

# **PARISH OF ST JAMES, CHRISTLETON**



## **ANNUAL REPORT & FINANCIAL STATEMENTS**

of the

## **PAROCHIAL CHURCH COUNCIL**

### **For the Parish of Christleton**

**for the year ended 31 December 2021**

**Rector: The Reverend Dr Stefan Collier**



**Church: St James**

**Parish Office: St James, Pepper Street, Christleton, CH3 7AG**

**Bankers: Santander**

**Charity Registration Number: 1133992**

## **CONTENTS:**

**Page:**

- 3 - Roles and Membership of the Parochial Church Council**
- 4 - Minutes of the Annual Meetings held on 16<sup>th</sup> May 2021**
- 7 - Rector's Report 2021**
- 7 - Churchwardens' Report**
- 8 - St James' Christleton End of Year Financial Statements Year ending 2021**
- 13 - Treasurer's Annual Report**
- 16 - Independent Examiner's Report**
- 17 - Fabric and Maintenance Report**
- 18 - Foodbank**
- 18 - Deanery Synod Report**
- 19 - Parochial Church Council (PCC) Report**
- 20 - Luncheon Club**
- 20 - Electoral Roll Report**
- 21 - Friends' Annual Report**
- 22 - Youth Work**
- 22 - Churchyard Working Party**
- 23 - Bereavement Support Group**
- 23 - Safeguarding**
- 24 - Bell Ringers' Report**
- 25 - Parish Magazine Report**

## **ROLES AND MEMBERSHIP OF THE PAROCHIAL CHURCH COUNCIL:**

St James Parochial Church Council (PCC) has the responsibility of working with the Rector in promoting in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. It also has financial and maintenance responsibilities for St James.

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting (APCM) or co-opted, in accordance with the Church Representation Rules. Since the APCM of April 2021 the following have served as members of the PCC.

Rector (ex-officio)	Revd Dr Stefan Collier
Assistant Curate (ex-officio)	Revd Rob Croft
Churchwardens (ex-officio) Elected annually.	Bettie Gilliatt Mike Lightfoot
Deanery Synod Members: This church may appoint up to 3 lay people as Lay Deanery Synod representatives and they become ex-officio on the PCC (if not already on PCC). They are appointed for a three year fixed term. (Current fixed term: 2020-2023)	Bettie Gilliatt Jocelyn Platel
Elected PCC members:  This church may have 12 elected PCC members based on our current Electoral Roll size.  Members are elected for a 3 year term, maximum of two consecutive terms (ie: 6 years)  * Member has completed 6 years. # Member has completed 3 years.	Jocelyn Platel (elected: 2016 & 2019) * Elizabeth McClure (elected: 2016 & 2019) * Ann White (elected: 2016 & 2019) * Paul Forrest (elected: 2016 & 2019) * Christine Abrams (elected: 2019) # Chris Platel (elected: 2017 & 2020) Sheena Cumiskey (elected: 2018 & 2021) Brian Inall (elected: 2018 & 2021) Keith Smalls (elected: 2018 & 2021) Charlotte Bolley (elected: 2020) Martin Thompson (elected: 2020)  One PCC position has been vacant.

<b>PCC Appointments</b>	
PCC Treasurer (appointed annually)	Elizabeth McClure
PCC Secretary (appointed annually)	Jocelyn Platel
Electoral Roll Officer (appointed annually)	Chris Platel

<b>Parish Appointments</b>	
Director of Music	Vacant during 2021

## **MINUTES OF 2021 ANNUAL MEETINGS held at 12.30 pm on 16<sup>th</sup> May 2021 via Zoom**

21 people attended the virtual meetings.

### **MEETING OF THE PARISHIONERS (Vestry Meeting)**

Nominations had been received for Bettie Gilliatt (Proposed by Liz McClure and seconded by Paul Forrest) and Mike Lightfoot (Proposed by John Milton and seconded by Bettie Gilliatt). No other nominations had been received and therefore these two Churchwardens were elected unanimously without the need for a vote. Stefan thanked Tina and Mike for their tremendous work during the past challenging year with especial thanks to Tina for the vision and passion with which she has served the parish in her years as churchwarden. A presentation had been made to Tina in the service preceeding the meeting as she leaves office to prepare for training for ordination. The meeting closed.

### **ANNUAL PAROCHIAL CHURCH MEETING (APCM)**

Stefan advised that Information Packs had been available containing the agenda, previous minutes, reports etc.

Stefan offered Opening Prayers.

**1: Apologies:** Apologies received from: John and June Pearson, John and Sue Eccles, June and John Pearson, Charlie Griffin, Al and Claire Holland, John Norbury, Jan Bowden.

**2: Minutes of the Annual Meetings held on 24 March 2019.** These were approved as a true record to be signed by Stefan.

**3: Matters Arising:** Nil

#### **4: Reports:**

Stefan prefaced this section by saying that the gifts of this community are the people who in turn use their gifts as vehicles for God's blessings which is a cause for thanksgiving.

Detailed reports had been printed in the Information Pack distributed prior to the APCM and a brief resumé of those followed:

**Electoral Roll** – Chris Platel said the numbers on the Roll had increased and currently stand at 176. There is ongoing revision with some issues of eligibility. He felt it important to meet with people to clarify the commitment involved in church membership.

**PCC** – The main capability gap is in the area of music. Stefan is in touch with a student from Queen's School who could play hymns on the piano for Sunday worship once singing is allowed again. There is also the possibility of someone with cantoring skills for psalms. But clearly there is need for more creative solutions for live music to enhance our collective worship.

**Finance** – Liz said this had been an unprecedented year and rather worrying for the Treasurer! She was extremely grateful for the support of the stewardship group, especially John Norbury and even more grateful for the generosity and accommodation of those who had responded to her pleas, phone calls etc over the year. There are now 75 standing orders, increased from the 31 inherited when she took over the accounts so that provides us with a considerable degree of stability and predictability.

A full bells refurbishment took place, fully funded by a very generous donation.

The Parish Hall made a loss of £1000, not surprisingly, and fundraising was minimal.

The contactless terminal has contributed £805, the website £1160; it is a huge bonus to have these facilities, the first due to a generous donation in the past, the second thanks to Stefan's expertise and encouragement from treasurers' workshops. All part of normal life now!

The balance in the General Fund at the end of 2020 of £14,461 (very comfortable) has been achieved by paying an average parish share of 1.05, leaving us with a deficit of £12,872 to the diocese. In retrospect, a full parish share payment could have been achieved leaving us with a surplus of £1,589. This would have been even more stressful as this was only achieved as the result of donations at the end of the year. Stefan thanked Liz for her diligence and insight and also John Norbury for his ongoing support.

Jim Hawkes, while acknowledging the benefit of SOs, regretted the loss of offerings made during services being taken to the altar for blessing; Stefan agreed that offerings are a part of the liturgical narrative but that this practice has had to be discontinued during Covid for safety reasons. He also observed that it was remarkable that the envelope scheme continued to produce a good income and Liz agreed she was very grateful for this support. Beryl Cummings observed that the church income from funerals which has dropped during Covid should start to improve as normality returns. Perhaps we should be more proactive in offering opportunities to support the church to those attending funerals etc.

