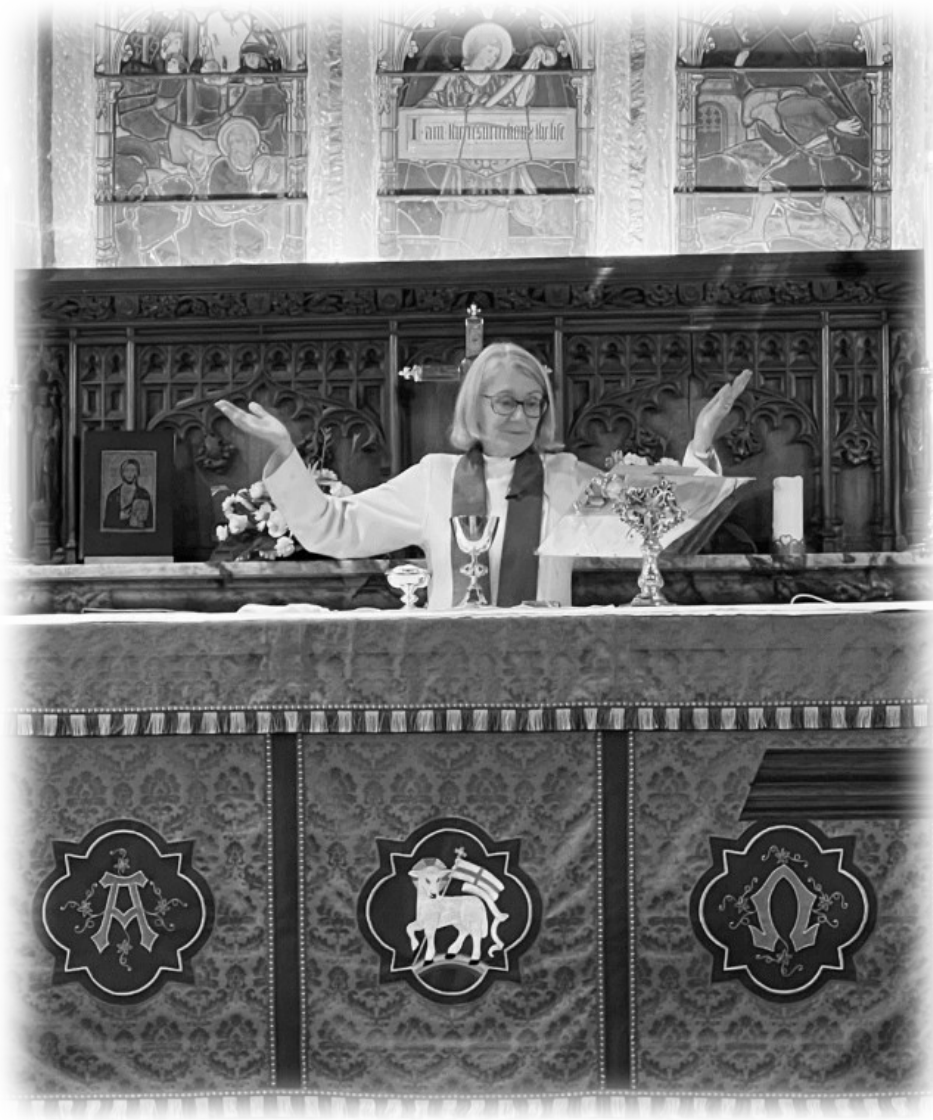


**Parish Church of St. John Baptist, Claines,
Worcester Annual Report and Financial Statement
of the Parochial Church Council for the year ended
31st December 2023**



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Introduction

The Parish Church of St John Baptist is part of the Diocese of Worcester within the Church of England. The correspondence address is Claines Parish Hall, Cornmeadow Lane, Worcester, WR3 7NY.

The Parochial Church Council is a charity registered with the Charity Commission (Number 1130734). Members of the Parochial Church Council (PCC) are either ex- officio or elected annually by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Church Officers

Standing Committee:

Priest in Charge

Reverend Jo Musson until Sept 2023

Churchwardens

Philip Kear and Annette Summers

PCC Secretary

Helen Fitzgerald

PCC Treasurer

Janet Wilson

Ministry Team:

Priest in Charge

Reverend Jo Musson until Sept 2023

Associate Priest

Reverend Jennie Hayward

Associate Priest

Reverend Peter Davies

Licensed Lay Ministers

Jan Kear & Rachel Cramp from Sept 2023

Authorised Lay Ministers

Paul Fulbrook, Rachel Cramp,
From Sept 2023 Ian Cramp & Phil Kear

Parish Administrators

Tammara Adams

Health & Safety Officer

Ian Cramp

Electoral Roll Officer

Julie Palmer

Data Protection Officer

Helen Fitzgerald

Safeguarding Officer

Lorraine Deeprose

Children's Worship

Rachel Cramp

Independent Examiner

Tony Archer

Banks

Barclays Bank PLC, Worcester
HSBC, Worcester

PCC MEMBERSHIP at the end of 2022-2023 term

Ex-Officio

Reverend Jo Musson

Chair until Sept 2023

Jo Siddles

Lay Chair- Acting Chair Oct 2023

Philip Kear

Churchwarden - Completed 12 years

Annette Summers

Churchwarden - Completed 2 years

Jan Kear

LLM Since 2020

Rachel Cramp

LLM Since Sept 2023

Elected Members (up to 12)

Jo Siddles -	since 2016
Janet Wilson - Treasurer	since 2014
Helen Fitzgerald - Secretary	since 2018
Laura Stevens	since 2016
Lorraine Deeprose	since 2018
Ian Townley	since 2020
Julie Palmer	since 2020
Judy Hooper	since 2020

Deanery Synod Members

Paul Fulbrook	since 2017
Jan Hayden	since 2017 until Dec 2023
Ian Cramp	since 2017 (& ALM since 2023)

The appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and may stand for election to the PCC. The work of the PCC is carried out at regular meetings, throughout the year. In addition regular Standing Committee meetings have been held, comprising the Vicar or Chair, Wardens, PCC Secretary and PCC Treasurer.

PCC STRUCTURE, GOVERNANCE & MANAGEMENT

The work of the PCC was also undertaken through meetings of various sub-groups:

Standing Committee	Ministry Team
20/20+ Vision, Project Group	Buildings Management Group
Parish Magazine Committee	

When they have met, these groups have provided regular reports to the full PCC meetings, in addition to reports from the Deanery Synod representatives.

Electoral Roll - Julie Palmer

The Church electoral roll is the register of electors for the parish. In the same way that being on the civic Electoral Roll allows you to vote in parliamentary and local elections and referenda, joining the Church Electoral Roll means that you can vote on Church matters, attend the Annual Parochial Church Meeting (APCM) and stand for election to the PCC.

At the end of 2022 there were 128 members on the electoral roll. There were no additions during 2023 and 2 members came off the list, leaving a total of 126 members on the Church Electoral Roll at the end of 2023.

Work of the Parish- Helen Fitzgerald

Reverend Jo Musson was Priest in Charge until September 2023, after which there has been a vacancy at Claines and St. George's.

Developments during 2023

This year the work of the Parish was able to proceed without pandemic restrictions, although some of ways of working which began because of restrictions were kept, such as intinction at Eucharist and Zoom services for those unable to come into church.

Claines has continued to evolve, with some important additions to our work:

- The appointment of a Mission Enabler, Nigel Tween, who began work in January.

- Completion of Phase One of the project to reorder the church vestry.
- The Licensing of Lay Ministers.
- The appointment of a Children's Youth and Families worker, Helen Laird

The funded Children's Youth and Family Worker started in September, working jointly between St. George's, St. Stephens and St. John Baptist and the primary schools connected to them.

The funded Mission Accompanier role began in January and is a joint role with St. George's.

Ministry Team

Phil Kear and Ian Cramp from Claines and Alison Clarke and Lyn Crowther from Saint George's, embarked on training to become Authorised Lay Ministers in Leading Worship. They were licensed in September 2023 and have worked to lead worship during the vacancy.

Rachel Cramp completed her training to become a Licensed Lay Minister (Reader). She was licensed as a Reader (LLM) in September and continues to develop her role during the vacancy, leading worship and preaching. She continues her roles at Claines School as Governor, leading assemblies and Godly Play.

From September to December clergy and lay ministers worked to provide services. We are grateful for their time and support.

Gratitude

To Rev Jo for her faithful work over the last ten years. We wish her a very happy retirement.

The PCC supports Annette and Phil as they continue the dedicated role of Churchwarden and are grateful for the additional time needed during the vacancy and for their role in appointing a new priest.

Janet Wilson plays a vital role as Treasurer; she ensures that all the incoming and outgoing funds are fully accounted for and enables the PCC to make informed decisions about spending. Thank you Janet.

We are thankful for the work of the Mother's Union, who are involved in every aspect of church life and give generously of their time for services including weddings, baptisms, funerals.

Music plays a key part of our parish worship. Thanks goes to Vanessa who arranges our organists, Simon Taranczuk and Robin Walker who each play monthly, and also leads the Choir and Music Group (Orchestra). Our worship band Spark to a Flame was led by Adrian Musson, and as of September is now led by Ann Sansome. We are grateful for all the time and energy put into the varied music offerings at Claines.

Rev Jo's Retirement- Jo Siddles

At 10:30am on Sunday, 24th September 2023, 120 parishioners, friends and family joined a service of Thanksgiving and Farewell to Reverend Jo Musson at Claines Church, joined by a dozen on Zoom.

Rev Jo likened our trust in God to start Café Church, and keeping the church open to visitors, to the Israelites trusting in God to provide their daily bread.

She spoke very movingly on the themes of Generosity, Trust and Compassion; reminding us of the time our church cared generously for one another and our neighbours during the pandemic, and thanked the work of volunteers in the church who give of their time so freely and willingly. Rev Jo encourages us, as we move into the vacancy to not be afraid, take a chance, and trust in God; assuring us God will catch us if we fall and that when we trust in God, God will reward us.

She also spoke of the great compassion our church has for those within and beyond the church; our work with the foodbank; deep and faithful prayer for the sick and the deceased; loving care for the bereaved; and gentle support for the lonely.

