Lucy (who was our only young ringer) and her fiancé Luke, prior to their forthcoming wedding. Because they are to be married in Berkshire, this will be a good way for Lucy to spend time with her ringing friends from Kent before her marriage. She has taught Luke to ring!

The handbells are still rung regularly and we continue to support our charity, The Nepali Children's Trust.

We are more fortunate than many villages to have a band of ringers such as ours but are very aware of the challenge of maintaining this. Everyone is getting older and youngsters wanting to learn are rare. As always, we hope that ready trained ringers will move into the village, ideally with ringing youngsters attached.

Ro Edmond (tower captain)

FREEWILL OFFERING

The following is a report on the Freewill Offering for the period 1st January until 31st December 2023.

	2021	2022	2023
	£	£	£
FWO through weekly envelopes not Gift Aided There was 1 envelope throughout the year	225.10	127.50	55.00
Collection plate from all services and Box Donations	1,643.82	3,568.26	3,614.02
FWO through weekly envelopes which have been Gift Aided including one off gifts – there was 1 envelope throughout the year	792.00	670.00	420.00
FWO through Bankers Order which has been Gift Aided. There were 19 names throughout the year	13,859.00	18,219.00	20,054.00
FWO through Banker's Order which has not been Gift Aided. There are 5 names.	1,260.00	1,260.00	1,585.00
Tax reclaimed for FWO which has been Gift Aided; not all of which was received before December 31 st	3,662.75	4,722.25	5,118.50
Tax reclaimed through the GASD scheme; not all of which was received before December 31 st	467.23	923.44	903.50
Donations through CAF – no tax to reclaim	2,000.00		
Total	<u>23,909.90</u>	<u>29,490.45</u>	<u>31,750.02</u>
Gifts made to the Fabric Fund by Bankers Order and one off donations not all of which is Gift Aided.	1,006.00	1,886.00	3,102.00
Tax reclaimed for Fabric Fund donations which have been Gift Aided: not all of this was received by 31 st December 2023	144.00	434.00	723.00
Total	<u>1150.00</u>	<u>2,320.00</u>	<u>3,825.00</u>

I would like to thank all those who donate so generously to the church throughout the year.

Patricia Hawken

CHOIR

The choir have had another successful year supporting all the regular & special seasonal services. The three main services each month consist of Evensong, Eucharist and Family Praise. This gives the choir the opportunity to sing both traditional hymns and anthems alongside modern music with the worship band. In addition, the choir supports Benefice services for the other churches when invited.

We have 12 regular members with three singers on each part which gives us a good balance. I would like to thank the choir members for their hard work and commitment.

We rehearse at 4pm every Friday in the church during term time. New members are always welcome to join us.

Anita Jones

ELHAM DEANERY SYNOD 2023

Our Deanery Synod meets four times a year. Deanery Synods exist as the only body with legal definition and fits within the Diocese as bringing items to the attention of General Synod which meets once a year and chaired by the Archbishops of Canterbury and York

Thu 2nd March. St Martins Church, Cheriton

Presentation by the Ordinands' Team was led by Rev. Jon Marlow, Director and Rachel Webbley, Deputy Director. We were invited to give our stories of our Calling and several mentioned that they had been turned down at Interview. Several gave thanks for the system including training.

Thu 11th May St Mary's Elham

Presentation was by Rev Cat Darkins who is Chaplain for Ashford, Canterbury and Thanet Hospices. She said she represented all Faiths and those with no Faith. The Hospices depended on donations, were well used and respected.

Thu 14th September St Leonard's Church, Hythe

Presentation of Children's Education by Rebecca Swansbury.. She is the Deputy Director. She said that all schools within the Deanery were linked by the Diocese and many were interlinked. Elections were held for the vacant seats on Diocesan Synod.

Finance Roadshow sponsored by the Deanery was in St Martins Church, Cheriton on Wednesday 4th October 2023

Thu 30th November Woodward Hall Folkestone

Presentation was supposed to be by Rev Dr Lesley Hardy an Historian particularly on St Eanswythe. Unfortunately she could not travel on the night so Mr Ian Gordon gave his presentation on St Eanswythe including the forthcoming Camino.

