

Annual Report and Financial Report

The Parochial Church Council of the Ecclesiastical Parish

St. Michael and All Angels Church, Withyham



with All Saints Church, Blackham



For the year ended 31 December 2021

St. Michael & All Angels Church, Withyham, Hartfield, East Sussex TN7 4BA
All Saints Church, Oak Lane, Blackham, Tunbridge Wells, Kent TN3 9UD

Incumbent: The Revd Canon James M. Campbell,
The Rectory, Withyham, Hartfield, East Sussex TN7 4BA

Independent Examiner: Charles Lamb, 3 Blacklands Crescent, Forest Row,
East Sussex RH18 5NN

Banks: NatWest, 89 Mount Pleasant, Tunbridge Wells, TN1 1QJ
Barclays, 1 High Street, Crowborough, TN6 2QA

Website: www.withyhamchurch.org

Annual Report 2021

Aims and Purposes

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Revd Canon James Campbell, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical;
- To know Jesus better and make him better known;
- Practical support and care for people in the parish and the wider church community, from the youngest to the eldest, irrespective of level of need;
- Providing financial support for those in need and to other organisations with similar objectives.

Structure and Governance and Management

The PCC is registered with the Charity Commission and is governed by the Parochial Church Councils (Power) Measure 1956.

During the year 2021/2022, the following were PCC members:

Ex Officio members

Rector	Revd Canon James Campbell	Chairman
Churchwarden	Richard Halcrow	
Churchwarden	Jill Pardey	
Reader	Donald Yonge	

Deanery Synod reps	(Donald Yonge) Janice Yonge
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Elected members

Anne Barker	Hon. Treasurer
Alison Hunnam	Hon. Secretary
Miriam Boobier	Parish Safeguarding Officer
Richard Carden	
Robert Clark	
Antony Cumberland	
Janet Funnell	
Gillian Halcrow	
Paul Radford	
Sue Schooling	
Meg Stafford	
Jackie Watson	
Nick Wells	

Co-opted

Piers Wilson
Elizabeth Carden

Membership of the PCC is determined under Church Representation Rules and consists of certain ex-officio members - the Incumbent, Reader, the Churchwardens and members of the Deanery Synod - together with members of the Church elected at the Annual Parochial Church Meeting (APCM).

Achievements during the Year

James Campbell was inducted as the Rector by the Bishop of Chichester on 6th July 2016.

Sunday Worship

Like 2020, 2021 saw significant disruptions to Church life because of the Coronavirus Pandemic.

After a very curtailed Christmas 2020, there was another lockdown with churches closed for worship. Two back-to-back Zoom services were held, the more informal 'Breakfast Church' one at 10.00am and mini-Matins at 10.30am.

This continued until Easter Day at the beginning of April. There followed a period of regular services but with no singing; then from early June just a small choir of six was permitted to sing; and a final hymn was sung outside the West Door after the 11am service; before finally singing being permitted again at the end of July. In general, there was a slow return to greater normality, with a gradual easing of restrictions.

It has been necessary to remain constantly vigilant regarding the Church of England's latest Coronavirus guidance, based on Government legislation. Miriam Boobier, Janet Funnell and Gilly Halcrow have assisted James Campbell at the various stages of the pandemic, updating the Risk Assessment as necessary.

The stipulations regarding hand sanitising on entering Church, wearing face-coverings during services and social distancing all gradually eased. Communion was initially received in one kind (wafer) before a policy of intinction was adopted - dipping part of larger wafer into the wine. Refreshments were not held after Church services.

A pattern of services evolved of one principal service per Sunday in Church at 11am, preceded by a gathering on Zoom: then once a month a Family Service at 10.00am; before an established pattern of alternative Zoom and Family Services at 9.45am, with the principal service at 11.00am; Evensong restarted fortnightly in August.

A Harvest Festival service took place, as well the Remembrance Day Service. A Nativity Service was held outside at Buckhurst Park prior to Christmas thanks to Lord and Lady De La Warr; the Outdoor Nativity at the Rectory has to be cancelled due to some of the principal participants testing positive for Covid. There were no restrictions or need to book for Christmas Eve and Christmas Day services, although the Christmas Eve Crib Service was moved from Church to outside the Rectory

As the year progressed, it became apparent that the vast majority of the adherents to the main 11 o'clock had returned. In contrast, a number of families who came periodically to

the earlier services had not. However, a faithful group of up to 12 households continued to meet for the regular Zoom services.

