

St Lawrence Church Bovingdon

Annual Meetings

**to be held on Tuesday 25th April 2023
at 7.30pm in St Lawrence Hall**

Agendas and background papers



ST LAWRENCE CHURCH
BOVINGDON

Serving the Community

You are warmly invited to attend and take a full part in this important event in our Church life.

If you would like to stand for election as a Church warden or member of the PCC, please pick up a nomination form from the back of church. If you would like to know more about what any of these roles entails, speak to Charles, Chris West or a member of the PCC.

After the meeting there will be refreshments and then, at about 8.45pm, a short presentation on our 'Patience' Project to extend and reorder the church. Please stay for this if you can.

St. Lawrence Church, Bovington

ANNUAL MEETINGS

Tuesday 25th April 2023

7:30pm at St Lawrence Hall

1. Prayer
2. Apologies for absence

ANNUAL MEETING OF PARISHIONERS

Agenda

1. Minutes of the meeting held on Thursday 19th May 2022
2. Matters arising from the minutes of the meeting of Thursday 19th May 2022
3. Election of Churchwardens

ANNUAL PAROCHIAL CHURCH MEETING

Agenda

1. Minutes of meeting held on Thursday 19th May 2022
2. Matters arising from the minutes of the meeting of Thursday 19th May 2022
3. Annual reports:
 - Electoral Roll (verbal report to the meeting)
 - Accounts for the year ended December 31st 2022
 - Mission and Outreach – Charitable Giving
 - Fabric, Goods and Ornaments and Church Hall
 - Safeguarding
 - Children, Families & Youth Work
 - Little Fish
 - Parochial Church Council Report
 - Rickmansworth Deanery Synod
 - Churchyard
 - EcoChurch
 - Activities & Events report
4. Appointment of Independent Accounts Examiner
5. Election of Electoral Roll Officer
6. Election of Parochial Church Council
7. Closing remarks
 - Churchwarden's remarks
 - Chairman's remarks

St Lawrence Church, Bovingdon

Minutes of the

Annual Meeting of Parishioners

Thursday 19th May 2022, 7:30pm

St Lawrence Church Hall

Revd Charles Burch (CEB) opened the meeting, mentioning that today we celebrate the life of St Dunstan. During the 10th century, he was responsible for the reformation of the monasteries, including the rebuilding of Glastonbury abbey. He died in 988AD.

This was followed by prayer for the meeting.

22 parishioners were present.

Apologies: Ian Wilford, Judith Wilford, Pauline Wright, Alison Woodhams, Gary Cartlidge, Alison Cartlidge, Barbara Clarke, John Walker, Brenda Wood, Philippa Burch.

1. Minutes of the AMP meeting Thursday 20th May 2021.

There being no amendments, these were approved unanimously by the meeting.

2. Matters arising from the minutes of the AMP meeting held Thursday 20th May 2021.

No matters arising from these minutes.

3. Election of Churchwardens.

There were no nominations for Churchwarden.

CEB thanked retiring Churchwarden Dena Tyler for all her help and immense support and hard work during her time as Churchwarden. He encouraged anyone who might be interested in helping out with Warden duties to speak to him.

The meeting Annual Meeting of Parishioners closed at 7:42pm.

St Lawrence Church, Bovingdon

Minutes of the

Annual Parochial Church Meeting

Thursday 19th May 2022, 7:30pm

St Lawrence Church Hall

1. Minutes of the meeting held Thursday 20th May 2021.

These were presented by Revd Burch (CEB) and unanimously accepted as a true record of the meeting.

2. Matters arising from the minutes of the meeting held Thursday 20th May 2021.

CEB mentioned that under item 8 of the minutes, Lewis Ewington had been appointed as Health & Safety Officer. Unfortunately, due to work commitments, he had been unable to continue in that role; Dr Rod McMillan has since taken over the role of Health & Safety Officer.

3. Annual Reports.

I) Electoral Roll.

Carol West reported that there have been 1 addition and 5 deletions from the electoral roll, which now stands at 98.

CEB thanked Carol for her work in this role. He mentioned that this reduction to below 100 means that we will have a slight reduction in elected lay members on the PCC.

II) Accounts for year ending 31st December 2021.

CEB presented the treasurers report which had been prepared by Gary Cartlidge. He mentioned that Gary was recovering from surgery and wished him, on behalf of all at St Lawrence, a successful recovery.

He highlighted a few items from the report.

The overall summary of funds for 2021 shows a deficit of £8,406.08, compared to a surplus in 2020 of £15,027.97. This deficit reflects the payments made to the Church architect (Francesca Weal), for services provided in relation to the building project (£8,482)

Giving was also reduced in 2021, but CEB mentioned that 2020 had seen some additional giving as people supported the Church through the Covid pandemic. Overall income for the year was reduced by about £2,500.

During the same period, expenditure relating directly to the work of the Church increased by about £8,000. Much of this was due to increased heating and electric costs at the Church once services resumed. All this resulted in a deficit of income/expenditure of £1,937.22 for the year.

CEB thanked the Friends of St Lawrence (FoSL) for their ongoing support of repairs and maintenance to the Church building and Church yard.

He mentioned that the endowed graves fund has a total of just over £50,000, but this can only be used for the maintenance of the named graves.

Sean Bolton (**SB**) enquired about the Clock Repair Fund, which shows a zero balance. **CEB** explained that this fund had been established in 2020 when we faced a significant cost for repair of the church clock. Ultimately, the repairs were completed at a much-reduced cost.

Joanna Owens enquired regarding the Vergers Plot, and if we were able to use the money in that account. Chris West (**CW**) explained that he believes we are not allowed to access the fund itself. This money is held by the Diocesan Board, although we do receive the investment income from it.