The Litany of Farewell and Thanksgiving was led by Rev. Jo, Adrian, and Lay Ministers Rachel Cramp and Jan Kear with the congregation supported with heartfelt responses.

After a final procession the sound of popping corks could be heard as everyone toasted Rev. Jo and Adrian to thank them for the last ten years with us and the wish them a wonderful future, and Rev Jo was presented with a beautiful painting for their new home.

During Phil Kear's and Ian Cramp's toast, they reflected how much Rev Jo has personally done to support and raise funds for the reordering works. It had been hoped the toilets would be ready for Jo

to experience the “first flush”. Although this did not transpire, the toilets will proudly bear a plaque to tell everyone of her inspiration and determination to make the project happen.

At the end of her address, Rev Jo said; “Thank you for the generosity and grace you have shared and shown me personally. Thank you for allowing me the privilege to play a part in the life of this church and in your lives. Saying farewell to you is one of the hardest things to do, but I know the time is right. I will never forget you. I know God goes with you. Amen.”

Looking ahead

St. George’s and Claines have worked jointly to create a Parish Profile, which has been used to advertise the role and Rev. Sarah Carwardine was successfully appointed in January 2024.

A Minister’s Letter – Rev Peter Davies

In previous years, our priest-in-charge has presented a Report for the parish’s Annual Report. Rev Jo took this responsibility very seriously and prayerfully invested much time in its preparation.

We are grateful to God for how Rev Jo sought the Holy Spirit to guide her and thus to be our guide. Moreover, we are grateful to God for her ministry and faithful service amongst us. Her ministry was sometimes unseen but visible and known to God, ministry that touched the lives of people and situations that craved God’s love, and situations into which she was prepared to speak and act with prophetic voice.

I have been invited to make a report, which comes to you as one who is part of the ministry team that serves you. However, it is a personal note and with a differently nuanced tone; perhaps better described as ‘A Minister’s Letter’.

The wider ministry team comprises priests with the bishop’s permission to officiate (Revs Jennie Hayward and Peter Davies), licenced lay ministers (Jan Kear and Rachel Cramp) and authorised lay ministers (Alison Clarke, Ian Cramp, Lyn Crowther and Phil Kear). On behalf of everyone in the wider ministry team I express our thanks for your prayerfulness, commitment and support, and to the ministry team for their prayerful diligence in their ministry. And I offer our thanks to Helen Laird, our shared Children, Youth and Families Worker. Her energy and faith make hers a key appointment, and her ministry in local schools, the parish and community is transformational.

And to those thanks, I add thanks to those who have presided and preached during the vacancy enabling as far as possible for us to be fed in both word and sacrament. It’s good to name Bishops John and Martin, Archdeacons Nikki and Mark, and Revs Diane Cooksey, Doug Chaplin, John Wright and Ian Spencer who have encouraged, refreshed and guided us.

Yet those who really keep the church running are not the ones who stand in front of a congregation to lead worship on Sundays and midweek. Those who keep the church running are those who witness day in, day out, who bring God’s love through being the light of Christ to the community both within and beyond church life, in pastoral care, in visiting, being alongside another in their moment of need or pain—their hearts truly sing ‘Brother, sister, let me serve you, let me be as Christ to you.’ And they are those who so generously give of their time as Zoom-drivers, parish officers, working on councils and committees, dealing with queries and without their collective experience and wisdom church life would flounder. And they are those who give sacrificially financially to support the mission and ministry of God’s church. And they are those who bring beauty and expression to our collective worship in music, song and floral arrangement. Then besides which, nothing in church life happens unless the numerous, parish saints who prepare, open, close, welcome, clean up someone else’s mess, keep our buildings safe ... the list goes on ... and unless these things are done, church simply doesn’t happen. So, to everyone, ‘Thank you,’ for your faithful and generous service and gracefulness.

During the vacancy, our parish administrator, Tammara Adams, has been generous beyond all expectation in her commitment to both parishes. Thank you, Tammara, for the example of Christian service that you have shown.

Nothing in church life happens without prayer. Prayer undergirds and upholds everything that God

calls us to do. And chiefly, God calls us to worship him, the holy and blessed, undivided Trinity: God who is Father, God who is Son, God who is Holy Spirit. Our sole purpose is to glorify God following the example of Jesus' life and witness, and the purpose of everything in parish life is to witness to that sole purpose.

When I came to Claines and St George's in 2015, the diocese asked me what I sought in where I would go next to serve in priestly ministry. I asked only that I would be with people whom I could love and would be loved by them. That gift has been mine vastly beyond any expectation with which I came. My prayer is that in June when we welcome Rev Sarah Carwardine that she, too, will know the light and presence of God in all our hearts, and so be encouraged in the abundance of both God's and our collective love to fulfil all that God has for us in the coming years.

Let us make this our prayer for Sarah and ourselves:

Lord, you have taught us
that all our doings without love are nothing worth:
send your Holy Spirit
and pour into our hearts that most excellent gift of love,
the true bond of peace and of all virtues,
without which whoever lives is counted dead before you.
Grant this for your only Son Jesus Christ's sake. Amen.

CHURCHWARDENS' REPORT- Phil Kear and Annette Summers

2023 seems to have come and gone in a flash. The year has brought many changes to the Claines Church Community, an Authorised Lay Minister and Licensed Lay Minister's joined the Worship team and of course we were all very sad to see Jo leave us in September.

When Jo announced that she was retiring in April it felt that September was way off, but it soon came round. The preparation to find a new minister was started in early summer and progressed slowly. The advert was posted at the beginning of December and was completed in early February, and we will welcome our new Minister in the summer of 2024.

We are fortunate that in the last four months of 2023 whilst in vacancy we have been blessed with support from across the dioceses to cover services. We are thankful to all those that work hard in the background to ensure at St John Baptist, Claines we have beautiful music, singing, readings, servers, flowers, the buildings are clean and all those unseen jobs completed in the background.

The biggest change at Claines this year has been the completion of Phase 1 of the re-ordering project. This saw the installation of two toilets, moving the organ and installing the Vestry screen. This felt very much like a marathon, not a sprint, with a few false starts, we were never put off especially when we hit issues that we had to overcome. Toilets were certainly never imagined in a church building of the age we were working with at Claines so to have this facility has ensured the building can be used more and be available to the community we serve. In 2024 we will continue working through the phases as funds become available to make the building even more adaptable. Thanks to the 20/20 project team who supported this work but in particular we must highlight and thank Ian Cramp for his support, project management and wise council. Thank you, Ian.

The Church joined the community event to mark the Kings Coronation in May and enjoyed a great day at the Rec.

Inventory

This has been checked and found to be in good order.

Fabric, Fixtures, Fittings and Furniture

All relevant checks have been carried out.

The first phase of the re-ordering was completed, and we now have two magnificent toilets and the beautiful screen across the vestry. The medieval tiles removed in the porch have been carefully removed for cleaning, refurbishment and replacement in the church.

The temporary removal of some pews to create the gathering area has certainly been a success and is used on many occasions and by many groups. We also use this for Standing and PCC meetings on occasions.

The next phase of the reordering work is now being planned and will include the permanent removal of pews in the north aisle, the installation of a kitchen servery and rehangng the medieval tiles in the church.

Quinquennial Inspection

The Quinquennial report is shortly awaited, and we are sure we will have items to address. These will be reviewed and prioritised so the PCC can ensure we address all urgent matters.

Churchyards

Muddy Boots have continued to strim and mow the churchyard. Andrew Johnson and Steve Taylor have provided their services as Sexton, and we are very grateful for their continued support. We also provided hard standing for the waste bin as it was difficult to move when being emptied.

Church Buildings

The Building Management Group Team manage the Hall and Institute buildings and over the last 12 months have had several issues to contend and these have depleted their funds. They have also seen changes within the members of the group, and we are grateful both to those that have given their time over the last few years and look forward to working with the revitalised group in 2024. We thank Gordon Smith for all his help in and around the church and are grateful to our cleaning team who are truly our unsung heroes.

Parish Giving

We are fortunate we have a strong Parish Giving Scheme, but this has been affected by the general economic situation and the loss of some members. We cannot sit back and must never be complacent; we introduced the machine in the church for people to give using a card and this is started to be used regularly. We are thankful for those who support the church with their regular giving and grateful that we have such superb controls on the finances by our treasurer, Janet Wilson, and we thank her for her hard work.

Thanks

It's always hard to name individuals as we are so lucky in Claines to have many volunteers that carry out their duties, without whom we would be unable to function, which has been most apparent during the vacancy period. Thank you to all who give their time to support the church and for all those working in the background that are not seen.

Special thanks are due to the following: -

- Tammara Adams our Parish Administrator who provides invaluable support across so many areas of our work and for taking on additional roles during the vacancy
- Julie Palmer for arranging the monthly rota.
- Organists, music group, band and choir who bring such wonderful music to our church and community.
- Duty Warden's, servers, readers, Intercessors, sides people and refreshment team for their diligence at all our services.

- Those who act as vergers', cleaners, flower arrangers', bellringers, Mother's Union members at Baptisms, those that open and close the church daily and those fulfilling other roles across our church, its grounds, and buildings.

We are so grateful to all who volunteer as without you our church could not operate.

We would also like to acknowledge our Ministry Team. We are blessed to have such a strong group that support us in all areas of worship as well as meeting the needs of the congregation. Thank You

Quinquennial Inspection- Ian Cramp

A Quinquennial Inspection took place at the end of 2023. It is a requirement that an inspection of the church and its grounds takes place at intervals of five years to ensure the building is in good condition and to identify any remedial works that need to be undertaken in order to keep so. This is especially important with Heritage Buildings- our church is Listed 2* (among the top 5% of important buildings in the United Kingdom).

The inspection is undertaken by an experienced architect approved by the Diocesan Advisory Committee as having the appropriate expertise for listed buildings and their methods of construction. Readers may recall that, during the hot weather in summer 2022, we became aware of cracks in the southwest corner of the church and appointed a structural engineer to investigate. He felt that the cracking could be due to changes in the moisture in the surrounding soil and the presence of clay causing heave (the name Claines indicates clay which is found in strips throughout the churchyard). This item was also inspected during the Quinquennial Inspection. We await the completed report.