We remain indebted to our Organist Sue Stone, Assistant Organist Peter Ellefsen who took over responsibility for playing at Evensong and Bob Plessey who plays for the Family Service; and for the Choir especially after they were able to resume leading the worship at 11am as the restrictions eased.

The Rector's Sunday sermons continues to be emailed to those on the Parish list (over 90 names), together with a Midweek Bulletin normally issued every Wednesday.

Blackham

The pattern of worshipping on 5th Sundays in the month (excluding December) remained the pattern. In addition, during 2021 there was an evening Harvest Festival service, together with a Carol Service.

Church Electoral Roll

At the last 2020 APCM, the number on the Electoral Roll was 118.

Five names have been deleted, two of whom have died and three who moved away; and four names have been added.

There are now 117 names on the ER of whom 30 (26%) are resident in the Ecclesiastical Parish of Withyham whilst the remaining 87 (74%) live outside.

Mission Action Plan

During the year, the Diocese launched their Deanery Planning Initiative in which each parish in the Diocese was required to produce a Mission Action Plan. A small Working Party was formed, representing different parts of the wider congregation: Jill Pardey, Donald Yonge, Jackie Watson, Bridget Clayton and James Campbell. Through a series of stages, the group drew up a 12 Point MAP based on Strengths, Weaknesses, Opportunities and Threats (a 'SWOT' exercise). It highlighted both what Withyham Church's core activities are – providing good quality, traditional choral Anglican worship – as well as initiatives that might draw in a wider circle of regular attendees. The MP was approved by the PCC in November. Apart from its use within the Parish, it will form part of wider discussions within the Deanery and Diocese, as well as being reviewed regularly at PCC Meetings.

Parish Personnel

Jill Pardey took over from Antony Cumberland as the second **Churchwarden**, joining Richard Halcrow, at the Annual Meeting in May.

Anne Barker continued as Hon. Treasurer and Ali Hunnam as Hon. Secretary.

Bridget Clayton continued her role as Church Administrator, usually working four hours per week, two at The Rectory on Tuesday mornings and two at home. The presence of an administrator – funded by the very generous legacy by the Miss Edmonds, Elizabeth and Anne – continued to be a considerable asset both to the Incumbent, the Treasurer and the wider Church Family.

Teaching & Nurture

The incumbent places an emphasis on preaching and teaching in his ministry.

The Church Buildings

St. Michael and All Angels Church, **Withyham** is a fine Grade One building. It has a long association for 800 years with the Sackville family, owners of the surrounding Buckhurst Estate.

The Church had to remain closed for the first three months of the year. After Easter, it was open for prayer and visitors on Wednesdays. It was finally able to be re-opened daily from July.

The Churchwardens ensured that the building remained in good condition.

A panel of the mid-Victorian East **Window** suffered damage during a storm in February 2020. The lengthy process of restoration was completed in early 2021 and it was installed in May.

No other major work was carried out.

In the current year, 2022, storm damage removed a few tiles from the south side of the roof beside the Tower near the Porch; this has now been repaired.

The **cleaning** firm 'Busy Bees' from Hartfield continue to clean the Church and loos fortnightly; Anne Radford has co-ordinated this.

The **Flower** Guild continues to be co-ordinated by Jill Pardey. Flowers continued to be provided in the Lady Chapel when the Church was only open for prayer.

The **Bellringers** finally returned in June. Julie Richardson remains the Bell Tower Captain. The main 'pool' of ringers is from Withyham, Speldhurst, Penshurst and Leigh. It hasn't been possible to reintroduce the beginners' practices on Mondays.

All Saints Church, Blackham remains locked, as it has been since the pandemic began. No major work has been carried out since the whole of the interior was redecorated just prior to the first Lockdown.

Churchyards

Withyham

McNaughton's continue to mow and strim the **grass** each week.

The boundary **hedge** at the top of the Churchyard was cut in the autumn by local contractors.

The annual **clear-up** in late 2020 was not able to take place, but McNaughton's cleared the leaves in early 2021. The annual Churchyard Clear-up took place in November, followed by a simple lunch on the Rectory veranda.

In the storm in February this year, 2022, a large Cedar at the North Eastern – the tallest **tree** in the Churchyard – lost its leading branch and the whole tree had to be felled.

John Collins continued to assist James Campbell in the allocation of **graves** and related enquiries.

Blackham

The **grass mowing** was again done by a local Blackham contractor.

In the spring, a **tree** on the path approaching the Church which was close to power lines was felled by the Electricity Board. In the current year, 2022, the remaining half of another tree on the eastern boundary together with nearby bushes were removed to tidy up the general appearance.