CEB thanked **GC** for his time and effort as treasurer in compiling the annual report, and the monthly reports to PCC throughout the year.

Steve Watkins proposed, and Carol West seconded that the report be formally accepted; this was unanimously agreed.

III) Mission & Outreach report (non-statutory)

The report was included within the financial report. **CEB** did mention that a large proportion of the Charitable Giving of the Church was as a result of specific fundraising events, rather than from existing Church funds.

IV) Fabric, Goods & Ornaments report

CEB presented the report that had been compiled by Pauline Wright (**PW**). He mentioned that the work to repair the cause of dampness in the Southeast corner was still being conducted and it may incur a further substantial cost as more repair work is identified. This may be in the region of £10,000, therefore additional quotes are being sought.

Redecoration of the South Porch is now complete, along with the six new notice boards.

Steve Watkins questioned the high cost of decorating the Church interior. **CEB** explained that the PCC and FoSL wish to have the arches stripped back to the original stonework, which raised the cost from £35,000 to £50,000.

CEB thanked **PW** and Jane Cayley for their time and hard work in dealing with the fabric issues of the Church.

Sean Bolton proposed, and Mike Leon seconded that the report be formally accepted; this was unanimously agreed.

V) Safeguarding Report

SB presented the Safeguarding report.

He thanked Carol West, Matt Williams, and Paul Campbell for all their help and support in ensuring that we meet the Safeguarding requirements. He added that Safeguarding refresher training was currently being undertaken by those who need to, along with updating DBS checks.

Gill Fisher proposed, and Gill Barrett seconded that the report be formally accepted; this was unanimously agreed.

CEB expressed his thanks to Sean for his work in this valuable role, and for the help given by Helen Campbell who is co-ordinating the training records and DBS renewals.

VI) Children & Families Work (non-statutory)

Alison Carlidge had prepared this report.

CEB thanked Alison for all she does in supporting the young children of our Church. The report reflects the wide variety of activities available and how these were maintained during a very challenging year.

VII) Little Fish Update (non-statutory)

Flick Crockett (**FC**) presented the report she had prepared with Phillippa Burch. She thanked Karen Wright for all her help and support, particularly in co-ordinating the Praise Pathway scheme, for over 10 years. Karen is stepping down from the role and will be greatly missed!

CEB thanked all members of the Little Fish Team for their hard work and commitment to the role.

VIII) Parochial Church Council Report

CW presented the report. He thanked Dena Tyler for establishing the Church as a DENS satellite food bank, something that may prove to be very significant in the coming months as the cost-of-living crisis deepens.

SB also highlighted the work of the Eco-Church group, which has now seen us attain the Bronze Award. He thanked all members of the group for their hard work. Gill Fisher (**GF**) mentioned the success of the plastic recycling collection point at Church. Joanna Owens asked if this could include that cellophane wrapping is also accepted.

Sean Bolton proposed, and Steve Watkins seconded that the report be formally accepted; this was unanimously agreed.

CEB thanked all members of the PCC for their help and support throughout the year.

IX) Deanery Synod Report

GF presented the report prepared by Alison Woodhams. She mentioned that the Deanery Synod group discuss a wide variety of interesting and meaningful topics – notably the mental health crisis amongst young people.

Pauline Brown proposed, and Carol West seconded that the report be formally accepted; this was unanimously agreed.

X) Churchyard Update. (non-statutory)

CEB presented the report prepared by Gary Cullum. **CEB** stated that the Churchyard continues to look really good, and that the Churchyard team do a great job. There are still concerns regarding the

introduction of plastic items onto graves – something that is prohibited by St Albans Diocesan Churchyard regulations. He is in the process of writing to those concerned.

Pauline Brown asked if the Yew Trees along the Church path could be pruned as they impede the pathway. She also made mention of the Millennium Yew tree and asked if something could be done to highlight its significance. **CEB** said that he had some photos of the dedication of the tree and would display these in Church.

CEB thanked Gary Cullum and all the Churchyard team for their dedication to keeping it looking so good.

XI) Events & Activities (non-statutory)

CEB presented the report prepared by Nicki O'Hara (**NO**). He mentioned the significant income generated through these activities, particularly in a year so disrupted by Covid. These events also offer a great opportunity to highlight the role of the Church within the village community. With regards to this, he specifically mentioned the Christmas Tree festival, which had raised over £1,500. These proceeds were split evenly between the Church and the Bovingdon Scout Hut appeal.

CEB offered huge thanks to Nicki & Chris O'Hara, and Revd Hilary Kemp for their time and hard work in co-ordinating these activities.

4. Appointment of Independent Accounts Examiner.

David Barr will be approached to see if he is happy to continue in the role of Independent Examiner.

Sean Bolton proposed, and Mike Leon seconded the appointment subject to him accepting the request. This was unanimously agreed.

5. Appointment of Electoral Roll Officer.

Carol West said that she was willing to continue.

Flick Crockett proposed and Hilary Kemp seconded the appointment; this was unanimously agreed.

There was some discussion regarding the electoral roll, and whether we do enough to promote it throughout the year. It was suggested that we should make regular offers to people throughout the year to join the Roll.

CEB again thanked Carol for her work as Electoral Roll officer, and also for the work she does updating CCLI and ensuring we are compliant with the various licence conditions, which now include video usage.

6. Election of Parochial Church Council.

CW informed the meeting that one member of the PCC is due for re-election, Matt Williams, but no nomination form has been received. As Matt was not present at the meeting, he will be asked if he is willing to be co-opted onto the PCC for the coming year.

Additionally, two current members have now completed their 6-year period, and are due for a break from PCC duties, Ian Wilford, and Chris West. Furthermore, Gary Cartlidge and Pauline Brown have indicated that they wish to step down from PCC duties. This leaves us with 3 vacancies for PCC members. Only one nomination had been received in writing, that of Dena Tyler. Dena was therefore appointed to the PCC.

