

**JOINT VESTRY AND PAROCHIAL CHURCH MEETING OF  
ST HILDA'S CHURCH, ASHFORD, MIDDLESEX  
TO BE HELD ON SUNDAY 25<sup>TH</sup> APRIL 2021**

# AGENDAS

## ANNUAL VESTRY MEETING OF PARISHONERS

## The Chairman reads the Convening Notice

1. Prayers and welcome
2. Minutes of the Vestry Meeting held Sunday 20<sup>th</sup> October 2020
3. Election of Church Wardens: Adjudicators to be nominated by the Chairman
4. Report of the Electoral Roll Officer

## ANNUAL PAROCIAL CHURCH MEETING

1. Apologies for Absence
2. Minutes of the Annual Parochial Church Meeting held Sunday 20<sup>th</sup> October 2020
3. Matters arising
4. Election of Representatives:
  - To the Parochial Church Council - **4 people for 3 years**  
**3 people for 2 years**
  - To the Deanery Synod – **1 person for 2 years**
  - Adjudicators to be appointed by the Church Wardens
  - Appointment of the Independent Financial Examiner
5. PCC's Annual Report for 2020
6. Deanery Synod Report
7. Reports of Church Groups
8. Treasurer's Report and presentation of Church Accounts
9. Church Warden's Reports
10. Benefice's report
11. Any Other Business (**Must be notified in writing to the PCC Secretary 72 hours prior to the meeting**).
12. Date of next year's Annual Parochial Church Meeting

## CLOSING PRAYERS

**MINUTES OF A JOINT MEETING OF THE VESTRY AND THE PERSONS  
WHOSE NAMES ARE ON THE ELECTORAL ROLL OF THE PARISH OF ST.  
HILDA, ASHFORD  
HELD ON SUNDAY 25th October 2020 via Zoom**

<b>Present:</b>	Chairman	Fr. Joseph Fernandes
	Licensed Lay Ministers	Carolyn Clark (zoom)
	Churchwardens	Roberta Bedford Stuart Young
	Treasurer:	Darran Buttigieg
	Secretary:	Denise Buttigieg
	Electoral Roll Officer:	Frances Forsbrey

and 21 other people via zoom

**Vestry Meeting**

**1. Convening Notice.**

Fr. Joseph led the meeting with prayer and welcomed everyone. Graham Ledger explained how the zoom polling would work. Those sharing a computer were advised they could vote by calling Denise.

**2. Minutes of the Vestry Meeting held on 28th April 2019:**

That the Minutes be accepted was proposed by Elizabeth Bate, seconded by Frances Forsbrey, and agreed unanimously.

**3. Election of Churchwardens:**

There were two nominees:

<i>Name</i>	<i>Proposer</i>	<i>Seconder</i>
<i>Mrs Roberta Bedford</i>	<i>Denise Buttigieg</i>	<i>Marianne Tank</i>
<i>Mrs Frances Forsbrey</i>	<i>John Hunt</i>	<i>Christine Davenport</i>

There being no other nominations, **Roberta Bedford** and **Frances Forsbrey** were duly elected as Churchwarden for the coming year. They were thanked for stepping forward. Stuart Young was thanked for his service.

**4. Report of Electoral Roll Officer:**

Frances Forsbrey reported that the number on our New Electoral Roll is 173. Of the total number, 62 are non-resident in the parish.

**MINUTES OF THE ANNUAL CHURCH MEETING OF THE PARISH OF ST. HILDA, ASHFORD  
HELD ON SUNDAY, 25th October 2020 via Zoom**

**Present:** As for Vestry Meeting,

1. **Apologies for absence** were received from Rosemary Greenwood, Christine Makriel, Pauline Milton, June Mitchell, Peggy Pinfold, Marion Scholar and Rosalyn Young
2. **Minutes:**  
That the Minutes of the Annual Parochial Church Meeting held on 28th April 2019 be accepted was proposed by Alison Garner, seconded by Chris Davenport and agreed unanimously.
3. **Matters Arising:** none.

- 4a. **Election of Lay Representatives** to serve on the St. Hilda's Church Parochial Church Council: there are four vacancies for a three-year period.

There were 2 nominees:

<i>Name</i>	<i>Proposer</i>	<i>Seconder</i>
Christopher Brown	Elizabeth Bate	Chris Davenport
Christine Makriel	Paula Gething	Frances Forsbrey

There being no other nominations, Christopher Brown and Christine Makriel were elected as Lay Representatives for the period 2020-2023 and were thanked for stepping forward.

- 4b. **Election of Deanery Synod Representatives:** there are three vacancies for a three-year period. There were 2 nominees:

<i>Name</i>	<i>Proposer</i>	<i>Seconder</i>
Elizabeth Bate	Rosemary Greenwood	Darran Buttigieg
Carolyn Clark	Elisabeth Santos	Darran Buttigieg

Elizabeth and Carolyn were therefore elected unanimously.

Fr Joseph thanked those who had stepped down this year as they had reached the end of their terms of service; Chris Davenport, Jane Dobbie and Rosemary Greenwood. Rosemary was also thanked for her many years as PCC Minutes Secretary.

- 4c. **Independent Financial examiner:**  
Darran Buttigieg recommended that Peter Connolly be appointed. This was agreed unanimously.
5. **PCC Annual Report for 2019** - This was circulated in advance of the meeting and displayed in church.
6. **Deanery Synod Report** - This was produced for all parishes in the deanery by the Area Dean.
7. **Reports of Church Groups and Committees** – A booklet containing all reports had been circulated to all members of the Electoral Roll prior to the meeting by either email or by post. It had also been on display in St Hilda's.
8. **Treasurer's Report and presentation of Church Accounts** - see the Financial Statement.  
Darran Buttigieg reported: As Treasurer, I have prepared the financial statements under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005). The financial statements were audited by Peter Connolly in his capacity of Independent Examiner.

Darran for a quiet moment to reflect and remember Donna Marshall, our previous Independent Examiner, who had passed this year.

There were no questions on the accounts and Elizabeth Bate thanked Darran for his work on them.

That the accounts be accepted was agreed unanimously.

## **9. Churchwarden's Reports**

We confirm that in accordance with the law governing the Office of Church wardens during the last year we have

- Carried out the duties assigned by the Bishop or Archdeacon
- Maintained in good order and safe keeping, the plate, ornaments and other articles committed to our charge.
- Kept the church records in the same good order and safe-keeping.
- All offerings and collections have been recorded and paid into the relevant bank.
- The bread and wine have been provided for the Holy Communion as we are bound and directed.
- The seating and good order of the congregation have been maintained and
- As lay officers of the Bishop we have not found it necessary to report to him or the Archdeacon any neglect or default upon any one person in the discharge of their duties.

Stuart Young presented the **Church Property Report: (Fabric)**

### **Church Hall**

The Church Hall is the hub of the community, and continues to welcome diverse organisations and people. The hall is a vital resource for us and for our local community, and it is our responsibility to ensure it is well-used and fit for purpose now and for future years. Our Hall Committee, under the chairmanship of Steve Smith, continued to put great effort into the daily running of the church hall. Thanks to them and to Mrs Chris Davenport for her very competent handling of the Hall bookings, the routine maintenance inspections and tasks were carried out.

Water ingress via the hall gutters continues to be an issue so further action will be necessary to rectify the problem in 2020.

The underground drainage system has been cleaned and the drainage system has received a plastic lining sleeve to prevent further damage.

Having relocated the parish office, the room area has been re-decorated, and will be used as a meeting room and a storage area.

### **Church**

The annual cleaning and routine maintenance inspections and tasks were carried out, and the church has increasingly become an open and welcoming building.

Following problems with our old boilers they were replaced with new ones in March 2019.

Since the Quinquennial inspection we have continued the programme of addressing the various requirements of the inspection, these included installing a safety film to the glass door and windows to the Lady Chapel, and a new light in the Crypt was installed, and the roof repair works which will continue in 2020.

The Parish office has been relocated to within the choir vestry, with revised lighting, power and a new telephone line with broad band.

We have also hired a new printer which will benefit the production of weekly service booklets, and our Crossroads magazine.

Our church pipe organ has been regularly serviced throughout the year including some minor repairs being carried out by our specialist organ engineers B.C Shepherd & Sons Limited.

The baby grand piano in church has also been retuned on a regular basis but is now beginning to show its age.

Some plaster work fell down from the Baptistry wall/ceiling and Faculty application was started in August 2019, (the Faculty Application was granted in January 2020 and repair works will be carried out in 2020

Access gates have been repaired and repainted

### **Vicarage**

Annual gutter cleaning was carried out.

As the Vicarage was completely redecorated in 2018 prior to the arrival of Father Joseph and family, no further works have been required although some work has been carried out to the garden in 2019.

### 34 Woodthorpe Road

New tenants moved in August 2019 on a short term contract. Some works to the garden were undertaken.

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Roberta (Bobbie) Bedford presented the **Churchwarden's Report on Activities:**

Well Stuart has read out all of the legal items regarding the duties of Church Wardens, so I won't go through them again.

We have enjoyed a wonderful year under the guidance of Fr. Joseph, Carolyn and Rosalyn.

I must say this past year has just flown by, so much has been happening. St Hilda's has always been a very welcoming church and judging by the rise in our numbers over the past months we are doing something right.

We have enjoyed many events over the past year and the comments we get from people attending is what a lovely warm feeling they got when they came into the church. This is down to all of you the church family, for some people coming into church for the very first time, or even into a new church is a bit daunting and so a warm welcome is all important and I think you'll agree we have it just right.

In May we resurrected the tradition of Beating the Bounds. A group of us including children walked the whole of the parish boundary and at certain points we beat on the ground with sticks and we prayed for our parish. For anyone counting steps, believe me we did more than 10 thousand.

We once again hosted the CTAS service, I along with Fr Joseph and Jane attend CTAS meetings every other month to discuss what we can do as a united group of Ashford churches for the people of Ashford.

We are building stronger links with Bronzefield; they had a stall at both our summer and autumn fayres with items for sale made by the women of Bronzefield. They appear to be a very talented bunch, just look at the wonderful banners and the Alter frontal in the lady chapel, all of the applique made by them and put together by Alison and Pauline.

The shelter outside the church is continuing to be a talking point with many of the women who leave prison writing messages of hope and prayers on the walls of the shelter.

We were privileged in the summer to have on display the Magna Carta tapestry, courtesy of Alison who played a huge part in both the making of the display and gaining permission for St Hilda's to have it on show.

The local Art group held a display of their work one weekend in church and again both exhibitions very well attended.

One night in November the church was transformed to hold a curry and carols evening, very kindly hosted by Sam and Mandeep, the food was wonderful and was talked about for days afterwards. Our thanks go to Sam and Mandeep for their wonderful generosity.

Lodge Bros held their annual candles of remembrance service, always attended by at least 250 to 300 people. We are trying to make St Hilda's a place where the local community feel they come and hold events. We are a big space with wonderful acoustics just crying out to be used. Two of our local schools hold their Carol Concerts here, with St James school bringing in extra chairs it is so well attended.

Also, in December Happy Tots have their Nativity thoroughly enjoyed by both parents and children alike. Talking of Nativity as Christine mentioned in her events report we held our first Nativity Festival at St Hilda's the entrants were many and varied and we hope that this will be an annual event.

The Scouts held their Scout Gold Award ceremony here and hopefully will use the venue again.

