

**St Peter & St Paul, Shiplake
All Saints, Dunsden
Annual Parochial Church
Report and Meeting
31st May 2026 10am**



The PCC of Shiplake and Dunsden has the responsibility of promoting the whole mission of the parish: pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church buildings and other facilities in the benefice.

This booklet contains the statutory information required by canon law for us to hold our Annual Parochial Church Meetings (APCM), which will be held on Sunday 31st May 2026 at Shiplake at 10am before the 11am Trinity Sunday Holy Communion service.

The agenda for both the vestry meetings (to elect churchwardens) and the APCM can be found on the inside back page of this document.

In this document you will find the minutes of our 2025 APCM, together with the various reports and accounts.

Please read these reports ahead of the APCM. All parishioners are welcome to attend, but only those on the Electoral Roll are permitted to vote and participate within the meeting. The majority of the activity reports will be taken as read at the meetings, with time for questions if required.

Minutes of the Annual Parochial Church Meeting of the Parish of Shiplake with Dunsden on Sunday 27th April 2025 at 12:30

Vestry Meeting – for the election of Churchwardens

Apologies

Jo Taylor, Malcolm Wright

Minutes of the last meeting – 5th May 2024

The Minutes of the 2024 Vestry Meeting were adopted as an accurate record of the meeting.

Churchwarden Elections

John Bodman and Rosemary Jones were nominated, proposed and seconded and were duly elected as Dunsden wardens elected by unanimous agreement for the year 2025-2026

Wendy Robinson was nominated, proposed and seconded and was duly elected by unanimous agreement for the year 2025-2026.

Many thanks to all three for their commitment and willingness to take on the role.

Archdeacon Visitation

Archdeacon's Visitation – will be on Monday 2nd June 2025 7.30pm at St Mary's, Market Place, Wallingford, OX10 0EG, when our churchwardens are sworn in. Parishioners are encouraged to attend to support them.

APCM

Present

28 people were present as for the Vestry Meeting

Apologies

As for the Vestry Meeting

Minutes of the 2024 APCM

The Minutes of the 2024 APCM Meeting were adopted as an accurate record of the meeting.

Election of PCC members

John Flinn, John Bodman, Rosemary Jones, Linda Glithro, Rosemary Appleby and Wendy Robinson have all agreed to serve for another term and were duly nominated and unanimously elected by the meeting.

Tim Woods-Ballard has been nominated, proposed, seconded and elected by unanimous agreement.

Jo Taylor has been co-opted onto the PCC.
 We welcome them both onto the SwDPCC.
 Nigel Smith, as Treasurer, is an ex officio member of the PCC.

Secretary

LL will continue to act as secretary.

Safeguarding

LL to continue as Safeguarding officer. All agreed.
 Diocesan Safeguarding policy should be adopted. All agreed.

Data Protection

LL to continue as Data Protection officer. All agreed.
 Diocesan Data Protection policy to be adopted. All agreed.

Health and Safety

LL to continue as Health and Safety officer. All agreed.
 Health and safety policy to be adopted. All agreed.

Electoral Roll Officer

The roll must be revised annually, except in a year in which a new roll is to be prepared (every sixth year starting **2025**).

The electoral roll for Dunsden was 19.

The electoral roll for Shiplake was 18.

John Bodman will continue in this role for Dunsden.

Wendy Robinson and LL will take on the role for Shiplake.

Presentation of Accounts and Treasurer's Report

- Nigel Smith explained how all the accounts from the past three years have had to be reconstituted
- The 2023 accounts figures have been marked as restated
- NS has now balanced the accounts and they reflect actual net figure
- All fees for weddings and funerals go through Shiplake which leads to a misleading income and expenditure
- The Diocese takes a percentage of these fees when the quarterly accounts are submitted to them
- Shiplake College pay £12,000 pa
- 95% of Parish Share was paid last year; 100% will be paid this year
- Lots of investments made a profit which kept the accounts in the black
- However, the stock market is in a period of extreme flux at the moment
- We need more money, which means we need more people
- The accounts were then accepted unanimously
- All presented voted NS a huge thank you for the immense amount of work spent on these accounts

Appointment of Auditor/ Examiner

Richard Parker examined the accounts and NS hoped he would do so next year as well.

However, it would be very helpful if someone else could be found to help with the accounts.

Inventory

The Terrier and Inventory has been checked and all items are present and correct. All agreed to accept.

Reports

All other reports were taken as read.

Thanks to all who submitted them.

Prayers

Rosemary Jones closed the meeting with a prayer and The Grace.

REPORTS FOR YEAR ENDING DECEMBER 2025

CLERGY REPORTS

Revd Jane Wright

As a new arrival to the benefice during March 2026, this is more of an introductory note than a report. However, it's a welcome opportunity to reflect on the time since my first contact with you in autumn 2025, through the interview and appointment process, our move to the Rectory and licensing here in March 2026.

Words such as welcome, generosity and hospitality have framed our experience. A huge thank you from Alan and myself for all the practical and personal support you have given us, not least around organising the redecoration of the Rectory prior to our move. Also to Revd's Pam and Heather for their care and guidance, likewise to churchwardens and church members, and Leigh for her administrative assistance. We feel truly blessed to be here.

I reflect on the past few months as a 3-2-1 time. This sounds like a countdown, but the time between interview and licensing did feel that way. Then we reached the uplifting service on 9 March with its wonderful organization, music, bells, flowers and hospitality. Thank you. It's an occasion we will always remember, as will our friends and family who were made to feel so welcome.