The accounts were formally adopted (Proposer: Brian Inall; Seconded: David Cummings).

**Fabric** – Bettie explained that the reason for the delay in repairs to the lychgate was the fact that stonemasons are in short supply but she hopes the work will be completed soon. There are some repairs needed on the Kempe windows for which a grant may be available. David Cummings and Mike L thanked Bettie for all her hard work in obtaining grants to support the maintenance work on the church building. Bettie thanked Paul Forrest for his regular maintenance checks and ongoing support with the building. The work of Mike and the Community Payback team on keeping the churchyard looking superb was also recorded.

Bettie was pleased to announce that, thanks to the skills of Maria Norbury's brother, the Parish Hall boiler is not in as bad a state as feared following the replacement of the thermo coupling.

In response to Brian's query as to when the next quinquennial inspection is due Bettie confirmed it is August 2022 but the Archdeacon's inspection in December 2021 will be a useful interim assessment measure. She offered her thanks to John Norbury and Liz for setting up the Friends to help with the costs of maintaining the church fabric.

**Deanery Synod** – Bettie gave a brief report as per the Information Pack.

**PCC** – Jocelyn gave a brief report as per the Information Pack.

**Churchwardens** – The main challenges have been Risk Assessments to accommodate the challenges posed by Covid. Guidance from CoE and government has had to be monitored. Stefan thanked everyone for the way they have followed the guidance. Mike identified the challenge as we move forward is to maintain safety by keeping distancing, masks and sanitiser.

**Rector's Report** – Stefan paid tribute to the fact that we have kept pastoral support central to our church community throughout the pandemic. He expressed his thanks to Rob for the way in which he has settled into the parish at such a difficult time. His peaceful persona and naturally collaborative style are an asset to Stefan personally and to the whole parish. Stefan also thanked Elizabeth for the support she has given to worship at St James and her participation in proclaiming the gospel. Gill's continuing work at the hospice was celebrated.

Stefan said he was excited about the future where new relationships and possibilities beckon as life returns gradually but cautiously to a more normal, interactive mode. The value of sharing services on Zoom was acknowledged as a benefit to many, especially those isolated and housebound. Although the AV installation will allow live streaming of services, this does not allow for interaction. Ann White expressed thanks for the companionship offered by zoom to those who find physical access to church difficult. Tina is looking for ways to facilitate a regular zoom worship opportunity by setting up a group to take this forward. It was agreed that a 'blended' approach is more inclusive.

**5: Elections and Appointments** – Sheena Cumiskey and Brian Inall had completed 3 years but were willing to serve a second term. Sheena (proposer: Chris Platel; seconder: Jocelyn Platel) and

Brian (proposer: Bettie Gilliatt; seconder: June Hulmes) were therefore re-elected to the PCC.

**Appointment of 2 Members to Deanery Synod:** Bettie and Joce were re-elected.

**Appointment of Auditor:** It was unanimously agreed that Meacher-Jones should continue as our Auditor for 2021 & Liz said she would contact them.

**6: Any Other Business:** Stefan highlighted that we need an ethos in which PCC members draw in others to work in small groups for particular needs so that it becomes a two-way link with the congregation. There are some signs of growth, but we need to try to draw in more new people.

David Cummings thanked Brian Inall for all his hard work on the Parish Magazine and informed us that we now have an electronic record of St James Parish magazines from 1875 to the present day apart from a short period in the 1950s.

Liz put forward the suggestion that a Deputy Treasurer would be an asset.

The meeting closed with prayers led by Stefan at 1.30 pm.

A short PCC meeting followed at which the following appointments were made.

**Vice Chair:** Mike Lightfoot

**Treasurer:** Liz McClure

**Secretary:** Joce Platel

**Standing Committee:** Stefan Collier, Rob Croft, Bettie Gilliatt, Mike Lightfoot, Liz McClure, Joce Platel

**Electoral Roll Officer:** Chris Platel

Date of next PCC Meeting: 23.06.21 at 7.30

Signed ..... (Rector)

Date .....

## **RECTOR'S REPORT:**

Last year I began my report with 'What a year! An unprecedented year'. Well, the same could be said about the year of this report. It appears unprecedented years are becoming the norm!

I spoke then of a future which beckons. I speak now, albeit briefly, of a growing sense of the framework of what that future might look like. In one sense, it is no different from the one we articulated together back in Nov 2018, and I feel this should give us great confidence. While, in another sense, it feels like it is becoming more embedded in the life of our community, which is cause for great thanksgiving and a sign of our progress under God's authority.

This framework is one of mission. The so called five marks of mission which are as follows:

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

The framework of our future is around the sowing of these seeds of mission, seeds of what constitutes being a healthy church community. Seeds around what it means to be a disciple of Jesus Christ in the 21<sup>st</sup> Century. Rob, assistant curate, is playing a pivotal role in opening up shared conversations around discipleship for us. Seeds around how the space and facilities of our church building might be developed to embody God's mission; with pivotal oversight by Ken and Keith. Seeds around how we might recognise, develop, and embody God's truth that safeguarding lies at the heart of God's mission. Here, we are greatly blessed with the oversight, energy, and support of Ann, the parish's safeguarding officer.

I am sure these seeds form some of the major threads of our beckoning future. I am also sure these major threads are entwined with the rich tapestry of other threads, no less important, that you will glimpse and read about in the other reports contained within. The life, the blessing of Christ's community in this place is because of you, and all the pivotal roles you play. The many tens of volunteers that give so freely and generously of their time and talents, and bring expression to God's mission. I thank and pray for each and every one of you.

Finally, as I write, I hear the words Jesus spoke to his friends and the crowd about him: "From everyone to whom much has been given, much will be required; and from the one to whom much has been entrusted, even more will be demanded" (Luke 12.48). I am sure these words are spoken to us as Christ's community in this place as we seek to participate in God's mission in the coming year.

Much will be required. We will stumble and fall many times. Of this I am sure. But because we will "pray without ceasing" (1 Thess 5.17) - we will stand, and God's mission will unfold with and through us to His praise and glory. It is my joy and privilege to share this journey with you. Thank you.

With my love and prayers, Stefan

## **CHURCHWARDENS' REPORT:**

I have had the great honour of working along side Bettie as Church Warden. I think we work well as a team especially during the course of the pandemic and during Stefan's sabbatical last year when we worked along side Rob to ensure the smooth running of the Parish.

We have managed Divine Service by ensuring there are several stewards on duty at main Sunday Service at 10.30am. The congregation are ushered to communion in single file, maintaining suitable distancing. Stewards are suitably placed at potential trip hazards to assist individuals when and if necessary. We hope to reinstate a sidespersons rota in the near future.

We underwent an Archdeacon's inspection in December 2021, which went very well, with good, positive feedback from the Archdeacon.

Mike.