CEB reiterated his thanks to all members of the PCC for their time and dedication to the role.

8. Any other Business

None

9. Closing Remarks

Church Warden's remarks: **DT** stated that the Pastoral Care Group, set up in 2020 as a result of the Covid pandemic, was continuing to meet. They are looking to do bereavement support training in the future and that the group has now become an established part of Church support.

She also mentioned how good it was to be meeting back in person again and moving towards 'normality' in Church; whilst maintaining the video streaming of services for those unable to attend.

CEB thanked Dena for her hard work and support, and also Penny Havercroft for all her continuing help.

Chairman's Remarks: **CEB** highlighted the addition of Revd Hilary Kemp as Associate Priest during 2021, and Chris O'Hara as Discipleship Enabler along with his help and support of the young people in the Church.

He also expressed his thanks to Alison Cartlidge for all the various activities she co-ordinates and delivers within the Church, to Gill Barrett as Reader, Organist, and Director of Music and to Helen Campbell our Administrator.

He mentioned that as a Church, we are all one family, and regardless of how and when we come together, it's rewarding to be part of that family. We are clearly in a period of transition as we move into a post-Covid world, and that has changed how people are able to help and support the Church. He mentioned some of the challenges facing us in terms of how services operate, the need for Churchwardens, and the challenge of the building project. He reminded the meeting that it took 100 years for the church in Jericho to be rebuilt.

He encouraged people to continue to pray for our Church and how to engage in the life of it.

Close: The meeting closed with prayer at 9:04pm

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Chairman

St. Lawrence Church, Bovingdon

Financial Statements
of the
Parochial Church Council

for the year ended 31st December 2022



Incumbent :

Rev. Charles Burch
10 Church Street
Bovingdon
Herts
HP3 0LU

Treasurer:

Mr. Rob Sheppard
Martlets, Church Lane
Bovingdon
Herts
HP3 0HS

Independent Examiner:

Mr. David Barr FCBI
Finchley House
Bovingdon Green
Bovingdon
Herts
HP3 0LB

Independent Examiner's report to the Parochial Church Council of St. Lawrence,
Bovingdon

This report on the accounts of the PCC for the year ended 31st December 2022, which are set out on pages 3 to 10 is in respect of an examination carried out in accordance with the Church Accounting Regulations ('the Regulations') and s.145 of the Charities Act 2011 ('the Act')

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Regulations and s.144(2) of the Act does not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charities Commission under s.145(5)(b) of the Act and to be found in the Church guidance 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of those accounts with those records, it also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

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

Signed 

David Barr, Chartered Banker FCBI - Independent Examiner

Date 17th March 2023

Financial Statement for the Year Ended 31st December

Summary – Combined Funds

	2022 £.pp	2021 £.pp
Receipts		
Incoming Resources from Donors	86,026.70	93,752.67
Income from Investments	4,889.67	4,053.90
Activities for Generating Funds	7,007.30	7,056.35
Other Incoming Resources	8,451.61	3,854.16
TOTAL RECEIPTS	106,375.28	108,717.08
Expenditure		
Grants	7,563.00	7,073.51
Activities Directly Relating to the Work of the Church	83,948.57	90,718.50
Support Costs	823.64	718.46
Church Management & Administration	12,460.47	14,202.64
Other Parish Expenses	4,583.38	4,410.05
TOTAL EXPENDITURE	109,379.06	117,123.16
SURPLUS / (DEFICIT)	(3,003.78)	(8,406.08)
Funded by Increase / (Decrease) in		
General Fund	1,531.92	(723.72)
Church Repairs & Maintenance Fund	0.00	0.00
Outreach & Mission Fund	(488.85)	(557.05)
Owed to Diocese and Other Creditors	140.00	(1,214.00)
Children's & Youth Workers Fund	2,134.64	2,486.46
Muriel Swan Legacy	(5,614.30)	(7,522.75)
Churchyard Fund	(407.19)	(875.02)
Building Projects Fund	(250.00)	50.00
Kathleen Goff Legacy	(50.00)	(50.00)
Clock Repair Fund	0.00	0.00
TOTAL MOVEMENT	(3,003.78)	(8,408.08)

Financial Statement for the Year Ended 31st December
General Fund Receipts and Payments Account

	2022		2021	
	£.pp	£.pp	£.pp	£.pp
Receipts				
Incoming Resources from Donors				
Bank Giving & Envelopes	15,586.41		17,348.96	
Collections	1,801.99		770.35	
Gift Aid / CAF Donations	1,543.90		1,062.90	
Card Reader & Website Receipts	3,051.23		2,904.92	
Parish Giving Scheme	29,203.97		28,932.20	
Sundry Donations	3,582.30		7,556.25	
Restricted Donations	0.00		0.00	
Income Tax Recovered	13,882.41		13,376.95	
		68,652.21		71,952.53
Income from Investments				
Verger Plot Income	1,919.71		1,856.58	
		1,919.71		1,856.58
Income from Charitable and Ancillary Trading				
Fees	8,699.42		9,751.00	
Cost Recharges associated with Fees	3,915.08		2,575.00	
St Lawrence Hall Lettings	2,243.50		838.50	
Events Income	4,268.80		6,217.85	
Miscellaneous Income	4,536.53		885.16	
		23,663.33		20,267.51
TOTAL RECEIPTS		94,235.25		94,076.62
Expenditure				
Grants				
Outreach, Missionary and Charitable Giving	4,720.85		5,277.12	
		4,720.85		5,277.12
Activities Directly Relating to the Work of the Church				
Diocesan Common Fund	47,957.00		47,702.00	
Ministry – Expenses	348.67		225.45	
Church – Heat, Light, Water & Cleaning	5,662.29		7,020.14	
Church – Insurance	4,269.69		4,227.64	
Church – General Repairs & Maintenance	2,204.98		3,798.88	
Services – Books, Preachers, Sunday School	3,770.57		3,181.47	
Cost Recharges associated with Fees	3,915.08		2,575.00	
		68,128.28		68,730.58
Church Management & Administration				
Administrators Costs	9,965.05		11,379.30	
Postage, Telephone, Printing & Stationery	2,495.42		2,823.34	
		12,460.47		14,202.64
Other Parish Expenses				
Sundry Expenses	2,810.35		3,393.95	
St Lawrence Hall Costs	4,583.38		4,410.05	
		7,393.73		7,804.00
TOTAL EXPENDITURE		92,703.33		96,014.34
Surplus / (Deficit)		1,531.92		(1,937.72)
Funded by General Fund		1,531.92		(723.72)
Transfer to/(from) Other Funds				(1,214.00)