Now in post, I'm enjoying getting to know our 3 churches in 2 parishes who comprise 1 community of faith within this benefice. For my first weeks to include worshipping with you from the period from Mothering Sunday through Holy Week and Easter has been very special.

I hope you will join me in continuing the prayerful reflection which marked the vacancy, to further discern the priorities for our ministry and mission in the time ahead. I anticipate my three years as Priest in Charge will go all too quickly, so will value opportunities soon for conversations with individuals and PCCs about what we feel God is calling us to prioritise together during this time.

It's a great joy to be sharing this ministry with so many others, both ordained and lay, and I'm excited about being part of the churches and wider communities in this benefice.

Revd. Pam Gordon

As with the SMARTY goals of 2024, there was consolidation of the Benefice aims and activities.

The interregnum guided all activities during 2025. During this year a team of PTO clergy, Shiplake College chaplain and Diocesan senior staff ensured the pattern of services continued in all 3 churches. The benefice all benefitted from visits by Bishop Gavin, Archdeacon David, Assistant Archdeacon Jane and Area Dean Jeremy, Revds.

Becky Medlicott, John Ryeland, David Pritchard, Keith Knee Robinson, and Vincent Perricone who accepted my invitations to preside and preach. They complemented the regular team of Revd Heather Turner and me.

When asking for assistance to maintain the rota of services, I could be confident that each church would be so well organised with all that was needed, so hospitable, that visitors could arrive with just their sermon.

As requested by the PCCs I coordinated ministry and mission, the priest only aspects of church life. A significant consequence was monthly meetings with churchwardens who had legal responsibility. These complemented the monthly meeting of all commissioned lay leaders with the addition of representation from the choir, Dunsden's catering team, and inclusion of organists in all communication. I would suggest that we all learned from these face-to-face meetings and are better equipped to move forwards after interregnum.

Frequency and duration of meetings were a challenge of commitment. What a credit to all involved that the momentum was maintained and the resulting efficiency a benefit to the wider community.

It was my privilege to see people increase their contributions to worship and the social aspects of life in all three churches. The cooperation and support I saw, and received, was instrumental in navigating the breadth of opportunities we offered for worship and pastoral support. All requests for pastoral services, baptisms, weddings, funerals, memorial services, burials and cremations were met.

Behind all the public signs of ministry and mission was the constant, well informed, diligent work of our administrator, Leigh Leadbetter. If ever there was a ministry of oiling the wheels or pouring oil on troubled waters – she is the epitome of that care and ability.

On behalf of the Benefice, I attended some ministers of Henley ecumenical meetings to ensure our churches were represented and could be involved in the wider decisions. I was involved in training that connected ministry to psychology and that facilitated some wider conversations about gifting and vocation.

This year has shown evidence of the congregations pulling together to support visiting clergy, to offer worship and provide social events that meet the interests of the local community. It is my understanding that, through the lay leaders, members of the 3 churches have grown in awareness of the different church situations. It is a team that has pooled knowledge, experience and skills for the common good.

I reflect on the year with gratitude for the energy and abilities so many have contributed. For myself, I hope that my particular part was to enable, encourage and equip others in their ministry, their discipleship journey. Only they can comment if it was so, time will tell.

I was blessed to have been offered these opportunities and responsibilities. May God's Kingdom continue to grow.

Shalom <><

Revd. Heather

During the interregnum I continued to exercise my Permission to Officiate ministry under the Church Wardens of the Benefice, seeking their goodwill to extend my ministry where appropriate. This included introducing two new worship initiatives:

Maundy Thursday celebration took place in a more informal manner....and using the prayer book Eucharistic Prayer... at 4 pm. In December, an afternoon 1662 service of communion accompanied by Carols was also well received. Principally this was to accommodate those unable to get to the evening provision. Both were accompanied by refreshments and gave the opportunity to those attending to both worship and socialise. Another initiative was to celebrate an Ascension Day simple worship and picnic at Harpsden.

Thanks to the Anna team services were maintained to both Lashbrook and Tower House as well as taking the sacrament to people's homes on a monthly basis.

The monthly church community lunches have continued with visits to several venues and the Anna teas have been well supported (the later free thanks to a very generous donation). During Lent the attendees decided they would like to donate for the benefit of others: both the local Nomads Charity (£70) and internationally Mary's Meals (£70) benefited from their generosity.

My liturgical role has continued to have been enhanced by conducting worship within the three churches of the Benefice.

I was also privileged to be asked to contribute a topical article on a bi monthly basis for the Harpsden Magazine and the Benefice News Letter.

Treasurer's report for Shiplake and Dunsden- Nigel Smith

Introduction

Yet again the Parish has a surplus at the end of the year but only because the value of our investments increased by £58,403. The deficit on income and expenditure was £25,542 compared with £13,694 in 2024. 2024 benefitted from the insurance claim following the demolition of the church hall at Shiplake.

Income

Voluntary income was almost the same as last year at £50,988 (£50,717). Other funds generated includes a refund of £7,880 from SSE concerning the removal of electric supply from the church hall. Shiplake College continues to be an important part of our income with a regular index linked contribution to the running expenses of Shiplake church. Other income also includes occasional use of the church car park by parties who make donations.