## **ST JAMES' CHURCH CHRISTLETON – END OF YEAR FINANCIAL STATEMENTS YEAR ENDING Dec 31, 2021**

### **Introduction**

These receipts and payments accounts are produced by Finance Co-ordinator, fully reconciled with bank statements and gift aid spreadsheets also used. They are directly comparable with last year's format

### **Receipts and Payments Account**

	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	<b>Total funds</b>	<b>Prior year total funds</b>
<b>Income and endowments from:</b>						
Donations and legacies	—	10,000	—	—	10,000	—
Income from charitable activities	113,416	19,493	17,885	—	150,794	126,428
Other trading activities	11,373	—	—	—	11,373	6,742
Investments	45	—	—	—	45	263
Other income	300	864	—	—	1,164	5,369
<b>Total income and endowments from:</b>	<b>125,134</b>	<b>30,357</b>	<b>17,885</b>	<b>—</b>	<b>173,377</b>	<b>138,804</b>
<b>Expenditure on:</b>						
Raising funds	—	—	—	—	—	369
Expenditure on charitable activities	115,392	423	8,936	—	124,752	128,655
Other expenditure	6,253	5,547	—	—	11,801	9,597
<b>Total expenditure on:</b>	<b>121,646</b>	<b>5,971</b>	<b>8,936</b>	<b>—</b>	<b>136,554</b>	<b>138,622</b>
<b>Net income / (expenditure)</b>	<b>3,488</b>	<b>24,385</b>	<b>8,948</b>	<b>—</b>	<b>36,822</b>	<b>181</b>
<b>Transfers</b>						
Gross transfers between funds - in	6,500	53,185	1,441	—	61,126	—
Gross transfers between funds - out	(53,185)	(6,500)	(1,441)	—	(61,126)	—
<b>Net income / (expenditure)</b>	<b>(43,197)</b>	<b>71,071</b>	<b>8,948</b>	<b>—</b>	<b>36,822</b>	<b>181</b>
<b>Other recognised gains / losses</b>						
Gains / losses on investment assets	—	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
<b>Net movement in funds</b>	<b>(43,197)</b>	<b>71,071</b>	<b>8,948</b>	<b>—</b>	<b>36,822</b>	<b>181</b>
<b>Total funds brought forward</b>	<b>54,637</b>	<b>7,716</b>	<b>15,649</b>	<b>—</b>	<b>78,003</b>	<b>77,821</b>
<b>Total funds carried forward</b>	<b>11,439</b>	<b>78,788</b>	<b>24,598</b>	<b>—</b>	<b>114,826</b>	<b>78,003</b>
<b>Represented by</b>						
<b>Unrestricted</b>						
General fund	11,439	—	—	—	11,439	54,637
<b>Designated</b>						
Audio-Visual project	—	32,496	—	—	32,496	—
car park land trust	—	—	—	—	—	—
choir	—	581	—	—	581	581
hymnbooks	—	—	—	—	—	—
legacy/church development	—	38,872	—	—	38,872	—
parish hall refurbishment	—	5,818	—	—	5,818	6,316
rectory decorating	—	(358)	—	—	(358)	(558)
window protection	—	1,377	—	—	1,377	1,377



**Restricted**

Egerton	—	—	1,441	—	1,441	2,882
Friends of St James	—	—	9,553	—	9,553	—
bellringers	—	—	1,732	—	1,732	1,732
car park	—	—	—	—	—	—
chancel	—	—	3,000	—	3,000	3,000
charitable	—	—	96	—	96	96
churchyard	—	—	1,284	—	1,284	(217)
heating/boiler	—	—	—	—	—	—
parish hall refurbishment	—	—	—	—	—	—
rector D prof	—	—	—	—	—	—
restoration	—	—	4,863	—	4,863	5,363
sunday school/messy church	—	—	2,627	—	2,627	2,792

**Balance sheet**

Class and code	Description	This year	Last year
<b>Current assets</b>			
CA1	current account	11,874	25,096
CA2	savings account	—	—
CA3	CBF investment account	101,117	51,072
CA4	petty cash	—	—
	<b>Total Current assets</b>	<b>112,991</b>	<b>76,169</b>
<b>Liabilities</b>			
6699	Agency collections	(1,834)	(1,834)
Z04	Accounts Payable	—	—
	<b>Total Liabilities</b>	<b>(1,834)</b>	<b>(1,834)</b>
	<b>Net Asset surplus(deficit)</b>	<b>114,826</b>	<b>78,003</b>
<b>Reserves</b>			
	Excess / (deficit) to date	36,822	181
Z01	Starting balances	78,003	77,821
	<b>Total Reserves</b>	<b>114,826</b>	<b>78,003</b>
	<b>Represented by funds</b>		
	Unrestricted	11,439	54,637
	Designated	78,788	7,716
	Restricted	24,598	15,649
	Endowment	—	—
	<b>Total</b>	<b>114,826</b>	<b>78,003</b>

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Current assets - Cash at bank and in hand</b>						
current account -	6,937	4,069	866	—	11,874	25,096
<b>Totals</b>	<b>6,937</b>	<b>4,069</b>	<b>866</b>	<b>—</b>	<b>11,874</b>	<b>25,096</b>
<b>Current assets - Investments</b>						
CBF investment account -	4,502	74,718	21,897	—	101,117	51,072
<b>Totals</b>	<b>4,502</b>	<b>74,718</b>	<b>21,897</b>	<b>—</b>	<b>101,117</b>	<b>51,072</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	(1,834)	—	(1,834)	(1,834)
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>(1,834)</b>	<b>—</b>	<b>(1,834)</b>	<b>(1,834)</b>
<b>Grand total</b>	<b>11,439</b>	<b>78,788</b>	<b>24,598</b>	<b>—</b>	<b>114,826</b>	<b>78,003</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>AVP - Audio-Visual project</b>						
Designated	—	19,293	3,481	16,685	—	32,496
<b>Sub-total for AVP</b>	<b>—</b>	<b>19,293</b>	<b>3,481</b>	<b>16,685</b>	<b>—</b>	<b>32,496</b>
<b>EG - Egerton</b>						
Restricted	2,882	—	—	(1,441)	—	1,441
<b>Sub-total for EG</b>	<b>2,882</b>	<b>—</b>	<b>—</b>	<b>(1,441)</b>	<b>—</b>	<b>1,441</b>
<b>FRIENDS - Friends of St James</b>						
Restricted	—	15,184	5,631	—	—	9,553
<b>Sub-total for FRIENDS</b>	<b>—</b>	<b>15,184</b>	<b>5,631</b>	<b>—</b>	<b>—</b>	<b>9,553</b>
<b>HB - hymnbooks</b>						
Designated	—	—	—	—	—	—
<b>Sub-total for HB</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>LCD - legacy/church develo</b>						
Designated	—	10,000	1,127	30,000	—	38,872
<b>Sub-total for LCD</b>	<b>—</b>	<b>10,000</b>	<b>1,127</b>	<b>30,000</b>	<b>—</b>	<b>38,872</b>
<b>PHRest - parish hall refurbis</b>						
Designated	6,316	864	1,362	—	—	5,818
Restricted	—	—	—	—	—	—
<b>Sub-total for PHRest</b>	<b>6,316</b>	<b>864</b>	<b>1,362</b>	<b>—</b>	<b>—</b>	<b>5,818</b>
<b>RDProf - rector D prof</b>						
Restricted	—	750	750	—	—	—
<b>Sub-total for RDProf</b>	<b>—</b>	<b>750</b>	<b>750</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>bells - bellringers</b>						
Restricted	1,732	—	—	—	—	1,732
<b>Sub-total for bells</b>	<b>1,732</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,732</b>