Financial Statement for the Year Ended 31st December
Statement of Assets and Liabilities

	2022		2021	
	£.pp	£.pp	£.pp	£.pp
Fixed Assets				
Computers				
Opening Value	1,467.45		0.00	
Additions	0.00		2084.81	
Depreciation (33.3% of Original Cost pa)	(694.92)		(617.36)	
	<u>772.53</u>		<u>1,467.45</u>	
Current Assets				
CAF Cash Current Account	6,098.54		5,993.70	
CAF Cash Gold Deposit Account	6,695.99		10,733.40	
Virgin Deposit Account	86,443.75		86,217.12	
Cambridge & Counties Building Society	86,421.77		85,024.69	
	<u>185,660.05</u>		<u>187,968.91</u>	
Total Assets		186,432.58		189,436.36

Represented By

General Fund		
At 1 st January	1,604.13	2,327.85
Surplus / (Deficit) in Year	1,531.92	(1,937.72)
Transfer to Muriel Swan Legacy Fund	0.00	0.00
Transfer to Clock Fund	0.00	0.00
Transfer to New Hall Fund	0.00	0.00
Transfer from Other Creditors	0.00	1,214.00
At 31 st December	<u>3,136.05</u>	<u>1,604.13</u>
Specific Funds	183,296.53	187,832.23
	<u>186,432.58</u>	<u>189,436.36</u>

St Lawrence Church, Bovingdon
Statement of Funds as at 31st December

		2022	2021
		£.pp	£.pp
General Fund	Designated	3,136.05	1,604.13
Church Repairs & Maintenance	Designated	10,000.00	10,000.00
Outreach	Designated	757.47	1,246.32
Other Creditors	Restricted	140.00	0.00
Children's & Youth Worker	Restricted	29,570.12	27,435.48
Muriel Swan Legacy	Restricted	135,874.46	141,488.76
Churchyard	Restricted	2,454.48	2,861.67
Building Project Fund	Designated	0.00	250.00
Kathleen Goff Legacy Fund	Restricted	4,500.00	4,550.00
		<u>186,432.58</u>	<u>189,436.36</u>
	Designated	13,893.52	13,100.45
	Restricted	<u>172,539.06</u>	<u>176,335.91</u>
	TOTAL	<u>186,432.58</u>	<u>189,436.36</u>

St Lawrence Church, Bovingdon
Financial Statement for the Year Ended 31st December

Church Repairs & Maintenance – Designated	2022 £.pp	2021 £.pp
Bank Current & Deposit Accounts at 1st January	10,000.00	10,000.00
Receipts		
From Friends of St. Lawrence Trust	0.00	4,330.80
Transfer from Muriel Swan Fund	1,886.40	0.00
	1,886.40	4330.80
Payments		
Maintenance	1,886.40	4,330.80
Excess of Receipts over Payments	0.00	0.00
Bank Current & Deposit Accounts at 31st December	10,000.00	10,000.00

Muriel Swan Legacy – Restricted Fund	2022 £.pp	2021 £.pp
Bank Current & Deposit Accounts at 1st January	141,488.76	149,011.51
Receipts		
Interest	1,682.50	959.25
Transfer from General Fund		
	1,682.50	959.25
Payments		
Transfer to General Fund		
Transfer to Building Projects Fund	5,410.40	8,482.00
Transfer to Church Repairs and Maintenance Fund	1,886.40	
	7,296.80	8,482.00
Excess of Receipts over Payments	(5,614.30)	(7,522.75)
Bank Current & Deposit Accounts at 31st December	135,874.46	141,488.76

St Lawrence Church, Bovingdon
Financial Statement for the Year Ended 31st December

Other Creditors incl. Diocese – Restricted Fund	2022 £.pp	2021 £.pp
Bank Current & Deposit Accounts at 1st January	0.00	1,214.00
Receipts		
Fees – Diocese	4,046.00	4,026.00
Gift Aid / CAF / Donation / Collections / Events	2,634.07	1,306.34
	6,680.07	5,332.34
Payments		
Payments to Diocese	4,046.00	4,026.00
Transfer to General Fund	0.00	1,214.00
Charities	2,494.07	1,306.34
	6,540.07	6,546.34
Excess of Receipts over Payments	140.00	(1,214.00)
Bank Current & Deposit Accounts at 31st December	140.00	0.00

Outreach – Designated Fund	2022 £.pp	2021 £.pp
Bank Current & Deposit Accounts at 1st January	1,246.32	1,803.37
Receipts		
Transfer from General Fund	0.00	0.00
Payments		
Missionary & Charity Societies	348.08	490.05
Parish Christmas Cards	140.77	67.00
	488.85	557.05
Excess of Receipts over Payments	(488.85)	(557.05)
Bank Current & Deposit Accounts at 31st December	757.47	1,246.32