Expenditure

The Parish Share is the biggest item £48,235 representing 44% of total expenditure and 60% of our income. The Parish paid what was asked of its share in full. This represented 79% of the share in accordance with the Deanery plan. 2026 will see an increase to £51,921. Maintenance reflects work carried out mainly at Shiplake Church on the church walls and the lighting. Further work has been carried out on a new soakaway which will be included in 2026 figures. Energy costs were £4,000 lower as a result of entering into new contracts. The organists' costs were lower following Adrian's retirement during the year. Helen and Roger are playing on an ad hoc basis as required.

Balance Sheet

As mentioned above the Parish had a surplus of £25,542 as a result of unrealised profits on investment valuations of £58,403. This was a stock market valuation at the end of the year. Since then, valuations have been adversely affected by the war in the Gulf and parishioners will be aware that ongoing uncertainty is not going to improve these valuations. The parish continues to have an outflow of cash of about £20,000 per annum. This is unlikely to change in the near future. However, it is also important to point out that the parish is wealthy and has cash and realisable investments of about £600,000 at the year-end (£571,000 in 2024).

This parish is currently financially sound.

Separate booklet

Church Wardens' Report - Dunsden– Rosemary Jones and John Bodman

A fairly quiet year for All Saints on the whole. Despite still being in Interregnum we have managed very well with the regular services. When there was a Joint Benefice Service it was a joy to have the church full and Roger or Helen playing our pipe organ. Despite our best efforts we still have not been able to replace Adrian in the Organist role. We are managing with our PA system via downloads to our phones from Roger and the internet. We had hoped to have more concerts at All Saints, but time overtook us and our main fundraiser this year was Snowdrop Sunday. Organised by John (with a little help from Rosemary) it was a real triumph with a Ukelele Band, Morris Dancers and various speakers to entertain getting on for 400 visitors during the afternoon. And despite our worst fears the Snowdrops hung on through a mild winter to carpet the graveyard in snowy white flowers. The catering was superbly managed by Yvonne Watson with plenty of assistance. The Harvest and Pancake Suppers were extremely successful too, organised by Yvonne Watson and various help from the ladies in the church. We have managed to organise new cleaners, using the same ladies that clean at Shiplake. Already there is a noticeable improvement. The church was invaded by a small infestation of mice and after attempting to get rid of them ourselves, we called in a professional and they haven't been seen since.

Maintenance of the graveyard, car park and boundary walls has again been carried out by Steve Bevan who will be retiring soon leaving us to find a replacement. The fabric of our buildings was examined by our usual architect and some urgent issues to flashings and external rendering has arisen which requires urgent attention to prevent rainwater ingress. In general, we have had a very good report again. Sonning Common Green Gym members have worked two sessions this year in cutting back our boundary hedges and brambles. Overall, our Church is in good shape both spiritually and in practical terms. We now need to pray and work to increase our congregation.

Shiplake Church Wardens' Report –Wendy Robinson (Acting Warden)

Needless to say, in an interregnum a church warden's job is quite intense. The responsibility of the church is ultimately on your shoulders and all problems have to be processed through you. This responsibility though was shared and I could not have coped without the skills of others, particularly Leigh, Vic Morgan and Tim Woods Ballard who offered their own personal skills.

Our 3 at 3 services, which were Lay lead and mostly organised by Vic Morgan were proving to be successful and more people came to this service than to an 11 am Sunday morning.

These services were more relaxed and included hymns that had been chosen by regular attendees.

We had three concerts over the year. The first was a violin concert by Liz Lipscombe who gave her concert free for the use of the church to practice. All proceeds went to the church.

The second concert was by Michael Sterling who is a renowned West End singer and actor and lives in Shiplake. He included others of very high calibre which made for a very enjoyable evening and raised much needed money for our church. The work involved was considerable but brought awareness of the church to a wider audience. The third concert was a carol concert for the local area branch of the Lowland Rescue charity, put together by its members who came with their search dogs. An excellent evening was had by all. This was held in late November bringing us nicely into Christmas.

This year involved the writing of the profile for advertising for a new priest in charge. This was undertaken by myself along with Linda Glithro from Dunsden and Valerie Nicolson from Harpsden.

Advertising and interviews took place, and after the first rejection Jane Wright was chosen and accepted the post. We were very happy with her appointment and looked forward to working with her.

Tim Woods Ballard worked tirelessly at organising the necessary barriers and notices to the car park, this makes the area much safer from use by unauthorised large vehicles. We are so grateful to Tim for organising this work.

Damp was seen in the Church walls and this was due to full up "soak a way" that needed replacing. During the necessary work bones were found causing a long and frustrating wait to get the work completed. This is now done and bones suitably re blessed by the clergy and buried. This work again was organised by Tim along with Leigh and both need our grateful thanks.

Shiplake Church Music Report 2024-2025 Helen Lam

Sunday Services

This year, music at Shiplake Church continued to support the regular Sunday services. A notable development was the introduction of a new afternoon service on the third Sunday of each month, beginning in September 2024. For this service, I have usually played the digital piano instead of the organ, helping to create a slightly more relaxed and informal atmosphere, while still supporting congregational singing.

Hand chimes

On 27 October, I offered two “open-to-all” hand chimes sessions at the church. These were attended by two adults and one teenage boy as new ringers, alongside six adults with previous handbell experience who came to “have a go” on the chimes.

As a result, we successfully recruited eight ringers — five adults and three children — for the Carol Service on 21 December, helping to maintain the tradition of hand chime music in our Christmas celebrations.