With the help of Victoria from Lodge Brothers we made a start on clearing the memorial garden, it was hard work but it looked so much better with the untidy bushes cut down, however, there is still a lot of work to be done but hopefully when the better weather arrives, we can get started again.

The Saturday morning knitting group is still going strong, with a few new faces joining us, we even get the mums who drop their children off to rainbows or ballet popping in for a coffee. I would like to say thank you to the ladies who stepped up to volunteer opening up and making the coffee.

In February this year we were privileged to hold a confirmation service here at St Hilda's officiated by the Bishop. It was a wonderful occasion with candidates not only from St Hilda's but two other churches. We celebrated after the service with wine and cakes. Fortunately, we got in just before lockdown. The church hall continues to be fully booked thanks to the hard work put in by Chris Davenport.

As Stuart mentioned we have had to have a considerable amount of work done to both the Church and Church hall and it is proving to be costly, also there is so much more that needs to be done, so can I urge you all whenever possible to support the fund raising events that we hold, or if you have any good idea's on fund raising kindly put them to Christine Taylor.

To end I would like to thank a few people, first of all Stuart for all the hard work he has put in with regards to Church repairs I 'm okay with a duster and a broom but Stuart is the go-to man for roofs gutters and drains.

Secondly to Rosemary who is standing down from the PCC this year, she somehow manages to take the minutes during what are sometimes quite lively meetings and produce an accurate report of what has been said.

Also, to everyone who works behind the scenes keeping the church running, the brass is always shining and the altar linen is always fresh and clean.

And what about the wonderful choir, they turn up every Friday evening rain or shine for practice and I for one think they are great. Our thanks go to Paula for stepping up to play the organ on many occasions, very much appreciated.

Thank you to both the Standing Committee and PCC for their commitment to the running of the church, they have at times have to make difficult decisions.

Last of all thanks to Fr Joseph for his vision for the church and his outreach to the local community. We are at times out of our comfort zone but I think that's a good thing.

Finally, it has been a real privilege to serve as your warden, however, I could not have done it without all the love and support given by you all. Thank you.

#### **11. Resolution to enable postal voting at Future Annual Parochial Church Meetings:**

these have been on display in church, and were included in the documentation issued before the meeting.

#### **12. Benefice's Remarks**

An end of year report is a good occasion to reflect on the "State of the Nation", or more aptly, the 'State of the Benefice'.

In 2019 we have continued the discernment of God's vision and mission and trying to articulate it. One thing that has gone from strength to strength is the relationship with Bronzefield. The managing chaplain, Revd Marcel and the Through the Door chaplain, Simeon Sturney, have been instrumental in making it happen. One exciting outcome was a collaboration with Bronzefield's art department, Jailbirds, on a project entitled "Freedom". The women were encouraged to come up with their own definition and express it on a piece of fabric, through stitching or other methods, which were subsequently put together to make two banners. The more poignant ones were used to make an altar frontal for the Lady Chapel. Once completed, the banners were received at a poignant service at Bronzefield with some of the women who took part in the project. The official unveiling and blessing at St Hilda's took place at an ecumenical service on Pentecost Sunday.

Another partnership that has gone from strength to strength is with Lodge Brothers Ashford. The Christmas Memorial Service had an even higher attendance than last year, and the feedback was overall positive. The choir was superb and much praised. The connection with Ashford Church of England

Primary School is still ongoing, but the involvement with the school is fairly minimal, consisting of taking full collective worship once a month. As for St James, the PCC was able to have an away day there in May, which was very much appreciated.

The Ministry Team continues to play an important role in the liturgical and pastoral life of the parish, with both Carolyn and Rosalyn involved in different areas. St Hilda's is blessed to have two LLMs who contribute so much to the life of the parish and we are deeply grateful for their ministry.

In terms of the liturgy, the family service continues to be non-Eucharistic and on the first Sunday of every month. Under the leadership of Christine Taylor, the Junior Church leaders have been looking into developing the ministry to young children and families on Sundays, building upon the longstanding leadership of Chris Davenport.

The servers continue to play an important role in the liturgy, under the guidance of Alan Sloan, which is very much appreciated.

The flower ladies make sure that every week the church is beautiful for the services on Sunday, and we are very grateful for their contribution. Also, the church does not get clean by magic and we are grateful to Bobbie, Marianne, Rosemary and others for all the behind the scenes hard work.

After forty years of loyal and committed service to St Hilda's, Peter Pritchard took retirement. Paula Gething made sure the choir continued functioning until a new director of music and organist was recruited. In October, Christina Veasey was appointed. We look forward to her leadership and vision.

One continuing conversation has been to reimagine the space inside the church, in order to open up the building to the local community and make it more "user friendly". One area which has gone from strength to strength is to raise the profile of St Hilda's in the London Diocese.

The church building is both a gift and a burden, but it is an ongoing challenge. This year we had to repair the baptistry ceiling which put an extra burden on our financial resources. 2 The parish is incredibly fortunate to be able to afford a parish secretary. After many committed years, due to health reasons, Helen felt it was time to step down. Sarah took over from her over the summer, for which we are grateful. Denise agreed to take up the challenge to become the interim parish administrator and it is working really well.

Standing Committee has been very productive. Without all the ground work carried out, the PCC would not be able to function properly. The parish has benefited immensely from the expertise Darran brings as a treasurer, and the time and effort he puts into it. Thank you for such an invaluable contribution.

The sides people play a vital role in welcoming people and offer unconditional hospitality. They are the 'front of the house' at St Hilda's. It will be good to develop this ministry further. We need to be more intentional and deliberate in our missional engagement with the local community, making the best use of the stewardship of the buildings, and at a practical level make sure the parish is financially viable and sustainable, particularly when faced with unexcited expenses. Fundraising will play an important part, but we need to consider bigger changes to the use of the building, and our involvement not just locally but also within the deanery.

At a time when our country is facing so much uncertainty, churches must be a safe haven, a spiritual home, which offers the Good News of the Gospel, available for all, a place where we can be who we are called to be. The body of Christ is diverse, but united in Christ. We want St Hilda's to be known as a place of unconditional welcome and hospitable place to everyone. There are challenging, but equally exciting times ahead, and look forward to witness God at work in our church and wider community, in the year ahead. Here endeth the vicar's report.

### **13. Any other business:**

There was no other business

### **14. The date of the next APCM is Sunday 25<sup>th</sup> April 2021.**

The meeting closed at 12.37pm with a prayer.

## **REPORTS FOR 2021 MEETING**

# **ST HILDA'S CHURCH**

## **ASHFORD, MIDDLESEX**

### **ANNUAL REPORT and FINANCIAL STATEMENTS**

For the year ended 31st December, 2020

#### **Incumbent**

The Revd Joseph Fernandes  
8 Station Crescent  
Ashford  
Middlesex

#### **Bank**

Nat West Bank  
Ashford Middlesex Branch  
5 Woodthorpe Road Ashford  
Middlesex TW152RN

#### **Independent Examiner**

Mr Peter Connolly  
33, Carlyle Road  
Staines  
Middlesex TW18

The Parochial Church Council of St Hilda Ashford - Charity Number 1134119

**Saint Hilda's Church, Ashford, Middlesex**  
**Annual Report of the Parochial Church Council**  
**for the Year Ended 31 December 2020**

Saint Hilda's Church, Ashford, which is part of the Diocese of London within the Church of England, has the responsibility of co-operating with the incumbent, Reverend Joseph Fernandes, in promoting in the ecclesiastical parish with the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church, Church Hall, Vicarage and 34, Woodthorpe Road, Ashford, Middlesex TW15 2RU.

The Parochial Church Council (PCC) is a charity, the Charity Number being 1134119

Incumbent	<b>Father Joseph Fernandes</b>
Licenced Lay Ministers	<b>Carolyn Clark</b> [Ex-officio & Deanery voting member]
	<b>Rosalyn Young</b> [Ex-officio non voting member]

**PAROCHIAL CHURCH COUNCIL 2020**

Appointments are for 3 years in the first instance with the option of serving for a second term of 3 years. After a total of 6 years members must come off the PCC but can be re-elected to serve again for 3 years after a break of one year.

<b>Appointed for</b>	<b>Due for re-election</b>
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APCM 2018-2021	Michael Davenport	1st Term	APCM 2021
	Alison Garner	2nd Term	
	Paula Gething	1st Term	APCM 2021
	Valerie Scott	2nd Term	

APCM 2019-2022	Darran Buttigieg	2 <sup>nd</sup> Term	APCM 2022
	Denise Buttigieg	1 <sup>st</sup> Term	APCM 2022
	Christine Taylor	2 <sup>nd</sup> Term	APCM 2022
	Christopher Maddock	1 <sup>st</sup> Term	APCM 2022

APCM 2020-2023	Christopher Brown	2 <sup>nd</sup> Term	Resigned
	Christine Makriel	2 <sup>nd</sup> Term	

Year 2020 - 2021	Rev'd Stephen Brian	Co-opted
	Simeon Sturney	Co-opted

Three **Deanery Synod representatives** are elected for three year terms.

Appointed for		Due for re-election
APCM 2020 – 2023	Elizabeth Bate	2 <sup>nd</sup> Term
	Carolyn Clark	1 <sup>st</sup> Term
		APCM 2023

Two **Churchwardens**: Churchwardens are elected annually up to a total of 4 years.

- |    |                  |                      |
|----|------------------|----------------------|
| 1. | Roberta Bedford  | 5 <sup>th</sup> year |
| 2. | Francis Forsbrey | 1 <sup>st</sup> year |

Assistant to the Churchwardens: Paula Gething

Sally Goulden (Church Safeguarding Officer) is invited to attend as appropriate.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance within the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. During the year the Council met 4 times. The PCC operates through a number of committees.

### Standing Committee

This is the only committee required by law. It has the power to transact business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee oversees the finances of the PCC. The committee includes the Vicar, Churchwardens, Treasurer, Secretary, Vice Chairperson. The assistant to Church Warden was co-opted to the committee for the Church year 2020/21.

### Stewardship Committee

The Stewardship Committee deals with giving to the Church through the Stewardship Scheme and with encouraging members of the congregation to organize their planned giving. They ensure that tax is reclaimed on donations where applicable.

### Church Attendance

There are 173 names on the Church Electoral Roll. (Of these, 62 are not resident in the parish.) The average Sunday attendance counted over a 4 week period during October, was 58 adults and 19 children. Additionally, Church at Home (Facebook) 327. At Christmas 59 people attended special services for the congregation and local community. 22 people attended Christmas Eve and Christmas Day. Covid 19 has impacted the numbers able to attend in person at St Hilda's.

## **Church Wardens Reports**

We confirm that in accordance with the law governing the Office of Church wardens during the last year we have

- Carried out the duties assigned by the Bishop or Archdeacon
- Maintained in good order and safe keeping, the plate, ornaments and other articles committed to our charge.
- Kept the church records in the same good order and safe-keeping.
- All offerings and collections have been recorded and paid into the relevant bank.
- The bread and wine have been provided for the Holy Communion as we are bound and directed.
- The seating and good order of the congregation have been maintained and as lay officers of the Bishop we have not found it necessary to report to him or the Archdeacon any neglect or default upon any one person in the discharge of their duties.

