

Welcome to St. Mary's APCM

We have gathered together to celebrate the last year of the church and to prepare for the exciting things God has for the future.

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Agenda

- 1) Opening Prayer
- 2) Apologies for absence
- 3) Results of Vestry Meeting
- 4) Proposals
 - a) All elected positions are for the term of office and do not need re-electing every year.
 - b) Church wardens are only able to serve for 6 consecutive years.
 - c) All Reader Ex-Officio
- 5) Minutes of the previous APCM
- 6) The Reports
- 7) Address from Revd Tom
- 8) Elections & Appointments
 - a) Election of representatives to Deanery Synod
 - b) Elections of PCC members
 - c) Appointment of independent examiner
- 9) Any other Business (must be submitted in advanced)
- 10) Closing Prayers



The Reports

General Annual Report for 2022

**St Mary's Walsgrave
Hall Lane
Coventry
CV2 2AW
Diocese of Coventry**

The Parochial Church Council (PCC) of St Mary's presents its annual report and accounts in respect of the year 2022.

The PCC is a registered charity with the Charity Commissioners with the number 1174550.

Background

St Mary's PCC has the responsibility along with the current incumbent, the Revd Tom Cook from his appointment in October, for promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical. It has responsibility for pursuing vision, overseeing staffing, managing finance, stewarding resources & agreeing policy.

Membership

Members of PCC are elected by the APCM in accordance with the Church Representation Rules.

During the year the following served as members of PCC.

Priest-in-charge	Revd Tom Cook	Chair (from Nov 2022)
Reader	Tony Thistlewood	ex-officio
Wardens	Barbara Hancox	Secretary
	John Aspden	
Deanery Reps	Lorraine Baker	
	Gary Croshaw	Lay Chair of PCC
	Nicola Harwood	Until APCM 2022
Elected Lay Members	Stephen Baker	
	Valerie Ekin	Until APCM 2022
	Jean Hudson	
	Jean Hudson	
	Dawn Keeling	Until APCM 2022
	Norris Poon	Until APCM 2022
	Matthew White	
Treasurer	Mervyn Hancox	

Committees

The PCC operates through a number of committees or groups which meet between full meetings of the PCC.

The following committees operated during the year:
Standing Committee, Pastoral Group and Hymn Choosing Group.

Church Attendance

The electoral roll was revised during May and June 2022. Numbers reported to the APCM in June were 118, of whom 43 are not resident within the Parish boundaries.

The average Sunday adult attendance during the year was 49 and for under 18's was 7. Adult attendance on Wednesdays was 13.

Review of the year

The majority of the year was spent in interregnum until the appointment of the Revd Tom Cook as Priest in Charge in October.

Whilst the Diocese initially planned to let the vicarage out for at least six months, this did not happen and it remained under our care. Mervyn carried out a weekly inspection to satisfy the insurance company requirements and also met Diocesan officers, contractors, service engineers and grounds maintenance people.

In January, PCC held a Visioning Meeting led by Archdeacon Barry Dugmore to explore the process of appointing a new incumbent. It was explained that the Diocese wished to suspend the living at St Mary's thus removing the Patrons right to appointing directly, meaning that the post would be for a Priest in Charge. PCC were also advised of the need to produce a Parish Profile giving details of the parish and setting out what it would like in a new incumbent and to choose 2 Parish Representatives (one of whom should be a churchwarden) who would be on the interview panel.

PCC then met to choose the Representatives and members to make up the Profile writing group. Tony Thistlewood and Barbara Hancox were chosen as Representatives and Mervyn Hancox and Stephen and Lorraine Baker for the Profile Group.

The post was advertised with a closing date of the 17th June and 3 candidates were shortlisted for interview on the 7th July. On the day prior to the interviews the candidates were given tours of the

church, the vicarage, the parish and Walsgrave School followed by an evening meeting with PCC members and other members of the congregation. The Parish Representatives were excluded from this event.

The interview panel was Archdeacon Barry Dugmore, Area Dean The Revd Buff Forbes Stone, Sylvia Geraghty from the Lord Chancellors Office, Tony Thistlewood and Barbara Hancox. The post was offered to The Revd Tom Cook from the North Cheltenham Ministry Team. On the 19th October at an evening service at St Mary's he was licensed by The Right Reverend John Stroyan, Bishop of Warwick and welcomed along with his wife Debbie, and sons Sam and Ethan.