Church Buildings- Ian Cramp

The Building Management Group have continued to look after the other church properties- the Parish Hall, the Institute and Institute House as well as undertaking minor works in church. However, the skill base required for working in Listed buildings is different and more costly.

FINANCIAL REPORT- Janet Wilson

After a year of relative stability, we were faced with the Cost-of-Living crisis in 2023, however we were still able to pay our portion of the Ministry Share (£40,242) in full.

The income from the Parish Giving Scheme and Standing Orders decreased in the last two months of the year and this will have a greater impact next year. Consequently, our voluntary income was slightly down compared with last year. The Card Payment machine is well used and helps towards our cash collections. We also received legacies from Ken Ashman and Phil Love. A contribution of £1,000 each towards church funds was received from the Magazine Fund and The Hall and Institute Fund which was greatly appreciated.

Again, our expenditure was well controlled, and our Energy, Insurance and Alarm System costs make up a substantial portion of our outgoings.

After a long wait we were able to complete the building work to install the toilet facilities and refurbish the vestry with the addition of the vestry screen. We were awarded generous contributions towards the costs from Garfield Weston, Benefact, Turner Trust, Edward Cadbury, Beatrice Laing and another National Charity. There are still some additional costs to come for heating and the restoration and display of the medieval tiles. We also have funding available towards phase 2, to install the kitchen facilities etc.

The Diocese are providing 80% of the costs of our Childrens Worker; the remaining 20% will be spread equally between Claines, St George's and St Stephen's from General Funds.

A huge thank you to everyone for their ongoing financial support and involvement, your gifts make a real difference to the life of the church.

BUILDINGS MANAGEMENT GROUP (BMG)- Ian Cramp

There have been a number of challenges and issues during the last 12 months. Despite these, we have maintained the Hall and Institute in good condition and ready to serve its many users in the community. This has taken a significant amount of time and effort by the Building Management Group (BMG) and we are grateful to them for their hard work. Their efforts have also meant letting charges have been kept to a minimum, despite those factors such as energy and maintenance costs which have been increasing considerably throughout the year.

The biggest problem was the significant increase in energy prices. This had been initiated by the problems in Ukraine and supply disruptions of gas and oil from Russia. We were fortunate we had negotiated good tariffs for most of this period and thanks are due to Phil Kear for his knowledge and contacts in the marketplace. It did however mean that all costs and temperatures had to be carefully controlled to minimise the expenditure. The wisdom of insulating the end wall of the Hall (which had originally been of lightweight, minimal insulated construction with a view to future extension of the Hall), really helped in this respect.

During the summer, Cadent renewed the gas distribution mains in Cornmeadow Lane, outside the Parish Hall. They examined our gas meter and refused to reconnect it to their mains because the meter was too large! This led to a long and protracted process between Cadent and British Gas which resulted in the Hall being without gas for 13 weeks. Communication between both parties was extremely poor and we were finally forced to buy a smaller meter, to be subsequently advised that the one that had been installed previously was correct! We have submitted a claim to Cadent and British Gas for compensation due to the large amount of time we have wasted and the costs incurred.

Later in the year, National Grid wanted to prune some of the vegetation in the grounds of the Institute as this could affect the power lines. After they had done this, we noticed that they had broken a manhole cover while crossing it with their heavy vehicles. We have submitted a claim to them and are awaiting their comments and action.

Maintenance

We have been actively involved in the maintenance of our buildings. As part of this, we have undertaken works ourselves where possible, and carefully monitored expenditure on contractors. At times it has been difficult to get work done due to a shortage of labour and materials.

An important part of maintenance has been cleaning and we have been very fortunate in having good reliable cleaners for both the Institute and Hall as well as for the vestry and toilets in church. The lighting in the Hall was replaced towards the end of the year and the LED fittings have made a big improvement both to better light, longer lasting lamps and reduced energy cost.

Institute House

We have carried out all required tests and inspections for Institute House and are very pleased with the positive way the tenants are caring for the property. During the year, the kitchen windows have been replaced with double-glazed units.

Occupation

Thanks to hard work by Katrina Boucher, the Hall is well occupied during most periods of the week and we have been successful in attracting new bookings, despite the current poor financial climate. However party bookings have reduced.

There is more availability in the Institute and we will be working to increase the number of hirers. It is felt the Hall is more popular with groups in view of its better location in the centre of population. We believe both venues offer good value for money.

The Next Step

We hope to shortly commence an exercise to develop parts of the Hall, perhaps by reconfiguring the kitchen and maybe adding some new rooms. We propose to fully consult with users beforehand and to try to obtain grant funding for the works which we hope would include improvement of insulation.

BMG Committee

During the year Alan McWilliams retired, Jan Hayden also left the group and Sheryl Robinson also resigned as treasurer. We thank them for their long and dedicated service and welcome Simon Wilson who joins us as treasurer. We are also very grateful to committee member Dilwyn Price who has made a number of generous donations to the Hall on behalf of the Community Café. We really appreciate the hard work by others on the committee especially Katrina Boucher, the Hall and Institute Manager. We are very grateful to Gordon Smith for his practical help in many ways, even though he is not a committee member. Finally, please can we ask you to use our buildings whenever you can. A variety of activities take place in them that should appeal to everyone.

HEALTH AND SAFETY- Ian Cramp

The church has been used for a number of events during 2023 when large numbers of people have been present. There have been no health and safety issues despite the buildings having uneven floors and being surrounded by paths and walkways of various levels. We have not had any incidents in the Hall or Institute.

For large events risk assessments are prepared in advance to ensure, as far as possible, the safety of those using the building.

We continue to regularly inspect all equipment necessary for use in the event of an emergency.

SAFEGUARDING- Lorraine Deeprose



Safeguarding Report



The Parish continues to keep up to date with all regulations and guidance set down by the Diocese for safeguarding.

There were no safeguarding issues at Claines Church in the last year, however, we have received some calls to the parish office from members of the public who were asking for help. We have taken advice from the Diocese Safeguarding Team and will continue to support anyone in need and signpost them to other organisations that may be able to help their specific need.

We continue to check all those in regulated activity with children and adults. The online DBS system for checking suitability has made this process easy for both the applicant and me to check the ID. DBS checks need to be renewed every three years. This year we have several volunteers who will need new DBS checks and updates in their safeguarding training.

Currently within our parish the following activities take place on a regular basis and those who lead or partake in regulated activity with children and adults require a DBS check.

1. CHOIR
2. LINC (LUNCH CLUB)
3. LITTLE FISH
4. LITTLE FRIENDS
5. OPEN THE BOOK
6. SERVING TEAM
7. WORSHIP BAND
8. BELL RINGERS
9. CHILDRENS CHURCH
10. CYF ACTIVITIES

In partnership with these groups we make sure that the following is in place:-

1. Risk Assessments
2. Insurance Cover
3. Safer Recruitment
4. DBS checks – done and up to date
5. Safeguarding Training
6. Safer Environment

We continue to update the Parish Dashboard, which is an online tool for Parish Safeguarding Officers to use and enter data relating to the following points :-

1. POLICIES AND ACTION PLAN
2. SAFEUARDING PROCEURES
3. SAFEGUARING ROLES
4. TRAINING FOR KEY ROLES
5. DISPLAYED INFORMTATION
6. REVIEWS AND REPORTS
7. CHURCH ACTIVITIS
8. NON-CHURCH ACTIVITIES
9. SAFER RECRUTEMENT AND PEOPLE MANAGEMENT

Safeguarding is **EVERYONE'S** responsibility. At St John Baptist Claines we make safeguarding part of our culture, we promote it on our website, on notice boards, in our parish magazine, at every PCC meeting, at church events. Safeguarding is something we are happy to talk about, answer any questions, be open and honest. Our mission is to 'Promote a Safer church' where everyone can praise and worship in a safe place.

I would like to take this opportunity to thank the PCC, paid and voluntary parishioners and those accessing and participating in all the activities and events our church provides, for their continued support with regard to Safeguarding.

Safeguarding Statement

To the best of our understanding, the PCC of St John Baptist Claines, Worcester have complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due

regard to the House of Bishops' guidance on safeguarding children and vulnerable adults). In 2023 we conducted the following:

- 6 new DBS processed. Total people with an up to date DBS = 31
- Number of DBS applications that required referral to DSA/ADSA = 0
- Number of DBS that have lapsed without renewal = 0
- Number of people who have attended training = 3
- Any advice sought from DSA/ADSA this year and any actions as a result? **Yes - advice was sought regarding a variety of safeguarding general questions**
- Are there any safeguarding agreements in place in the parish? **No**
- Have there been any serious incident reports made to the Charity Commission? **No**
- Sharing of updates from PSO network meetings? Or training events? **PSO submits reports on network meetings and training she and others attended at every PCC meeting**
- Any policy changes/new statements added/new Diocesan/National policies adopted?
 - 1. Safeguarding is on the agenda at every PCC meeting.**
 - 2. We include a report in the Church Annual Report's, and**
 - 3. This Addendum will be incorporated in every year's Annual report**
- Completion of toolkit/take up of Dashboard? **Yes, St John Baptist Claines is Green across Level 3 Dashboard**
- Highlights of Parish action plan? **To check compliance of all parish activities taking place.**
- How many children's/adult activities are taking place in the parish? **5 adult/4 children's**
- Any new ones planned? **We are currently working with the CYFW and new groups/activities are in the pipeline.**
- **We currently don't have defined role description for those working with vulnerable adults and children. The Diocese has templates for most roles within the church, we will be carrying out additional work to produce specific job descriptions for every role.**

Parish Safeguarding Policies

Our Safeguarding Policies are reviewed on an annual basis by the PCC. All policies were reviewed and agreed this will take place at our first PCC meeting after the AGM. Policies are displayed in every church venue, along with 'Who's Who' poster for Safeguarding, plus useful websites and contact details for anyone who needs help or support, or has feelings of isolation or vulnerability.

DATA PROTECTION- Helen Fitzgerald

The systems we use for recording (Life Events Diary) and communication (Mailchimp) are GDPR compliant. Locked cupboards are used for paper records. The use of blind copy on emails is encouraged.