### **Fabric of Building Report (Stuart Young)**

#### ***Church Works during 2020***

The defective sump pump in the Crypt area was repaired by a local electrician (Dr Sparky). Following receipt of a Faculty the external brickwork joints to the Baptistry were resealed and the defective plaster to the ceiling above the Font was also repaired and following which the ceiling of the Baptistry area was repainted all by a specialist contractor with inspections being carried out by the Diocesan Architects.

Areas of the floor finish around the Font were tested by a specialist contractor who confirmed that they contained asbestos. A specialist contractor was therefore employed (Amstech Limited) to remove and seal these areas, they also carried a comprehensive inspection/testing of all of the joints in the carpeted flooring in the church, and the joints were subsequently sealed.

Sealing of the joint between the carpet and the West end wall of the church was also carried out.

#### **Church and Church Hall**

During October 2020 repair works were carried out to defective external light fittings some of the fitting had to be replaced as well as replacement lamps fitted.

### **Activities Report (Roberta Bedford)**

Do you remember that TV programme “that was the week that was”? Well, I think we can say 2020 was that was the year that was.

It started off quite normal, we had a fantastic Burns night with an even bigger uptake on tickets than last year, there was lots of laughter and dancing and I hope I can say a good time was had by all.

Burns night was followed by Shrove Tuesday when we cooked pancakes in church on various small hot plates, there were lots of different toppings and they were delicious, a few people from other churches joined us and they were made to feel very welcome.

The very last event we had in our normal start to the year was a jumble sale, as it was already advertised, we went ahead with it, however, we were already hearing about this Covid 19 virus that was beginning to spread, so we wore protective aprons and gloves to

sort the goods and serve and Mike Davenport sat in the entrance of the hall and sprayed everyone who wanted to come inside, despite all of this we made a good profit. Sadly, a week later we were in lock-down and it would be many weeks until we would be back in our church.

Due to the lockdown a few volunteered to ring round to the more vulnerable members of the congregation to have a chat and ensure all was well with them. Darran and Denise set up a weekly newsletter to let everyone know what was going on and keep everyone in touch.

But where there's a will there's a way, Fr Joseph ever resilient began to stream the Sunday services from his study via his mobile phone and ably assisted by Elisabeth, Rebecca and Gabriel and sometimes a little glimpse of Bella the dog. Those of us fortunate to have internet could watch the service on Face Book or U-tube. This form of our Sunday worship went on for several weeks, until Fr Joseph was allowed to stream the services from the Church.

At this time Chris Maddock was a great help sorting out the filming and between Chris and Fr Joseph we settled into a pattern of Sunday services. During this time, it was heartening to see many names popping up as watching the service that we didn't recognise. It seemed that we were attracting a new congregation all be it on line.

As the choir were not allowed back into church, Chris and Paula decided to record the choir so that the recordings could be used during the service.

The first rehearsal took place safely distanced in Paula's back garden – I hope the neighbours enjoyed it as much as we did. Then Chris began to e-mail both music and words of the hymns and we recorded them in our homes, we either e-mailed or WhatsApp the recording to Chris and he very cleverly blended the individual voices and made them sound amazing.

During the year we mastered Zoom and after a few false starts for some of us we held our PCC and standing committee meetings via this app, with many a shout of you're on mute, when someone was speaking and had forgotten to put their sound on.

Later in the year we were allowed back into church, however, a safe distancing risk assessment had to be put in place and seats had to be booked via the parish office. A team led by Paula spent a couple of Saturday afternoons thoroughly cleaning the church, marking the floor with arrows showing the one-way system in and out of the church and with the aid of a 2-metre stick, safe distanced the seating. Eventually we had to remove the static wooden seats to give greater flexibility to the seating and enable more people to take part in the service.

To keep us all safe and sanitised, there are hands free sanitisers that Alison set up and everyone is given a sanitiser to use before communion.

We were at last able to have a choir in church, however, sadly no other singing was allowed. It was all very different to what we were used to and what with face masks and long lockdown hair, it was sometimes hard to recognise people. Our live streaming took on a very professional touch with the Lovely Ozzy setting up his equipment every Sunday a filming the service and we were the envy of many.

Our APCM along with other churches was held in October again via live stream. Stuart decided to stand down as church warden and Frances kindly stood and was voted in to replace him. My thanks go to Stuart for all the hard work he has carried out to keep the church building standing.

Just before Christmas we went into another lockdown and church once again was closed and services once again were live streamed curtesy of Ozzy and Chris.

So, despite the country being in lockdown St Hilda's was still going strong. Everyone has played a part in this, however, there are a few thank you's I must give.

First to Fr Joseph for always being there for all of us and keeping St Hilda's very much in the forefront. His promotion to Area Dean is well deserved. To Darran and Denise for producing a brilliant weekly newsletter and organising delivery to those who are without Wi-Fi. To all who help deliver and keep in touch with the more vulnerable members of our family.

Paula for her rigorous risk assessment to keep the church safe to use and for her collaboration with Chris in choosing hymns and music and keeping us all in tune. Chris Maddock for his hard work in first setting up the recording of the services and doing a brilliant job in recording the music and hymns, thanks to Melvin Rouse for recording some of the music, Frances and Rosemary for cleaning and sanitising the church every Wednesday after the service to make it ready for Sunday worship. Christine Makriel who served at the Altar most Sundays and finally to all the readers and intercessors and do you like me try to guess who is reading each week.

As always there is so much done behind the scenes to keep the church running smoothly that we do not see, and my thanks to all of you for all your hard work and commitment. It has been my privilege and pleasure to serve as your church warden.

## **Benefice's Reflection**

One of the purposes of this year's APCM is to reflect on church life from the previous year of 2020, and, of course, of all that still applies. If we look at all the things that changed since the first lockdown in March and all that is currently lacking in our church community compared to what was before. When all is stripped away and all pared back to a Facebook broadcast, then that is tough, very tough. Although, there is some hope in that, as I will mention in a moment.

But looking back to what church life was like before COVID should be a source of encouragement. It reminds us that we are capable of so much more and that when restrictions are lifted, then we know that we can re-build our worshipping community.

But we should not underestimate the challenges which lie ahead in rebuilding our church community. There is no doubt that COVID has increased the financial pressures and put on hold many of our more social outreach activities. Things improved between the first and second lockdown, and we were able to worship together for a while, before we had to close down our doors again just before Christmas, but with the hope of the vaccine programme being rolled out.

The reason to be hopeful also originates for reasons which I will explain. Firstly, because stripped back of all the extras which go with church life, the social functions, coffee morning, the boot sales, the concerts, and going back to basics is not the worst thing in the world. If we are to look for good in the situation then there are some parallels, albeit of course not the same, with the early church. They prayed together and shared communion before they put together a social calendar. Whilst only priests are required by Canon Law to celebrate the daily offices, our church community was encouraged to be united in prayer every day at home.

My hope and prayer are that having been stripped back to the basics of our Christian life and worship, that we have the people and the spirit amongst us to put some things back together. But as we do that, I would also urge a spirit of discernment. The task of 2021 is not to re-create the church of 2019, 1919 or 1819. The task that lies ahead of us is to discern what we can do with the resources we have, what we need to do given the community we inhabit and, most importantly, what God calls us to do in this place. If we want St Hilda Ashford to have a spiritual heart, then we are not to use COVID as an excuse to back off

and let other people get on with it, because if everyone does that, then I can show you what has happened to many churches throughout the Kensington area and the Diocese of London, who either are facing closure or have become church plants. Sisters and brothers in Christ, no matter how long you have been here and no matter what roles or jobs you have done for this parish before, you are not the past of St Hilda, you are its present and its future. You are called to pray, to evangelise, to worship and to play our role in the life of this parish, whatever that may be. Because everyone has a role in God's economy.

In 2020, despite the pandemic, outreach still took place. We strengthened our partnership with HMP Bronzefield, through the ongoing collaboration with chaplaincy and the art department. In terms of chaplaincy, a joint project looking at ways to reintegrate women into the local community upon release from prison, as well as supporting Simeon in his 'Through the Door' ministry. He was duly Co-Opted to the PCC at the November meeting, as a link person between the prison and the parish. In terms of the art department, the women decorated a fabric Christmas tree, which was then displayed at church, as visual sign of the existing close relationship between prison and parish.

We continued with the Foundation Governorship of Ashford Church of England Primary School, with Donna Hester as governor. After several years as governor, Lisa Richardson stepped down as a foundation governor for St Hilda, for which we are deeply grateful. As a result of the vacancy, Clare Marland, was appointed as foundation governor in November, and we welcomed her to the role. We look forward to a closer relationship with the school. There is also a connection with Bishop Wand, through my role as Foundation Governor, and taking collective worship.

Since becoming the Area Dean for Spelthorne in March, it has meant an increase in my workload, but at the same time a bigger involvement with the life of the Diocese and a stronger connection with other parishes in the Deanery.

The gifts from the Harvest Festival went to the local food bank at the Salvation Army, which has become a lifeline throughout the pandemic for many families who are struggling financially.

As we were not able to meet up in person during the lockdowns, and there were many people who did not have access to the internet, it was important to find a way to stay in touch. With this in mind, the idea of a weekly newsletter was born, which Denise and Darran took upon themselves to put together and distribute. It has contributions from across the community and has been well received and much appreciated.

The Ministry Team has not been able to operate in the same way throughout the pandemic. With Rosalyn on sabbatical, Carolyn carried on reading the Gospel, and preaching when possible, as well as keeping an eye on the Facebook page. Later on the year, she took over facilitating the Tea & Chat after the Sunday service. Denise also facilitated Tea & Chat on a Tuesday morning. Both have provided much needed opportunities for those attending to have social interaction via Zoom. We also welcomed Fr Steve, who has retired, and his wife Liz to the parish. We look forward to their involvement in the worship life at St Hilda.

A big thank you to all the readers for keeping this invaluable ministry going, and to Frances for overseeing it. Also, thank you to Frances for all the behind the scenes work as a sacristan, and to Alan Sloan for organising the crucifer rota. I particularly would like to thank Christine Makriel for all the quiet but most appreciated help.

Junior Church tried to meet best possible in between lockdowns, and we are grateful for Christine Taylor's oversight, in collaboration with Elizabeth Bate, Chris Davenport, Elisabeth Santos and Gordon Clark. Thank you for holding it together under trialling circumstances.

Rosemary Greenwood, together with the editorial and collating teams, faithfully carried on producing Crossroads. However, with the number of contributions drying up and no one to take over from Rosemary, with a heavy heart it was decided to stop it for now. A big thank you goes to Rosemary and the rest of the team, namely Val Scott, Mike Davenport, Terry Rickson and Chris Holliday, for all their hard work, and to those who advertise in it for their sponsorship.

The Hall Committee, namely Steve Smith, Val Scott, Elizabeth Bate, Chris Davenport, and Jenny Cayley, after many years of commitment and service to the parish, by overseeing the day to day run of the Church Hall, agreed to bring it to a close, as their oversight was transferred to the newly created Church Fabric Committee, composed by Steve Smith, Elizabeth Bate and Stuart Young, with the involvement of both Church Wardens, in order to centralise and streamline ongoing maintenance of both church and church hall.

Part of the function of the APCM is to acknowledge all the areas of church life and those who contribute to them. This event is a reminder that church is not something done in isolation, but it is only possible using the different silks and callings of many people from this church. Whilst I can't thank everyone in this reflection by name, there are some people that I must thank personally, not only on my own behalf but on behalf of us all.