PCC are very grateful for all the members of the clergy who covered our services and occasional offices throughout the interregnum. Particular thanks go to the Revd Lesley Johnson, Revd's Claire McArthur and Dan Bennett from Stoke St Michael's and Revd Jon Taylor from St Bartholomew's, Binley. We also continued to receive the full support of our Readers, Tony Thistlewood and Lorraine and Stephen Baker.

The church was opened on Saturday 10th September for private reflection, the lighting of candles and signing of a book of condolence following the death of Queen Elizabeth II. The bells had been rung on the 9th at midday in line with churches across the country.

PCC met on 6 occasions during the year with an average attendance of 85%. Standing Committee met informally through the year to address any issues which arose.

Weekly worship material was sent out to all members of the congregation either by post or through email until the end of June after which it was placed on the website.

A Lent course ‘Embracing Justice’ was run jointly with Walsgrave Baptist Church. Tony Thistlewood led the morning sessions at St Mary’s and Jonathan Gardner the evening sessions at the Baptist Church.

We remain a collection point for the Trussell Trust Foodbank organisation and support them further by donating the goods brought by the congregation and Walsgrave School to our annual Harvest Festival.

The Annual Christmas Card was produced as usual and distributed to the congregation and by post to those who were unable to attend. The £81.00 raised has been donated to Walsgrave Baptist Church towards the cost of the Christmas Meal which they provided.

During the year the following number of occasional offices were conducted at St Mary’s

Weddings	4
Funerals in Church	4
Burial of cremated remains	5
Baptisms	15

Barbara gave notice to PCC that she was standing down as St Mary’s Safeguarding Officer.

Sue Morton took Holy Communion to people in their homes.

As a result of the interregnum, there were no young people confirmed during the year.

Written by Barbara Hancox *Church Warden*

It has been a real joy to join the community at St. Mary’s. Being licensed mid-October means that you are almost straight into Christmas preparations which seemed like a baptism of fire but was

such a wonderful time. I especially want to thank Barbara Hancox for her support as I found my feet.

Story telling

As a church we started collecting people stories in preparation for our planned Candlemas Celebration in January. I was very moved by all that people shared and it is an honour to be with Christians who have been on such a journey.

Christmas Services

We decided to have a mixture of services for Christmas that saw hundreds of people come through our doors. I think that the Carols by Candlelight will become a flagship Christmas service. Even the one we held this year had almost 100 in attendance. It was also the turn of St. Mary's to host the Christingle. We did this and ran it in a close partnership with Walsgrave Baptist Church. We also had a Christmas Choir that met and sang at some of the services. I believe many people enjoyed being part of this choir and it made a positive impact on communicating the wonder of Christmas. I hope we will work hard as a church on the links formed with the community through the Christmas service throughout the year. A list of Christmas Services: Nine Lessons & Carols, Carols by Candlelight, Christingle, Midnight Mass, Christmas Day & Nativity Service.

Youth and Young People

We also started a youth gathering where we invited the young people of the church to chat and have pizza with the Vicar. This has started to lead to interesting conversations and exciting future ideas.

Walsgrave CoE Academy

I started to work closely with the children and staff of Walsgrave Academy delivering weekly assemblies and Faith Club. I also offer pastoral support to the staff and have even visited sick family

members with them. There are lots of exciting opportunities developing that I hope to report to the APCM in 2024.

November 11th

The church was opened for a time of reflection and prayer on November 11th. This allowed members of the community to participate in a spiritual way to Remembrance Day. The years 6's from Walsgrave also were in attendance and wrote prayers.

Infrastructure and communication

One of the things that was a priority coming into the parish was to start to work on clearer forms of communication with the community and within the parish. A new website was created (stmaryscoventry.org) and new church emails for all that help a role within the church. We also set up consistent social media accounts (St Marys Coventry - Instagram & Facebook). This is to help people connect with the church in a digital age. We also started on working on clear policies and practices to aid in the effective administration of the parish. This is an ever evolving practice and is reviewed regularly.

Wider Connection

I have spent a lot of time creating new connections across the parish and the diocese as we pray about how we might play our role across Coventry. This has included meeting with Diocesan Staff, Hope Coventry, Coventry Youth for Christ, Mission Hubs, and other meetings to become more aware of the wider life of Christ's church in Coventry.