<b>carpark - car park land trust</b>							
Designated		—	—	—	—	—	—
<b>Sub-total for carpark</b>		<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>carparkres - car park</b>							
Restricted		—	—	—	—	—	—
<b>Sub-total for carparkres</b>		<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>chancel - chancel</b>							
Restricted		3,000	—	—	—	—	3,000
<b>Sub-total for chancel</b>		<b>3,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>3,000</b>
<b>charit - charitable</b>							
Restricted		96	—	—	—	—	96
<b>Sub-total for charit</b>		<b>96</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>96</b>
<b>choir - choir</b>							
Designated		581	—	—	—	—	581
<b>Sub-total for choir</b>		<b>581</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>581</b>
<b>churchyd - churchyard</b>							
Restricted		(217)	951	889	1,441	—	1,284
<b>Sub-total for churchyd</b>		<b>(217)</b>	<b>951</b>	<b>889</b>	<b>1,441</b>	<b>—</b>	<b>1,284</b>
<b>heating - heating/boiler</b>							
Restricted		—	—	—	—	—	—
<b>Sub-total for heating</b>		<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>rectdec - rectory decorating</b>							
Designated		(558)	200	—	—	—	(358)
<b>Sub-total for rectdec</b>		<b>(558)</b>	<b>200</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>(358)</b>
<b>rest - restoration</b>							
Restricted		5,363	1,000	1,500	—	—	4,863
<b>Sub-total for rest</b>		<b>5,363</b>	<b>1,000</b>	<b>1,500</b>	<b>—</b>	<b>—</b>	<b>4,863</b>
<b>ssmessy - sunday school/messy</b>							
Restricted		2,792	—	165	—	—	2,627
<b>Sub-total for ssmessy</b>		<b>2,792</b>	<b>—</b>	<b>165</b>	<b>—</b>	<b>—</b>	<b>2,627</b>
<b>windprot - window protection</b>							
Designated		1,377	—	—	—	—	1,377
<b>Sub-total for windprot</b>		<b>1,377</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,377</b>
<b>General - General fund</b>							
Unrestricted		54,637	125,134	121,646	(46,685)	—	11,439
<b>Sub-total for General</b>		<b>54,637</b>	<b>125,134</b>	<b>121,646</b>	<b>(46,685)</b>	<b>—</b>	<b>11,439</b>
<b>Grand total</b>		<b>78,003</b>	<b>173,377</b>	<b>136,554</b>	<b>—</b>	<b>—</b>	<b>114,826</b>

## Analysis of receipts and payments

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total This year</u>	<u>Total Last year</u>
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
IN10 - legacy	—	10,000	—	—	10,000	—
IN16 - mistaken entry	—	—	—	—	—	—
Total	—	10,000	—	—	10,000	—
<b>Income from charitable activities</b>						
IN01 - collections	—	—	—	—	—	704
IN02 - envelope scheme	9,459	—	—	—	9,459	23,563
IN03 - gift aid env	955	—	—	—	955	1,839
IN04 - funerals and weddings	16,894	—	—	—	16,894	6,544
IN06 - parish magazine	159	—	—	—	159	408
IN07 - standing orders	42,629	—	426	—	43,055	30,128
IN08 - HMRC	18,294	—	3,350	—	21,644	25,329
IN14 - donations	24,967	19,493	14,109	—	58,569	37,515
IN17 - clergy fee reimbursement	—	—	—	—	—	—
IN20 - general exp reimbursement	10	—	—	—	10	395
IN23 - CH ELEC REIMB	46	—	—	—	46	—
Total	113,416	19,493	17,885	—	150,794	126,428
<b>Other trading activities</b>						
IN05 - parish hall	10,472	—	—	—	10,472	6,472
IN19 - land rent	45	—	—	—	45	270
IN22 - PH ELEC REIMB	142	—	—	—	142	—
IN24 - REIMB PH GAS	712	—	—	—	712	—
Total	11,373	—	—	—	11,373	6,742
<b>Investments</b>						
IN09 - investment acct interest	45	—	—	—	45	263
Total	45	—	—	—	45	263
<b>Other income</b>						
IN11 - fundraising	300	864	—	—	1,164	1,082
IN12 - insurance repayment	—	—	—	—	—	—
IN13 - BT way payment	—	—	—	—	—	—
IN15 - rectory expreimb	—	—	—	—	—	—
IN18 - church gas reimb	—	—	—	—	—	—
IN21 - VAT RECLAIM	—	—	—	—	—	4,287
Total	300	864	—	—	1,164	5,369
<b>INCOME TOTAL</b>	<b>125,134</b>	<b>30,357</b>	<b>17,885</b>	<b>—</b>	<b>173,377</b>	<b>138,804</b>

## EXPENDITURE

### Raising funds

EX11 - parish magazine	—	—	—	—	—	369
Total	—	—	—	—	—	369

### Expenditure on charitable activities

EX01 - Church gas	2,636	—	—	—	2,636	2,213
EX02 - Church electricity	966	—	—	—	966	1,395
EX03 - Church salaries	455	—	—	—	455	3,105
EX04 - church insurance	3,594	—	—	—	3,594	3,913
EX05 - church building maintenance	1,060	—	6,234	—	7,294	26,916
EX06 - churchyard maintenance	—	—	1,786	—	1,786	3,539
EX07 - clergy expenses	2,938	—	750	—	3,688	4,205
EX08 - weddings/funerals	9,082	—	—	—	9,082	3,925
EX12 - messy church	104	—	109	—	213	294
EX14 - parish share	81,303	—	—	—	81,303	67,624
EX15 - rectory expenses	5,950	—	—	—	5,950	4,306
EX19 - church water	45	—	—	—	45	57
EX20 - church gen expenses	7,254	—	56	—	7,310	7,025
EX21 - church fabric maintenance	—	—	—	—	—	—
EX22 - choir expenses	—	—	—	—	—	134
EX25 - AVproject	—	423	—	—	423	—
Total	115,392	423	8,936	—	124,752	128,655

### Other expenditure

EX09 - parish hall salaries	—	—	—	—	—	—
EX10 - parish hall maintenance and refurbishmen	—	1,362	—	—	1,362	819
EX13 - car park maintenance	—	—	—	—	—	—
EX16 - parish hall gas	566	—	—	—	566	2,269
EX17 - parish hall electricity	833	—	—	—	833	691
EX18 - parish hall water	247	—	—	—	247	428
EX23 - parish hall general expenses	4,606	—	—	—	4,606	4,087
EX24 - church development	—	4,185	—	—	4,185	1,300
Total	6,253	5,547	—	—	11,801	9,597
<b>EXPENDITURE TOTAL</b>	<b>121,646</b>	<b>5,971</b>	<b>8,936</b>	<b>—</b>	<b>136,554</b>	<b>138,622</b>
<b>GRAND TOTAL</b>	<b>3,488</b>	<b>24,385</b>	<b>8,948</b>	<b>—</b>	<b>36,822</b>	<b>181</b>

## TREASURER'S ANNUAL REPORT 2021:

The accounts are produced on a receipts and payment basis, permissible with our income level, using Finance Co-ordinator as previously.