The data protection policy and procedures will be reviewed in 2024 to ensure St. John Baptist is compliant. Tam, Parish Administrator, has completed training to keep up to date with regulations regarding the parish office.

REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31ST DECEMBER 2023

Signed on behalf of the Trustees

.....
.....

Jo Siddles

Date

Activities of the Parish

WORCESTER DEANERY SYNOD- Paul Fulbrook

The Worcester Area Deanery Synod has been established for three years. In the year 2023 there were three formal meetings of the Deanery Synod and one gathering of members for the Ascension Day Service (18th May), which was at Hallow. The first meeting was held at the parish church of St Philip and St James in Hallow in March. Area Dean, Revd Diane Cooksey, asked the outgoing Archdeacon, Robert Jones to lead us in worship. Revd Kalantha Brewis the Vicar at Hallow gave an overview of the four churches that make up the West Worcester Beacon Group of churches with Hallow being the largest, but also including Grimley, Holt, and Lower Broadheath. The (then) Lay Chair, Robert Pearce, gave an update on vacancies – particularly the Saltway Team which is to be provided with an extra 50% diocesan post to make it up to a full-time post – and the position of retired, Revd David Sherwin's position to be filled as a 'House for Duty'. Feedback was given from the Diocesan Synod and a copy of that summary later circulated for PCC members and Parish

Secretaries. If you as a Parishioner did not get a copy of that and want to in the future just ask your Deanery Representative or PCC Secretary.

In regards to 'Kingdom People' and priorities, Diane Cooksey spoke about the vision for doubling the number of children and young people attending. The intention to fund 'at least' two children/youth workers per Deanery. Regarding 'New Housing Communities' we were told that money may be available for new building developments. Mention was made of 'Faith at Work'.

New and returning Synod Members attended the 1st Session of the 2nd Worcester Area Deanery Synod at Broadwas Village Hall in July. The Area Dean reminded the meeting that our Deanery currently has 42 church buildings not including the Cathedral; 12 Benefices; 31 Parishes; 14 stipendiary Clergy; 6 stipendiary Curates; an unknown amount of PTO's (as some live within or without the Deanery...); 2 self-supporting Curates; 13 LLM's (and some in training); 27 ALM's (last year!) of differing vocations.

Synod Representatives were asked to consider what: 1) Joys, 2) Challenges that we thought our individual Parishes represented. Diane explained that following the retirement of Revd David Sherwin 18 months ago, it had been agreed that the Northwest parishes of Clifton, The Shelsleys and Harpley will be transferred to the Kidderminster and Stourport Deanery where they will form part of what will be a 'Rural Mission Area' with three priests sharing a responsibility for them all. It was hoped that the Rev'd Julia Curtis will be licensed to these parishes in the Autumn.

Sarah Northall spoke on Mainly Music - Anne Potter spoke about 'Forest Church', Lyndsey Coulthard told us of a 'Sunday Stars'. Money is available (up to £1000 initially) to 'kickstart' a project from the Kingdom People fund.

Diane declared Sue Rowlands - Lay Chair; Paul Fulbrook - Secretary; Robert Pearce - Treasurer.

Diane appointed Revd's Paul Wilcox and Anne Potter to the Deanery Leadership Team.

The final meeting took place on Tuesday 14th November 2023 at St Helen's, Worcester.

Rev'd Dr Rich Johnson gave Synod some information about the restoration of St Helen's Church, including a brief history of St Helen, the mother of Emperor Constantine.

Sue Rowlands, the Lay Chair, gave a brief introduction to herself and said that she would like to be invited to parishes to come and find out more about them. She introduced the three priorities that should be the focus over the next 3 years of this current synod. They are: Praying for one another, Communicating more effectively, Working more Collaboratively where appropriate.

20/20+ VISION PROJECT- Ian Cramp

The highlight of this year has been the successful completion of Phase 1 of the 20/20 project.

This has comprised the construction of two toilets in the vestry together with reordering of the space to allow new storage and cupboards to be installed. Although this sounds very easy, it was in fact, a complicated exercise.

The first part of the project was to install a sewage treatment and drainage system for the new toilets. The equipment and tank was very carefully installed in the ground near the North porch. The works were supervised by archaeologists who were on hand to investigate anything of significance discovered during the digging of the pit and pipework to it.

Once this had been successfully achieved, the next step was to relocate the organ console to an area in the Catherine Chapel in front of a new, oak faced wooden screen that was to be constructed to separate the vestry from the chapel. The console (or keyboard) is connected underground to the organ pipes at the back of the church by around 150 wires- one for each key, plus additional ones for the stops. These had to be carefully pulled back into the cellar below the vestry through which they passed, and then threaded through a long slot which had been chased out in the vestry floor screed to the location where the console would be finally placed. By taking great care, and a bit of luck, the wires were long enough to go to the new console position without needing to be extended!

The relocation of the console allowed the main works to proceed. We had originally chosen a contractor who we found was unable to commence work in a realistic timescale due to other commitments. Instead, we decided to use GJ Builders, a local firm who had undertaken the repair to the Institute ceiling last year. This turned out to be a wonderful choice as they were able to complete the work to very high standards of quality and appearance in a realistic timescale.

The medieval tiles on the wall of the North porch had been carefully removed and stored before work commenced in forming an arch into what would become the accessible toilet. This work was carefully done as was the removal of part of the floor screed in the vestry to allow persons with reduced mobility to enter without needing a ramp. All this messy work was done without causing disruption to the users of the church although, for a short time, they had to enter and leave via the south door. After this, partitions and insulation were installed, and the electrical works took place. Finally new cupboards, storage and a new sink unit were constructed. The works were completed at the end of October 2023 and a cleaning regime put in place for them.

Overall the area is working well as planned. It was particularly successful over the Christmas period with good use being made of the toilets. The sewage treatment plant also worked as promised with no noise or smell.

Behind the scenes, fund raising took place led by Rev Jo and Janet Wilson. This enabled us to proceed with the scheme as planned in the timescale that we desired. We wanted to substantially complete the works before Rev Jo retired. We are very grateful to those individuals and organisations who so generously have supported the work. We would especially like to thank Rev Jo for her sponsored wing walk and Vanessa Gunter for her sponsored running. She ran over 1066 miles!

The Next Step

An application was made for an Archdeacon's Licence to allow us to temporarily remove a number of pews from the northwest corner of the church to create a meeting area that could be used for refreshments after services as well as small meetings. This has been very successful and an application for a faculty will be made to confirm this change. (The Archdeacon's Licence expires in Summer 2024).

It is proposed to construct a small kitchen area to assist in the serving of light refreshments.

Additionally a new sound system and video facilities are planned together with a glass inner door in the South porch. This work will form the basis of a separate faculty application later in 2024.

It is hoped to clean the medieval tiles and mount them on the wall on either side of the font area.

CHILDREN, FAMILIES AND YOUTH WORK- Helen Laird

On Easter Sunday a group of children received their First Communion, following a preparation course led by Rev Jo. We are grateful to Stan Summers who is crafting a new children's altar for the Children's Worship area, from the Catherine Chapel altar, which had become defective; this work was approved by faculty. The Eco Christingle was a great success - the church was full. The Posada went out around the community during December; everyone was encouraged look after a sheep and return it to church at the Crib Service, another full church.

I have been employed as the Children's, Youth and Family's Enabler since September 2023. I have spent some time getting to know the three churches, the activities they already provide and working alongside some of the schools and starting a new worshipping community called 'Gather'.

Photocopies of age-appropriate materials are being provided weekly for each church.

'Gather' on November 30th over 75 people came to 'Gather' for their Christingle candles to be lit following a whole school Christingle event for Claines school. The January 18th 'Gather' was not very well advertised due to the Christmas break and 1 family came, The February 'Gather' was not advertised by the school due to sickness and was cancelled.

I have taken two whole school assemblies at Claines school and used Godly Play for the whole school to explore about Epiphany. I attended the school's Carol service and reflected on that service with year 6 the following week. Reception have visited the church and so I created a sheet of images for them to find; during this session I overheard a comment about prayer, so I am visiting Reception to discuss prayer after half-term. A Splat the Snowman was taken into the school fayre. The splat the Snowman was built by the Youth Group (POG). A tentative link between waiting to hit the snowman at the right time and waiting during Advent. I created a large felt clock of the church year, so that the children can understand why the altar cloth changes and appreciate the significance of the season that the cloth represents.

Little Friends Is doing well and the numbers attending are growing. We are introducing a prayer box for the session which will also be available for use at Little Fish. Heather is trying to link in the theme from Little Fish into the following weeks Little Friends. A toaster has been introduced for Mums who may not have managed breakfast. At Little Fish there are a few regular families who attend each month. Rachel has been using Godly Play for the story time.
POG (Path of God) The joint churches youth group is meeting more regularly.

MISSION ACOMPANIER- Nigel Tween

We began our Mission Accompanier (MA) journey in January 2023. The Diocese of Worcester, transformation and change programme identified the need to develop a Mission Accompanier (MA) scheme to assist parishes in becoming healthier and more sustainable. The purpose of the MA scheme is to enable churches to engage with two key questions: what does health and sustainability look like in our context/setting/tradition, and what do we need to do to get to that point (and what resources/support do you need)? The scheme commenced in the Diocese of Worcester in the Spring of 2022 and has grown to support 64 Churches in 35 contexts (parishes/groups/teams) supported by 24 Mission Accompaniers.

I am enjoying my MA role working with St John Baptist, Claines and St George's. I held regular meetings with Rev Jo Musson and the MA team it was also a pleasure to preach one Sunday and visit some of the midweek activities. Following Rev Musson's retirement, Phil Kear and I have continued to liaise. It is acknowledged that with so many added responsibilities we slowed down during the vacancy.

In March 2023 we held a Parish-away day with teams from both churches. Various people had been tasked to prepare presentations. We spent time reviewing the past-present life of our parish, and we considered Next steps. This resulted in identifying three primary targets for the "Health and Sustainability" planning.

- ✓ To appoint a Children and Family Worker – Complete!
- ✓ *To develop effective Communication Plan – In progress
- ✓ To continue on going prayer – In progress

*The greatest need is to work on communication and telling our story, there is no need to launch new activities with so many good and creative programmes already in place. We are wanting to 'tell our story'. We believe our God is a 'Welcoming God and we want to be a Welcoming People'. We have begun work on this important task – So, watch this space!