Walsgrave Baptist Church

I have also spent time investing in the relationship between St. Mary's Coventry and Walsgrave Baptist Church. This is proving to be a fantastic friendship between the churches.

Updated by Revd Tom Cook *Priest in Charge*

Churchwardens Report

First of all, I would like to say a big thank you to the congregation for the support which was given to myself and John during the interregnum.

Along with those mentioned in the Annual Report and GFO Report, thanks also go to Colin who plays for us week by week for which we are truly grateful; Clive who stands in when one of us is away; Gillian who assists Sue in the office on a Thursday morning and who also helps Valerie arrange the flowers; Norris our sacristan; Sue Morton for the readings and those on the serving team plus all who both prepare rotas and take part in them. Without all these volunteers, the church would not function.

Barbara Hancox and John Aspden

Goods, Fabric and Ornaments

Routine maintenance has been carried out in and around the church and centre throughout the year by Gary Croshaw, Ross Spall and Mervyn Hancox for which PCC is very grateful. The organ was tuned and a repair carried out by R & S Young, Organ Builders, Rugby at a total cost of £285.60.

The carpets and upholstered chairs in the Octagon were cleaned by Miracle Cleaners in May at a cost of £206.

The church heating system had a broken switch replaced and received a service by Mellor & Mottram, Heating Engineers at a cost of £582. Ross Spall continues to tend to both the church and center heating systems. He also ensures that the church clock keeps good time and has carried out a repair to the automatic winding system.

A Chrism Set was purchased with the cost covered by Kay Morgan and Barbara Hancox.

A meeting room was created in what had been Malcolm's office with Mervyn Hancox carrying out the redecoration, with carpet cleaning and a new ceiling light installed by Ross Spall.

There is fortunately no vandalism damage to report this year.
Barbara Hancox and John Aspden

Safeguarding

In January, I took over from Barbara Hancox as the Safeguarding Officer for St Mary's - and I would like to offer my thanks to Barbara for fulfilling the role up to that point. I have now been fully trained and have officially taken over the role, so I am now working closely with Reverend Tom to make St Mary's Church into a leader in the diocese in this vital area.

Since January, we now have a number of risk assessments in place (with more to follow) to cover various aspects of our life here. As Safeguarding Officer I am responsible for administering DBS checks, and I am also able to deliver in-house safeguarding training to people who need it (members of the PCC and volunteers).

Safeguarding is not, however, just something that I do that everyone else can forget about. There is a whole-church duty, which falls upon every member of our congregation, to safeguard each other.

If you have any concerns about anything you see or hear about in church, please contact me as soon as possible. My contact details are on the safeguarding board and on the St Mary's website.

Ste Baker, Parish Safeguarding Officer

Junior Church

Our ministry to our younger members has continued to grow and develop throughout 2022.

Sadly, a dwindling number of leaders made it increasingly time-consuming and onerous to continue to offer Junior Church sessions each week, so during the vacancy the decision was made (in conjunction with the PCC) to reduce the frequency of the sessions to the first and third Sundays of each month.

With the arrival of Reverend Tom, however, we have begun a major and ongoing overhaul of Junior Church, including a review of materials used. Our intention is to provide our young people with a high-quality, interesting experience that will make them want to come back for more. The current format we are using involves a short initial burst of teaching around a particular theme, then a carousel of different activities, also linked to the theme. We have also introduced space for young people to talk, reflect and pray.

We are always on the lookout for more people to help run sessions (in line with the church's policies on safer recruitment). This would not necessarily require you to plan sessions - there are people available who can help with that - but if we can increase the number of volunteers then we could increase the frequency of sessions once again. If you are interested in leading or co-leading in Junior Church, please talk to me or Reverend Tom on a Sunday morning.

Ste Baker, Youth Ministry Coordinator

BRF report

I have been the BRF representative for the church for several years now, ordering and distributing daily reading notes 3 times a year. The Daily readings booklets are for the months January-April; May-August and September-December each year.

I currently have a stable number of subscribers, but am always happy to order more copies of the books if anyone else is interested

in having a set Bible reading verse and a thought for the day, for every day of the year.

The booklets are approximately £5 for each 4 month booklet and I have back copies available if anyone wants to have a look at the style of the booklet available.

There are also several apps for your phone available if you wanted to listen to something each day. Please speak to Rev Tom or myself if you are interested.