This has been another year beset by Covid effects but due to the generosity of our congregation, in particular considerable donations in the early part of the year, we remain in the black.

The general fund, our working money, remains in positive balance **£3488.72**.

This is quite low but the PCC agreed in December, when funds were more evident, to pay the full parish share at 1.25, a total of £81,303.84

Overall, our income has exceeded our expenditure by **£36,822.96**

The discrepancy between these 2 figures is explained as follows.

Approximately £25K donations and £10k legacy have been allocated to funds which are either restricted or designated. eg Friends, Church development, AV innovation.

Restricted funds can only be used for the purpose annotated, designated funds are intended to be used for the annotated purpose but this can be altered by PCC agreement should circumstances change.

Friends of St James

£15184 income, including gift aid reclaimed.

Expenditure £5631, on benches in churchyard and support of the lychgate restoration work

Egerton Trust

This restricted fund, the trust having been dissolved in 2014, has been split between the churchyard fund and the Arcon Trust, which manages the Christleton Almshouses. It remains to be seen whether they accept this money – if not it will go into the churchyard fund.

An Audio-visual designated Fund was set up.

A Church Development/Legacy designated fund was set up.

Policies on Charitable Giving and Reserves have been discussed and agreed.

The Legacy policy has been marginally altered and agreed.

Bettie Gilliatt has worked wonders in securing 3 grants.

£6550 for the AV system from Allchurches trust

£1000 from CWAC for the Lychgate

£500 from Historic Churches Preservation Trust for the Lychgate (not yet received)

Our Utilities as from end of 2021 are now with Octopus green energy.

Comparison of our bills will be interesting but not till next year. The church utilities are much the same cost as last year, the parish hall is considerably cheaper by a factor of at least 5 but this is I think confused by a large refund early in the year and a bill not charged for as yet!

The Parish Hall was used very little in 2020 and made a loss of £1003 but this year thanks to Maria Norbury's sterling work has made a net profit of £4362.

Funeral and Weddings in 2020 had a net profit of £2599 but this year the net profit is £7814

We continue to benefit from the generous donation of the contactless terminal, particularly important in our increasingly cashless society. This year we have gained £930 from this, not including the GADS which will bring it to approximately £1200.

The Website donations add up to £1662, the majority of these gift-aided, making approximately £2000.

I am especially grateful to our regular givers by envelopes and standing orders, being our main stable predictable income – this year £9,549 and £42,629 respectively, providing with gift aid £65,222.

This would not be possible without the help of Nigel Seddon, our gift aid secretary, who keeps a close eye on any potential discrepancies in my accounts!

The Stewardship group and in particular John Norbury have been an incredible support, meeting regularly throughout the year.

Looking forward, the stewardship group plan to review the overview situation on income quarterly. It is evident at present that unless we are in receipt of unexpected large donations, our core income of envelopes, modest donations and standing orders with associated gift aid barely supports a payment of 1.05 parish share. With the funeral/wedding and parish hall income in addition to help cover expenses it is expected we might break even with this. It is hoped we may be able to modify this situation.

In view of the relapse of the Covid situation we remain in uncertain times and will need to continue to monitor month by month very carefully. Detailed budgeting at this time is not a productive exercise in view of the above.

The accounts and spreadsheets provide extensive detailed information but I am happy to try to help should anyone have queries.

Elizabeth A McClure, 15.1.22

## **INDEPENDENT EXAMINER'S REPORT:**

### **FABRIC AND MAINTENANCE REPORT:**

Although the Church was closed for part of the year due to Covid-19, maintenance has not been neglected. The Church has been operating a distance-seating and mandatory mask-wearing regime according to government guidelines.

The security alarm, fire equipment, electrical installations and gas boilers have all been serviced. The fire equipment service providers have changed due to retirement. The annual inspection of the church roof was made in August and includes minor repairs such as slipped slates, valley and gutter clearing. The heating is kept at a minimum of 12C in accordance with Historic England advice for listed buildings. That way the stonework is not subject to constant fluctuating of temperatures and is more fuel efficient.

Movement in the fabric walls especially in the Sanctuary and Tower are monitored regularly.

The clerestory window saddlebars remain to be treated for rust – they are inaccessible due to the pews in the nave.

A new AV system is to be installed and a Faculty has been granted. The cost is in the region of £25,000. We applied for a grant from Nation Churches Trust but were not successful. We did receive a grant of £6,500 from Allchurches Trust. Thanks to Arden Farms, cables were laid under the car park and down the churchyard path into the vestry. At the same time we found where the water pipes are located!

Repairs to the listed lych gate have taken much longer than anticipated. A Faculty was granted and contractor appointed. Low level repairs to the walls of the Church were made.

The architect ordered the whole north roof of the lych gate to be stripped. Some slates had been bonded with silicon during an earlier repair and broke when removed. Replacement Welsh slates could not be found and the architect approved the use of Westmorland slates with a slight colour difference – but there are several colours on the main Church roof! Part way through the lych gate work, the contractor was absent for more than six weeks and was replaced with a new contractor. The work was finally completed and signed off in December (Certificate of Completion sent to the Registrar.) We received grants from Allchurches Trust, Cheshire Historic Churches Preservation Trust and Cheshire West and Chester Council Member's Budget.

The footpaths round the churchyard are deteriorating – there are potholes in many places and uneven areas particularly where tree roots have caused heaving. Bad weather exacerbates this wear and tear. There have been several instances of visitors tripping and falling and it is hazardous for funeral undertakers manoeuvring coffins to the newer section of the churchyard. The yew tree penetration on the west wall is kept under observation.

Regular maintenance contributes to sustainability by preserving resources and keeping buildings and grounds in good condition. When original fabric is retained resources needed to produce replacement material is limited therefore raising funds for maintenance work is not just routine but absolutely essential. According to National Churches Trust, £10 invested in church buildings creates a social return of £37.40.

The exterior noticeboards are beyond repair and it was agreed that they should be replaced. The Friends of St. James' Church would pay for this. The cost is in the region of £4,000 for two new boards in a design and colour approved by the Diocese. Archdeacon's permission has been given.

Oak floorboards in the bell-ringing chamber were wet along the exterior wall, due to the use of non-porous underlay. This was replaced and the problem appears to be solved.

### **STAINED GLASS WINDOWS**

We conducted an audit of the stained glass windows and noted defects, cracks etc. The windows appear to be in good condition on the whole but require cleaning. It was decided to seek advice from an expert especially with regard to the Millennium window protection which has suffered badly from the sun.