Flute and piano concert

On 28 October, I organised a flute and piano concert at the church in collaboration with local flutist Bob Preston. The programme featured a blend of timeless classical works, providing a varied and enjoyable musical experience for the audience. Around 40 people attended, and the concert raised approximately £220 in support of the church.

Music at Shiplake school

In December 2024, **Year 3 and Year 4 pupils showcased their musical talents** through singing and glockenspiel performances in the school’s Christmas concert. In the summer term, Year 5 and 6 spent four weeks working with hand chimes and bell plates, while Year 4 and 5 participated in a video ensemble performance featuring singing, keyboard, guitars, and colour bells. I am no longer offering regular music lessons to Shiplake School, but these activities supported young musicians and reinforced the connection between the church and the school community.

I look forward to another year of music at Shiplake Church, and to continuing to support the worship and life of our church community through music.

3rd Sunday at 3pm: Vic Morgan

We have had a very positive year with the 3rd Sunday at 3pm service. It has a warm and relaxed atmosphere and we usually welcome 18-20 people to most services. We have only cancelled one service since the start in September 2024, which was on Mothering Sunday 2026 as it coincided with Revd Jane's first Sunday service, and have had a range of services through the church calendar. We now ask people for their favourite hymns and use them in the services as they fit with the readings or themes. Wendy C is our resident baker who brings a delicious treat to share after the service, with warm drinks and fellowship.

After Service Refreshments

At Shiplake, we share refreshments and fellowship after all services, seated at tables in the vestry. In December, Wendy stepped back from the coffee rota, so these are usually provided by Helen WB and Vic. This fellowship is a very welcome part of the life of Shiplake church.

Church of St Margaret of Antioch, Harpsden: Roger Derbyshire

January – December 2025 Annual Report for the APCM: Music and the Choir

During 2025 music continued to play an integral part in supporting and enhancing our worship at St Margaret's, both by helping to lead the congregation's singing, and where appropriate by performing beautiful and more challenging music to the praise of God.

We were very fortunate again to be able to rely upon the resources of a dedicated choir numbering up to twenty individuals, singing a wide variety of hymns, anthems, psalms, Taizé chants, songs and carols.

We continued to hold a regular weekly choir practice. Services with a special focus on music included a Choral Evensong, two Taizé Services, a Service of Nine Lessons and Carols, and 'Hymns and Pimms' at the Patronal Festival. Anthems sung spanned many centuries of musical styles, including 'Thou knowest, Lord, the secrets of our hearts' by Purcell (1695), 'Cantique de Jean Racine' by Fauré (1865) and '10,000 Reasons (Bless the Lord)' by Matt Redman (2011). At the Service of Nine Lessons and Carols we sang a new carol, 'O Eden lost', telling the Genesis story of the fall of Man, with lyrics written by our very own Jo Taylor.

In addition to singing at the regular Sunday services at St Margaret's, the choir sang at the monthly Benefice Services at Shiplake and Dunsden, and at a number of weddings and memorial services throughout the Benefice.

Other singing events in the wider community included concerts and carols at Albert Court, Henley Manor, Tower House, and at the Lowlands Rescue Carol Concert held at Shiplake Church.

The historic organ at St Margaret's continued to be well maintained with a tuning visit completed in July, and the Yamaha piano was used extensively to support choir practices, add variety to music at services, and for off-site singing in the community.

I would like to record my sincere thanks to the following choir members in particular for their help and support throughout the year: Josie Peddie for continuing to look after all the administration work behind the choir - music, robes, bookings, attendance; Caroline Fulton for looking after the choir finances and accounts; and Nigel Smith, both for his wise words of advice and his help in conducting the choir; Thanks go also to Jonty for his help playing the hymns during Morning Praise in August and the carols at the Christingle Service, and to Helen Lam and Gary Howarth for kindly covering the services for me when I was away.

We look forward to continuing to support the worship at St Margaret's and throughout the Benefice during 2026.

"The aim and final end of all music should be none other than the glory of God and the refreshment of the soul." - J S Bach

Ringling Master's Report – Shiplake -Bob Partridge

During 2025 we maintained ringing for the majority of the main Sunday morning services. We've also, with help from visitors, managed to ring for several funerals, weddings and special services. Practices have continued each Tuesday supported by friends from Sonning, Wargrave and Waltham St Lawrence.

We were delighted to welcome Jenny Townsend back to ringing after a 40-year break. She learnt at Shiplake as a teenager and has already become a reliable and valued member of the Sunday service band. Stephanie Lane temporarily gave ringing a slightly lower priority following the birth of her daughter in November! We would very much like to recruit some more potential ringers, (aged 9-10 upwards), and are very happy to arrange a no-commitment taster session for anybody interested.

Cyril's death has been a great loss and has meant that we have lost one of our three very experienced ringers who are able to provide safety cover during ringing. This now just leaves Tower Captain Bob and Deputy Steve to provide this cover, one of whom needs to be present if we are to ring. Unfortunately, absence of both of us meant that on a couple of occasions in 2025 we were not able to ring for a service.

The bell installation has not suffered any problems, but we have had three old ropes fitted with new sallies and tail ends and also bought one new rope at a total cost of £800. The clock developed a problem when it kept stopping for no apparent reason. Eventually this was traced to a faulty circlip in the chain drive from the electric winding motor in the "going" train. Since that has been fixed, the clock has run without problem.