Lorraine Baker, BRF Coordinator

Readers and Intercessors Rota

Thank you everyone who has read or led prayers during Sunday 10am services over the last 12 months, especially those who have joined the rota recently. A special thank you to those people who have stepped in to help at short notice on a Sunday morning when someone is absent.

Thanks also to Barbara Hancox for her continued advice and to Sue Williams [Parish Secretary] for typing/photocopying etc.

33 people are presently on the rota to read Lectionary set passages of scripture at Sunday Holy Communion services. We are most fortunate to have so many adults, young people and children who enhance our worship in this way. It's so special and uplifting to see children and young people grow in confidence and ability when reading publicly.

5 adults regularly lead intercessory prayer on Sundays. We need more people to step forward and help. Lots of support is available; have a chat with me, Tony, Lorraine, Nickie or Stephen. We could have "practice" sessions in church. Reverend Tom will also offer his support and advice. So, please don't be shy - have a go.

Sue Morton

Hymn Selection Team

The only obligation for the Hymn Committee is to provide hymns for the 10.00a.m. Sunday Service. We obtain relevant & suitable details of hymns which are related to the subject of the day sent out from the Royal School of Church Music. It was interesting that the combined choir of members from St. Mary's together with the Baptist Church & arranged by Rev Tom, added so much to our worship over the Christmas period.

Colin Gardner

Ringers Report

Ringling has continued at St Mary's and we have been able to support service ringing and weddings as required.

St Mary's currently have 3 ringers. We are currently training 2 new ringers who have responded to the "Ring for The King" appeal. We have a lot of support from ringers from other towers and we are extremely grateful for their time and efforts.

We have had a number of visitors (including someone from Australia). A number of quarter peals have been rung. We have also rung for royal occasions.

We have a number of ropes that are now worn and will need some maintenance, we are getting quotes for the repair of these ropes.

We are hopeful that the St Mary's ringers will be able to continue ringing and attract more members over the coming year. Our practice is on Monday evenings from 7:30 - 9:00 pm. If anyone aged from 10 upwards would like to try bell ringing, please contact Bill Kelly or Norris Poon and make arrangements to come along, you will be most welcome.

Treasurer's Report

I am pleased to be able again to report that we ended the year with a surplus largely as a result of the regular church centre letting to 'Always Me' the Alzheimer's support group. Whilst overall this is a positive outcome, we shouldn't lose sight of the aim to be financially viable through our regular giving.

Thank you very much to all who have given donations, those committed to regular giving which is the foundation of our financial planning and to everyone who has increased their giving despite these difficult times.

If you would like to commit to giving by standing order or envelopes, please have a word with me and I can provide the necessary help.

Mervyn Hancox

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF
ST MARY'S WALSGRAVE
ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022**

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
Incoming resources					2022 £	2021 £
Incoming resources from donors	1a	58,669	-	-	58,669	56,817
Other income	1b	15,710	-	-	15,710	19,444
Investment income	1c	3,252	-	-	3,252	3,990
Tote		-	-	-	-	-
Christmas fayre		-	-	-	-	-
		<u>77,631</u>	<u>-</u>	<u>-</u>	<u>77,631</u>	<u>80,251</u>
Expenses						
Church and centre upkeep	2	20,181	-	-	20,181	22,706
Parish Share		41,000	-	-	41,000	47,940
Sundries	3	5,449	572	-	6,021	4,771
Charities		-	-	-	-	-
		<u>66,630</u>	<u>572</u>	<u>-</u>	<u>67,202</u>	<u>75,417</u>
Transfers		-	-	-	-	-
Profit for the year		<u>11,001</u>	<u>(572)</u>	<u>-</u>	<u>10,429</u>	<u>4,834</u>

BALANCE SHEET AS AT 31 DECEMBER 2022

	2022		2021	
	£	£	£	£
Tangible Assets (Net book value)				
Equipment, fixtures and fittings		1,714		2,286
Investments (at cost)				
Central Board of Finance	2,000		2,000	
Charities Official Investment Fund (see note below)	1,577		1,577	
FundsNetwork investments	173,804		172,877	
Coventry Building Society	<u>29,719</u>		<u>17,287</u>	
		207,100		193,741
Current Assets and Liabilities				
Bank and cash	4,596		6,489	
Sundry debtors	798		1,263	
Sundry creditors	<u>(550)</u>		<u>(550)</u>	
		4,844		7,202
Net Assets		<u><u>213,658</u></u>		<u><u>203,229</u></u>
Funds				
Unrestricted		208,367		197,366
Restricted		3,291		3,863
Endowment		<u>2,000</u>		<u>2,000</u>
		<u><u>213,658</u></u>		<u><u>203,229</u></u>

The investment in the Charities Official Investment Fund is 1,181 Income units acquired, as shown above, for £1,577. The Market Value of this investment at 31 December 2022 was £21,434 (2021: £24,254).