Baptisms, Weddings and Funerals

These were affected by the Covid-19 pandemic regulations, though less so than in 2020 especially during the second half of the year.

With all the restrictions during the first part of the year, there were only two **Baptisms**, one more than in 2020, but compared to nine in 2019 and eight in 2018.

Three of the **Weddings** postponed from 2020, took place in the summer; two in July which were still subject to a limit of 30, and a third in August. This compares with three weddings in 2020, but 12 in 2019 and nine in 2018.

Twelve **Funerals** took place – including one at Blackham. This compares with six in 2020 and 12 in 2019: ten took place in Church, five followed by a burial in the Churchyard and five either preceded or followed by cremation at the Crematorium. There were also six interment of ashes.

During the first three months of the year, six funerals took place of a number a number of Church stalwarts including Zoe Turner, Pauline Cremer, Ro Goolden (just short of her 100th year) and Robert Murray Willis (a casualty of Coronavirus). Fred Stillwell and Lycia Sellars died in the summer; and Pam Rose, aged almost 104, in the autumn; and at the end of the year, Margaret Reynolds, who husband Ray was at one time a Churchwarden, also died.

Parish Events

Despite some 11th Hour doubts, the annual **Church & Village Fete** took place on the Buckhurst Cricket Ground. It was a big turnout, despite heavy rain. The day benefitted from the involvement of Julie Ruse and other members of the Village community, and Mark Weaver and his team erecting and dismantling the tents, and arranging the car parking.

There was a **Flower Festival** held on the theme of 'Countries of the Commonwealth' over three days of the August Bank Holiday. There were 25 arrangements by Jill Pardey, Kath Stillwell, Mollie Packer, other members of the Flower Team and more widely. Attendance was good, the weather kind and refreshments were provided in the Churchyard. James

Campbell produced a booklet offering a Christian comment on each of the countries. The event raised £3,500, split between Hospice in the Weald and the Church.

Other special services and events that did not take place included the **Passover Meal**, the **Parish Barbecue**, the annual **Bridge Day** and the Choir singing Evensong at Chichester Cathedral. A **Rogation Service** was held around the Church and Rectory in mid-May, but there was no **Pet Service** in July.

Pastoral Care

Visiting elderly members of the congregation at home was severely curtailed during Coronavirus. In normal times this includes regularly visiting the residents of The Elizabeth, Countess De La Warr's Almshouses where the Rector is one of the trustees.

St. Michael's Primary School, Withyham

James Campbell wasn't able to visit the School and take any assemblies. Numbers at the School are in the 80's and Mrs Katie O'Shea continues as the Headteacher.

Safeguarding

Miriam Boobier continued as our Parish Safeguarding Representative. There was little to report. Any training was done online.

Data Protection

The Parish has continued to seek to comply with the requirements of the legislation introduced in May 2018. James Campbell has co-ordinated the work in the absence of a Data Protection Officer.

Health & Safety

As mentioned, detailed Risk Assessments have been carried out prior to any significance changes in Government legislation and related C of E Guidance regarding churches. Risk Assessments are also carried out for other special services and events.

Support for the wider Church and Community

Family Support Work

The parish is very active in supporting this Diocesan-run work which has been spear-headed locally by Miriam Boobier.

During this year of pandemic, need grew significantly and contributions were particularly appreciated, including tins and packets at Harvest and Christmas presents in December.

Crowborough Foodbank

With the significant increase in demand and the ever-increasing the cost of living, more recently requests have been made for donations for food for the local Foodbank, with a collection box at the back of Church.

Charitable Donations

During the year, Withyham Church made a number of donations to local, national and international charities in line with previous years:

Christian Aid; Church Mission Society; the College of St. Barnabas, Lingfield; Chichester Association for Family Support Work; Friends of Chichester Cathedral; Friends of Crowborough Hospital; Hospice in the Weald; The Children's Society; Open Doors; 'Acts 435'; Mustard Seed Appeal; and the Royal British Legion.

In addition, donations are made locally to King's Hall, Withyham and St. Michael's School, Withyham.

Blackham Church made donations to Blackham Village Hall and the Royal British Legion.

Overall, a total of c. £2,500.

The Parish Magazine

During the Lockdown at the beginning of the year, hard copies of the Parish Magazine were again not printed, and the Magazine was only available online with a link from the Website. Hard copies continue to be distributed to over 300 homes for 11\12 months p.a. and a number receive it by post.