St Lawrence Church, Bovingdon
Financial Statement for the Year Ended 31st December

Churchyard – Restricted Fund	2022 £.pp	2021 £.pp
Bank Current & Deposit Accounts at 1st January	2,861.67	3,736.69
Receipts		
Friends of St. Lawrence and Parish Council		
Endowment Interest	1,287.46	1,238.07
Restricted Donations		
Transfer from General Fund		
Transfer from Kathleen Goff Legacy Fund	50.00	50.00
	1,337.46	1,288.07
Payments		
Maintenance	1,744.65	2,163.09
Excess of Receipts over Payments	(407.19)	(875.02)
Bank Current & Deposit Accounts at 31st December	2,454.48	2,861.67

Children's & Youth Worker	2022 £.pp	2021 £.pp
Bank Current & Deposit Accounts at 1st January	27,435.48	24,949.02
Receipts		
Donations and Collections	2,490.00	2,730.00
Payments		
Sundry Payments	355.36	243.54
Excess of Receipts over Payments	2,134.64	2,486.46
Bank Current & Deposit Accounts at 31st December	29,570.12	27,435.48

St Lawrence Church, Bovingdon
Financial Statement for the Year Ended 31st December

Building Projects Fund	2022 £.pp	2021 £.pp
Bank Current & Deposit Accounts at 1st January	250.00	200.00
Receipts		
Donations	0.00	50.00
Transfer from General Fund		
Transfer from Muriel Swan Fund	5,410.40	8,482.00
Payments		
Sundry Payments	5,660.40	8,482.00
Excess of Receipts over Payments	(250.00)	50.00
Bank Current & Deposit Accounts at 31st December	0.00	250.00

Kathleen Goff Legacy Fund	2022 £.pp	2021 £.pp
Bank Current & Deposit Accounts at 1st January	4,550.00	4,600.00
Receipts		
Transfer from Other Creditors	0	0.00
Payments		
Transfer to Churchyard Fund	50.00	50.00
Excess of Receipts over Payments	(50.00)	(50.00)
Bank Current & Deposit Accounts at 31st December	4,500.00	4,550.00

Clock Repair Fund	2022 £.pp	2021 £.pp
Bank Current & Deposit Accounts at 1st January	0.00	0.00
Receipts		
Donations		
Transfer from General Fund		
Payments		
Clock Repair		
Excess of Receipts over Payments		
Bank Current & Deposit Accounts at 31st December	0.00	0.00

St Lawrence Church, Bovingdon
Financial Statement for the Year Ended 31st December 2022

Funds held by St Albans Diocesan Board of Finance for Graveyard and Graves

Shares		Value £.pp		
Investment Fund				
Cowley	306	6,317.65	Grave	Restricted
Dance	73	1,507.15	Churchyard	Restrcted
Elwes	236	4,872.43	Church & Churchyard	Restricted
Loydall	154	3,179.47	Church & Churchyard	Restricted
Hill	54	1,114.88	Church & Churchyard	Restricted
Reeks	106	2,188.47	Church & Churchyard	Restricted
Menheneott	146	3,014.30	Church & Churchyard	Restricted
Stewart Evans	339	6,998.96	Church & Churchyard	Restricted
Travers	187	3,860.78	Grave	Restricted
Groves	107	2,209.11	Church & Churchyard	Restricted
Reeve	250	5,161.48	Church & Churchyard	Restricted
Nash	55	1,135.52	Churchyard	Restricted
Riches	68	1,403.92	Churchyard	Restricted
Total Investment Fund		42,964.12	Bid market value	
Deposit Fund				
Druce		306.00	Churchyard	Restricted
Stewart Evans		834.02	Church & Churchyard	Restricted
Reeve		1,000.00	Churchyard	Restricted
Total Deposit Fund		2,140.02		
Other Funds held by St Albans Diocesan Board				
Investment Fund	3124	@2,064.59p	64,497.79	Vergers Plot Designated
GRAND TOTAL at 31 st December 2022		109,601.93		
Value at 31 st December 2021		123,856.97		

Mission and Charity giving

	Outreach Fund	General Fund	Pass Thru Fund	Total
1333 Charities				
Red Cross (Ukraine)		163.20	1,664.30	1,827.50
Christian Aid		80.15	192.60	272.75
Childrens Society		0.33	70.67	71.00
Bishops Harvest Appeal		96.25	436.50	532.75
Chesworths (George's Mother)		100.00		100.00
T4U Shoe Boxes		260.55		260.55
Mercy Ships		3,000.00		3,000.00
Royal British Legion		150.00		150.00
Help for Heroes		150.00		150.00
Bibles for Children	348.08			348.08
Crisis		720.37	130.00	850.37
	348.08	4,720.85	2,494.07	7,563.00

Fabric Report 2022

South East Corner

Unfortunately, the southeast roof repair did not go to plan last autumn and our Architect Francesca Weal has now drawn up precise details of the Parapet gutter and roof. The cost of this will range from £10k -£16k depending on what the builder finds.

Interior Church Decoration

Our architect feels it would be better to wait until the extension is completed before we tackle the interior decoration.

Window Restoration

The V11 window in the children's corner needs new glass in certain areas and the leadwork is extremely fragile and will need to be removed to the studio and re-lead. The casement frame will also need refurbishment.

The NIV window (north clerestory) has broken quarries and if the leadwork is sound can be repaired on site. If however the leadwork is as fragile as the V11 major work may have to be undertaken.

The cost of the work will be £3,200.00. The Friends have kindly agreed to fund this.

Church Yard Car Park

The entrance to the car park had become extremely worn and has now been resurfaced at a cost of £3,200 + VAT. The Friends have funded this.

Kitchen Floor

This has still not been inspected by an engineer.