The investments managed by FundsNetwork are held in various funds and had a value of £178,536 as at 31 October 2022 (2021: £215,285).

Approved by the Parochial Church Council on XX/XX/XXXX and signed on its behalf by:

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	
	£	£	£	2022 £	2021 £
1. Incoming resources					
1a Incoming resources from donors					
Planned giving - gift aided	29,954	-	-	29,954	36,002
Planned giving - not gift aided	3,313	-	-	3,313	4,183
Other giving - gift aided	2,425	-	-	2,425	866
Other giving - not gift aided	18,133	-	-	18,133	4,998
Gift aid received	4,844	-	-	4,844	10,768
	<u>58,669</u>	<u>-</u>	<u>-</u>	<u>58,669</u>	<u>56,817</u>
1b Other income					
Fees - weddings, funerals etc	4,091	-	-	4,091	6,799
Fundraising projects	-	-	-	-	-
Friendship Group	-	-	-	-	-
Hire of centre	11,320	-	-	11,320	12,595
Coffee Club	100	-	-	100	-
Miscellaneous	199	-	-	199	50
Luncheon Club	-	-	-	-	-
Refurbishment Fund	-	-	-	-	-
	<u>15,710</u>	<u>-</u>	<u>-</u>	<u>15,710</u>	<u>19,444</u>
1c Investment income					
Bank and Building Society interest	132	-	-	132	17
Central Board of Finance	13	-	-	13	2
Charities Official Fund	641	-	-	641	625
FundsNetwork reinvested income	977	-	-	977	651
FundsNetwork profits on disposal	1,489	-	-	1,489	2,695
	<u>3,252</u>	<u>-</u>	<u>-</u>	<u>3,252</u>	<u>3,990</u>
2. Church and centre upkeep					
Altar requisites	481	-	-	481	400
Bell ringers	480	-	-	480	1,506
Cleaning	399	-	-	399	101
Clergy expenses	25	-	-	25	1,722
Fees to diocese	1,216	-	-	1,216	3,068
Insurances	2,955	-	-	2,955	2,886
Light and heat	3,351	-	-	3,351	2,920
Organist and music	665	-	-	665	800
Printing, books and postage	1,708	-	-	1,708	1,361
Repairs and maintenance	1,708	-	-	1,708	1,104
Secretary	4,633	-	-	4,633	4,413
Telephone	1,377	-	-	1,377	1,230
Verge	242	-	-	242	546
Water charges	941	-	-	941	649
	<u>20,181</u>	<u>-</u>	<u>-</u>	<u>20,181</u>	<u>22,706</u>

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	
	£	£	£	2022	2021
				£	£
3. Sundry expenses					
Accountancy	510	-	-	510	510
Professional Fees	-	-	-	-	-
CREW	-	-	-	-	-
Depreciation	-	572	-	572	762
Flowers	281	-	-	281	281
Junior Church	252	-	-	252	252
New equipment	79	-	-	79	-
Refreshments	174	-	-	174	86
Subscriptions	919	-	-	919	737
Sundry expenses	21	-	-	21	319
Interview expenses	1,428	-	-	1,428	-
Training	-	-	-	-	-
Luncheon Club	-	-	-	-	-
FundsNetwork fees	1,539	-	-	1,539	1,522
Bank charges	246	-	-	246	302
	<u>5,449</u>	<u>572</u>	<u>-</u>	<u>6,021</u>	<u>4,771</u>
4. Analysis of net assets by fund					
Fixed assets	-	1,714	-	1,714	2,286
Current assets	208,917	1,577	2,000	212,494	201,493
Current liabilities	(550)	-	-	(550)	(550)
Fund balance	<u>208,367</u>	<u>3,291</u>	<u>2,000</u>	<u>213,658</u>	<u>203,229</u>

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022 which are set out on pages 1 to 4.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Church Accounting Regulations 2006 ("the Regulations") and the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.