## **PARISH HALL**

The Parish Hall returned to some normality after lockdown was lifted and bookings look promising. The problem is to keep the building in reasonable repair. There is now a regular cleaning firm employed, which has proved satisfactory, if expensive.

There is a rolling programme of Food Hygiene training run by Liz McClure for catering run by the Church.

The flooring in the men's toilets was replaced, and some minor plumbing done although plaster on the outer wall is added causing problems with the urinals.

Following an incident when a child went into the kitchen unsupervised, the door handle was raised above child height and provided the door is kept closed, the kitchen is secure.

Unfortunately despite TLC the boiler finally expired, just as winter set in. Much soul searching ensued as to what should replace the system bearing in mind the planned phasing out of gas boilers. Currently, heating is produced by a number of electric oil-filled portable radiators which operate non-stop.

A small pane of glass was broken by youngsters playing football in the street and fixed promptly. Needless to say the culprits vanished.

## **GOODS AND ORNAMENTS**

The Church Property Register is up to date. Everything registered has been accounted for.

**RISK ASSESSMENTS.** Risk assessments are prepared for events operated by the Church and Parish Hall.

Maintenance Group: Bettie Gilliatt, Paul Forrest, Mike Lightfoot.

## **FOODBANK:**

St James' Church has been involved continuously with the Foodbank since 2013.

While the church was closed during lockdown, it wasn't possible to leave food donations there, but happily the large supermarkets and local shops provided donation points and there was an increase in regular cash donations. These were very useful, being used to buy those foods which were needed, at a discounted rate for bulk purchase. Since the church reopened in March 2021, the donations left at the back of the church has gone from strength to strength, and the total amount of food donated during the year from St James' was 777 Kgs.

I would like to thank you for your ongoing generosity, on behalf of those who are so much less fortunate and privileged than ourselves, in these very difficult times of hardship for so many of our fellow human beings.

Chris Alderton

## **DEANERY SYNOD REPORT:**

The first Deanery Synod meeting to take place 'in person' as opposed to via zoom was at St James on June 24<sup>th</sup>. It was a particularly significant meeting in that Bishop Mark came to address us. People were so pleased to be able to meet up again, and, I'm sure, to hear Bishop Mark speak, that there were fifty one attendees, a mixture of laity and clergy. Despite being somewhat out of practice, Bettie and I managed to serve all with refreshments! The Rural Dean Rev'd Hennie Johnston welcomed everyone and then Stefan gave an outline of the parish, highlighting its diversity of communities: schools, care homes, small businesses, Save the Family Charity as well as 3 churches. He identified our priorities as being to root ourselves in daily prayer and to be a loving, Spirit led and faithful community which is welcoming, compassionate and inclusive; a community whose faith is witnessed through its worship, learning and acts of service.

Bishop Mark expressed his joy to be with us in 3D after nearly a year in post; he acknowledged we had all been through a deeply dehumanising situation but reminded us that Jesus brings hope and calm. He emphasised the importance of conversations and of focusing on 1-1 relationships. His vision for deaneries was that they need to be missional and supportive and he was keen to encourage diversity including that of females in ministry. He was keen to involve children more in the life of the church. It was an inspirational message from a new leader keen to encourage his new teams and, indeed, each one of us.

On October 18<sup>th</sup> we met at the Church of St John the Evangelist in Ashton where the vicar, Phillip Weston, gave us an introduction to his parish. In 2020 they began a refurbishment project which was almost complete and will allow them to run a variety of activities eg coffee mornings, well-being course, lego club etc. There was a presentation on Living in Love and Faith by Rev'd Nikki Greenwood; this is an invitation to every diocese to engage in a process of church-wide learning together, listening to one another and listening to God as a part of discerning the way forward for the Church of England in relation to matters of identity, sexuality, relationships and marriage. Having explored the materials and issues at St James over Lent, we now know much more about this. After the presentation an agape meal was shared.

Jocelyn Platel and Bettie Gilliatt (Deanery Synod Representatives)

### **PAROCHIAL CHURCH COUNCIL (PCC) REPORT:**

Much of 2021 was again affected by Covid. Many of our PCC meetings and the APCM were conducted via zoom which, although creating an efficient communicative medium, does not facilitate the same exchange of views and opportunity for discussion as meeting in person does. We were able to meet 'in the flesh' again from August 2021. The Rector's greatly deserved sabbatical meant that PCC meetings were chaired by churchwarden, Mike, our vice-chairman, in Stefan's absence. Much of the focus of our meetings has, of necessity, been concerned with trying to move forward on the Church Development Plan which was initiated in 2019. In November 2021 we met in church with Tony Barton (conservation architect from Donald Insall Associates) who gave a slide presentation on the proposed extension to the church. His brief was to provide a flexible worship space within the church and to provide additional facilities of an office, meeting room, much-needed toilets and café and kitchen facilities along with storage space. Decisions related to the future worshipping community of St James are a huge responsibility for PCC members and require a good deal of thought, consideration and prayer. A further matter arose relating to Church Land which was erroneously linked to the proposed development at the University of Law. Events have since led to these two issues being disentangled.

Some members reflected that business issues dominated the agendas to the exclusion of spiritual and faith matters. All PCC members acknowledged that we should explore ways of correcting this highlighted imbalance.

Because of the pandemic restrictions, Fundraising in 2021 was extremely limited but it was heartening to be able to welcome people to a concert in the church performed by local violinist, Philip Chidell, in November. We look forward to being able to return to a fuller programme of events in the future.

### **LUNCHEON CLUB:**

Our monthly lunches have, like everything else, been affected by the Covid situation. During 2021 we had lunches only in October and November - a brief window between periods when we were closed. For those we had simple soup & bread lunches with cake and drinks. Despite the simplicity the lunches were enthusiastically embraced showing the value of these lunches in terms of meeting friends socially and for mental well being - and of course the food is always good!

We were all looking forward to a December Christmas lunch when we were forced again to cancel. We remained closed until March 2022 when with much relief we re-started again with simple lunches - and with some additional helpers which is very welcome.

Lunches remain free of charge although we gratefully receive voluntary donations. We now take the contactless card terminal from church to the lunches to give an alternative method of donating directly to the church for those preferring it over cash.

For 2021 the finances were:

Opening balance:	£101
Cash Donations:	£466
Costs:	£80
Transferred to PCC:	£400
Closing balance:	£87

St James' Church also embraces these lunches as a valuable outreach to the community as those coming include both church members and non members. This forms part of our mission. The work to run these lunches is significant so grateful thanks to all our cooks and helpers.

We look forward to regular monthly lunches now, and a return to a hot cooked meal as soon as possible.

Brian Inall

### **ELECTORAL ROLL REPORT:**

In the year, to December 2021, and since the last APCM, the numbers on the ER have reduced by 3. One person has died and 2 names have been removed from the Roll due to their move out of the parish and their ceasing to worship at St James. There is an ongoing effort to make the ER as accurate as possible with good lines of communication built in and this will continue. The figures below highlight the changes.