Churchyard Report John Buckley

The last meeting of the Shiplake Churchyard Trustees was held on Tuesday 20th May 2025, when the 2024 Financial Report was presented by Paul Robinson and discussed.

The only significant tree work during 2025/26 was the felling of four conifers to allow access to Shiplake College classroom walls for maintenance and repair; the cost of this work was borne by the College.

Dunn & Co completed repair work on a section of churchyard wall in the Southwest corner. Some further repair work is needed by the ledger stones on the Southern boundary with the College, though this is understood to be the responsibility of the College.

It was a struggle to manage another year of grounds maintenance without the use of contractors. This included lilac hedge trimming, spraying paths, weeding and cutting back the lavender beds and regular mowing.

Routine mower servicing was carried out in-house. The old Hayter 53 machine became unreliable and was disposed of successfully on eBay. The proceeds covered the purchase of a good second-hand Mountfield mulching machine.

My plea on the Shiplake Villages website for another volunteer has produced no results so far (but over 70 views).

The careless and inconsiderate use of churchyard wheelie bins – plants put in green bins, recyclables in brown bins, cartons, plastic bottles and worse in black bins has resulted in bins being rejected weekly. It has been necessary to empty out full bins and sort items into the correct bins, otherwise they are not taken. It is an unpleasant and unnecessary task, occasioned by an anti-social section of the Shiplake community (and not bona-fide visitors to the churchyard); it calls for a radical solution.

Henley Deanery Report for the APCM in the Benefice of Shiplake and Dunsden with Harpsden cum Bolney: Paul Barrett

During the period under review there were three Deanery Meetings as well as a Quiet Day at Christ the King, Sonning Common.

At the BBQ held at Goring in June 2025, John Blair stood down as Area Dean and was replaced by Jeremy Tayler with David Benskin and Ben Phillips serving as Assistant Area Deans. Sylvia Warner serves as Lay Chair, Gillian Walmsey as Secretary and Judith Hogg as Treasurer. Tilden McKean has recently joined the Deanery Standing Committee as lay representative for our Benefice.

The Parish Share Recovery Plan for the Henley Deanery has been a constant topic at Deanery Meetings with a target of 89% payment by the end of 2026. Julia Dziegiel from Oxford Diocese made a presentation on Church Finance to the September meeting but failed to persuade the majority that the present system perpetuates a disconnect between support for rural parishes and spending on the church hierarchy.

Other topics covered during the year included the success of St. Mary's Youth club at Whitchurch, Eco Church, and the five most pressing issues for Henley Deanery in future.

There has been a greater emphasis on spirituality at Deanery meetings with prayer and worship preceding the business agenda and the introduction of a Deanery Prayer card on a quarterly basis made up from the foremost prayer concerns for each parish and benefice in the Henley Deanery.

Benefice Administrator Report – Leigh Leadbetter

As Benefice Administrator, I manage the day-to-day operations of the parish, ensuring smooth communication between staff, volunteers, and the wider community. I oversee administrative tasks, coordinate events and maintain records.

Safeguarding Officer's Report: Leigh Leadbetter

Overview

During the past all three churches have remained committed to ensuring they provide a safe and welcoming environment for everyone, particularly children, young people, and vulnerable adults. Safeguarding is not just a legal requirement but a core part of our mission and ministry.

Policy and Compliance

The Parochial Church Council (PCC) has formally adopted the House of Bishops' 'Promoting a Safer Church' policy. We have complied with the duty to have due regard to House of Bishops' guidance. Our safeguarding policies are reviewed annually and are clearly displayed on our parish noticeboards and website.

Safer Recruitment and Training

DBS Checks: All eligible volunteers and staff holding relevant roles have undergone Disclosure and Barring Service (DBS) checks. These are tracked and renewed every three years as per national guidelines.

Training: It is a requirement that all PCC members and volunteers complete the appropriate level of safeguarding training (Basic Awareness and Foundation). I am pleased to report that the majority of our team are currently up to date.

Reporting and Incidents

All matters will be handled in accordance with Diocesan procedures and, where necessary, referred to the Diocesan Safeguarding Advisor (DSA). We continue to maintain a confidential recording system for any concerns.

Conclusion

I would like to thank the clergy, PCC, and all our volunteers for their ongoing vigilance and cooperation. Safeguarding is a shared responsibility, and your support ensures that our parish remains a safe place for all to worship.

Health and Safety Officer's Report: Leigh Leadbetter

Overview

All three churches are committed to providing a safe environment for all members of the congregation, staff, volunteers, and visitors. This report outlines our adherence to the Health and Safety at Work Act and our efforts to maintain our premises and activities to the highest safety standards.

Policy and Risk Assessment

The Health and Safety Policy has been reviewed by the Joint PCC this year to ensure it remains fit for purpose. Risk assessments have been conducted (and updated where necessary) for:

- Regular Sunday services and mid-week groups.
- Special events (e.g., Christmas/Easter services, community fairs).
- External hires and third-party use of the church hall.
- Each church now has a folder with a general risk assessment for a service and a short ticklist to complete. The folders also contain a checklist to be completed for any fundraising activities to ensure compliance with the new fundraising regulations.

Maintenance and Inspections

To ensure the safety of our physical structure and equipment, the following checks were completed:

Fire Safety: All fire extinguishers were serviced annually and the fire alarm system and emergency lighting have been tested regularly.

