

St. John the Baptist, Cookham Dean

Annual PCC Report year ending 31st Dec 2022



Background

The parish of St. John the Baptist Cookham Dean together with Holy Trinity Cookham forms The Benefice of The Cookhams. The PCC has the responsibility of co-operating with the incumbent in promoting within the ecclesiastical parish the whole mission of the Church – pastoral, evangelistic, ecumenical, and social. It also has responsibilities for the maintenance of the church and churchyard of St. John the Baptist, Church Road, Cookham Dean.

Membership

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following persons served as members of the PCC:

Incumbent	The Revd Nick Plant	Chairman	
Associate Priest	The Revd Helen Chamberlain		
Associate Priest	The Revd David Joynes		
Licensed Lay Minister	Richard Simmonds	Vice Chairman	
Church Wardens	David Hazeldine		
	Lorna Sykes		
Deanery Synod Reps	Mathew Billinghamurst		Elected APCM 2020 for 3 years
	Ray Reed		Elected APCM 2020 for 3 years
	Lorna Sykes		Elected APCM 2020 for 3 years
Diocesan Synod Member	John Sykes	PCC Secretary	
Elected Members	Katherine Billinghamurst		
	Greta Dixon		
	Marion Elly		from APCM May 2022
	John Fairlie		
	Stella Fairlie		
	Ros Hazeldine	PCC Treasurer	
	Laura Satterley		
	Chiu Sung		to APCM May 2022
	Jeremy Webb		

Annual Parochial Church Meeting

- The APCM took place on 8 May 2022. The following committees were elected at the first meeting of the PCC after the APCM: Standing & Finance Committee, Fund Raising, Fabric & Churchyard.

There were 94 names (2021:101; 2020:100; 2019:104) on the Church Electoral Roll as presented at the 2022 APCM, 54 (2021:56; 2020:58; 2019:59) of whom were resident in the parish with a further 17 (2021:21; 2020:22; 2019:21) resident in the Benefice.

Church attendance

- At the start of the year church attendance was still affected by the effects of the COVID-19 pandemic. There were 105 communion services during the year (2021:89; 2020:67; 2019:130). There was the full range of services at Easter for the first time since 2019 although attendance was affected as congregations gained confidence. Easter communicants were 70 (2021:49; 2020:0; 2019:110), The steady recovery of congregations continued through the year, and the number of communicants on Christmas Eve /Christmas Day was 119 (2021:59; 2020:62; 2019:123). The average weekly attendance was 61 adults (2021:48; 2020:44; 2019:91) and 7 under 16s (2021:5; 2020:4; 2019:21). There were 7 baptisms during the year (2021:10; 2020:1; 2019:14), 4 weddings (2021:2; 2020:1; 2019:4), and 18 burials, memorials and interment of ashes (2021:14; 2020:24; 2019:18).

Review of the year

- After two years dominated by the COVID-19 Pandemic, 2022 was the year when activities and attendance began to return to normal levels. There were no closed periods as there had been in 2020 and 2021.
- A roadmap for recovery had been instigated in 2021 and re-establishment of rotas and lay participation steadily increased throughout 2022, including the daily opening of the church.
- The services and activities for Easter followed the traditional pattern for the first time since 2019 including the reinstatement of the traditional Stations of the Cross Walk of Witness between the two churches.
- Alongside a steady return of the congregation to church, online prayers and reflection continued to be provided on Mondays and Fridays. The main Sunday service continued to be livestreamed or recorded once a month on the 4th Sunday and on special occasions.