Stephen Whittaker from Blackham continued as **Editor**, Janet Funnell co-ordinating the **distribution** (with about 20 volunteers) and Roger Funnell overseeing the **advertising**.

Church Web Site

As part of her role as Parish Administrator, Bridget Clayton took over from Meg Stafford. She completely refreshed the website – withyhamchurch.org – with the addition new photographs. She regularly updated the site which now has more visitors.

Withyham Parish Charity

The Charity was established with the Charity Commission in 1981, being the amalgamation of various older village charities. The Rector and Churchwardens are trustees together with two representatives from the Parish Council: currently just Jill Pardey.

The Charity's remit covers Withyham Civil Parish which includes the Ecclesiastical parishes of New Groombridge (St. Thomas') and St. John's, Crowborough.

Grants are available to assist those under the age of 25 with training for a profession, trade or business, or to further their education in other ways, as well as those suffering hardship or distress.

Having made grants anonymously to families in particular need at Withyham Primary School, earlier in the pandemic, no grants have been made recently.

Village Hall lunches

The monthly lunches held at the Kings' Hall did not taken place during 2021.

Deanery

Rev'd Sharon Francis from St. Thomas', Groombridge retired as the **Rural Dean** of Rotherfield in July and was succeeded by Rev. Julie Sear from Hartfield.

The Archdeacon of Hastings, Edward Dowler, remains Priest-in-Charge of St. John's, Crowborough where he lives.

The new Vicar Rev. Michael Asquith from Lowestoft in Norwich Diocese was inducted at Mayfield (and Five Ashes) on 10th November.

The parishes of Jarvis Brook and St. Thomas', Groombridge became vacant.

A number of assistant staff at All Saints, Crowborough moved to other posts, but the Vicar Rev. Steve Rees remains in post.

Rotherfield **Deanery Synod** met three times during 2021:

- 23rd March on Zoom: principal speakers Bishop Will Hazlewood and Penny Evans from Ticehurst on 'Eco Church'.
- 23rd June on Zoom: the principal item was the Diocesan Deanery Planning Initiative.
- 16th November at Hartfield Church: the presentation of the Diocesan finances by the Chairman of the Finance Committee.

Diocese

The Bishop of Chichester, Rt. Rev. Martin Warner, and the Suffragan Bishop of Lewes, Rt. Rev. Will Hazlewood, continue in post.

James Campbell took over as the Companion Links Officer of the **Diocesan Overseas Committee** which has responsibility for Chichester Diocese's Overseas Links: six dioceses in nine countries in West Africa; and five dioceses in the Rift Valley in Kenya in East Africa. This July/August, 2022, sees the much-delayed Lambeth Conference for all the bishops in the Anglican Communion taking place at Kent University, Canterbury.

The Rectory

The Diocese have not carried out any major repairs. A dormer window in the Attic was replaced earlier this year.

Unable to welcome either parishioners or visiting groups of Christians during the pandemic, the Rectory hosted eight family members for ten weeks during the lockdown at the beginning of the year.

Financial Statement for the Year 2021

The 2021 PCC Accounts are attached as appendices.

Reports by Anne Barker (Hon. Treasurer)

St. Michael & All Angels, Withyham

The income from Gift Aid through the Parish Giving scheme and money in the plate was an increase on 2020, but has not yet reached pre-pandemic levels. However, I would like to thank everyone who has contributed for their continuing support. In 2020 we had £120,000 of the legacy from the Miss Edmunds Trust and in 2021 we had the second installment of £10,000. (We have just received the final installment of £5,000 in 2022). We are very grateful for this very generous donation. Costs throughout the year were just a slight increase on the previous year.

The investment income has done well, particularly towards the end of 2021, so there is an increase in the total cash in hand.

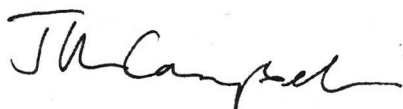
I would like to thank Ali Hunnam for her continued support with the collection of money and banking.

All Saints, Blackham

The situation at Blackham is much as before – relying on income from weddings and funerals and our generous Churchyard grant from Withyham Parish Council. We are ticking over and have not touched the investment funds again in 2021.

I am very grateful for the support of Chris and Sue Schooling in the management of the Church at Blackham.