Number of members – 172

Number of households – 116

Number of members resident in the parish – 103

Number of members not resident in the parish – 69

Number of member households in the parish – 67

Number of member households not in the parish – 49

Chris Platel ERO

### **FRIENDS ANNUAL REPORT FOR 2021:**

The Friends began life on January 1 2021 and has had a solid first year establishing itself in the financial framework of St James and beginning a campaign of awareness in the wider village.

The Friends raises money through standing orders and donations. These are topped up with Gift Aid in the majority of cases. Donations dominated the figures in this first year. They benefitted from an initial one off payment and exceptional donations resulting from David Cummings birthday party. In total there were 20 contributors noting that a contributor is a "household" for this purpose rather than an individual. Over the medium to long term it is hoped that regular giving will provide the core income. Funds raised in 2021 are noted below.

Standing Orders £330.00

Donations £12,354.02

HMRC £2,500.00

**Total Income £15,184.02**

In line with the terms of reference expenditure is concentrated on church building and churchyard maintenance.

Specifically The Friends made the following payments:

Contribution to the Lych Gate repair and masonry £4,734.00

3 Churchyard benches £897.00

**Total Expenditure £5,631.00**

**Surplus as at 31.12.2021 £9,553.02**

Whilst this is a healthy opening balance for the new year, the two new Notice Boards were paid for in January totaling £3,900. Significantly there is a major project under consideration for this year namely the complete repair of the churchyard paths. Final figures have not been confirmed but the budget will exceed the current Friends balance so there is no room for complacency.

The trustees will therefore continue to try and expand the numerical base of The Friends and widen its financial reach over this next year.

John Norbury - 21/03/2022

## **YOUTH WORK:**

### **The Ark Play and Praise Parent and Toddler Group**

The group meets on Friday mornings in term time and is a haven for parents and children alike. It is supported by several members of our worshipping community but more help would be welcome.

### **Lighthouse Sunday Club**

In September we re-launched Lighthouse after several months enforced absence due to Covid-19. Children of primary school age are invited to come along and get to know Jesus through play and bible stories. It runs concurrent to the Sunday 10.30 service and culminates with the children joining the main congregation where they share what they have learnt. The leadership is shared between a few members of the worshipping community (more offers of help welcome).

Although it is early days, we have 7 children, 2 of whom have come in response to an invitation from one of our original members..... we have an evangelist in our midst!!

### **Save the Family Unit**

Over the last year we have been maintaining a connection with the staff, parents and children at Cotton Farm by providing a presence at their weekly coffee morning where residents and staff gather for an informal chat.

## **CHURCHYARD WORKING PARTY:**

The churchyard is maintained to a high standard by the Community Payback Team. They come to St James' every Saturday under the Supervision of Val Barker from the Probation Service. A monthly working party made up of parishioners also helps with maintenance. The South side of the churchyard is mown and strimmed, as is the newer part of the churchyard on the North side. It was decided by the PCC to allow sections of the churchyard to 'wild' which promotes a greater diversity of wildlife.

Five new benches were installed towards the end of last year, a compost heap was constructed with wooden pallets by the Payback Team, and new notice boards erected courtesy of the Friends of St James.

Mike Lightfoot.

## **BEREAVEMENT SUPPORT GROUP:**

St James' Bereavement Support team was established in 1997, by Rector KP Lee and 10 members- the leaders being Wendy & Norman Tattam. After all the ensuing years (for many different reasons) there are less than half this number who are still active.

### **Report for 2021- 22.**

28 families were invited to the All Souls Service which was held at St James' last autumn, 31<sup>st</sup> October 2021.

There have been twelve bereavements in the Parish since then.

Cards are sent out to all bereaved families shortly after their loss. Before covid-19, a member of the BSG Group would be selected to visit the family, taking a pot plant or bunch of flowers, about three weeks after the bereavement- several visits may follow if deemed necessary ( but only as a concerned friend- never as a "counsellor")

For obvious reasons there have been no visits since February 2020.

On the first anniversary of a family's loss Anniversary Cards are sent out, and invitations are also sent in early autumn for families to attend the All Souls Service. ( probably 30<sup>th</sup> October 2022) but to be confirmed. This is a gentle and reflective service, much appreciated by those who attend.

Beryl Cummings - 2022

## **SAFEGUARDING:**

**"The care and protection of children, young people and vulnerable adults involved in church activities is the responsibility of the whole Church. Everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all."**

The statement above is taken from the document, 'Promoting a Safer Church', first published by the Church of England in 2017. Safeguarding is all our responsibility. We at St James' work hard to make everyone welcome, we also need to work towards making our church a safe place for all. In recent years a lot of resources, structures and training have been put in place with the aim to show us all how we can play our part in safeguarding.

We are closely following the advice and guidelines in the – Parish Safeguarding Handbook

- Safeguarding Policy Promoting a Safer Church was agreed by the PCC May 2020 – was reviewed at the PCC meeting 26.04.21. It is on the church web site (<https://www.stjameschristleton.org.uk>)
- There is a link to 'Safe Spaces' – [safespacesenglandandwales.org.uk](https://safespacesenglandandwales.org.uk). This is a website for Supporting Survivors of Church-related Abuse.
- 'Promoting a Safer Church' are posters that give information of who to contact and how when anyone has a concern about safeguarding. Copies of the poster are displayed on church, parish hall, churchyard and car park noticeboards.
- All members of the PCC have Enhanced DBS Clearance as do other members of the church community who have direct contact with members of the public. (Pastoral groups, Visiting ,Youth Activities).
- Within the lay members of the church 25 have DBS Enhanced Certificates – Members of the PCC, leaders of groups and those holding key positions. In addition, all have undertaken levels of training as laid out in 'House of Bishops Safeguarding Guidance. Safeguarding Learning and Development Framework 2021'.

- Effective safeguarding training is one of the main elements to drive the ambition to make a safer and healthier Church. There is a comprehensive programme of training for all members of the clergy. There are also specific courses for the lay community and the range of roles they may cover in church activities.
- If we all are to take on board our individual responsibilities towards safeguarding and making St James' a safe place for all, we should at least complete the Basic Awareness Course. To give access to all who may be interested it is hoped to make the Basic and Foundation courses open to all within the next year.
- Safeguarding will remain a standing item on the agendas of the Stewardship Mission Group and all PCC meetings.

Ann White (Parish Safeguarding Officer and DBS Lead Recruiter) - 30.03.2022.

## **BELL RINGERS' REPORT:**

St James Christleton Christleton Bell Ringers Annual General Meeting 7:00pm Tuesday 15th Feb 2022 in the Lady Chapel.