The Parish Profile used to advertise for a Priest in Charge is a wonderful witness to the faithfulness of God and His people. The scope, variety and quality of both churches is exemplary. It is encouraging to see all that is being achieved as we live out our witness to Christ

Finally, it has been an absolute joy to work with you. I am encouraged by the life and activity of the parish. Some churches are understandably still static after Covid. It feels to me that Claines St Johns is in a good place. You are to be congratulated on the breadth and range of all that was achieved. May God continue to bless each of you.

CLAINES COMMUNITY CAFÉ- Jane Saint and Annie Ray

We are open at the Parish Hall on Tuesday afternoons from 2.00pm - 3.30pm, serving afternoon tea with home made cakes and pastries, and providing an opportunity for local folk to meet their old friends and make new ones. We welcome between 40 and 50 customers every week.

At Christmas we celebrated with our party afternoon, enjoying live music, dancing and a visit from Father Christmas who again arrived with a sack full of gifts.

This year we have been able to support Worcester Foodbank, Claines Parish Magazine fund, maintain the defibrillator, supply replacement equipment for the hall and kitchen and contribute to hall funds.

We are very grateful to our willing and hardworking team of volunteers whose dedication and enthusiasm ensures that we can continue to run the café weekly, providing a regular meeting place for the community.

A big thank you to our team and customers for your continued support and the cheerful friendly atmosphere you help to create.

Everyone is welcome.

ECO CHURCH- Ian Cramp

Since obtaining our Silver Eco- Church award in 2022, we have been continuing to look at ways in which we can reduce our impact on the planet. We have been looking closely at energy costs and obtaining the best tariffs in all our buildings. This is not an easy task with so much uncertainty in the energy marketplace.

We have also looked at reducing the amount of energy we use and when we use it. The biggest problem we face is in the Hall and Institute where one hirer might feel that the room is too hot, so they open all the doors and the next group to enter finds that it is then too cold! We hope to be able to monitor and control temperature remotely in the Hall in early 2024.

We are slowly working towards the Gold standard for Eco-Church. However, to do this we will need to spend money on, among other things, better insulating our buildings and funds are likely to be an issue. We are investigating the possibility of grants for the Hall and Institute.

QUEST BEREAVEMENT GROUP- Tricia Greenwood

This group is for people who have recently lost a loved one and gives opportunity to chat to others in a similar position. The numbers have stayed at a steady 15, including 3 new members, of which I am very grateful as one has joined the committee after Jo's leaving and also makes cakes!! We meet every third Thursday of the month for tea and cake.

During the year we had afternoon tea at the Cob House we were treated to a lovely tea, and afterwards some went to see the Alpacas in the field. We had Christmas Dinner at the New Inn, Ombersley Road, and as always could not fault the meal and we were looked after very well. We said a sad farewell to Rev Jo as the Quest Group was something she started when she first came to Claines and St Georges. If you are interested in joining the group please contact Trish for more details. 01905 28580

THE WORCESTER FOODBANK- Lyn Crowther

At both churches we support Worcester Foodbank by giving a regular supply of both food and essential household goods. Financial support is also given from church funds and from individuals. Both churches give support from volunteers either working in the warehouse or as delivery drivers. Last year for St. George's report I wrote that we were in the middle of a storm due to increasing costs of food and fuel which resulted in an increase of people using the Foodbank. Unfortunately, this trend has continued and I'm sorry to say has got worse. December 2023 saw record numbers needing the services of the Foodbank. The increased opening times of 2022 continued all through 2023 and looks as if they will be needed for the foreseeable future. Volunteers are always needed particularly for deliveries. It is something which is mainly but not exclusively suitable for couples as need two people in each vehicle. For further information talk to Jane and Simon at Claines or Clive and myself at St. George's. In the meantime, our regular giving of food, goods, time and money are essential to the ongoing work of the Foodbank here in Worcester. A heartfelt thanks to you all.

CLAINES CE PRIMARY SCHOOL- Rachel Cramp

Spring Term - In January, after a break during Covid, children in Years 4, 5 and 6 returned to Young Voices and following an afternoon rehearsal, joined six thousand children to perform for parents and wowed everyone with their enthusiasm and talent! Also in January the Early Years classroom was

overhauled and the Senior Leadership team and EYFS staff worked together to develop focused Writing and Maths sessions.

The Spring Term was busy with sporting matches, tournaments and individual events, including Cross Country, girl's football and netball – and very importantly the children's attitude, determination and teamwork were exemplary and made everyone really proud.

Children took their learning out of the classroom and were well behaved, focused and thoroughly enjoyed the opportunities the visits provided. Other activities included a whole school collaborative project to complete a wall hanging, Godly Play sessions, World Book Day, Author of the Month and 'Reader Leaders' helped create a real buzz around reading. Music concerts were held, parents were invited into school to share a Maths lesson with their children, the Pupil Parliament were busy and children took part in a drama festival at RGS, the only state school to do so and won, showing the high aspirations the school has for its pupils. In church we were pleased to welcome children, staff and parents into church for a wonderful Easter Service, led by Year 5.

Summer Term – It was a jam-packed term, with KS1 and KS2 SATs, receiving excellent results, and just before that the choir performed for the Coronation of King Charles at the British Legion, to Worcester Wheels clients.

In sport the boys football team showed perseverance against tough competition and finished third in the Worcester City league, and the Netball team had great successes.

The Early Years children took part in an Early Years Music Festival, with a pirates' theme, staff and children looked amazing, and the children sang their hearts out and their behaviour was super.

It is difficult to summarise such a huge amount of fun and learning, but it included: Y2 learning about the seaside; local fieldwork studies in Geography for Years 3 and 4; Year 5 have been involved in a STEM workshop, making it through to the last 40 schools nationally, and a Year 6 a textiles unit – there were many trips too and Year 5 went on taster days at Bishop Perowne and Blessed Edwards and were looking forward to being in Year 6!

At the beginning of July, Charlotte Sanders from the Claines Church congregation, joined the Governing Body as a Foundation Governor. She keeps in close touch with the Early Years children and has worked hard to increase the communication between church and school and school and church.

It was lovely to be part of the Year 6 leavers service in church, when Year 6 and their parents broke bread together.

Autumn Term – The term began with a residential trip for Years 5 and 6, when children pushed themselves beyond their comfort zones and completed many adventurous activities and were a credit to the school.

The new Reception children settled really well and had visits from the police and ambulance service and Y1 went off to the theatre! Years 2 and 4 had History Drama workshops and Y5 had STEM workshops.

It was a time of Farewell and Welcome, as Rev Jo Musson retired and said goodbye to the School, but Helen Laird, Children, Youth and Families worker for Claines, Saint George's and Stephen's Church, was welcomed into school. No-one will forget the hugely engaging Christingle assembly Helen led, and children in every class made Christingles and after school attended the first short 'Gather' service for parents and children after school in church, when the Christingles were lit! The school also came down to church for Remembrance and the KS2 Carol Service.

Ofsted Inspection

This is a very happy and ambitious school. Pupils are taught to live by the school motto: 'never settle for less than your best and your best is good enough'.

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'From early years, children are taught to behave in ways that reflect the school's Christian values'. An Ofsted Inspection took place in the Autumn term, and the school were very pleased with the report which confirmed all the hard work that had been put in. The children took the Inspector on tours of the school, and she was very thorough. The school would like to thank every member of staff and governors who ensure we are 'stronger together'.

Under the new Ofsted process, the inspection was ungraded, but the school look forward to a 'Graded' inspection next time.

LUNCH IN COMPANY (LINC)- John Brady

Linc lunch provides an opportunity each month for people who usually eat alone to come together for a shared meal. It continues to take place on the second Saturday of every month providing a meal and a good chat for those who attend. The meals are varied and are cooked by our volunteers. Puddings are eagerly anticipated and often have custard.

With the passing of another year we have said sad farewells to some of our regular diners.

Thanks to the team who plan, cook and provide LINC lunches, that is, Jane and Simon Saint, Matt and Laura Stevens, Ian Townley, Jan Kear, Pat Harris, Alan Long, Anne Ray and myself. We all feel that providing LINC lunches is a very rewarding experience. If you would like to help in the future, please get in touch with any of those mentioned. New helpers would be most welcome.

Finally, we would welcome any new diners to our lunches and our company. If you are on your own then please do get in touch with us, and we will contact you.

CHURCH MAGAZINE- Pat Oddy

The Church Magazine goes from strength to strength I am pleased to say. Members of the congregation are proving to be great supporters and are helping to supply some informative and stimulating articles, not just occasionally but on a regular basis. Then we have the valiant band who each month deliver the magazine with Gordon's help, and the editorial team are truly grateful for all this entails, whatever the weather! Two long-standing members of the band have had to retire this year, but immediately other volunteers stepped up to take over their rounds and are doing a magnificent job, not only in the deliveries but in collecting in the much needed annual subscriptions. We are looking forward to another get-together in the summer to catch up with each other over strawberries and fizz – date to be announced in due course!

We continue to have a loyal group of advertisers and are delighted when we learn that these suppliers are being supported by our readers. They play a vital role in keeping down our ever increasing expenses and it is good to get feedback when the advertisers provide particularly impressive service, such as cleaning out guttering and replacing doors and windows. Sadly the numbers of subscribers taking the magazine continues to fall by natural wastage, but thankfully this does not seem to be because the magazine disappoints, and we are grateful from anyone for suggestions for articles that will appeal to our readers in the wider community of Claines and not only the church congregation. We aim to reach you all with our range of articles and information of events taking place locally. Bevere Gallery is particularly good at keeping us informed and we were delighted when a member of our congregation, Angela Lanyon, won second prize in the writing section of this year's arts festival held there in the summer for a poem entitled: **Age Related Macular Degeneration**. (See the September magazine.) We look to more success this year.

SOCIAL MEDIA - Rachel Cramp

Throughout 2023 Social Media has remained an important way to communicate with the congregation and wider parish, especially the very active Facebook account.