Firstly, everyone should know that this church and this parish simply could not function without all the hard work of Denise, our parish administrator, my PA, supporting me in my role as Area Dean, and PCC Secretary! Unless you have seen behind the scenes of how the parish works you probably have no idea of how much there is to do but the newsletters, orders of services, admin work, photocopying, and many other tasks, plus trying to get any sense out of the vicar is a massive job. All this on top of being the PCC secretary. Thank you, Denise!

A huge thanks to Stuart who stepped down as a Churchwarden at the 2019 APCM, and to our current Churchwardens Bobbie and Frances, and Stuart. They have been hugely supportive and hardworking. Unless you have been a churchwarden it is hard to imagine just how much goes into the job but, a bit like being a vicar. I truly appreciate all they do.

Huge thanks also to Darran who has done a magnificent job as treasurer, and supported Denise in her varied roles.

Of course, we also need to thank the PCC and Deanery Synod members who give up evenings throughout the year to help guide the life of the church. Huge thanks to everyone who has served in that capacity and to those who have put themselves forward for the new PCC. I would also like to acknowledge the hard work of the Standing Committee, overseeing the day-to-day business of the parish. One important undertaking was to plan the return to church after the first lockdown, for which I am grateful to Paula, Elizabeth and Christine Makriel.

One of our chief characteristics in this church is the high standard of our music and our choir. I must therefore offer huge thanks to Chris Maddock for keeping the choir going throughout the pandemic, making full use of technology in unprecedented ways. Also, huge thank you to Paula for supporting Chris, and the members of the choir, for augmenting our worship so beautifully every week.

One essential part of the corporate worship in absence over the last year has been the live streaming of the services. We are deeply grateful to Chris Maddock for overseeing it and Ozzy Etis for recording it without ever asking for anything in return, as a way to serve the local community.

Thank you to those who contributed to the cleaning of the church when open, namely Bobbie, Frances, Rosemary and Chris Holliday.

What comes next for St Hilda's over the coming year? As already flagged up, we do face a number of challenges in the year ahead and, whilst celebrating our blessings, we need to face the future realistically. So, there are challenges ahead, but there are also opportunities. I think that the biggest growth opportunity for the church comes from learning how to be of service to those around us. We are surrounded by endless need, whether our eyes are open to it or not, and if we seek to serve that need in the name of Christ then that is the best possible witness to the effect that being Christians has had on our lives. To serve others out of love, to be open with them about why we do it and to help them to find ways into making a response of their own is, in my view, far more powerful than only fiddling with our worship and hoping that people will come. We need to be such good Christians out there that people will be clamouring to know what goes on in here. We also need to increase our fellowship and discipleship, particularly to those who have joined the parish recently.

This is a good place, filled with good people, and there is no doubt that God is at work in this community. We must treasure that and not take it or each other for granted.

## **REVIEW of the Year**

### **Worship and Learning**

The Lent study course was based on the book 'Saying Yes to Life', by Ruth Valerio which was the Archbishop of Canterbury's recommended book.

Due to the national 1<sup>st</sup> Lockdown for Covid 19 we were unable to hold our usual Easter worship, however, Fr Joseph livestreamed the Easter services from the Vicarage.

We managed to return to St Hilda's between lockdowns and we were able to hold a Christmas morning service in Church, all other Christmas services were held online for people's safety.

Like all Church activities Junior Church has been affected by the two lockdowns but were able to meet in the intervening period. To make for a safe environment for the children we changed our traditional practices, the number of children was limited to twenty and they were divided into two bubbles sadly we were unable to offer a place for pre-school children. Each child has their own folder containing basic equipment to avoid sharing materials. The two leaders were supported by four parents helping on a voluntary rota basis.

We continue to follow the Lectionary using Roots on the Web resources.

Unfortunately, we have been unable to have our usual Good Friday workshops, but we did manage to have a socially distanced Nativity play which Gordon produced, directed, filmed and edited.

Christine Taylor who leads Junior Church is very grateful for the support of Gordon, Elizabeth, Elisabeth and Chris and the parents who have helped us.

We have not met since the second lockdown but in the meantime, Christine will provide some materials in Church for the children who come to the Sunday Service with their parents. Roots on the Web in response to the pandemic have materials and activities which are free to download without a password.

The Choir continues to contribute wonderfully to the worship life at St Hilda's, even though they have been unable to meet through much of this year. They have pre-recorded music to be played during our services. Many thanks to all members of the choir, especially Chris

Maddock who has mixed the many recorded voices together to produce the exceptional results heard in St Hilda's and online each week.

The Bible Study Group did not meet in 2020.

Feed My Sheep met only twice in the year 2020. Two topics were discussed Rivers and Mountains and the pot pourri of Pick and Mix. Tea coffee and cake were enjoyed alongside the lively discussion, contributions from members and a good few laughs. We look forward to resuming sometime in the future should people be happy to continue .

We continue to be supported by a committed group of Servers who contribute to the worship.

We are grateful to those who act as Vergers for occasional offices, and the Sides people who greet people.

Sally Goulden continued as Church Safeguarding Officer and Elizabeth Bate continues as Children's Champion.

### **House of Bishops' Policy Statements**

St Hilda's PCC ensure that we comply with the duty under Section 5 of the Safeguarding & Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults (as below).

#### **Child Protection**

The Church of England, in all aspects of its life, is committed to and will champion the protection of children and young people both in society as a whole and in its own community.

It fully accepts, endorses and will implement the principle enshrined in the Children Act 1989, that the welfare of the child is paramount. The Church of England will foster and encourage best practice within its community by setting standards for working with children and young people and by supporting parents in the care of their children.

It will work with statutory bodies, voluntary agencies and other faith communities to promote the safety and well-being of children and young people. It is committed to acting promptly whenever a concern is raised about a child or young person or about the behaviour of an adult, and will work with the appropriate statutory bodies when an investigation into child abuse is necessary.

The Church of England is committed to encouraging an environment where all people and especially those who may be vulnerable for any reason are able to worship and pursue their faith journey with encouragement and in safety. Everyone, whether they see themselves as vulnerable or not, will receive respectful pastoral ministry recognizing any power imbalance within such a relationship.

#### **Safeguarding Adults**

All church workers involved in any pastoral ministry will be recruited with care including the use of the Criminal Records Bureau disclosure service when legal or appropriate. Workers will receive training and continuing support.

Any allegations of mistreatment, abuse, harassment or bullying will be responded to without delay. Whether or not the matter involves the church there will be cooperation with the police and local authority in any investigation.

Sensitive and informed pastoral care will be offered to anyone who has suffered abuse, including support to make a complaint if so desired: help to find appropriate specialist care either from the church or secular agencies will be offered.

Congregations will often include people who have offended in a way that means they are a continuing risk to vulnerable people. The risks will be managed sensitively with the protection of adults and children in mind.

## **Events**

St Hilda's had a limited calendar of events this year due to the pandemic. We did, however, manage to meet for Burns night and a Pancake Party before the first lockdown.

## **Church Buildings 2020**

### **St Hilda's Church**

The PAT testing was carried out and again minor works were undertaken. St Hilda's church continues to take advantage of the gutter cleaning programme offered by the Diocese of London. Work was completed on the Baptistry ceiling and to install a handrail outside the Woodthorpe Road entrance.

A group of volunteers led by Paula Gething arranged for cleaning and prepared St Hilda's for re-opening. Our thanks to Paula and all of those who were members of the 'Return to Church' team. Thanks also to Bobbie Bedford, Frances Forsbrey, Rosemary Greenwood and Chris Holliday who clean St Hilda's every Wednesday to keep it covid safe between services.

### **Church Hall**

We fulfilled the legal requirements of our insurers, Diocese and Local Authority regarding the electrical, gas and fire regulations. A combined properties committee now look after the Church and Church Hall.

Although the gutters were relined last year, "snagging" points are still being investigated by the installers.

The Church Hall continued to provide a safe community space when government covid guidelines allowed, and many regular hirers were not able to meet after March. Happytots pre-school, established in 2006, remains the principal daytime hirer.

## **34 Woodthorpe Road**

St Hilda's continues to fulfil Landlord's obligations in Gas, PAT and fixed electrical wire testing.

Our tenants remained throughout 2020 and Lockwood's, the managing letting agents, continued to manage the property for St Hilda's. Routine maintenance was carried out as required.

### **The Vicarage**

No internal works were required at the vicarage since the redecoration in 2018.

## **Outreach**

The 2020 outreach could be considered in three categories: local, educational and non-parish. There was a continuing ministry to bereaved families through the Memorial Book, and the Memorial Tree, we were unable to display Easter Lilies in 2020. We remain fully represented at Churches Together in Ashford and Stanwell. Educationally, we maintain our relationships with St James' Senior Boys' school and Ashford Church of England School; both these schools now use St Hilda's Church as their prime venue for religious events. Unfortunately, we were unable to welcome them to St Hilda's due to the pandemic.

We continued with the Foundation Governorship of Ashford Church of England School, with Donna Hester as governor and Clare Marland was appointed as our new Foundation when Lisa Richardson stood down after many years, we thank her for her commitment to the role. We have established a strong relationship with HMP Bronzefield Prison and support their 'Through the Door' ministry, as part of our missional outreach to the wider community. We also supported the Salvation Army foodbank.

Non-parish outreach has been supporting the Mothers' Union at Deanery and Diocesan Levels. We also supported the ALMA Lent appeal via a Smartie tube collection.

We continue to build on Mission Outreach with our outgoing, welcoming Baptism, Wedding and Funeral Families. We find St. Hilda's is seen as one of the desired places for children's baptism, but this year we were unable to hold many. There were no weddings during the year, and we held a limited number of Funerals in Church.

We were lucky to be only Church in Spelthorne to be able to hold a Christingle Service in Church in aid of the Children's Society.

The gifts from the Harvest Festival were given to support the local Salvation Army foodbank to help those in need in Spelthorne.

The Saturday Morning Knitting Group, which began in September 2013, have been unable to meet since February 2020. Their knitted goods that we have are distributed to the women of Bronzefield who need them.

Rosemary Greenwood, together with the editorial produced the monthly parish magazine during the year, Crossroads. A big thank you goes to the team for all their hard work, and to those who advertise in it for their sponsorship. With the inception of the weekly St Hilda's News it was decided that the production of Crossroads would cease for now.

Mission Action continued throughout the year with occasional activities designed to attract different groups of people into the community. In November, under the leadership of Christine Makriel, we again planted our Remembrance poppies to commemorate those who died in the war. A local Scout Group also planted poppies to commemorate VE Day in May. The art installation Christmas shelter by Andrew Milton remains a focal point to the women leaving Bronzefield where they can leave messages of hope on their way to Ashford Station after release. There is also a prison holdall there containing a sleeping bag, scarf and hat for those who may need it.

## **Risk Management Policy**

Although the PCC is not required to report on its risk management policy, the PCC takes it very seriously and receives regular reports from the Health and Safety officer. A recovery

plan is in place to assist the local community in the event of a disaster, and further work will be carried out on risk management issues as required. We continue to meet all electrical, gas and fire requirements. Christine Makriel continued as Health and Safety Office, with Denise Buttigieg as deputy.