The 2021 PCC Accounts were approved by the Standing Committee on behalf of the PCC and signed by



9th May 2022

Rev. Canon James Campbell (PCC Chairman)

Appendix 1 - St. Michael & All Angels Church, Withyham

1A - Receipts and Payments

PAROCHIAL CHURCH COUNCIL OF ST MICHAEL AND ALL ANGELS, WITHYHAM

Financial Statements for the Year Ended 31 December 2021

Receipts and Payments Accounts

	Unrestricted funds £	Restricted funds £	TOTAL 2021 £	TOTAL 2020 £
RECEIPTS				
Voluntary receipts:				
Planned giving	20,564	0	20,564	18,326
Collections at services	3,403	0	3,403	2,054
All other giving / voluntary receipts	17,192	0	17,192	134,963
Gift Aid recovered	6,388	0	6,388	17,356
	<u>47,547</u>	<u>0</u>	<u>47,547</u>	<u>172,699</u>
Activities for generating funds:				
Investment income	2,072	38,970	41,042	39,085
Church activities	4,846	0	4,846	2,931
Other receipts	13,602	0	13,602	4,693
Total receipts	<u>68,067</u>	<u>38,970</u>	<u>107,037</u>	<u>219,408</u>
PAYMENTS				
Church activities:				
Diocesan parish share	31,200	0	31,200	30,000
Clergy costs	8,415	0	8,415	7,046
Church running expenses	6,375	0	6,375	6,599
Church activities	16,519	0	16,519	8,657
Major church repairs & maintenance	0	0	0	0
Churchyard	4,190	0	4,190	5,514
Mission giving and donations	3,321	0	3,321	4,316
	<u>70,020</u>	<u>0</u>	<u>70,020</u>	<u>62,132</u>
Total payments	<u>70,020</u>	<u>0</u>	<u>70,020</u>	<u>62,132</u>
Excess of receipts over payments	-1,953	38,970	37,017	157,276
Transfer	7,000	-7,000	0	0
Sale of CCLA Accumulation Shares	139,953	0	139,953	0
Purchase of CCLA Income Shares (Management Trust Fund)	-139,953	0	-139,953	-120,000
Transfer to Blackham Church	486	0	486	1,032
	<u>4,561</u>	<u>31,970</u>	<u>36,531</u>	<u>36,244</u>
Cash at bank and in hand at 1 January	44,392	131,551	175,943	139,699
Cash at bank and in hand at 31 December	<u>48,953</u>	<u>163,521</u>	<u>212,474</u>	<u>175,943</u>

1B – Assets and Liabilities

PAROCHIAL CHURCH COUNCIL OF ST MICHAEL AND ALL ANGELS, WITHYHAM

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST DECEMBER 2021

	Restricted		Totals	
	General Fund	Ottley Fund Fabric	2021	2020
	£	£	£	£
Monetary assets				
CBF Deposit Fund	28,767	163,521	192,288	165,318
Bank current accounts	20,186	0	20,186	10,625
Cash in hand	0	0	0	0
	<u>48,953</u>	<u>163,521</u>	<u>212,474</u>	<u>175,943</u>
Investments at valuation				
CBF Investment Fund - Income shares	154,980	922,881	1,077,861	807,381
Investments with Rathbones	0	635,050	635,050	586,218
CBF Investment Fund - Accumulation shares	0	0	0	134,613
	<u>154,980</u>	<u>1,557,931</u>	<u>1,712,911</u>	<u>1,528,212</u>
Other Assets at cost				
Due from HMRC Gift Aid	0	0	0	0
Total assets	<u>203,933</u>	<u>1,721,452</u>	<u>1,925,385</u>	<u>1,704,155</u>
Liabilities				
Due for payment in 2020	0	0	0	0
Total liabilities	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Standing Committee
 Approved by the Parochial Church Council on 9 May 2022 and signed on its behalf

J. McCarty

Chairman

1C – Independent Examiner's Report

The Independent examiner's report to the PCC of St Michael and All Angels, Withyham

I report on the accounts of the PCC for the year ended 31 December 2021, which are attached to this report.

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 the Church Accounting Regulations and Section 144(2) of the Charities Act 2011 ("the Act") do not apply.

It is my responsibility to:

- Examine the accounts under the Church Accounting Regulations and Section 145 of the Act,
- To follow the procedures laid down in the general Directions of the Charity Commission under Section 145(5)(b) of the Act, and
- To state whether particular matters have come to my attention.

Basis of this Report

My examination was carried out in accordance with the General directions given by the Charity Commission and to be found in the Church guidance. 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 matter. 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

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 PCC 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.



Charles Lamb
Chartered Accountant
3, Blacklands Crescent
Forest Row
East Sussex, RH18 5NN

10 May 2022