Electrical Safety: Portable Appliance Testing (PAT) was carried out on for all church-owned equipment.

Building Fabric: Routine inspections of the [e.g., roof, floor surfaces, heating system] were conducted to identify and mitigate any trip hazards or mechanical failures.

Accidents and Incidents

I am pleased to report that there were very few reportable accidents during the past year. Our First Aid kits are located in the kitchen area and have been renewed this year.

Conclusion

I would like to thank the Churchwardens and the buildings committee for their tireless work in keeping our site safe. If any member of the congregation notices a potential hazard, please report it to me immediately.

SwDPCC/ Joint PCC Secretary's Report: Leigh Leadbetter

Membership and Governance

The Parochial Church Council (PCC) of Shiplake and Dunsden met seven times during the year, and the joint PCC met six times.

Key Areas of Deliberation

Over the past twelve months, the PCC has focused its attention on:

- **Fabric and Buildings**
- **Finance**
- **Compliance**

General Data Protection Regulation (GDPR)

The PCC continues to comply with its obligations under GDPR. Our privacy notice is available on the website, and we have updated our contact lists to ensure we only communicate with those who have given explicit consent.

Looking Ahead

In the coming year, the PCC's primary focus will be supporting Revd Jane Wright. We remain committed to supporting the Clergy and Churchwardens in the spiritual and practical growth of the parish.

Conclusion

I would like to thank all PCC members for their time, prayerful consideration, and hard work behind the scenes. Their dedication ensures the smooth running of our church life.

**Annual Parochial Church Meeting
of the Benefice of Shiplake with Dunsden and Harpsden cum Bolney
Sunday 31st May 2026**

Vestry Meeting Agenda

1. Prayers
 2. Apologies for absence
 3. Minutes of last meeting
 4. Elections
 - Church Wardens
- Vestry Meeting Ends

APCM Agenda

1. Apologies for absence
2. Minutes of last meeting 27th April 2025
3. Elections of PCC Members

Safeguarding Officer – Leigh Leadbetter

- Need to adopt Diocesan policy

Data protection Officer – Leigh Leadbetter

- Need to adopt Diocesan policy

Health and Safety Officer - SD/H – Leigh Leadbetter

- Need to adopt Diocesan policy

Electoral Roll Officer - SD – John Bodman

H -James Frost

4. Accounts to be adopted
5. Appointment of Auditor for 2026
6. Presentation of Terrier and Inventory
7. All other reports to be taken as read– and questions asked if needed
8. Prayers to close

The Grace

The first meeting of the PCC will elect a Secretary and Treasurer and agree the dates of the PCC meetings for 2025/26

The parish of

Shiplake with Dunsden

Parochial Church Council

Statement of Financial Activities

for the year ended 31st December 2025

**Independent Examiner's Report
to Shiplake with Dunsden PCC**

This report on the accounts of the PCC for the year ended 31st December 2025, which are set out on pages 2 to 7, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 to 2001 (the Regulations) and s.43 of the Charities Act 1993 (the Act).

Respective Responsibilities of the PCC and the Examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and s.43 of the charities Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

Basis of my Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under sec.43(7)(b) of the Act and to be found in the guidance, 2001 edition, issued by the Finance Division of the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

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

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

a. to keep proper accounting records in accordance with s.41 of the Act; and

b. to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations

have not been met

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

Signed..... RICHARD PARKER

Date..... 13/2/26

Address..... EROMWELL COTTAGE, 6 CROMWELL GARDENS, MALLOW SL7 1BG

Qualification..... Chartered Accountant (retired)

Shiplake with Dunsden Parochial Church Council							
Statement of Financial Activities							
for the Year ending 31st December 2025							
		2025			2024		
	Note	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Incoming Resources		£	£	£	£	£	£
Voluntary Income	2	49,424	1,564	50,988	42,819	7,898	50,717
Insurance claim					60,788		60,788
Activities for generating funds		27,288		27,288	22,599		22,599
Investment income		3,203	3,861	7,064	3,861	4,627	8,488
Total Income		79,915	5,425	85,340	130,067	12,525	142,592
Resources used (Expenses)	3						
Cost of generating funds (Running costs)		46,895	3,861	50,756	46,839	4,627	51,466
Church Hall Demolition					37,285		37,285
Governance costs (parish & deanery share)		60,126		60,126	67,535		67,535
Total expenses		107,021	3,861	110,882	151,659	4,627	156,286
Surplus/(Deficit)		- 27,106	1,564	- 25,542	- 21,592	7,898	- 13,694
Gain/(loss) on value of Investments		58,403		58,403	34,632	2331	36,963
Increase/(reduction) in funds		31,297	1,564	32,861	13,040	10,229	23,269
Funds at 1st January 2025		459,731	361,774	821,505	446,691	351,545	798,236
Funds at 31st December 2025		491,028	363,338	854,366	459,731	361,774	821,505
The notes on page 4 to 8 form part of these accounts							

Shiplake with Dunsden Parochial Church Council				
Balance Sheet at 31st December 2025		Total		
	Note	2025	2024	
		£	£	
Fixed Assets				
Heritage Assets		250,000	250,000	
Investments	5	518,819	460,420	
		768,819	710,420	
Current Assets				
Debtors	6	8,897	11,015	
Bank accounts				
Current account		8,647	9,517	
Deposit account		72,101	90,553	
Total Current Assets		89,645	111,085	
Current Liabilities		7	4,098	-
Net Current Assets		85,547	111,085	
Total Net Assets		854,366	821,505	
Funds				
Restricted Funds		363,338	361,774	
General Fund		491,028	459,731	
Total Funds		854,366	821,505	
Approved by the Parochial Church Council on March 2026 and signed on its behalf by:				
John Bodman (Church Warden)		Nigel L Smith (Treasurer)		
The notes on pages 4 to 8 form part of these accounts				