## **Financial Review**

St Hilda's PCC remains in a healthy financial position. Total Fixed Asset valuation of properties has been maintained at £1,175,000 on the balance sheet. This comprises of 34 Woodthorpe Road valued at £325,000 and the Church Hall at £850,000. The trust held funds of £83,757 as at 31 December 2020 which represented a decrease in net operating income of £19,255, the decrease was driven by several factors, mainly due to maintenance costs of which grants and donations were received against in 2019, coupled with covid resulting in Church Hall being severely diminished.

Restricted funds accounts for £17,738, Alford fund of £10,497, £6,241 allocated to the Church and further £1,000 against the Church Hall in respect of a restricted donation received.

The PV Solar System continues to contribute with a further £6,745 received from the grid during the year and a further £1,080 allocated donations, the income covers the costs of electricity used in the Church, the original investment has been recovered. Gift Aid on planned giving during the year contributed £13,328 of which £2,516 is collected via the Parish Giving Scheme, and a further £2,314 on VAT claims against investments made during the year.

The rental of 34 Woodthorpe Road continued, and after costs for repairs, lease renewals continues to yield a net income.

Maintenance costs during the year totalled £22,278, split between the Church £21,451, Church Hall £546 and 34 Woodthorpe Road £281. The major items for each are as per the following.

- Church – Baptistry repairs, Asbestos removal, Architect fees, first instalment of Diocesan loan for the boiler, Church boiler repayments, and various other minor maintenance/ repairs/ purchases including items to ensure the Church was covid safe.
- Church Hall – Minor repairs
- 34 Woodthorpe Road – Replacement washing machine, and an electrical circuit repair.

Common fund for the year totalled £62,000 which represents a 3% increase versus 2019, which is still significantly lower than the required contribution.

Peter Connolly, who is a Chartered Accountant performed our independent examiner review.

## **Reserves Policy**

The central reserves, which the PCC holds to ensure that emergency, as well as routine repairs can be performed on the church buildings including 34 Woodthorpe Road with minimal delay and disruption to church activities. Local bank reserves exist to manage any fluctuations in cash flow and ensure commitments can be met.

## **Spelthorne Deanery Report 2020**

The Spelthorne Deanery Mission took place in February 2020. This was preceded by a few preparatory training events initiated by the former Area Dean, Rev Andy Saville. There were many meetings, social events and school visits throughout the Deanery and Bishop Graham Tomlin spoke at a lot of these meetings. Generally the mission was an encouragement to all those who participated and a challenge to us all to do more in future.

Normally Synod meetings provide an opportunity for sharing news and enjoying fellowship with the clergy and lay representatives from the 11 churches within Spelthorne Deanery. Despite the national lockdown restrictions from March 2020, the Synod successfully continued with a programme of meetings remotely on zoom.

Fr Joseph Fernandes, the incumbent of St Hilda's Ashford, was appointed as Area Dean in March 2020. Rev Chris Swift retired from St Nicholas's Shepperton after many years of dedicated ministry. Revd Allen Bower was licensed as the new Vicar of St Saviour's, Sunbury in September. There were several Annual Finance meetings hosted remotely over zoom by Archdeacon Richard Frank and Rev Mary Spredbury (Diocesan Finance Officer) during the summer. Each Church Treasurer and PCC representatives were able to participate.

In June, the Bishop of London, Rt Rev and Rt Hon Dame Sarah Mullally gave an inspiring talk on the Diocese of London's vision for the next decade and then participated in a Q&A session on current topics. She noted that there had been some very positive effects of the lockdown period for example many churches have developed good on-line services, small home groups had been supporting each other well using zoom meetings and many families, including her own, have been able to spend time together regularly for prayer and Bible reading. Referring to Life after Lockdown she mentioned that various changes are inevitable and we will not go back to a pre-lockdown "normal".

In the 2030 Vision Bishop Sarah said a principal objective would be for the Church to be there for every Londoner. The main ambitions of the vision are that we believe God is calling us to grow as:

- Confident Disciples
- Compassionate Communities
- Creative Growth in numbers

Referring to Acts 2:42–7, she noted that the believers knew each other well, they shared things in common and then God added to their number.

At the Synod meeting in November, Bishop Graham Tomlin elaborated further on the Diocese of London Vision 2030. His introductory comments were that this is a vision with a big but not impossible ambition. The vision is that every Londoner (Spelthorne resident) should encounter the love of God in Christ and that this vision should be inspired by prayer. During the course of the presentation Bishop Graham made extensive references to Acts Chap 2 and how we need our church communities to become younger, safer and more racially diverse.

Father Joseph Fernandes  
Spelthorne Area Dean

Norman W Head  
Spelthorne Deanery Lay Chair

## **St Hilda's Stewardship Report for 2020**

### **(Jim Iddiols)**

Stewardship giving during 2020 amounted to a total of £33,963.13, which was a decrease of £7,240.32 on the previous year. This total was made up of three categories of giving:

1. Donations made under Gift Aid (£33,135.13)
2. Donations not eligible for Gift Aid but claimable under the Gift Aid Small Donations Scheme (GASDS) (£68.00)
3. Donations not eligible for Gift Aid and not claimable under GASDS due to the donation amount exceeding the £30 limit (£760.00)

The amounts given, Gift Aid claimed from HMRC, and number of donors for each of the last 10 years are shown in the following table:

<b>Year</b>	<b>Received</b>	<b>Claimed</b>	<b>Donors</b>
<b>2011</b>	<b>45,993.35</b>	<b>11,404.94</b>	<b>85</b>
<b>2012</b>	<b>41,939.08</b>	<b>9,987.02</b>	<b>84</b>
<b>2013</b>	<b>39,608.75</b>	<b>9,781.94</b>	<b>78</b>
<b>2014</b>	<b>43,918.84</b>	<b>10,979.71</b>	<b>75</b>
<b>2015</b>	<b>42,850.54</b>	<b>10,149.31</b>	<b>73</b>
<b>2016</b>	<b>40,452.07</b>	<b>9,497.14</b>	<b>65</b>
<b>2017</b>	<b>39,491.90</b>	<b>9,135.49</b>	<b>61</b>
<b>2018</b>	<b>39,929.63</b>	<b>9,232.67</b>	<b>58</b>
<b>2019</b>	<b>41,203.45</b>	<b>9,505.23</b>	<b>56</b>
<b>2020</b>	<b>33,963.13</b>	<b>8,058.34</b>	<b>59</b>

The total number of contributors to Stewardship in 2020 was 59 (up 3 on 2019). Of these, 22 (down 6 on 2019) use the weekly envelope sets, 16 (unchanged from 2019) donate monthly or quarterly by Standing Order, 17 (up 8) donate via the preferred Parish Giving Scheme (PGS) and the remaining 4 paid annually. In total, £8,058.34 was claimed back from HMRC on all donations that fell under Stewardship during 2020.

A further £8,221.64 (down £4,086.54 on 2019) was donated during 2020 for other miscellaneous categories such as solar panels, baptisms, Easter lilies, loose plate collections, various events, innovative fund-raising initiatives and so on. For these additional gifts, and inclusive of GASDS, we claimed back £2,055.40 from HMRC. These donations were generously provided by not only those under stewardship, but also those in the wider congregation and parish.

Unsurprisingly, the coronavirus pandemic has clearly had a significant impact on the 2020 figures shown above. That said, those under stewardship and the wider contribution are to be congratulated for their innovative efforts and kind generosity in continuing their giving to St. Hilda's in what has been, incredibly difficult circumstances.

And finally, we are currently looking for a volunteer to take on the leadership of the Stewardship Team for 2021 and beyond. Whoever takes on the role will continue to be ably assisted by Pauline Milton and Jim Iddiols, who will continue to manage the administration of collecting Gift aid from HMRC.

## **St Hilda's Church – Altar Servers' Report 2020**

**(Alan Sloan)**

Altar servers fulfil a very important function within the church. Their role dates back to the early days of the church, when priests were accompanied by an acolyte on their travels.

Today altar servers' roles are as follows:

The **Crucifer** is the person who carries the big processional cross. We have different crosses for different times in the year. Normally we have a large, decorated cross but in Advent and Lent a small wooden cross is available to reflect the mood of the season although, in recent years, the latter has not been used.

The **Acolytes** work in pairs and they both carry candles. In the olden days, when churches weren't lit quite so brightly, they had a very important role ensuring that when the Gospel procession went down into the church there was enough light on the Gospel book for the priest or deacon to be able to read it. They also fulfil other roles at the altar, such as bringing the vessels to the altar so that it can be laid up for mass and helping the priest wash his or her hands.

The **Book "Boy/Girl"** carries the altar book which he or she will hold for the priest when reading the Gospel. They also assist with the other roles at the altar.

St Hilda's Church currently has a team of 10 active altar servers, as listed below, who are always willing to help with any task to keep our services in Church running smoothly. Primarily they assist at both the 8 o'clock and 9.30 Sunday services but they also assist with the Tuesday mornings services and other special services e.g. confirmation, candles of remembrance.

Of the names of servers shown in italics: Tyler Penrone is currently studying at Warwick University and Robb Clarke is still recovering following a long period of illness. At the end of January Orlando Vieira-Martins decided to stand down from being a server and we thank him for his contribution to the server's team. Sadly, at the end of June, Ian Stroudley also decided to stand down from being a server. We thank Ian for his significant contribution to the servers team, in particular, over many years, to the 8 o'clock Sunday service.

Also Pat Kitto, who for many years produced the server's rota, decided to stand down from that role and we thank her for dedication and contribution to this important task.

The advent of Covid-19 in March 2020 caused significant changes in all our lives and the roles of servers had to be suspended as a result. In October the role of crucifer was resumed to lead Father Joseph in and out of the service but with all other roles suspended. However, with the introduction of lockdown 2 on 5 November and the suspension of churches services that role was temporarily suspended and further extended as a result of lockdown 3.

Alan Sloan is the Head Server/serving team liaison representative and acts as the focal point between the servers and Father Joseph. This entails:

- Updating altar servers about any changes in process/procedure
- Completion of the end of year report
- Production of the servers' rotas.

We would always welcome new members to the team and would give the support and training to undertake this role. If interested please contact one of the Church Wardens in the first instance.

**List of servers:**

Darran Buttigieg  
*Robb Clarke\**  
Frances Forsbrey\*  
Sally Goulden\*  
Chris Holliday  
Christine Makriel\*  
Peter Makriel\*  
*Tyler Penrone*  
David Saville\*  
Alan Sloan\*  
Barbara Warne\*  
Emma Wrightson\*

An asterisk\* signifies where a server has additionally been appointed by the Bishop of Kensington to assist with Holy Communion. Those shown in italics are currently unavailable for rota duties.

## **St Hilda's Church - Flower Ladies Report 2020**

**(Bobbie Bedford)**

It's been a sad year where flowers in church are concerned. Due to the lock-down we were unable to have our usual display of remembrance lilies and even though we did have a short period where we were able to hold services in church, we still did not have flowers in church. Due to our very rigorous risk assessment, we could not allow people free access to the building.

We did muse the idea of having lilies in November but again due to restrictions we decided against it. However, you will have seen the fantastic display of poppies behind the high altar.

Way back in 2019 Father Joseph popped into our Saturday knitting group and asked if anyone could either knit or crochet poppies as he had an idea of a display in church. One of our knitting ladies Mary Osborne had already been knitting them for the WI and was happy knit some for the church, in fact Mary knitted a total of 250 poppies.

A call went out to the church and patterns of wool were provided; each week small bags of poppies were left in church; we also had a large bag delivered from the women of Bronze Field. We were hoping to get around 1000, in fact we ended up with over 1500.