We currently have 1500 followers on the Claines Church Facebook site, 76% women and 23% men; more than a quarter of the current audience are aged 35-44, and 21% aged 65+, but 18.3% are in the 25-34 age group – so reflecting an intergenerational audience. Half of our followers are from Worcester and Fernhill Heath, with others from elsewhere in Worcestershire, further afield and overseas.

There has again been a substantial increase on the Claines Parish Hall and Institute site, up to 561 followers, 86% women and 14% men; 40% are aged 35-44 and a further 20% aged 45-54. Hirers of the Hall and Institute really appreciate being able to place ads and updates on their classes. 77% of the audience are from Worcester and Fernhill Heath.

We also continue our presence on Claines Church X account (formally Twitter) with 554 followers, though this is largely dormant due to concerns as to how 'X' is being run. It had been useful for networking, but many groups have left, with some joining Threads, which is something we can consider.

We thank Rev Jo for running the Claines Church Instagram page, though it was closed when she left. We can decide whether we want to begin a new Claines Church Instagram page in the future, linked to our Facebook site.

We would like to thank our 'Zoom drivers'; all who contribute to the Facebook sites and Rachael Wilson who looks after our Claines Church website: <https://claineschurch.co.uk>

LITTLE FRIENDS- Heather Murphy

Jen Chow retired from running Little Friends at the end of the academic year. She began the group when she had two young children of her own and has continued until now (her children are both in high school). The children and adults who have attended over those years have appreciated being able to attend such a well-run, welcoming group for young children and thank her for her dedication.

Since September 2023, Little Friends has been run by a committee of volunteers in accordance with our constitution:

Chair - Heather Murphy

Secretary - Ally Craven

Treasurer - Louise McKay

We have four additional parent volunteers who regularly help us to set up, pack down and oversee our facebook page. The Mothers Union continues to support us by serving refreshments, and two volunteers from Claines Church help us do the heavy lifting.

Little Friends meets Tuesday mornings (excluding the third Tuesday of the month) during term time from 10am-11.30am at Claines Parish Hall on Cornmeadow Lane. We support and run in conjunction with Little Fish. We primarily communicate via Facebook and email claineslittlefriends@gmail.com. Since September, numbers have steadily risen. We average at 25-30 children per session. Twice we have been at capacity with 35 children in attendance (not including babes in arms). We charge £1.50 per family with 50p for each additional child. Funds continue to be managed in a sub-account of Claines church.

Our intention is to provide a safe, inclusive, nurturing stay and play session for children aged birth-school and their families/carers. We have a strong understanding of the EYFS Development Matters curriculum and provide activities and resources to stimulate babies and children in attendance. A strong focus is on growing relationships, supporting parents and carers, building community and links to Claines Church.

Some of the toys/activities available each week include: a train set, dolls house, car garages, home corner, dressing up, ride on toys, slide, puzzles, duplo, mega bloks, baby toys. We also set up crafts, messy play, water play, painting and malleable activities such as play dough or jelly. We have a book corner and have introduced a library system allowing families to borrow books. As well as using the hall, we use the outdoor paved area and during good weather broaden out onto The Patch. A snack table has been reintroduced providing healthy food for children. Hot drinks, biscuits and a toast tuck shop is now available for adults. Each session ends with a story, nursery rhymes and bubbles.

To bless our families, we organized a Christmas party with a bouncy castle, ball pit and a visit from Santa and Mrs Clause. We ended the Easter term with parachute games and an Easter egg hunt. Other highlights since include dressing up for World Book Day, a visit from a roving bookshop, and a hand knitted baby clothes sale.

Our Christian ethos is visible in numerous ways. Since September we have chosen to support Worcester Neonatal Unit and so far have raised £78.70 through an Easter bake sale and Cauliflower Card Christmas designs. We are enquiring about Toilet Twinning and are collecting stamps for the charity Kicks Count.

<https://wahcharity.org/neonatal-unit>

<https://toilettwinning.org/>

<https://www.kickscount.org.uk/>

We collected items for the Foodbank during Harvest. Families were given a “nativity scene advent calendar” which included daily bible verses. Parents/carers going through difficult times or big “life moments” are given flowers. We have been liaising with Helen Laird to set up a prayer requests system.

Going forwards, with “cultural capital” in mind, we are considering ways to bring families experiences and opportunities they may not ordinarily have.

It has been a privilege to take on Little Friends. As a team we look forward to the summer term and beyond. Please continue to pray for our group, for our volunteers and families. Prayer over our storage space would be greatly received.

Thank you to Jen, Rev Jo and all who originally paved the way for Little Friends. Thank you to Ally, Lou, Chloe, Alice, Eva, Pav, Jan, Jane, Annie, Pat, Rob, Derry and Helen who have all helped Little Friends to continue and grow.

LITTLE FISH - Pat Price

Little Fish is held on the third Tuesday of the month in Claines Parish Hall, from 10 am until 11.30 am and is aimed at pre-school children. The children come along with a parent or carer to join in with songs, prayers and an interactive Bible Story, before making a picture and enjoying a drink and a biscuit. We often finish with the okey cokey which continues to be a favourite with the children. The Easter and Christmas sessions are held in Claines Church. We do not hold a session in August but in July we enjoy a picnic on the Patch (the outside area to the side of the hall) if the weather permits us to do so.

During 2023 we learned about Jesus’ life, beginning with the Angel’s visit to Mary, his mother. We heard about how he was baptised by John the Baptist and how Jesus taught us to be kind and caring. We learned about Advent and getting ready for Christmas. Other topics covered were Harvest time and Noah’s Ark.

Rev Jo’s last Little Fish was at the Teddy Bear’s Picnic in July and we gave her a fond farewell.

Fortunately Rachel Cramp, Licensed Lay Minister and Helen Laird, Childrens, and Youth Worker were on hand to present story time and activities during the latter part of the year.

We are happy to welcome new children and very much appreciate the help and support of the mums, grandparents and carers of our Little Fish. Mothers’ Union members, Annie Ray, Jan Hayden, Jane Saint and Pat Price provided help in the kitchen as well as any assistance needed to ensure the sessions ran safely and smoothly.

MOTHER’S UNION - Gwen Clifford, Jan Hayden and Rachel Cramp

Mothers’ Union at Claines has steadily increased its membership over the past twelve months and meets regularly to enjoy fellowship. The group holds fundraising events to aid Mothers’ Union projects both worldwide and locally.

This year we were pleased to organise a Lenten Lunch and to assist in organising a Harvest Supper in the parish. Working towards the aim of the Mothers’ Union our members assist the Clergy Team at Baptism Services. We also continue to be involved in the weekly Little Friends and Little Fish baby and toddler groups, we are represented at the weekly Community Café and the monthly Lunch-in-Company Club.

The Group also participated in the Mothers’ Union national campaigns; “Increasing Awareness of Modern Day Slavery” and “Rise Up Against Gender Based Violence” by organising displays and prayers in church and attending Services in Worcester Cathedral.

Our members can be found in all aspects of church life and include welcomers, bible readers, intercessors, vergers, choir members, musicians in the church music group, members of the flower guild, lay readers and a vicar.

Thank you to the clergy, the church congregation and all in the community who support us in prayer and care for our work.

PARISH MUSIC - Vanessa Gunter

The Claines Church musicians have had another very enjoyable and successful year.

The choir have had the privilege of singing at a number of weddings, and particularly enjoyed going 'on tour' to Holt Church on what was possibly the wettest day in July! Performing 'A Heart full of Love' and 'Sine Macula' (the old St Mary's Convent School hymn) at this service pushed us out of our comfort zone but was a truly heartwarming and uplifting experience.

In the autumn, we were invited to sing at the Licensing service in the Cathedral, celebrating the licensing of the new LLMs, including Rachel Cramp. Ably led by Eileen Tomlin, we sang a wide variety of music that formed a core part of a very special service. This was a wonderful occasion and was very much enjoyed by everyone who took part.

The Carol Service in December was a wonderful celebration in music and word. As ever, the choir worked hard to learn lots of challenging new carols, and they really did themselves proud in the service. From the beautiful 'O come, o come Emmanuel' to the uplifting 'Tomorrow shall be my dancing day', they held the congregation spellbound.

The instrumental group have continued to work hard this year, playing on the first Sunday of each month for our Worship together service. It has been lovely to welcome Liz and Charlotte Fazey (clarinet and tenor saxophone) to the group. They are both accomplished players and the addition of these instruments has allowed us to develop the inner parts of the hymns, producing a fuller more rounded sound as a group. Esther, our resident descant expert continues to patiently decipher my handwritten music without complaint! Listen out for her beautiful playing in the last verse of each hymn – it is very special.

Several of the instrumental group are also members of Claines Mothers' Union. We were delighted to be invited to be the entertainment at the MU Christmas gathering in December. We thoroughly enjoyed introducing the members to some more unusual carols from around the world, interspersed with lots of old favourites that enabled everyone to have a good sing. The members were in fine voice and great fun was had by all!

As ever, both groups are always keen to welcome new members. If you are interested then please do get in touch with Vanessa.

SPARK TO A FLAME - Ann Sansome

The worship band enjoyed another year of leading worship at the monthly Cafe Church. We continued to expand our list of hymns and songs whilst hopefully keeping our favourites fresh and full of the Holy Spirit.

In April, due to changes in shift times at work, Joey had to say goodbye to the band. As our much-loved rhythm section this came as a blow. Thankfully Charlotte was happy to pick up her drum and join the band.

In September we also said "Goodbye" to Ade as he and Rev Jo moved on to pastures new. Ade was the rock on which the band began and matured, and he is greatly missed.

In December the band led worship at the annual Christingle and Crib Services which were well attended by families and young people.

As we start 2024, we have welcomed several new members swelling the number of singers.

Everyone is welcome as singers and instrumentalists, just make yourself known to any member of the band. Help us to spread the Good News in song and praise.

BELL RINGING - Martyn Hills

Claines no longer has enough bellringers in the local band to ring the bells for Sunday services. This is a position unfortunately shared by the majority of churches with bells. Ringing is now largely achieved by bell ringers coming together from different churches - this is challenging when service times coincide.

On a more positive note, a band to ring the bells can usually be arranged for couples choosing to get married at Claines. Leaving through the South door to the sound of the bells is a very memorable finale to the church element of the day.