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- The monthly 4th@4 all-age family service was held with the usual school holiday breaks. Attendance varied but on a number of occasions, such as Mothering Sunday, Harvest and Christingle, the congregations were 92, 85 and 140 respectively. Bishop Olivia visited us for the October service and gave the address.
- The Remembrance Sunday service at the War Memorial and then in church was attended by the Scouts and the annual service of Remembrance of Loved Ones who have Died was held in November.
- The main Christmas Services were held as usual, but the arrangement for a quieter Crib Service along the lines of the previous year was repeated with families visiting the church over a 2-hour period on Christmas Eve. The Vigil service was also retained at 9pm rather than the Midnight Mass timing. The main seasonal services of the Nine Lessons and Carols and Christmas Morning were livestreamed. The church was full for the Christmas morning service with an attendance of 192.
- The PCC met on 6 occasions in 2022, twice by Zoom and four times in person. Throughout the year each sub-committee, Treasurer and Ministry Team have reported to the PCC by means of written reports circulated prior to each PCC meeting.
- Fenella Reekie, Headteacher at Cookham Dean School, attended the July PCC meeting to give an update of progress at the school to maintain the link between church and school, as one direct result of the pandemic was that the school has not been able to attend their usual services at the church and ministerial visits to school were suspended. Both Cookham Dean and Herries returned to the church for their Christmas services.
- At the beginning of the year, the smaller congregations impacted income from collections, although a significant proportion of our income is planned giving by Direct Debit or through the Parish Giving Scheme. But as the year progressed this made a steady recovery, which with careful control of expenditure and the help of a number of fundraising events resulted in a surplus for the year of c. £1600, with our Parish Share being paid in full. This is an encouraging result, and a break-even budget for 2023 has been set with confidence. Thanks go to Angela Plant for undertaking the task of reclaiming our Gift Aid from money donated in envelopes.
- The Parish Magazine continued to be produced throughout 2022, edited by John Sykes. The magazine continues to be available online as well as being distributed to each house in the parish. Thanks go to Stella and John Fairlie for the co-ordination of the distribution of the magazine in Cookham Dean. Thanks also to John Sykes for managing the magazine advertising, which has shown signs of a slowdown during the pandemic, and which is now under pressure through the economic crisis.
- Our Children's Church "Sunbeams" group, under the guidance of Richard Simmonds and Laura Satterley continues, but the low number of children attending Sunday morning church has meant that it remains on an ad hoc week-by-week basis.
- Although the number of members in the church choir has fallen, we have still managed to provide musical support of a high standard to our worship. The PCC is grateful to David Colthup, our choirmaster and organist, for supporting services through these difficult times. St. John's "Orchestra" continues to support the 4th@4 with augmentation from children from Cookham Dean School.
- Working parties in the churchyard took place throughout the year, which, together with the volunteer grass cutting, has seen the churchyard maintained in good condition. However, the number of volunteers has fallen, and an increasing amount of grass cutting is done by contractors, which has of course, to be paid for.
- Flowers are provided in the church throughout the year by a band of volunteers, coordinated by Marion Elly and Doreen Reed. The PCC is grateful to all flower arrangers, especially those who decorated the church for major occasions.
- The activities of the fund-raising committee under the leadership of Marion Elly have gradually got back to a more normal level of activity. Several social/fund-raising events were organised including the traditional Autumn Fayre in the Village Hall which raised £2700.
- As well as raising funds for our own purposes, events were also held to support other charities, including Water Aid and The Children's Society.
- In June, as part of the village's celebration of the late Queen's Platinum Jubilee, we held a Songs of Praise service in a marquee on the Old Cricket Common which attracted around 60 people.
- In September we presented "Scenes in the Dean", an illustrated presentation for four voices depicting events in the history of Cookham Dean and its church since its foundation in 1845. Originally written by a former Vicar, the late Revd John Copping, it was originally presented in 1995 for the 150th anniversary of the church and had been updated by the late Charles Elly for the 175th anniversary in 2020. The pandemic

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meant that this could not be performed during the anniversary year itself, but was presented in this, our 177th year.

- The new pattern of Fellowship Lunches introduced at the restart after the pandemic has continued, with the Methodists, Holy Trinity and ourselves taking it in turn to host the monthly event. Numbers have steadily increased, and a splendid Christmas lunch was held in the Jubilee Vestry in December.
- During the pandemic we were been unable to exercise our usual pastoral care in the parish to Harwood House, Elizabeth House and other housebound people, but this has now started to resume albeit with appropriate precautions as these locations remain very vulnerable.
- The fabric of the church remains in good condition. During the year the electrical installation and portable appliances were tested, an Energy Audit was carried out and a high speed internet connection and Wi-fi installed into the church, financed with assistance of a grant from the Diocese.

PCC report for year ending December 2022 approved at the meeting on 28th March 2023

Signed

(Chair of the meeting)

ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN
FINANCIAL STATEMENTS Year Ending 31st December 2022
GENERAL FUND RECEIPTS

RECEIPTS	2022		2021	
Voluntary Receipts				
Gift Aid	3,917		4,953	
Standing Orders	11,445		11,320	
Donations	3,143		7,654	
Income Tax Recovered on GA, Standing Orders and Donations	5,882		5,988	
Parish Giving Scheme	27,054		24,795	
Income Tax Recovered on PGS	6,764		6,167	
Ordinary Collections	2,917		1,867	
CAF Income	5,350		5,540	
Collections for Missions and Other Charities	3,310		2,740	
QR Code and Card Reader	2,519		2,851	
		72,301		73,875
Receipts from Church Activities				
Burials & Interments	5,332		5,237	
Weddings	4,035		1,700	
Collections from Baptisms	331		271	
		9,698		7,208
Receipts from Activities for Generating Funds				
Magazine Advertising	15,310		15,541	
Fund Raising Events (See note 1)	5,701		6,574	
		21,011		22,115
Other Receipts				
Other income	1,234		849	
		1,234		849
Receipts from Investments				
Interest on Investments	351		231	
		351		231
TOTAL RECEIPTS		£ 104,595		£ 104,278

ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN
FINANCIAL STATEMENTS Year Ending 31st December 2022
GENERAL FUND PAYMENTS

PAYMENTS	2022		2021
Missions & Charitable Giving (See note 3)	3,449		2,916
Diocesan Share	63,237		61,642
Clergy Expenses of Office	3,684		3,363
Services (Heat, Light, Water & Sewage)	3,346		1,248
Insurance	2,914		2,744
Upkeep of Churchyard	2,116		1,777
Organ & Choir (See note 4)	3,264		2,412
Repairs & Maintenance (See note 2)	3,152		2,309
New Equipment & Fixtures	-		-
Sanctuary	307		20
Printing Postage & Stationery	-		-
Magazine Printing Costs	3,144		2,884
Magazine Share to HTC	9,141		9,633
Miscellaneous (See note 5)	843		2,027
Fundraising Costs (See note 1)	61		170
Weddings & Funerals (See note 6)	4,325		3,383
TOTAL PAYMENTS	£ 102,983		£ 96,530
EXCESS/(DEFICIT)	£ 1,612		£ 7,748

ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN
FINANCIAL STATEMENTS Year Ending 31st December 2022
NOTES TO THE GENERAL FUND

1 Fund Raising & Special Events	Income			Costs	2022 Net		2021 Net
Morning/Afternoon Talks					0		299
Choir Dinner					0		0
Letter to Parish re upkeep of churchyard					0		1,980
Bangers & Mash	689				689	*	-90
Harvest					0		0
Autumn Fayre	2,857			61	2,796		3,140
Hymns & Pimms					0		0
Christingle					0		0
Flower Festival					0		0
Strawberry Tea	518				518		581
Home made cakes	217				217		468
Tom Way talk postponed until 2021/2					0		0
Scences from the Dean	1,356				1,356		0
Easy Fund Raising scheme (buying on line)					0		26
Organ Recital postponed until 2023	64				64		0
	£ 5,701			61	5,640		£ 6,404

* paid in advantage in2021 for 2022

2 Repairs & Maintenance

Mowers & Strimmers			319
Lightening Conductors & Fire Extinguishers	197		191
Boiler Maintenance	611		
Roof & Gutters			
Green Bin	69		
EICR & PAT testing	996		
Removing flies from church	599		
Internet Connections	680		
Quinquennial			1310
General Repairs			490
	£ 3,152		£ 2,310

3 Missions & Charitable Giving					2002		2021
Discretionary Fund							
Christ Church Oxford							
Church Army							
USPG							
Christian Aid					30		170
Church Housing Trust							
Yeldall Christian Centre							
The Barnabus Fund							
Train a Priest							
Liveability							
Helen & Douglas House							
CHECT							
The Connection (St. Martins)							
Bible Society							
					£	30	£ 170
AUTUMN FAYRE							
St John the Baptist Church					2796		3208
					£	2796	£ 3,208
Collections and Other Giving							
USPG (Lent Boxes)							
Royal British Legion					118		115
Combat Stress					118		100
Clergy Support Trust (formerly Sons of the Clergy)							
Children's Society					1,487	*	1,144
Water Aid					1,216		611
Thames Hospice							388
Ukraine					480		
DEC Appeal							
RABI							388
* Actual figure £1,164 in 2021 and in 2022 £ because personal cheques were added					£	3,419	£ 2,746
TOTAL MISSIONS & CHARITABLE GIVING					£	6,245	£ 6,124

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FINANCIAL STATEMENTS Year Ending 31st December 2022
NOTES TO THE GENERAL FUND (Continued)

	2022	2021
4 Organ & Choir		
Organists & Guest Organist Expenses	2,200	2,000
Payments to Choir	45	20
Tuning Piano & Organ	709	282
Music & New Books & RSCM	310	110
	£ 3,264	£ 2,412

FINANCIAL STATEMENTS Year Ending 31st December 2022
NOTES TO THE GENERAL FUND (Continued)

	2022	2021
5 Miscellaneous		
Coffee & Refreshments	156	161
Baptism Cards, Books	5	100
Website Hosting	258	258
Lottery Registration	40	
GA Envelopes		284
COVID-19 cleaning etc.		280
CCLI	376	655
Specified Gifts (JA)		100
DSB checks		55
Sundry items (Sunbeams & Easter Eggs)		
Miscellaneous small items	8	134
	£ 843	£ 2,027