Fr Joseph discussed the display with Alison and she began the task of attaching the individual poppies to netting whilst she sat at home watching TV. It was far too big a job for one person and so a team of around 6 ladies organised by Alison and at a 2-metre distance from each other spent around 5 hours in the church hall attaching the poppies with garden wire to yards of netting.

When all 1500 poppies had been attached Will Gething and his friends kindly hung the nets behind the Altar, the display was breath taking and you could see the individuality of the poppies made by so many different hands.

We didn't have flowers last year, however, I think you will agree the poppies more than made up for it.

## **St Hilda's Church Events and Fundraising Committee Report 2020**

**(Christine Taylor)**

Just before the first lockdown we were able to hold our second Pancake Party on the evening of Shrove Tuesday, coinciding with Bishop Graham's visit to Spelthorne so it became a Deanery affair with 40/50 people in attendance. The following morning Bishop Graham and Father Joseph accompanied by Bobbie and Frances were at Ashford Station, offering Ashing to commuters and school children. Then came the first lockdown and all our usual activities were cancelled.

In October we had our Harvest Festival and the donations of food and toiletries were distributed through the Salvation Army. On the 30<sup>th</sup> October, Simon Shutt of Faith Awareness in Children's Trust (FACT) organised a fabulous Pumpkin Carving evening for children and their parents – all socially distanced and observing Covid 19 recommendations. Simon also ran a similar event, An Advent Journey to Christmas, on 11<sup>th</sup> December. This was a smaller event but both events attracted families from the wider community.

Darran and Denise again organised for a group to go with the Staines Rotary Santa Sleigh to boost our fundraising at Christmas, thank you to those who ventured out in the cold December night to help.

We also managed to hold two Jumble Sales, socially distanced and in the open air. I would like to give my thanks to all those who have worked so hard to keep going in these difficult times.

## **St Hilda's Choir Report 2020** **(Paula Gething and Chris Maddock)**

2020 began like any normal year, with the choir supporting Sunday services under the direction of Christina Veasey. Twelve regular members maintain soprano, alto, tenor and bass voices.

By March, as the country descended into the grip of the global pandemic, services ceased and the choir waited. After a few weeks, when it became impossible for Christina to travel and under the leadership of Chris Maddock, a few members of the choir managed to record items individually that later, using his musical expertise and available technology, Chris managed to stitch together into a single track to be broadcast as part of a live streamed service. This was to become part of the routine for half of the year.

With no regular organist, online recordings to accompany singing were sourced from a free resource called Small Church Music.co.uk. When these were not suitable or the wrong tune or harmony, either Chris would construct something electronically (through the wonder of modern technology) or Melvyn would supply a backing track.

Each week, for a significant part of the year, Chris has provided an electronic copy of the sheet music, a backing track from one of the three sources described and instructions for the choir to make a recording. Each choir member uses one "device" and headphones to listen to the track and a second device to record their voice only. Chris then receives between five and ten voice parts to combine to make a single recording. The choir has amassed a substantial back catalogue of recordings, some of which are good, others less so. Combined with recordings from St Martin in the Fields, provided by the Church of England to support live streamed worship during the pandemic, this music has supported services at St Hilda's all year.

For a short while over the summer and autumn, many of the choir were able to return to practice in church and to singing live under strict social distancing and hygiene arrangements. Again, using a combination of Melvyn's recordings, electronic and professional recordings the choir sang hymns

and some anthems. Although sadly, to date the congregation remains unable to participate in live singing, it is hoped those at home have been able to join in.

Unfortunately, preparations for Christmas were halted by the second wave of COVID-19 and the choir returned to virtual recordings for the last services of the year. Just before this, 5 sung items were recorded together and provided to HMP Bronzefield to supplement their Christmas Carol services.

Since Easter 2020, the music has been planned and prepared by a small group of choir members, Carolyn Clark, Chris Maddock, Paula Gething and Rosemary Greenwood. Jane Dobbie and Melvyn Rouse, who have both been shielding throughout have provided solo and accompaniments respectively and four other regular members of the choir have consistently contributed recorded vocals throughout and maintained our commitment to four part harmony and St Hilda's musical tradition.

We hope that in 2021 we will be able to return to regular practice on a Friday and singing together in church both with the congregation and as choir only.

### **St Hilda's Church - Mothers' Union Report 2020** **(Joyce Rouse)**

There have been no branch meetings of the Mothers' Union since last March with the Corporate Communion/Coffee Morning and regular lunch when David Mitchell gave us his Lent reflections. The following week a group of us took part in the World Day of Prayer at St Michael's Church and the week after that we were all locked down.

We have been doing our best to keep in touch with members by email where possible or by 'phone calls. At Christmas we delivered cards to every member with a personal message and we will be doing the same for Easter. Anything that we receive from the Diocese is emailed around and I know that some members have been taking part in Zoom prayer meetings.

The World Day of Prayer on March 5th this year was organised by Alison Garner. It was led by Father Joseph on a Zoom meeting and members of St Hilda's M.U. took part in it

A number of us will be joining a Zoom meeting on March 25th for a Lady Day service as this is usually celebrated in rotation around the Deanery churches.

Some members have been helping with shopping, collecting prescriptions and general support which has been much appreciated by those who had to shield throughout.

We have recognised but not yet been able to celebrate the two 90th birthdays of Joan Prescott and Sheila Freeman. Many congratulations to them both.

We have lost Donna Marshall who was a member for many years and who sadly died at the start of the Pandemic.

We very much look forward to meeting again but as yet we have no idea when this will be possible.

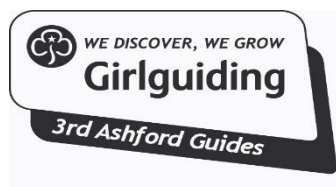
### **St Hilda's Church - Crossroads Report 2019** **(Valerie Scott)**

Last year was very difficult for the editorial team, Mike Davenport, Chris Holliday, Terry Rickson and myself, but especially for Rosemary Greenwood, our editor.

A printed copy was produced in February and March, but then we had lockdown, which meant we could not distribute the magazine and the editorial team were unable to meet.

However, editions were produced and put on our web site. It became increasingly difficult to find interesting material and then with the introduction of a Weekly Newsletter, Crossroads became superfluous.

Many thanks to Rosemary for all her hard work under very challenging circumstances.



### **3<sup>rd</sup> Ashford Rainbows, Brownies and Guides Report 2020** **(Chris Davenport – Guide Guider)**

Unfortunately, 3<sup>rd</sup> Ashford Rainbows, Brownies and Guides have not been able to run their usual weekly meetings at St Hilda's Church Hall since March 2020, due to the coronavirus lockdowns and restrictions.

During this time, the Guiders have kept in touch with the girls and have been able to organise a variety of Zoom meetings for all age groups. Some girls are not happy with this type of meeting, but they have managed to complete some badge work at home. In this way they can still feel involved.

It has been hard for all of our youngsters not to be able to meet up with their Guiding friends, particularly as they have had to cope with so much home schooling.

We really hope that we will be able to get back to face to face meetings soon. The girls can then, once again, meet up with their friends, and look forward to enjoying their weekly Guiding experiences.

President: Fr Joseph Fernandes

## ***St Hilda's Entertainers***

Chairman: Neale Winter

Secretary: Mike Davenport

### **St Hilda's Entertainers' Annual Report 2020** **(Michael Davenport)**

Just as reported for last year's APCM, the position remains that St Hilda's Entertainers have been unable to meet together for rehearsals or stage productions since the first coronavirus lockdown and social-distancing came into effect in March 2020.

Nevertheless, members have been given the opportunity to keep in touch with each other. Various internet Zoom events have been organised, including quizzes, show and tell, games, a Shakespeare evening and a virtual cast party.

Despite the lack of income from ticket sales, the Entertainers decided to show in a positive way their continuing goodwill to St Hilda's by making a donation of £936 from their funds to St Hilda's Church. This is the equivalent of what would, in a normal year, have been our church hall hire fees for our pantomime rehearsals from September to December 2020.

We can now only look forward optimistically, as we always do, to the months ahead. We have decided to avoid the risk of unwittingly spreading the coronavirus by postponing our May 2020 production for a second time. Later this year, however, we are hoping to be able to resume our usual schedule of auditions in July, followed by rehearsals from September, with a view to performing our pantomime in December.

Here's hoping!

**PAROCHIAL CHURCH COUNCIL OF ST. HILDA'S, ASHFORD, MIDDLESEX**

**BALANCE SHEET  
For the year ending 31 December 2020**

	NOTE	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL 2020	TOTAL 2019
<b>Fixed Assets</b>					
Functional property	5	850,000	-	850,000	850,000
Investment property	5	325,000	-	325,000	325,000
		<u>1,175,000</u>	<u>0</u>	<u>1,175,000</u>	<u>1,175,000</u>
<b>Current Assets</b>					
Debtors and prepayments	6	6,150	-	6,150	5,052
Cash at bank and in hand		59,870	17,738	77,607	101,117
		<u>66,020</u>	<u>17,738</u>	<u>83,757</u>	<u>106,169</u>
<b>Current Liabilities</b>					
Creditors - amounts falling due within one year	7	5,436	-	5,436	8,593
<b>Net current assets</b>		<u>60,584</u>	<u>17,738</u>	<u>78,322</u>	<u>97,576</u>
<b>Total Assets less current liabilities</b>		1,235,584	17,738	1,253,322	1,272,576
Creditors - amounts falling due after one year	8	-	-	-	-
<b>TOTAL NET ASSETS</b>		<u>1,235,584</u>	<u>17,738</u>	<u>1,253,322</u>	<u>1,272,576</u>
<b>Funds</b>					
Unrestricted		1,235,584	-	1,235,584	1,242,452
Restricted	9	-	17,738	17,738	30,125
		<u>1,235,584</u>	<u>17,738</u>	<u>1,253,322</u>	<u>1,272,576</u>

**PCC Declaration**

The PCC acknowledge and accept their collective responsibility for ensuring adequate financial controls are maintained and proper books and records kept

These financial Statements were approved by the PCC on 3rd March 2021



Fr Joseph Fernandes  
Chairman/ Incumbant of St Hilda's Trust

**PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX**

**STATEMENT OF FINANCIAL ACTIVITIES  
For the year ending 31 December 2020**

	NOTE	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL 2020	TOTAL 2019
<b>INCOMING RESOURCES</b>		£	£	£	£
Voluntary income	2(a)	62,172	3,300	65,472	88,056.36
Activities for generating funds	2(b)	26,810	-	26,810	64,997.83
Income from investments	2(c)	16,036	44	16,080	14,618.85
Church activities	2(d)	2,617	-	2,617	7,269.53
Other incoming resources	2(e)	-	-	-	-
<b>TOTAL INCOMING RESOURCES</b>		<b>107,635</b>	<b>3,344</b>	<b>110,979.17</b>	<b>174,942.57</b>
<b>RESOURCES EXPENDED</b>					
Cost of generating voluntary income	3(b)	-	-	-	-
Fund raising costs	3(c)	513	-	513	1,323.79
Church activities	3(a)	113,431	15,731	129,162	154,107.64
Investment management costs	3(d)	559	-	559	3,477.45
<b>TOTAL RESOURCES EXPENDED</b>		<b>114,503</b>	<b>15,731</b>	<b>130,234</b>	<b>158,908.88</b>
<b>NET INCOMING RESOURCES</b>		<b>(6,868)</b>	<b>(12,387)</b>	<b>(19,255)</b>	16,034
<b>GAINS &amp; LOSSES ON INVESTMENTS</b>		-	-	-	-
<b>TRANSFERS BETWEEN FUNDS</b>				-	-
<b>ACCOUNTING PROCEDURES ADJUSTMENT</b>		-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(6,868)</b>	<b>(12,387)</b>	<b>(19,255)</b>	<b>16,034</b>
<b>BALANCE B/F AT 1ST JANUARY 2020</b>		1,242,452	30,125	1,272,576	1,256,543
<b>BALANCES C/F AT 31 DECEMBER 2020</b>		<b>1,235,584</b>	<b>17,738</b>	<b>1,253,322</b>	<b>1,272,576</b>

## **PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2020**

#### **1 ACCOUNTING POLICIES**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005).

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gathering of church members.