Shiplake with Dunsden Parochial Church Council

Notes to the financial Statements for the year ended 31st December 2025

1. Accounting Policies

- a. The financial statements have been prepared on the accruals basis in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting standards and the Charities Statement of Recommended Practice
~~The financial statements have been prepared under the historic cost convention~~
- b. The accounts include all transactions, assets and liabilities for which the Parochial Church Council (PCC) is responsible in law.
- c. Incoming resources are recognised as follow:
Collections - when received
~~Planned giving - when received~~
Fund raising events - when carried out
Church fees - when due
~~Investment income - when due~~
- d. Consecrated and beneficed property has been excluded by law from the accounts
- e. ~~No value has been placed in the accounts on moveable church furnishings held by churchwardens on trust for the PCC. Other fixtures, furniture and equipment are written off in the year of purchase unless they exceed £2,000~~
- f. Short term deposits include cash held on deposit at the banks or CBF of the Church of England
- g. ~~Debtors include amounts due from activities during the year and prepaid expenditure~~
- h. Income tax refunds on voluntary income have been allocated in the accounts to the appropriate revenue items.
- i. Funds are analysed and reported on in a variety of classes, the principal distinction being between Unrestricted and Restricted Funds. Restricted Funds consist of money which has been given by the donor for a specific purpose. Unrestricted Funds may include Designated Funds which have been set aside by the PCC to be used for a particular purpose in the future. The PCC has the power to reallocate these funds.

Shiplake with Dunsden Parochial Church Council						
Notes to the financial Statements for the year ended 31st December 2025						
2. Incoming resources	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds			Funds		
2a. Voluntary Income			2025			2024
Gift Aid income	30,049		30,049	28,217		28,217
Tax recoverable	3,634		3,634	6,864		6,864
Loose plate collections	4,719		4,719	4,249		4,249
Appeals and donations	3,141		3,141	2,452		2,452
Other funds generated	7,881		7,881	1,037		1,037
DunsdenExtension		1,564	1,564		7,898	7,898
Legacies			-			
	49,424	1,564	50,988	42,819	7,898	50,717
2b. Insurance claim				60,788		60,788
2c. Activities For generating funds						
Fund raising events	493		493	1,647		1,647
Shiplake Colleg donation	16,120		16,120	13,040		13,040
Fees for weddings & funerals	10,675		10,675	7,912		7,912
	27,288		27,288	22,599		22,599
2d. Investment Income						
Dividends	1,655	3,861	5,516	2,076	4,627	6,703
Bank & CBF interest	1,548		1,548	1,785		1,785
	3,203	3,861	7,064	3,861	4,627	8,488
Total incoming resources	79,915	5,425	85,340	130,067	12,525	142,592

Shiplake with Dunsden Parochial Church Council						
Notes to the financial Statements for the year ended 31st December 2025						
3. Resources used			2025			2024
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
3a. Cost of generating funds						
Gas Electricity & Water	14,000		14,000	18,483		18,483
Insurance	7,774		7,774	7,606		7,606
Property maintenance -Shiplake	3,146	2,577	5,723	6,746	3,497	10,243
Property maintenance -Dunsden	3,187	1,284	4,471		1,130	1,130
Organist Fees	5,401		5,401	7,060		7,060
Upkeep of services	1,739		1,739	2,663		2,663
Churchyard maintennce - Shiplake	9,257		9,257	1,806		1,806
Churchyard maintennce - Dunsden	2,391		2,391	2,475		2,475
	46,895	3,861	50,756	46,839	4,627	51,466
3b. Governance Costs						
Giving to agreed charities			-	225		225
Parish Share	48,235		48,235	51,264		51,264
Parish share weddings & funerals	2,078		2,078	4,491		4,491
Deanery Synod levy	458		458	484		484
Shared Benefice Clergy expenses	1,900		1,900	3,176		3,176
Benefice office costs	6,120		6,120	6,756		6,756
Admin/stationery	1,335		1,335	1,139		1139
Independent Examiners fee			-			-
	60,126		60,126	67,535		67,535
3.c Church Hall demolition				37,285		37,285
Total Resources Used	107,021	3,861	110,882	151,659	4,627	156,286

Shiplake with Dunsden Parochial Church Council		
Notes to the financial Statements for the year ended 31st December 2025		
	2025	2024
4. Charity Heritage Asset		
Valuation		
At 31.12.25	250,000	250,000
	250,000	250,000
In 2013 it was established that the freehold land on which the Church Hall stood was conveyed to the Parochial Church Council from the Diocese in 1977. The Church Hall has been demolished but the trustees consider that the land value is still valid.		
5. Investments - value at 31st December 2025	2025	2024
	Listed	Listed
	Securities	Securities
At 1st January	460,416	538,749
less: Realised	-	114,453
Revaluation	58,403	36,124
	518,819	460,420
Restricted	110,535	103,037
Unrestricted	408,288	357,383
	518,823	460,420
6. Debtors	2025	2024
Diocese of Oxford	2,138	-
Harpsden PCC	2,738	1,250
Parish share paid in advance	4,020	
Shiplake Court		9,765
	8,896	11,015
7. Creditors	2025	2024
Clergy expenses	2,118	
Diocese of Oxford	575	
Harpsden PCC	1,404	541
	4,097	541

The parish of

Shiplake with Dunsden

Parochial Church Council

Statement of Financial Activities

for the year ended 31st December 2025

**Independent Examiner's Report
to Shiplake with Dunsden PCC**

This report on the accounts of the PCC for the year ended 31st December 2025, which are set out on pages 2 to 7, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 to 2001 (the Regulations) and s.43 of the Charities Act 1993 (the Act).