The next Quinquennial Inspection is due and will take place in July.

Pauline Wright
April 2023

Safeguarding Report for APCM 2023

Since 2011 the PCC has approved a safeguarding policy and policy statement based upon those published by the CCPAS. It has an extremely detailed set of guidelines. In 2019 the policy and policy statement were updated in line with the guidance published and updated by the House of Bishops. The PCC has retained the guidelines provided by CCPAS (Now called Thirty:one eight) because they are so comprehensive covering many events that the church is involved in or could adopt.

Roles within the Safeguarding Team have changed, as follows, during 2022:

Safeguarding Officer - Sean Bolton

Lead Recruiter (DBS Checks) – Carol West

Assistants for both roles above - Matt Williams and Paul Campbell.

Separating the roles of safeguarding officer and leader recruiter is seen as a step forward for safeguarding at St Lawrence. The safeguarding officer can focus on policy and procedure including compliance. Church leaders remain responsible for safe recruitment. The 'lead recruiter' completes DBS checks as the final stage of the recruitment process.

The church continues to undertake DBS checks in line with policy for all activities within the church for children's and youth work and activities involving regulated activity involving vulnerable adults. Over 25 people now have current DBS checks. A database is used to ensure checks are kept up to date and should an individual role change new checks in the form of a fresh DBS application and/or an update check is completed.

Training remains a focus for the church to ensure all involved in events involving children's and youth work, and vulnerable adults, including the PCC, are aware of the issues involved. We continue to have an ongoing programme of training, most of which is carried out online.

During 2021 and 2022 I have carried out a review of risk assessments for church projects and I can confirm that these are all finished and up to date .

I will work with the health and safety officer and other officers to ensure all records are updated throughout the year. Both with regard to training and with regard to DBS checks. In the coming year we will continue to review our records on DBS checks and training records to ensure they are up to date.

I can confirm that I have been made aware of some minor Safeguarding process concerns which have been addressed by the church and we updated its systems relating to transport and supported members of the church.

I am happy to report I have not been made aware of any major safeguarding concerns. And I am happy with the running of the events and activities of St Lawrence church with regard to the area of Safeguarding and how we address concerns.

Through the actions described in this report the PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults)

Safeguarding Lead

Sean Bolton

27th January 2023

Report from The Children and Families Worker 2022

Explorers at Church

Attendance at explorers continues to rise (now typically about 8 children a session). We continue to meet once a month during term time (usually 4th Sunday). We have several helpers, including one from the Youth Group. The group has been taken by several leaders over the past year.

Explorers at School

There were too few applicants for school explorers in the Autumn term and it has not yet restarted.

Outdoor Church

A successful outdoor church service was organised and led by Rev Hilary this year.

Messy Church

Messy Church has continued each month and continues to evolve post-covid 19 (usually 2nd Sunday each month). It has remained viable, although numbers have not been as high as they were initially. Philippa, Flick and Wiebke have all lead successful sessions. A big thank you to all those who have supported these services by assisting or just attending.

Craft in Church

Craft activities have continued in church during Family Communion services.

On a personal note I would like to say how rewarding it has been supporting the work of Children and their families over the last few years. I wish the new appointee all the best for the future and remain happy to help when I can.

Alison Cartlidge

Little Fish Report May 2022 – April 2023

It was wonderful this year to be able to get back to our normal activities. We are so grateful to Alison Cartlidge for everything she has done for young people in church and delighted she remains on the team to help. We welcome Angela Hodgkinson as the new children and families worker and wish her well as she leads us all in our next step with children and families in our church.

During the summer we had a Little Fish BBQ for parents in the Vicarage garden. It was a lovely sunny evening where we were able to come together and socialize.

We held our 'Back to school Barbeque' in September which proved popular again with a large number of families attending - thank you to all those who helped with the BBQ and games.

The Christmas children's Nativity and Crib services were wonderful joyous occasions with a lot of families being involved and also a number of new families welcomed.

We are delighted that there are a large number of families attending Family Praise at some point over the year but not all at the same time. We would like to thank to our regular helpers. It is however difficult to get people to commit to helping with the Pathways and welcome each week despite a sign up sheet. We understand that there is so much going on for families on Sundays but we pray that we can get more help next year. We have new families starting with us too which is very positive news and we have a recently formed Family Praise band that appears to be growing in numbers and certainly helps us with our worship.

We held our Fathers and Children's event to make posies for Mothering Sunday whilst the mothers met to walk and enjoy the odd sip of prosecco on the way! Great fun was had by all and some very good flower arrangements were made.

In Holy Week Angela and Philippa organized a morning of Easter hat and Easter Garden making which was great fun. Easter Sunday 2023 was very exciting and uplifting with an increase in numbers back to pre covid times. 41 children attended and 30 took part in the craft activity during the service where they made Easter baskets and boxes. Wiebke organized a 7+ easter egg hunt and Amanda Deacon organized one for the under 7s and was enjoyed by everyone.

We have now set up a 'St Lawrence Families' Whatsapp group to enable us to communicate more easily with the church families. This has proved popular and certainly has helped with encouraging families to join us for events and services. A message on the day of a service or event really helps people know what is going on and is a reminder to turn up.

Flick and Philippa

Report on the work of the PCC: 2022-23

A total of seven PCC meetings were held over this period. These were a hybrid mix of Zoom video meetings and in person ones.

This report outlines the decisions and appointments made at each meeting.

31.05.22 (Video)

Matt Williams and Chris West were both co-opted on to the PCC for this year.