#### **FUNDS**

Restricted funds comprise (a) revenue donations or grants for a specific PCC activity intended by the donor and (b) monies set aside for a specific purpose as agreed by the PCC. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCCs general purposes.

#### **INCOMING RESOURCES**

##### ***Voluntary Income***

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

##### ***Other Income***

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

##### ***Gains and losses on investments***

Realized gains and losses are recognised when the investments are sold.

#### **RESOURCES USED**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share expected to be paid over is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### **FIXED ASSETS**

##### ***Consecrated property and movable church furnishings***

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and the Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

##### ***Other fixtures, fittings and office equipment***

Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

##### ***Investments***

Investments are valued at market value at 31 December.

# PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX

## NOTES TO THE FINANCIAL STATEMENTS

For the year ending 31 December 2020

2. INCOMING RESOURCES	Unrestricted Funds	Restricted Funds	TOTAL 2020	TOTAL 2019
	£	£	£	£
<b>2(a) Voluntary Income</b>				
Planned giving - gift aid donations	37,539		37,539	40,303
Tax recovered on planned giving	13,828		13,828	9,951
Planned giving - other			-	-
Loose plate	3,283		3,283	7,084
Sundry donations	3,822	3,300	7,122	21,947
Other tax recovered	2,314		2,314	6,053
Donations, appeals, etc.	317		317	1,384
Grant income			-	-
Legacies			-	-
Memorial book	280		280	205
Flowers	789		789	1,129
Specials	-		-	-
	<b>62,172</b>	<b>3,300</b>	<b>65,472</b>	<b>88,056</b>
<b>2(b) Activities for generating funds</b>				
Fetes, bazaars & other fund raising events	3,947		3,947	9,545
Hall lettings/ Fund raising	17,947		17,947	50,851
Photocopying	10		10	-
PV Income	4,906		4,906	4,601
Misc.			-	-
	<b>26,810</b>	<b>-</b>	<b>26,810</b>	<b>64,998</b>
<b>2(c) Income from investments</b>				
Interest	225	44	269	467
Rent	15,811		15,811	14,152
	<b>16,036</b>	<b>44</b>	<b>16,080</b>	<b>14,619</b>
<b>2(d) Income from church activities</b>				
Crossroads	774		774	734
Weddings	200		200	2,100
Funerals	1,142		1,142	3,351
Baptisms/ Confirmation	-		-	-
Sundries	501		501	1,085
	<b>2,617</b>	<b>-</b>	<b>2,617</b>	<b>7,270</b>
<b>2(e) Other ordinary incoming resources</b>				
Insurance claims	-		-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL INCOMING RESOURCES</b>	<b>107,635</b>	<b>3,344</b>	<b>110,979</b>	<b>174,943</b>

# PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX

## NOTES TO THE FINANCIAL STATEMENTS

For the year ending 31 December 2020

3. RESOURCES EXPENDED	Unrestricted Funds	Restricted Funds	TOTAL 2020	TOTAL 2019
	£	£	£	£
<b>3(a) Church Activities</b>				
Missionary giving	275		275	1,683
Flowers	124		124	1,123
Insurance - Church	7,737		7,737	7,460
Insurance - Hall	1,905		1,905	1,904
Junior Church	38		38	399
Maintenance - Church & Hall	6,266	15,731	21,997	34,052
Memorial book	-		-	102
Ministry - Clergy expenses	448		448	1,157
Ministry - Common Fund	62,000		62,000	60,000
Ministry - Other clergy expenses	215		215	379
Ministry - Wedding fees	-		-	1,029
Organist & choir costs	1,294		1,294	1,633
Running cost - Church	4,012		4,012	5,853
Running cost - Hall	1,968		1,968	4,829
Sundry			-	-
Utilities - Electric	1,593		1,593	2,359
Utilities - Gas	6,611		6,611	7,081
Utilities - Other	791		791	865
Administration	8,835		8,835	8,205
People/ Cleaning Costs	9,319		9,319	13,994
	<b>113,431</b>	<b>15,731</b>	<b>129,162</b>	<b>154,108</b>
<b>3(b) Cost of generating of voluntary income</b>				
Costs of appeals	-	-	-	-
Stewardship activities	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>3(c) Fund raising/ Events costs</b>				
Fetes, bazaars & other	513		513	1,324
	<b>513</b>	<b>-</b>	<b>513</b>	<b>1,324</b>
<b>3(d) Investment Management Costs</b>				
Insurance - 34 Woodthorpe Road	278		278	695
Maintenance Costs - 34 Woodthorpe Road	281		281	1,245
Admin Fees - 34 Woodthorpe Road	-		-	1,123
Running costs grounds	-		-	415
	<b>559</b>	<b>-</b>	<b>559</b>	<b>3,477</b>
<b>TOTAL RESOURCES EXPENDED</b>	<b>114,503</b>	<b>15,731</b>	<b>130,234</b>	<b>158,909</b>

## PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX

### NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2020

#### 4. People Costs

During the year the PCC used the services of part time cleaners for the church hall and an administration assistant for the parish office but no payments were large enough to attract social security costs.

A small immaterial portion of the expenses paid to the incumbent may have related to his services as chairman of the PCC. Payments for Office administration totalled £6,270 for the year.

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties, other than for professional services rendered.

#### 5. Fixed Assets

	£	Church Hall	No.34	Total
Opening Balance		850,000	325,000	1,175,000
Additions		0	0	0
Gains & Losses in the year		0	0	0
<b>Closing Balance</b>		<b>850,000</b>	<b>325,000</b>	<b>1,175,000</b>

St Hilda's Church Hall in Stanwell Road, Ashford, Middlesex was brought onto the balance sheet in 2007 in order to comply with the Statement of Recommended Practice (SORP) for Charities as revised in 2005 and the Church Accounting Regulations 2006. The initial valuation was based on its current value to the PCC. The PCC believes that the residual value of the property exceeds its current use value and therefore has decided to adopt a policy of doing an annual impairment review rather than depreciating its value over its useful life.

The property known as No 34, Woodthorpe Road, Ashford, Middlesex is held for investment purposes and is shown in the accounts at market value. The last valuation was 31 December 2011 and was carried out by The Frost Partnership, Ashford, Middlesex.

Monies for 2020 entered in the Trust system are net not gross with commission costs of £389, Lease Renewal fees of £ and repairs/ maintenance totalling £281 included.

#### 6. Debtors and prepayments

	£	2020	2019
Receivables Church		6,150	5,052
Receivables Hall		0	0
<b>Total</b>		<b>6,150</b>	<b>5,052</b>

#### 7. Creditors

	£	2020	2019
Creditors and accruals - Church		5,436	8,593
Creditors and accruals - Hall		0	0
<b>Total</b>		<b>5,436</b>	<b>8,593</b>

All amounts are due within one year

#### 8. Long Term Creditors

During the year, the first installment of the 3 year Diocesan loan in respect of the church boiler was made - £2,500  
The remaining balance of £5,000 will be paid in 2021/22.

#### 9. Restricted Funds Held

The breakdown and movement of restricted funds are:

	£	Alford	Church	Church Hall	Total
Balance at 1 January 2020		10,452	19,672	0	30,124
Incoming resources		0	2,300	1,000	3,300
Resources expended		0	(15,731)	0	(15,731)
Moved from general fund		0	0	0	0
Interest Allocated		44	0	0	44
<b>Balance at 31 December 2020</b>		<b>10,497</b>	<b>6,241</b>	<b>1,000</b>	<b>17,738</b>

The large movement against resources expended in the Church fund relate to the Baptistry works, Boiler and Diocese loan repayments.

The Alford fund monies are held in the CBF account, whilst the others are held in the current account.

#### 9A Non Restricted held by CBF

General reserves held in the CBF account are £ 44,496

## **Independent Examiner's Report to the Members of the Parochial Church Council ('PCC') of St Hilda's Church, Ashford, Middlesex**

I report to the members of the PCC on the accounts for the year ended 31 December 2020 as set out on the attached pages.

This report is made solely to the members of the PCC in accordance with Sections 145 of the Charities Act 2011. My work has been undertaken so that I might state to the PCC members those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the members of the PCC for my examination work.

### **Respective responsibilities of PPC Members and Examiner**

The PPC members are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 ('the Charities Act')) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145 (5) (b) of the Charities Act); and
- to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's statement**

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

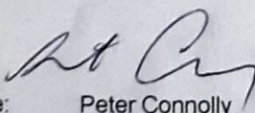
### **Independent Examiner's statement**

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

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Section 130 of the Charities Act ;and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
Name: Peter Connolly  
Address: 33 Carlyle Road, Staines, TW18 2PU  
Date: 17 April 2021

**PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX**

**BALANCE SHEET**

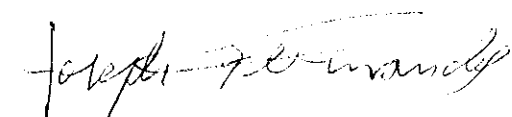
**For the year ending 31 December 2020**

	NOTE	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL 2020	TOTAL 2019
<b>Fixed Assets</b>					
Functional property	5	850,000	-	850,000	850,000
Investment property	5	325,000	-	325,000	325,000
		<u>1,175,000</u>	<u>0</u>	<u>1,175,000</u>	<u>1,175,000</u>
<b>Current Assets</b>					
Debtors and prepayments	6	6,150	-	6,150	5,052
Cash at bank and in hand		59,870	17,738	77,607	101,117
		<u>66,020</u>	<u>17,738</u>	<u>83,757</u>	<u>106,169</u>
<b>Current Liabilities</b>					
Creditors - amounts falling due within one year	7	5,436	-	5,436	8,593
<b>Net current assets</b>		<u><b>60,584</b></u>	<u><b>17,738</b></u>	<u><b>78,322</b></u>	<u><b>97,576</b></u>
<b>Total Assets less current liabilities</b>		<b>1,235,584</b>	<b>17,738</b>	<b>1,253,322</b>	<b>1,272,576</b>
Creditors - amounts falling due after one year	8	-	-	-	-
<b>TOTAL NET ASSETS</b>		<u><b>1,235,584</b></u>	<u><b>17,738</b></u>	<u><b>1,253,322</b></u>	<u><b>1,272,576</b></u>
<b>Funds</b>					
Unrestricted		1,235,584	-	1,235,584	1,242,452
Restricted	9	-	17,738	17,738	30,125
		<u><b>1,235,584</b></u>	<u><b>17,738</b></u>	<u><b>1,253,322</b></u>	<u><b>1,272,576</b></u>