6 Wedding & Funeral Costs

Oxford Diocese Benevolent Fund	2,295	1,873
Verger	660	700
Organist	810	445
Choir	410	240
Vicars	150	125
HTC Printing		
	£ 4,325	£ 3,383

ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN
FINANCIAL STATEMENTS Year Ending 31st December 2022
FRIENDS OF THE CHURCH FUND

	2022	2021
Carried Forward from previous year	4,421	3,192
RECEIPTS		
Gift Aid Income	1815	1480
Tax Reclaimed		97
Donations (not gift aided)	85	85
	1,900	£ 1,662
PAYMENTS		
K J Chadbone for roof		0
Downpipe		0
Gas Meter Box		433
	-	433
Balance at Bank	£ 6,321	£ £ 4,421

ST JOHN THE BAPTIST CHURCH, COOKHAM DEAN
FINANCIAL STATEMENTS Year Ending 31st December 2022
STATEMENT OF ASSETS & LIABILITIES

Monetary Assets	General Fund	Friends Fund		2022
Lloyds PCC Cookham Dean Accounts	58,682			58,682
Debtors				0
Creditors/uncashed cheques	-652			-652
Lloyds Treasurers Account (Friends)		6,321		6,321
CBF Church of England Deposit Account	20,000			20,000
	£ 78,030	6,321		84,351
Investment Assets				2022
356 CBF Church of England Investment Shares				7,335
Representing the A A'Bear permanent endowment fund - income upkeep of Churchyard				
Liabilities				0

**Independent Examiner's Report to the Parochial Church Council (PCC)
of St John the Baptist Church, Cookham Dean
on the Accounts for the Year Ended 31st December 2022**

Respective responsibilities of the PCC and the Examiner

As members of the PCC you are responsible for the preparation of the financial statements. You 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 Commission (under section 145 (5) (b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of the 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 PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from 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 opinion 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

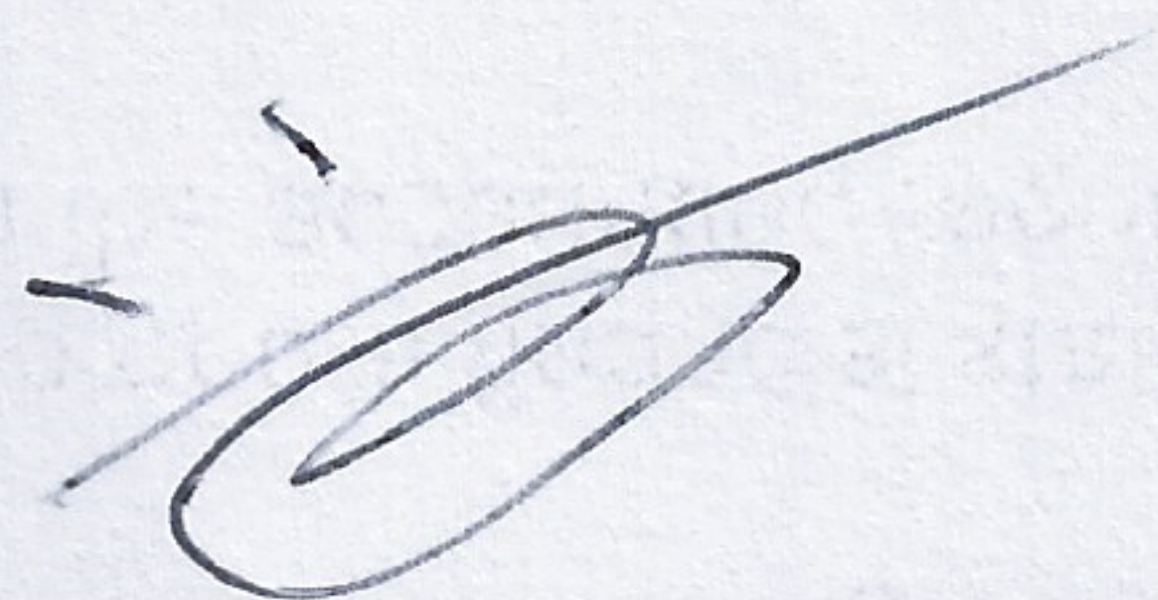
In connection with my examination, no matter has come to my attention:

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;
- to prepare financial statements, 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.

Signed:



Date: 06.03.2023

Arthur R Giorgi B.Com. CA (Retired)

341 Dunford Road, Hade Edge, Holmfirth, West Yorkshire HD9 2RT