The following appointments were made:

Vice Chair	Alison Woodhams
Treasurer	Gary Cartlidge
Secretary	Chris West (co-opted to PCC)
Churchyard Officer	Gary Cullum (not an elected member of PCC)
Safeguarding Officer	Sean Bolton
Health & Safety	Dr Rodd McMillan (not an elected member of PCC)
Fabric Officer	Pauline Wright

Other elected PCC members:

Chris O'Hara; Rob Sheppard; Gill Fisher; Flick Crockett.

The following are ex-officio or co-opted members of PCC

Chair	Revd Charles Burch	
Associate Priest	Revd Hilary Kemp (September 2021)	
Church Wardens	Vacant	
Deanery Synod Reps	Gill Fisher	Kully Dhabha
	Alison Woodhams	
Readers	Gill Barrett	
Friends of St Lawrence rep	Pauline Wright	
Standing Committee	Charles Burch (Chair)	Alison Woodhams (vice-chair)
	Revd Hilary Kemp	Flick Crockett
	Gary Cartlidge (Treasurer)	Chris West (Secretary)

- Appointment of Sidesteams approved by the meeting.

- Return to use of common chalice at Holy Communion agreed by the meeting.
- PCC approved the spend of up to £20,000 to tackle the problem of damp in the South-East corner of the Church (Chay Hedger has been appointed to do this work)

21.07.22 (In Church)

- This meeting did not reach the required number of lay members to be considered quorate. As such, items were discussed, but no decisions were able to be taken.

08.09.2022 (In Church)

- Unanimous agreement to proceed with advertising to recruit a part-time Children & Families worker.
- Unanimous agreement to proceed with the proposal to have flint wall samples constructed, as examples for the church extension.
- Unanimous agreement to appoint Rumball Sedgewick as the sole agent for the sale of St Lawrence Hall.
- Unanimous agreement to advertise for a part-time fundraiser in regard to the Church Building Project.
- Chris West offered to take on the vacant Church Warden role. A replacement will be sought for the Secretary role.

25.10.22 (Video)

- June Gossling was appointed PCC secretary by unanimous agreement.
- Rob Sheppard was unanimously appointed Treasurer, to succeed Gary Cartlidge at the start of 2023.
- Rob Sheppard requested that a bookkeeper be appointed to assist him in the role of treasurer. This was unanimously agreed.
- Matt Williams requested the purchased of a 'PayAz' device to assist with contactless giving in Church, at a cost of £379. This was unanimously agreed.
- The expenditure of up to £550 was unanimously agreed for the purchase and installation of heater covers at St Lawrence Hall.

08.12.22 (St Lawrence Hall)

- Alison Woodhams proposed that we continue with our donation of £3,000 to Mercy Ships. This was agreed unanimously.
- The PayAz contactless payment machine has been installed and is working well.
- Revd Burch reported that bibles had been distributed to pupils in Y3 & Y6 at Bovingdon Primary School.
- DENS foodbank and St Lawrence Warm Space have been established in St Lawrence Hall. They operate on Monday & Thursday.
- The Christmas Market had raised more than £1,000.

24.01.23 (Video)

- Matt Williams reported that the PayAz machine has already collected £526, more than covering the initial purchase cost.
- Revd Kemp requested that the PCC, and wider Church community, regularly consider the question, "Where is God at Work?". This will become a standing agenda item.
- Revd Burch reported that we have received approval from the Diocesan Advisory Committee to proceed with a faculty application for the plan to extend the Church and internal reordering.
- Revd Burch reported that 5 developers had expressed an interest in the purchase and development of the St Lawrence Hall site. The Building Project Steering Group will consider these and identify two proposals for further consideration.
- The Church Safeguarding Policy was submitted for annual review, The document was unanimously approved. Furthermore, Paul Campbell has stepped down from the role of Lead Recruiter, Carol West has taken on this position.
- Revd Kemp requested the purchase of a laptop for Nicki O'Hara, to assist her in preparing artwork for Church publications and events. The suggested expenditure was £400. This was unanimously agreed.

09.03.23 (St Lawrence Hall)

- The following statutory reports for the APCM were accepted by the meeting.
 - Accounts & Mission Giving
 - PCC secretary's report (*with items from March's meeting to be added*)
 - Safeguarding
 - Deanery Synod

- The following non-statutory reports for the APCM were accepted by the meeting.
 - Children & Families work
 - Eco Church
 - Churchyard
- The proposal to appoint a structural engineer for the building project was unanimously approved (to a cost of £3,755.00)
- The proposal as follows was unanimously agreed by the meeting.
 - The PCC resolves to petition for a faculty for 'an Extension on the north side of the church and internal re-ordering including the disposal of the pews in the main body of the church (nave and south aisle), pulpit and lectern, relocation of a chest tomb, and the introduction of a nave plinth and chairs.'
- The expenditure of £3,200 (+VAT) to resurface the car park was unanimously approved by the meeting .
- The expenditure of £3,200 to repair broken windows in the Children's area and the north clerestory was unanimously approved by the meeting.

Chris West
March 2023

Deanery Synod Report 2022

St Lawrence Church is part of the Rickmansworth Deanery. The other member churches are;

St Paul's-Chipperfield

Holy Cross-Sarratt

Christ Church-Chorleywood

St Andrew's-Chorleywood

All Saints'-Croxley Green

St Oswald's-Croxley Green

St John's-Heronsgate

St Peter's-Mill End

St Mary's-Rickmansworth

St Thomas's-West Hyde

The rural Dean is Simon Cutmore, who is Vicar of Mill End with Heronsgate and West Hyde.

There were three meetings in 2022 and at the first in March members were welcomed back to the first, in person, meeting for twelve months. In addition to the topics raised by speakers, a continuing theme running through the meetings was the Mental Health Project being set up in the Deanery following Rachel Brockie's talk last year relating to the mental health of children in S.W. Herts.