**PCC Declaration**

The PCC acknowledge and accept their collective responsibility for ensuring adequate financial controls are maintained and proper books and records kept

These financial Statements were approved by the PCC on 3rd March 2021



**Fr Joseph Fernandes**

**Chairman/ Incumbant of St Hilda's Trust**

**PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX**

**STATEMENT OF FINANCIAL ACTIVITIES  
For the year ending 31 December 2020**

	NOTE	UNRESTRICTED FUNDS £	RESTRICTED FUNDS £	TOTAL 2020 £	TOTAL 2019 £
<b>INCOMING RESOURCES</b>					
Voluntary income	2(a)	62,172	3,300	65,472	88,056.36
Activities for generating funds	2(b)	26,810	-	26,810	64,997.83
Income from investments	2(c)	16,036	44	16,080	14,618.85
Church activities	2(d)	2,617	-	2,617	7,269.53
Other incoming resources	2(e)	-	-	-	-
<b>TOTAL INCOMING RESOURCES</b>		<b>107,635</b>	<b>3,344</b>	<b>110,979.17</b>	<b>174,942.57</b>
<b>RESOURCES EXPENDED</b>					
Cost of generating voluntary income	3(b)	-	-	-	-
Fund raising costs	3(c)	620	-	620	1,323.79
Church activities	3(a)	113,324	15,731	129,055	154,107.64
Investment management costs	3(d)	559	-	559	3,477.45
<b>TOTAL RESOURCES EXPENDED</b>		<b>114,503</b>	<b>15,731</b>	<b>130,234</b>	<b>158,908.88</b>
<b>NET INCOMING RESOURCES</b>		<b>(6,868)</b>	<b>(12,387)</b>	<b>(19,255)</b>	<b>16,034</b>
<b>GAINS &amp; LOSSES ON INVESTMENTS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TRANSFERS BETWEEN FUNDS</b>		<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ACCOUNTING PROCEDURES ADJUSTMENT</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(6,868)</b>	<b>(12,387)</b>	<b>(19,255)</b>	<b>16,034</b>
<b>BALANCE B/F AT 1ST JANUARY 2020</b>		<b>1,242,452</b>	<b>30,125</b>	<b>1,272,576</b>	<b>1,256,543</b>
<b>BALANCES C/F AT 31 DECEMBER 2020</b>		<b>1,235,584</b>	<b>17,738</b>	<b>1,253,322</b>	<b>1,272,576</b>

# **PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX**

## **NOTES TO THE FINANCIAL STATEMENTS**

**For the year ending 31 December 2020**

### **1 ACCOUNTING POLICIES**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005).

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gathering of church members.

### **FUNDS**

Restricted funds comprise (a) revenue donations or grants for a specific PCC activity intended by the donor and (b) monies set aside for a specific purpose as agreed by the PCC. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCCs general purposes.

### **INCOMING RESOURCES**

#### ***Voluntary Income***

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

#### ***Other Income***

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

#### ***Gains and losses on investments***

Realized gains and losses are recognised when the investments are sold.

### **RESOURCES USED**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share expected to be paid over is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **FIXED ASSETS**

#### ***Consecrated property and movable church furnishings***

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and the Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

#### ***Other fixtures, fittings and office equipment***

Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

#### ***Investments***

Investments are valued at market value at 31 December.

# PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX

## NOTES TO THE FINANCIAL STATEMENTS

For the year ending 31 December 2020

2. INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
<b>2(a) Voluntary Income</b>				
Planned giving - gift aid donations	37,539		37,539	40,303
Tax recovered on planned giving	13,828		13,828	9,951
Planned giving - other			-	-
Loose plate	3,283		3,283	7,084
Sundry donations	3,822	3,300	7,122	21,947
Other tax recovered	2,314		2,314	6,053
Donations, appeals, etc.	317		317	1,384
Grant income			-	-
Legacies			-	-
Memorial book	280		280	205
Flowers	789		789	1,129
Specials	-		-	-
	<b>62,172</b>	<b>3,300</b>	<b>65,472</b>	<b>88,056</b>
<b>2(b) Activities for generating funds</b>				
Fetes, bazaars & other fund raising events	3,947		3,947	9,545
Hall lettings/ Fund raising	17,947		17,947	50,851
Photocopying	10		10	-
PV Income	4,906		4,906	4,601
Misc.			-	-
	<b>26,810</b>	<b>-</b>	<b>26,810</b>	<b>64,998</b>
<b>2(c) Income from investments</b>				
Interest	225	44	269	467
Rent	15,811		15,811	14,152
	<b>16,036</b>	<b>44</b>	<b>16,080</b>	<b>14,619</b>
<b>2(d) Income from church activities</b>				
Crossroads	774		774	734
Weddings	200		200	2,100
Funerals	1,142		1,142	3,351
Baptisms/ Confirmation	-		-	-
Sundries	501		501	1,085
	<b>2,617</b>	<b>-</b>	<b>2,617</b>	<b>7,270</b>
<b>2(e) Other ordinary incoming resources</b>				
Insurance claims	-		-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL INCOMING RESOURCES</b>	<b>107,635</b>	<b>3,344</b>	<b>110,979</b>	<b>174,943</b>

# PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX

## NOTES TO THE FINANCIAL STATEMENTS

For the year ending 31 December 2020

<b>3. RESOURCES EXPENDED</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL 2020 £</b>	<b>TOTAL 2019 £</b>
<b>3(a) Church Activities</b>				
Missionary giving	275		275	1,683
Flowers	124		124	1,123
Insurance - Church	7,737		7,737	7,460
Insurance - Hall	1,905		1,905	1,904
Junior Church	38		38	399
Maintenance - Church & Hall	6,266	15,731	21,997	34,052
Memorial book	-		-	102
Ministry - Clergy expenses	448		448	1,157
Ministry - Common Fund	62,000		62,000	60,000
Ministry - Other clergy expenses	215		215	379
Ministry - Wedding fees	-		-	1,029
Organist & choir costs	1,294		1,294	1,633
Running cost - Church	4,012		4,012	5,853
Running cost - Hall	1,968		1,968	4,829
Sundry			-	-
Utilities - Electric	1,593		1,593	2,359
Utilities - Gas	6,611		6,611	7,081
Utilities - Other	791		791	865
Administration	8,835		8,835	8,205
People/ Cleaning Costs	9,319		9,319	13,994
	<b>113,431</b>	<b>15,731</b>	<b>129,162</b>	<b>154,108</b>
<b>3(b) Cost of generating of voluntary income</b>				
Costs of appeals	-	-	-	-
Stewardship activities	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>3(c) Fund raising/ Events costs</b>				
Fetes, bazaars & other	513		513	1,324
	<b>513</b>	<b>-</b>	<b>513</b>	<b>1,324</b>
<b>3(d) Investment Management Costs</b>				
Insurance - 34 Woodthorpe Road	278		278	695
Maintenance Costs - 34 Woodthorpe Road	281		281	1,245
Admin Fees - 34 Woodthorpe Road	-		-	1,123
Running costs grounds	-		-	415
	<b>559</b>	<b>-</b>	<b>559</b>	<b>3,477</b>
<b>TOTAL RESOURCES EXPENDED</b>	<b>114,503</b>	<b>15,731</b>	<b>130,234</b>	<b>158,909</b>

# PAROCHIAL CHURCH COUNCIL OF ST. HILDA's, ASHFORD, MIDDLESEX

## NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2020

### 4. People Costs

During the year the PCC used the services of part time cleaners for the church hall and an administration assistant for the parish office but no payments were large enough to attract social security costs.

A small immaterial portion of the expenses paid to the incumbent may have related to his services as chairman of the PCC. Payments for Office administration totalled £6,270 for the year.

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties, other than for professional services rendered.

### 5. Fixed Assets

£	Church Hall	No.34	Total
Opening Balance	850,000	325,000	1,175,000
Additions	0	0	0
Gains & Losses in the year	0	0	0
<b>Closing Balance</b>	<b>850,000</b>	<b>325,000</b>	<b>1,175,000</b>

St Hilda's Church Hall in Stanwell Road, Ashford, Middlesex was brought onto the balance sheet in 2007 in order to comply with the Statement of Recommended Practice (SORP) for Charities as revised in 2005 and the Church Accounting Regulations 2006. The initial valuation was based on its current value to the PCC. The PCC believes that the residual value of the property exceeds its current use value and therefore has decided to adopt a policy of doing an annual impairment review rather than depreciating its value over its useful life.

The property known as No 34, Woodthorpe Road, Ashford, Middlesex is held for investment purposes and is shown in the accounts at market value. The last valuation was 31 December 2011 and was carried out by The Frost Partnership, Ashford, Middlesex.

Monies for 2020 entered in the Trust system are net not gross with commission costs of £389, Lease Renewal fees of £ and repairs/ maintenance totalling £281 included.

### 6. Debtors and prepayments

£	2020	2019
Receivables Church	6,150	5,052
Receivables Hall	0	0
<b>Total</b>	<b>6,150</b>	<b>5,052</b>

### 7. Creditors

£	2020	2019
Creditors and accruals - Church	5,436	8,593
Creditors and accruals - Hall	0	0
<b>Total</b>	<b>5,436</b>	<b>8,593</b>

All amounts are due within one year

### 8. Long Term Creditors

During the year, the first installment of the 3 year Diocesan loan in respect of the church boiler was made - £2,500  
The remaining balance of £5,000 will be paid in 2021/22.

### 9. Restricted Funds Held

The breakdown and movement of restricted funds are:

£	Alford	Church	Church Hall	Total
Balance at 1 January 2020	10,452	19,672	0	30,124
Incoming resources	0	2,300	1,000	3,300
Resources expended	0	(15,731)	0	(15,731)
Moved from general fund	0	0	0	0
Interest Allocated	44	0	0	44
<b>Balance at 31 December 2020</b>	<b>10,497</b>	<b>6,241</b>	<b>1,000</b>	<b>17,738</b>

The large movement against resources expended in the Church fund relate to the Baptistry works, Boiler and Diocese loan repayments.

The Alford fund monies are held in the CBF account, whilst the others are held in the current account.

### 9A Non Restricted held by CBF

General reserves held in the CBF account are £ 44,496

## **Independent Examiner's Report to the Members of the Parochial Church Council ('PCC') of St Hilda's Church, Ashford, Middlesex**

I report to the members of the PCC on the accounts for the year ended 31 December 2020 as set out on the attached pages.

This report is made solely to the members of the PCC in accordance with Sections 145 of the Charities Act 2011. My work has been undertaken so that I might state to the PCC members those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the members of the PCC for my examination work.

### **Respective responsibilities of PPC Members and Examiner**

The PPC members are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 ('the Charities Act')) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145 (5) (b) of the Charities Act); and
- to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's statement**

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

### **Independent Examiner's statement**

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

1. which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with Section 130 of the Charities Act ;and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name: Peter Connolly

Address: 33 Carlyle Road, Staines, TW18 2PU

Date 17 April 2021

## **Independent Examiner's Report to the Members of the Parochial Church Council ('PCC') of St Hilda's Church, Ashford, Middlesex**

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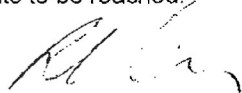
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2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name: Peter Connolly

Address: 33 Carlyle Road, Staines, TW18 2PU

Date 17 April 2021