Like a lot of mechanical things, bell fittings deteriorate when they are not used regularly. Fortunately, 8 ringers from various churches have been coming together on the 4th Monday every other month at 10:30 to ring a quarter peal, around 1h of ringing. These are very good ringers, if you get a chance to listen then this is what very good bell ringing sounds like.

Occasionally visiting bands come to ring but requests are falling in line with declining numbers of ringers.

On May 7th the bells were rung to celebrate the coronation of King Charles III.

FLOWER GUILD - Pat Harris

This year we were glad to get back to arranging flowers for the weddings in church. There were 10 weddings which we did the flowers for.

The Posies were made for Mothering Sunday. At Easter the flowers were donated in memory of loved ones, of which we were happy to arrange. Harvest was a lovely time for the flowers, of which some were taken to people in the community who were sick or lived on their own. The Poppies were placed in the church for Remembrance Day to remember the lost. And Christmas was a joyous time for us to decorate for Christmas.

Our Plant sale were very well attended and the plants were given by many friends as well as ourselves, This boosted our funds towards the flowers in church when there were no weddings. Many thanks to all our ladies.

KINGDOM ARTS - Alex New & Sue Ashby-Davies

It has been another full and exciting year at Kingdom Arts. We are grateful to God for what he has taught us, for the people who have joined us and for the support and encouragement we receive from one another. We look to celebrate in this report all that God has done for us this year.

We have loved unpacking our new theme where we've looked at the stories behind some of our well-known hymns, songs and poems of faith. Thank you to those on the team, who researched these songs and presented them in such exciting and imaginative ways. We have heard the stories behind "Silent night", "It is well with My Soul", Woodbine Willie's" poetry and some African American Spirituals to mention a few. It's been so uplifting to sing some of them in our times of Worship. The Artwork always ties in with the theme and it's quite incredible to listen to the comments at the end of our morning on not only what people have learnt from the various art techniques, but what God might have brought to them through this time together. The creative writing that people produce is quite something and often brings a tear to your eye. Do look at the website and see what is produced each month. (www.kingdom-arts.co.uk)

We had a visit from one of the Diocesan Communications teams before Christmas. She was writing an article on New Worshipping Communities using us as an example. We have appeared twice in the Diocesan Prayer diary in 2023/24!!

We are developing and encouraging more people to take roles in running some of the "art" tables. We are amazed at the talent God has brought and is continuing to bring to our fellowship.

None of this would happen without the support, care, love, hard work and encouragement of the amazingly gifted team. Each member brings their own particular and unique gifts and talents to be used unstintingly. Barbara and Bob, Clive and Lyn, Jan Butterworth, Pam, Trevor, Margaret Stokes, Carolyn. Our morning would not be complete without the delicious soup that our Super Chef Jan makes. We can't thank you enough, Jan.

We continue to thank God for his provision for us and look forward to all that this year may bring to us.

CHRISTIAN AID - Alison Clarke

‘Everyone is equal in the sight of God.’

For over 75 years, this truth has inspired Christian Aid to stand together in solidarity with our most marginalised global neighbours, of all faiths and none. Poverty is an outrage against humanity. It robs people of their dignity and lets injustice thrive.

As a Christian Aid Emergency Church, St George’s is able to respond quickly in times of need. We were able to donate generously to the Africa Hunger Crisis appeal in 2022, as well as to the Turkey/Syria earthquakes appeal in 2023.

In May 2023 at St George’s, our Christian Aid Week service was led by Revd. Lindsey. We learned about and prayed for rural farmers in Malawi, about the benefits – in the context of the changing climate – of cultivating pigeon peas instead of traditional crops. At Claines, just over £100 and at St George’s almost £1,000 was raised through generous giving, challenges and a folk concert. A big ‘thank you’ to Sue Cottam for her Pigeon Peas Challenge.

In 2023, shortly after the outbreak of war in the Middle East, we used Christian Aid resources to hold a prayer vigil for peace in Gaza, Israel and Palestine, as well as in Ukraine.

This was a joint initiative of St George’s and St John Baptist, Claines and was attended by people from other denominations and Anglican churches.

In February 2024, St George’s hosted the Worcester Christian Aid groups annual Fish and Chip Supper. This was held in the Magdalene Room and well attended by around 50 people. We enjoyed a great supper, provided by Paul at the Golden Gourmet restaurant on the Tything. We learned about Christian Aid’s work in Sierra Leone from CA supporter Paul Grime and about themes for Christian Aid Week 2024 from Church Engagement and Fundraising Officer for the West Midlands, Batanai Padya. We were also delighted to be able to recognise our dear friend Dot Johnson for her many years of service and campaigning with Christian Aid’s Long Service Award.

To get involved with Christian Aid activities or to find out more, please speak to Alison Clarke
clarke.alison@gmail.com

THE CHILDREN’S SOCIETY- Julie Palmer

The Church of England Children’s Society is a national charity working to transform the hopes and happiness of young people facing abuse, exploitation and neglect. It supports them through their most serious life challenges and campaigns for the big social changes that will improve the lives of those who need hope most. We’ve been doing this for 140 years

“We fight for hope by deeply understanding the needs of young people and by supporting them through their most serious life challenges. We work with young people who have suffered years of abuse, who have run away from home or are struggling with mental health issues. We look out for young carers and those who are at risk of being groomed by criminal groups. We help refugees who have no one else to turn to in this country.”

More details on the work of the Children’s Society can be found on their website.

In 2023 the Claines Church raised £316.48 for the Childrens Society.

- £230.98 was raised via the box collections and
- £85.50 at the Christingle Service.

Thank you so much to everyone who has donated time and/or money to this Charity which does so much to help vulnerable children in the UK.

LEGACIES - MAKING A LASTING DIFFERENCE

Only some five per cent of people in the UK have left a gift for a charity in their will, and yet legacies

are the largest single source of income for many charities in this country today. Once you have provided for your family and friends, leaving a gift to Claines Church will ensure that our work can continue for many years to come.

Legacies have over the years, and thanks to the generosity of those who have made bequests, contributed greatly to the work and mission of Claines church. The PCC appreciates all bequests both large and small. There are many types of gifts that can be made:

Pecuniary legacy - a cash gift of any size.

Specific legacy - items of value such as property, a car or jewellery.

Residuary bequest - balance of your estate after all debts, taxes, expenses and other legacies have been paid.

All legacies are tax free. If you make such a gift in your will, its value will be deducted from your estate before inheritance tax is calculated. If you are thinking about leaving a legacy or have already remembered us in your will, we would love to talk to you about it; everything you say will be treated in the strictest confidence. We would then have the opportunity to thank you for your generosity. When considering leaving a legacy, we recommend that you consult a Solicitor who will be able to give you specialist advice according to your own individual circumstances.

St John Baptist Claines PCC

ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2023

Independent examiner's report to the trustees of St John Baptist PCC, Claines

I report to the trustees on my examination of the accounts of St John Baptist PCC, Claines for the year ended 31st December 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act). I report in respect of my examination of the Trust's accounts carried out under section 148 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(c) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed,



A B Archer
3 Shrewley Road
Fenny Heath
Worcester
WR13 7UG

26/02/2024

PCC of St John Baptist, Claines

Statement of Financial Activities for the year ended 31st December 2023

Charity Registration No 1130734

	Note	Unrestricted Funds £	Designated funds £	Restricted funds £	Total 2023 £	Total 2022 £
INCOMING RESOURCES						
Voluntary income	2.1	57,096	1,545	25,457	84,098	61,511
Activities for generating funds	2.2	440	-	51,904	52,344	8,789
Income from investment	2.3	805	288	2,223	3,316	939
Income from Church activities	2.4	4,209	44,618	8,437	57,264	48,276
Other incoming resources	2.5	2,030	3,406	8,608	14,044	10,386
TOTAL INCOMING RESOURCES		64,581	49,857	96,629	211,067	129,901
RESOURCES EXPENDED						
Costs of generating funds	3.1	216	-	-	216	216
Grants and donations	3.2	250	-	-	250	1,100
Activities directly relating to the work of the church	3.3	62,442	30,020	10,210	102,672	121,124
Church management and administration	3.4	1,732	5,417	85,393	92,542	12,671
TOTAL RESOURCES EXPENDED		64,640	35,437	95,603	195,680	135,111
NET INCOMING/(OUTGOING) RESOURCES		(60)	14,420	1,026	15,387	-
Transfers between funds		-	0	-	-	-
NET MOVEMENT IN FUNDS		(60)	14,420	1,026	15,387	-
BALANCES BROUGHT FORWARD AT 1ST JANUARY		23,744	19,951	80,740	124,435	129,645
BALANCES CARRIED FORWARD AT 31ST DECEMBER		23,684	34,371	81,766	139,822	124,435

Balance Sheet at 31st December 2023

	Notes	2023 £	2022 £
FIXED ASSETS	4	4,362	-
CURRENT ASSETS			
Stock		200	200
Debtors	5	1,591	3,039
Short term deposits		77,076	77,800
Cash at bank and in hand		66,283	52,372
		145,150	133,411
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	6	(9,690)	(8,978)
NET ASSETS		139,822	124,435
FUNDS			
Unrestricted	7	23,685	23,744
Designated	7	34,371	19,951
Restricted	7	81,766	80,740
		139,822	124,435

Approved by the PCC on 6/3/24 and signed on its behalf by

Key Chair

Treasurer

PCC of St John Baptist, Claines
Notes to the Financial Statements
For the year ended 31st December 2023

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005. The financial statements have been prepared under the historical cost convention.

The statements include all transactions, assets, and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application for the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Unrestricted funds can be used for PCC ordinary purposes.

Restricted Funds represent a) Income from trusts that are restricted as provided in the terms of the trust or bequest and b) Donations or grants received or invited by the PCC for a specific object and must be retained in that fund and expended only on the specific object for which they were given. The PCC does not usually invest separately for each fund.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised when it is received. Income tax recoverable on Gift Aid donations is recognised when the related donation is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Other income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Interest entitlements are accounted for as they accrue.

Resources used

Grants and donations

Grants and donations are accounted for when awarded.