In March the Diocesan Secretary, David White, explained his role. The function of the Diocesan Office is to support schools, chaplaincies, and parishes in the Diocese. The Diocesan Office deals with H. R. issues, Finances, building issues e.g. 'What can I do in a churchyard' or how to get a vicarage's leaking tap fixed.

David leads young people's summer camps and is especially interested in how the parishes can be supported in their work with young people.

In preparation for the Mental Health Project, Simon Cutmore had spent his study leave becoming a mental health first aid trainer and was concerned to establish a group to initiate mental health support with younger people.

The meeting in July took place at Christchurch Chorleywood and as it included a meal there was no speaker. Regarding the issue of aid for mental health it was reported that a working party had been held with a further planned for September.

At the Zoom meeting in November Maggie Dodd, who is the Anna Chaplain for older people in St Albans, explained her role within the context of the Anna Chaplaincy. The U. K. has more people over the age of 60 than under 18. The over 85's will double in number by 2043. Many older people live alone and many have dementia thus there is a need for sensitive spiritual and religious care for older people. There are currently 230 Anna Chaplains across the country. Maggie is the only one in Hertfordshire with her position funded by the Bible Reading Fellowship and the Methodist Church.

There was feedback from the mental health project, now referred to as 'The Trinity Project' which following several working group meetings clarified the structure of the project.

The project will work with young people at different stages in their school careers: at Year 4: at Year 6 : start of secondary school (Year 7) : GCSE stage : A level stage.

There are school partners and also the 'Haven' in Harpenden and 'Phase' in Hitchin together with the St Albans and Harpenden Educational Partnership project. The project will provide a listening ear, independent of the school, accompanying the student over many years.

Deanery Synod Representatives – Alison Woodhams, Gill Fisher, and Kully Dhadha.

Churchyard officer's report 2022

Four and a half acres is a big garden, but the team worked hard each month of the past year to keep the Churchyard looking at its best – neat and tidy, and all things rural, and not overly manicured. We strive to maintain just the right balance and I'm pleased to report that the positive feedback we continue to receive from both parishioners and members of the public suggests we are achieving just that.

A dozen or more volunteers worked on the first Saturday of the month from March to December. They were assisted by Paul Campbell on the tractor mower throughout the grass growing season.

Sue Miller continues to monitor the three wild flower areas that are not cut during the main months of the growing season. In addition to the numerous species of wild flowers observed and noted, bird species are monitored and several slow worms were observed in the long grass.

No repairs were carried out to the flint and brick wall to the north and eastern boundaries of the churchyard – but a modest budget will be needed during 2023 for some minor repairs and maintenance, especially on the outer surface of wall in Church Lane where floodwater has been eroding some areas of lime cement. The ruts in the entrance to the car park also need attention.

The clipped yews on the southern boundary immediately behind the 'Budge Row' cottages in Church Lane were topped quite brutally in a neighbourly gesture to enable more light into the small windowed homes.

During the year under review a special visitor to the churchyard was Christopher Ryder and his family from the United States. He returned to bury the ashes of his father in the family vault at the rear of the chancel.

Gary Cullum
March 6, 2023

EcoChurch 2022 Report

Work at St Lawrence to become accredited with the 'EcoChurch' scheme began in 2021 and after our first pass at the criteria that year was unsuccessful we introduced a series of changes that culminated in us achieving the Bronze award in March 2022. We purchased a sustainable plaque to commemorate this, made from old pews, and this is now on display within the Church.

At the start of 2022 we introduced a soft plastic collection bin located in the South Porch. The collections were taken to the Co-Op in the village and recycled by them as part of their wider recycling efforts. With the recent change of the Co-Op to a NISA this arrangement has ceased so there is now a rota of individuals checking the bin and taking the contents to other recycling points, usually larger supermarkets in Hemel Hempstead or Warners End. Thanks to other members of the congregation during the year we have also added Blister pack and Battery recycling collections. All are being well used and show the practical steps the Church is taking to become more sustainable and also encourage the wider village to do the same.



A highlight of the year was the opening of 'Buginham Palace', a new bug hotel in the Churchyard. This was commissioned in a lovely service in July and will hopefully become home to many bugs and mini beasts in the coming months and years

In 2023 we hope to take the next steps to make St Lawrence more sustainable and work towards the EcoChurch Silver status.

The EcoChurch team would welcome more volunteers to support the work - both joining the soft plastics rota or working to introduce further changes to how St Lawrence Church can reduce its environmental impact in 2023 and beyond.

Rob Sheppard
Mar 2023

2022 Events Report

23rd March - National Day of Reflection

We marked the second anniversary of the first Covid-19 lockdown by providing yellow ribbons for people to take away and tie somewhere to remember loved ones who had died and other effects of the pandemic. The ribbons were available outside church and were distributed outside school in the morning. We also joined forces with the village crochet group who created a post-box topper featuring daffodils and a QR code to donate to Marie-Curie.

16th April - Bovingdon Easter Egg Hunt

200 hand painted eggs were hidden around the village for children to find. Many thanks to Nicki O'Hara for painting the eggs so beautifully.

4th June – Summer Fete on the Lawn

The Summer Fete was held outside again and was well attended with lots of people enjoying the many stalls offering a wide variety of artisan goods and entertainment.

31st October 2022 – Light Party

Once again, over 200 children came to church to enjoy music, games, a light display and refreshments. They all took home a goodie bag containing various treats and a booklet about Jesus, the light of the world. We also ran an online pumpkin carving competition and had many creative and imaginative entries.

3rd December - Christmas Market

The Christmas Market was held outside, 'street market' style on a very cold but dry day. Many people came and enjoyed the festive atmosphere, the mulled wine and hot chocolate on offer from our refreshments stall and the gifts and artisan goods for sale from the twenty other stalls.

Revd Hilary Kemp
April 2023