Minutes:

1. Attendance Ian Braithwaite, Pauline Cook, Stefan Collier (Rector), Mary Cowen, Nikki Dromgoole, Carol Ferris, Robin Ferris, Mike Hoyland, Karen Smalls, Jo O'Brien Apologies: Steven Everett, Stuart Gillies, Matthew Hoyland, Tracey Simmons, Betty Harris, Brian Harris, Keith Smalls, Jonathan Wright
2. Minutes from the previous AGM on 20th April 2021 These were accepted.
3. Matters arising from the 2021 AGM There were no matters arising.
4. Tower Captains report: Please see attached below Ian proposed thanks to Nikki for her continuing tower captaincy as she is now in her 5th year. Following on from Nikki's report, Stefan asked whether we need to have a maintenance contract for the bells in a similar way that we have for the clock. Nikki confirmed that this wasn't necessary.
5. Treasurer's report: Please see attached below Ian took over from Pauline as treasurer in November 2021. However the process at the bank to change the name on the account from Pauline to Ian is still on going. Ian will chase up again to try and get it fully finalised as Pauline is still receiving emails about the account. There was some discussion around the possibility of using gift aid for the Guild subscriptions. No conclusion was reached and further discussions are required.
6. Election of officer

Position Elected	Proposer	Seconder	Elected
<b>Tower Captain</b>	Jo O'Brien	Karen Smalls	Nikki Dromgoole
<b>Deputy T.C</b>	Mary Cowen	Nikki Dromgoole	Ian Braithwaite
<b>Secretary</b>	Jo O'Brien	Mike Hoyland	Mary Cowen
<b>Treasurer</b>	Karen Smalls	Jo O'Brien	Ian Braithwaite

7. Practice Time As ringing is returning to normal there is a general consensus that we return back to 1.5 hours practice. It was agreed that we will keep the start time at 7pm therefore the practices will now be at 7 to 8:30pm. The Guild Annual Report will need to be updated accordingly. Mary to contact the Guild secretary to arrange this and to also update the contact number with Nikki's mobile number for when we have visiting ringers.

8. Procurement of (i) New Muffles: The clappers have now been measured and Big Wilf's Muffles are now taking orders, although there is a 2 month lead time. Nikki will place the order. Once we receive the new muffles the old ones will be taken to the cobblers in Hoole to see if they can do some repairs to them. There will be a need to ring fully muffled in the event of the death of the monarch. (ii) Tower vacuum cleaner: A vacuum cleaner that can be used in both the bell chamber and the ringing room is needed. Jo agreed to purchase one and the cost will be taken out of tower funds. A working party is to be set up to clean the ringing and bell chambers.

9. Noise complaint: There was a complaint during a recent evening practice. Stefan confirmed that he has not been approached by the complainant. He advised that any challenges should be referred to him and, if necessary, call him out to speak directly with the complainant. In order to try to mitigate future complaints the ringing times will be published with contact details. The church website needs to be updated with the correct times for both service and practice ringing. This has highlighted the need to have a lock on the bell chamber door as well as the one on the ringing chamber door from a safety perspective. Nikki to speak to Mike Lightfoot to arrange.

10. Marketing: Creation of content for village and church noticeboards to promote ringing. Mike agreed to take on this role. Stefan advised that it may be possible to put something on the notice boards in the Ring O'Bells and Christleton Institute. There may also be an event at the church for the Queen's Platinum Jubilee bank holiday weekend, likely to be Saturday 4th June. This may be an opportunity to have an open session in the tower to attract more ringers. Carol mentioned that there are peal boards in the tower for other jubilees so it was agreed that we would look at the possibility of ringing a quarter peal to mark the occasion.

11. Any other business a) Tower outing 2022 – Ian volunteered to arrange this providing Pauline's lemon drizzle cake was on offer. Ian will look at dates for the Sandbach and Nantwich area. As we are planning to do a visit to other towers it was agreed that we were now open to having visiting ringers in the tower. b) Stefan wanted to thank Nikki and the band for their support.

12. Date of next meeting Tuesday 7th February 2023

### **Tower Captain's Report 2021**

I would like to begin my report by thanking you all for your support during my fifth year as Tower Captain.

To summarise the year in numbers, we have had:

- 6 Weddings.
- 0 visiting bands.
- Hosted 0 Guild training session.
- Number of possible ringing sessions for services 41 (27 in 2020)
- Average Ringers per service 5.2 (5.1 in 2020)

Ringing during 2021 has been challenging but service ringing has taken place when possible. The ringers have adapted to follow the ever-changing COVID regulations throughout the year. One notable high point was when we rang all eight bells for a Sunday service on the 5th of September and there was some excitement on 10th October when the end of the stay fell off and the bell did a full 360 degree rotation when Mike tried to set it. This was fixed with by using nyloc nuts to secure the assembly.

### **Maintenance**

Five new LED strip lights were fitted in the bell chamber, which has made all the difference when showing off the renovation work.

### **Clock Service**

A three year service contract has been taken out with Smiths of Derby. The first service was carried out in 2021, which means that the final service on this contract will be September 2023. To prevent a repeat of the 2020 misunderstanding about whether the clock had or hadn't been serviced, Smiths of Derby were informed that a service report would be required after each visit. A report has subsequently been provided. The service was not a technical one and in due course we will discuss whether we should do it ourselves.

I'm hoping that 2022 will be a busy year with plenty of opportunity to improve our ringing further.

Nikki Dromgoole

### **PARISH MAGAZINE REPORT:**



The monthly Parish Magazine was setup in January 1875 by the Rector of the time who wished that it was both interesting and instructive, a bond of union and a means of communication within the parish and community, and he sought appropriate contributions.

I temporarily took on the magazine at the start of 2019 - meaning that I edited it, compiled it, sought contributions and prepared some myself, and arranged printing and distribution and (this was a big surprise) I had to urgently sort out delivery rounds and subscribers and to gather in subscriptions at short notice. I even set up the magazine's aims and terms of reference so I had a framework in which to work. Having initially taken it on for a couple of months I finished up running it for three years until my last edition in December 2021. I found it great fun and most rewarding, but time consuming when I needed to focus more on other activities.

I want to thank all those who contributed articles, ads and other content over the last 3 years. Often the main difficulty of a magazine is getting enough content and many churches resort to external material to fill it up (eg: Parish Pump). I've had no such problems and I'm most grateful for the wide range and quality of content that I have received for every edition.

During the Covid pandemic we converted from printed subscription copies (mostly black & white) to online, free and in full colour which seemed to work well although we lost some readers in the community who couldn't (or wouldn't) deal with reading it online. I'm computer 'savvy' but I know that I prefer reading from printed paper instead of the screen. Back copies remain online to view via both the St James' Church and the Christleton websites.

I must also thank John Eccles for managing the commercial advertising, and the advertisers themselves, and for Joce Platel who volunteered to manage the tricky task of subscription renewals in 2020 and to manage the 'rounds' and the team of deliverers, although her services were not extensively used because Covid struck and it all went free and online. Also to Jenny Davies who used to assist me with bundling up the printed magazines into rounds for distribution when they came from the printers, and to the trusty band of distributors - now disbanded. Not least, thanks to our readers and all the kind remarks that I've received.


Effective and timely communications for the church is vital. Internally between clergy, wardens, committees and groups, and also wider with the church members, with the community around, with the Deanery, Diocese and other churches and faith groups, and more. The magazine was just a tiny but important part of all that and sadly no-one (so far) wishes to continue it in any form.

To quote from the last edition: 'Mind the Gap!'

Thank you. Brian Inall

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**On behalf of the PCC**



**The Revd Dr Stefan Collier  
(Chairman)**

**Jocelyn Platel  
(Hon Secretary)**



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