Activities directly relating to the work of the Church

As at 31st December 2023 £33,000 (2022 £36,549) of our allocation had been paid, our allocated share for 2023 was £40,242 (2022 £39,454). An amount of £7,242 (2022 £6,905) was provided for and paid in full before the 4th February deadline. The balance of £nil (2022 £nil) remained unpaid.

Fixed assets

Consecrated property and movable church furnishings

Consecrated property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the church's Inventory and can be inspected (at any reasonable time). For inalienable property acquired prior to 2003 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1st January 2003 will be capitalised and depreciated in the accounts over their currently estimated useful economic life on a straight line basis.

All expenditure incurred in the year on consecrated buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1st January 2003 is written off.

Other fixture, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of less than £1,000 or less are written off when the asset is acquired. However, the safe purchased in 2023 will be depreciated at 5% per annum on a straight line basis.

Current assets

Stock represents trading stock and candles and is valued at the lower of cost and net realisable value.

Amounts owing to the PCC at 31st December are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit with the CBF Church of England deposit fund.

PCC of St John Baptist, Claines
Notes to the Financial Statements
For the year ended 31st December 2023

Approved by the Vestry on 18th January 2024
Signed: _____
Secretary

	Unrestricted General Funds £	Unrestricted Designated funds £	Restricted funds £	Total 2023 £	Total 2022 £
2. INCOMING RESOURCES					
2.1 Voluntary income					
Planned giving and gift aid envelopes	37,829	-	-	37,829	39,714
Income tax recoverable	9,102	-	1,747	10,849	9,653
Collections at services	3,521	-	-	3,521	4,138
Grants	-	835	2,870	3,505	8,479
Donations	1,544	710	6,040	8,294	1,330
Legacies	5,600	-	15,000	20,600	200
	<u>57,596</u>	<u>1,545</u>	<u>25,457</u>	<u>84,598</u>	<u>61,512</u>
2.2 Activities for generating funds					
Fund raising events	440	-	51,904	52,344	8,789
2.3 Income from investments					
Dividends and interest	805	288	2,223	3,316	939
2.4 Income from Church Activities					
Childrens Worker	-	-	8,437	8,437	-
Magazine sales and advertising	-	4,459	-	4,459	3,495
House, Hall and Institute lettings	-	40,159	-	40,159	37,879
Wedding and funeral fees	4,209	-	-	4,209	7,701
	<u>4,209</u>	<u>44,618</u>	<u>8,437</u>	<u>57,264</u>	<u>48,275</u>
2.5 Other Incoming Resources					
Sundry income (including Forces Fund transfer)	2,030	3,406	8,608	14,044	10,386
	<u>2,030</u>	<u>3,406</u>	<u>8,608</u>	<u>14,044</u>	<u>10,386</u>
TOTAL INCOMING RESOURCES	64,581	49,657	96,629	211,067	129,901
3. RESOURCES EXPENDED					
3.1 Costs of generating voluntary income					
Fundraising expenditure	216	-	-	216	216
	<u>216</u>	<u>-</u>	<u>-</u>	<u>216</u>	<u>216</u>
3.2 Grants-Charitable giving					
Secular Charities	250	-	-	250	1,100
	<u>250</u>	<u>-</u>	<u>-</u>	<u>250</u>	<u>1,100</u>
3.3 Activities directly relating to the work of the church					
Diocesan Ministry Share	40,242	-	-	40,242	43,454
Clergy expenses	657	-	42	699	981
Church maintenance	1,002	-	-	1,002	899
Church running expenses	13,543	150	-	13,693	9,697
Parish magazine expenses	-	2,785	-	2,785	5,064
Upkeep of churchyard	285	-	999	1,284	1,250
Parish Hall and Institute costs	-	26,904	-	26,904	52,613
Flowers	-	181	-	181	1,617
Parish education	-	-	-	-	-
Childrens worker	613	-	9,169	9,782	-
Contracted services	6,100	-	-	6,100	5,850
	<u>62,442</u>	<u>30,020</u>	<u>10,210</u>	<u>102,672</u>	<u>121,125</u>
3.4 Church management and administration					
Pastoral administration	1,732	-	-	1,732	1,830
Miscellaneous expenditure	-	5,417	85,393	90,810	10,841
	<u>1,732</u>	<u>5,417</u>	<u>85,393</u>	<u>92,542</u>	<u>12,671</u>
TOTAL RESOURCES EXPENDED	64,540	35,437	95,603	195,680	135,112

PCC of St John Baptist, Claines
Notes to the Financial Statements
For the year ended 31st December 2023

4. FIXED ASSETS

	Portable altar	Safe	Total
COST	£	£	£
Brought forward	1,596	-	1,596
Additions	-	4,362	4,362
As at 31st December 2023	<u>1,596</u>	<u>4,362</u>	<u>5,958</u>
DEPRECIATION			
Brought forward	1,596	-	1,596
Charge for the year	-	-	-
As at 31st December 2023	<u>1,596</u>	<u>-</u>	<u>1,596</u>
NET BOOK VALUE			
As at 31st December 2023	<u>-</u>	<u>4,362</u>	<u>4,362</u>
As at 31st December 2022	<u>-</u>	<u>-</u>	<u>-</u>

The PCC does not have a record of the cost or valuation of the church hall and institute buildings . The PCC considers that the cost of obtaining these would outweigh the benefit in including these in the accounts.

5. DEBTORS

	2023	2022
	£	£
Income tax recoverable	1,308	1,529
Prepayments and accrued income	283	1,510
	<u>1,591</u>	<u>3,039</u>

6. LIABILITIES:AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Ministry Share	7,242	6,905
Accruals of utility and other costs	2,448	2,071
	<u>9,690</u>	<u>8,976</u>

PCC of St John Baptist, Claines
Notes to the Financial Statements
For the year ended 31st December 2023

7. FUNDS DETAILS

Name	Purpose	Balance at 1.1.23	Income	Expenditure	Transfers	Balance at 31.12.23
General	Unrestricted	23,744	64,581	64,640	-	23,685
Unrestricted funds designated by the PCC						
Restoration	Maintenance of church property	628	280	-	-	908
Choir	Choir expenditure	192	4	-	-	196
	Maintenance and running of Parish Hall, Institute and House	7,027	40,164	26,905	-	20,286
Flower Guild	Provision of church flowers	1,964	1,330	1,175	-	2,119
Memorial flower funds	Provision of memorial flowers	19	210	180	-	49
Restoration	Tower Restoration	1,630	-	318	-	1,312
Little Friends	Baby and Toddlers	1,418	684	550	-	1,532
Magazine	Publication of church magazine	1,466	4,458	3,785	-	2,139
UnC	Lunch in company	612	1,927	1,825	-	714
General	General	4,997	820	699	-	5,118
Total Unrestricted designated funds		19,851	49,857	35,437	-	34,371
Restricted funds						
Churchyard	War Graves	28	12	-	-	40
	Maintenance Canon Clinch Grave	1,051	-	-	-	1,051
	Memorial Garden	81	-	-	-	81
	Roses	305	-	-	-	305
	Maintenance of churchyard	-	1,000	999	-	1
Family tree	Family tree	155	-	-	-	155
Bell fund	Maintenance of Bells	12,249	559	-	-	12,808
Ashcroft	Ashcroft Anniversary	83	-	-	-	83
Property	Property	61,384	79,202	78,814	-	61,772
Youth	Youth	740	-	27	-	713
PortAltar	Portable Altar	84	-	-	-	84
Jubilee	Jubilee Fund	1,039	2,170	1,096	-	2,113
ClergyDisc	Clergy Discretionary Fund	950	-	712	-	238
Café	Café	2,591	5,249	4,767	-	3,053
Childrens Worker	Childrens Worker	-	8,437	9,168	-	731
Total restricted funds		80,749	96,629	95,603	-	81,766

PCC of St John Baptist, Claines Notes to the Financial Statements

For the year ended 31st December 2023

8. MINISTRY SHARE

As at 31st December 2023 £33,000 (2022 £36,549) of our allocation had been paid, our allocated share for 2023 was £40,242 (2022 £39,454). An amount of £7,242 (2022 £6,905) was provided for and paid in full before the 4th February deadline. The balance of £nil (2022 £nil) remained unpaid.

9. TRUSTS AND OTHER ACCOUNTS

Ever since we altered the accounts to comply with the new regulations we have reported in summary the movement of funds on Trusts associated with the Church on this page. These accounts have not been independently examined.

Claines Forces Fund (for the benefit of the Church Hall) of £25,160 (2022 £22,979) in the Church of England Investment Fund.

Institute Funds of £1,493 at 31st December 2023 (2022 £1,129), but some funds have been transferred to the Hall and Institute however, £10,399 (2022 £9,497) in the Church of England Investment Fund remains.

EW Whinfield for Church Trust £2,876 at 31st December 2023 (2022 £2,632) in the COIF Charities Investment Fund.

Martin Mence Charity £2,435 at 31st December 2023 (2022 £2,329) & COIF £3,830 (2022 £3,503).

No other known assets and no income.

St John Baptist - Reserves Policy

The Charity Commission requires the Church to be accountable for all the money that comes into its hands. The general aim is to expend its funds for the purposes of the Church rather than put them aside for some unspecified future purpose.

The various funds held by St John Baptist and for which the PCC is responsible are set out on page 6 of the Annual Accounts

General Fund

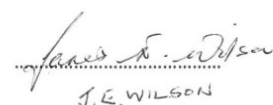
The need for a policy for this fund is to ensure that the level of balances is adequate, but not too high, to ensure the Church's viability and future. It is considered that the ideal balance to aim for is between 33% and 50% of our annual turnover. Part of this balance would be for an adequate working balance. The remainder would provide a cushion for a sudden reduction in income or a large item of expenditure such as an urgent building repair or equipment replacement. With an annual turnover of about £65,000 these parameters indicate that a reasonable balance would be between £21,500 and £32,500. Our balance as at 31st December 2023 was **£23,684**; the lower end of the range.

Monitoring of Funds

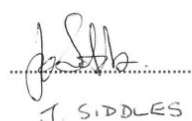
This is done by the PCC in March when the annual accounts are considered.

Janet Wilson

Church Treasurer


J. E. WILSON

Date 6/3/24


J. SIDDLES