Respective Responsibilities of the PCC and the Examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and s.43 of the charities Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

Basis of my Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under sec.43(7)(b) of the Act and to be found in the guidance, 2001 edition, issued by the Finance Division of the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

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

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

a. to keep proper accounting records in accordance with s.41 of the Act; and

b. to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations

have not been met

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

Signed..... RICHARD PARKER

Date..... 13/2/26

Address..... EROMWELL COTTAGE, 6 CROMWELL GARDENS, MALLOW SL7 1BG

Qualification..... Chartered Accountant (retired)

Shiplake with Dunsden Parochial Church Council							
Statement of Financial Activities							
for the Year ending 31st December 2025							
		2025			2024		
	Note	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Incoming Resources		£	£	£	£	£	£
Voluntary Income	2	49,424	1,564	50,988	42,819	7,898	50,717
Insurance claim					60,788		60,788
Activities for generating funds		27,288		27,288	22,599		22,599
Investment income		3,203	3,861	7,064	3,861	4,627	8,488
Total Income		79,915	5,425	85,340	130,067	12,525	142,592
Resources used (Expenses)	3						
Cost of generating funds (Running costs)		46,895	3,861	50,756	46,839	4,627	51,466
Church Hall Demolition					37,285		37,285
Governance costs (parish & deanery share)		60,126		60,126	67,535		67,535
Total expenses		107,021	3,861	110,882	151,659	4,627	156,286
Surplus/(Deficit)		- 27,106	1,564	- 25,542	- 21,592	7,898	- 13,694
Gain/(loss) on value of Investments		58,403		58,403	34,632	2331	36,963
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The notes on page 4 to 8 form part of these accounts							

Shiplake with Dunsden Parochial Church Council				
Balance Sheet at 31st December 2025		Total		
	Note	2025	2024	
		£	£	
Fixed Assets				
Heritage Assets		250,000	250,000	
Investments	5	518,819	460,420	
		768,819	710,420	
Current Assets				
Debtors	6	8,897	11,015	
Bank accounts				
Current account		8,647	9,517	
Deposit account		72,101	90,553	
Total Current Assets		89,645	111,085	
Current Liabilities	7	4,098	-	
Net Current Assets		85,547	111,085	
Total Net Assets		854,366	821,505	
Funds				
Restricted Funds		363,338	361,774	
General Fund		491,028	459,731	
Total Funds		854,366	821,505	
Approved by the Parochial Church Council on March 2026 and signed on its behalf by:				
John Bodman (Church Warden)		Nigel L Smith (Treasurer)		
The notes on pages 4 to 8 form part of these accounts				

Shiplake with Dunsden Parochial Church Council

Notes to the financial Statements for the year ended 31st December 2025

1. Accounting Policies

- a. The financial statements have been prepared on the accruals basis in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting standards and the Charities Statement of Recommended Practice
~~The financial statements have been prepared under the historic cost convention~~
- b. The accounts include all transactions, assets and liabilities for which the Parochial Church Council (PCC) is responsible in law.
- c. Incoming resources are recognised as follow:
 - Collections - when received
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- d. Consecrated and beneficed property has been excluded by law from the accounts
- e. ~~No value has been placed in the accounts on moveable church furnishings held by churchwardens on trust for the PCC. Other fixtures, furniture and equipment are written off in the year of purchase unless they exceed £2,000~~
- f. Short term deposits include cash held on deposit at the banks or CBF of the Church of England
- g. ~~Debtors include amounts due from activities during the year and prepaid expenditure~~
- h. Income tax refunds on voluntary income have been allocated in the accounts to the appropriate revenue items.
- i. Funds are analysed and reported on in a variety of classes, the principal distinction being between Unrestricted and Restricted Funds. Restricted Funds consist of money which has been given by the donor for a specific purpose. ~~Unrestricted Funds may include Designated Funds which have been set aside by the PCC to be used for a particular purpose in the future. The PCC has the power to reallocate these funds.~~

Shiplake with Dunsden Parochial Church Council						
Notes to the financial Statements for the year ended 31st December 2025						
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Other funds generated	7,881		7,881	1,037		1,037
DunsdenExtension		1,564	1,564		7,898	7,898
Legacies			-			
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2b. Insurance claim				60,788		60,788
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Shiplake with Dunsden Parochial Church Council						
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Benefice office costs	6,120		6,120	6,756		6,756
Admin/stationery	1,335		1,335	1,139		1139
Independent Examiners fee			-			-
	60,126		60,126	67,535		67,535
3.c Church Hall demolition				37,285		37,285
Total Resources Used	107,021	3,861	110,882	151,659	4,627	156,286

Shiplake with Dunsden Parochial Church Council		
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	2025	2024
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Valuation		
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	250,000	250,000
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	4,097	541