Paul Sharman

Parochial Church Council of St Mary & St Ethelburga, Lymnge
Financial Statements as at 31/12/2023

RECEIPTS AND PAYMENTS ACCOUNT	Unrestricted funds £	Restricted funds £	TOTAL £	2022
Receipts				
Voluntary Receipts	31,245		31,245	28,838
Other Incoming Receipts	13,550		13,550	11,240
Activities for Generating Funds	1,144		1,144	1,028
Benefice Expenses Received from Other Parishes	16,870		16,870	8,463
Charitable Donations/Collections		378	378	380
Church Fabric Receipts		8,529	8,529	7,333
Other Restricted/Designated Receipts		1,790	1,790	4,828
TOTAL RECEIPTS	62,810	10,697	73,507	62,111
Payments				
Ministry & Service Expenses	27,965		27,965	37,544
Other Outgoing Expenses	8,793		8,793	7,167
Cost of Activities for Generating Funds	177		177	219
Benefice Expenses paid for other Parishes	13,420		13,420	11,458
Outward Giving	3,950		3,950	734
Charitable Donations/Collections		378	378	440
Church Fabric Expenses		11,116	11,116	5,368
Other Restricted/Designated Expenses		1,660	1,660	23,537
TOTAL PAYMENTS	54,305	13,154	67,459	86,467
Excess of Receipts over Payments	8,505	(2,457)	6,048	(24,356)
Increase on Investment Funds	18,237	15,371	33,608	(47,493)
	26,742	12,914	39,656	(71,850)
Balances at 1 January	209,738	182,313	392,051	463,902
Balances to date	236,480	195,227	431,707	392,051

STATEMENT OF ASSETS AND LIABILITIES AS AT 31/12/2023

	Unrestricted funds	Restricted funds	TOTAL	2022
Cash Funds				
Petty Cash	4	38	42	42
HSBC Current Account	8,127	133	8,260	6,137
Deposit Accounts				
HSBC Amazon Smile	167		167	133
CBF Parish General Fund	4,829		4,829	3,931
CBF Parish Hall Reserve	12,952		12,952	7,661
HSBC Mission & Outreach		3,587	3,587	3,794
HSBC CMS/Organ Fund		1,038	1,038	1,238
HSBC Church Fabric Fund		1,429	1,429	1,653
CBF Parish Fabric Reserve		6,660	6,660	9,023
CBF Parish Organ/Music Reserve		5,008	5,008	4,313
	26,079	17,894	43,972	37,925
Investment Funds Valuation				
CBF Parish General Fund	27,929		27,929	25,508
CBF Parish Hall Reserve	182,472		182,472	166,655
CBF Parish Fabric Reserve		157,223	157,223	143,595
CBF Parish Organ/Music Reserve		20,110	20,110	18,367
	210,401	177,333	387,734	354,125
Total Assets	236,480	195,227	431,707	392,050

Available Fund Balances

Unrestricted for General Church Use		Restricted For Fabric of Church only	
Current Account	8,127.17	Current Account	0.00
Deposit Accounts	17,948.97	Deposit Accounts	8,089.08
Value of Investment Funds	210,400.41	Value of Investment Funds	157,223.03
TOTAL	£236,476.55	TOTAL	£165,312.11
Restricted for Church Organ/Music		Restricted for Mission & Outreach	
Current Account	0.00	Current Account	0.00
Deposit Accounts	6,045.97	Deposit Accounts	3587.2
Value of Investment Funds	20,110.35	Value of Investment Funds	0
TOTAL	£26,156.32	TOTAL	£3,587.20
Flower Fund		Choir Fund	
Current Account	£26.46	Current Account	£106.35
TOTAL	£26.46	TOTAL	£106.35

Independent examiner's report to the PCC of St Mary and St Ethelburga, Lyminge

This report on the financial statements for the PCC for the year ended 31 December 2023, which are set out on pages 1 and 2, in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation for the financial statements; you consider that the audit requirements of the Regulations and s. 43(2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under S.43(7) of the Act and to be found in the Church guidance, 2006 edition. That examination included a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also included considering any unusual items or disclosures in the financial statements and seeking explanations for you are trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare financial statements, which accord with the accounting records and comply with the requirement of the Act and the Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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