

The Wychwood Benefice
ST Mary's Shipton-under-Wychwood
Sunday 18th May 2025 at noon after the 11am service in the Church

AGENDA

ANNUAL VESTRY MEETING

1. Opening Prayer
2. Apologies
3. Minutes of the last meeting
4. Election of Churchwardens

ANNUAL PAROCHIAL CHURCH MEETING

1. Minutes of the last meeting
2. The reports
 - (i) The Vicar's report
 - (ii) The electoral roll
 - (iii) Financial report
 - (iv) Churchwardens' report
 - (v) Annual fabric report
 - (vi) Deanery Synod report
 - (vii) Safeguarding
 - (viii) Other reports
3. The elections and appointments
 - (i) Elect PCC members
 - (ii) Elect Representatives to Deanery Synod
 - (iii) Appoint sidesmen
 - (iv) Appoint independent examiner
4. Looking ahead
5. Any other business

EXTRAORDINARY MEETING OF PAROCHIAL CHURCH COUNCIL

1. Election of officers
2. Appointment of Standing Committee
3. Date of first meeting

Church Wardens' Report

During this period there were three baptisms, three weddings, nine funerals with one burial and one burial of ashes,

Interregnum: The interregnum officially started on 23rd August 2023. Services were conducted by Anne Hartley, Karen Rizzello and several lay people during this period. Many thanks to all who helped during this time. There was a Collation, Installation and Induction service for the new vicar, Sarah Sharp on 23rd September 2024, This was presided over by the Bishop and some 128 people attending, followed by refreshments afterwards.

As well as bringing her own style to the role of vicar, Sarah inaugurated a new service. Tjus, every first Sunday of the month there is an evening service at 6pm instead of the 11am morning service. These have only been going for a shor time but seem to be well attended.

Services: Services for certain age groups of the Wychwood School have been well attended. There were 116 for the Easter, 210 for the School Harvest and 150 for the carol service.

Generally the attendance on Sundays is holding up well despite the very minimum heating inside the church. For Palm Sunday there were 62 people with 79 on Easter Sunday, Advent carols was well attended by 99 people, 105 came to the Crib and Chrstingle service. There were 61 at midnight mass and 60 on Christmas morning.

Future Plans: A delegation from Church House visited church a few weeks ago. A presentation was made to them for a new heating system. Some weeks later the feed back was received that out proposal was not acceptable. However, we were not informed as to what would be acceptable. We are presently reviewing options.

The whole re-ordering of the church hinges on approval of a new heating system. Hence things are on hold at the present.

James Walmsley

Safeguarding

Liz Watts continues as Parish Safeguarding Officer and reports to the PCC. Training and DBS checking are up-to-date and there have been no incidents to report. We must however all remain vigilant to ensure our church is a safe place.

Electoral Roll Sue Robinson

The electoral roll closed with 39 registered.

BELLRINGING

I am pleased to report that Laura Cooper, our youngest ringer, has progressed well in her ringing endeavours. Together with her mother, Tracey, who is also one of our ringers, Laura has rung bells in many towers in Oxfordshire, Berkshire, Buckinghamshire and central London.

Progressing to ring many quarter peals, (a quarter peal takes approximately 45 minutes of continuous ringing) and ringing in her first peal, (approximately 3 hours of continuous ringing) just before her 14th Birthday.

Earlier in 2024 Laura, with the help of some sponsorship from the PCC Bell Fund, attended a four-day residential ringing training course centred on Bradfield School in Berkshire.

Again, as in 2023, on a Saturday in February 2024, some Shipton ringers visited the church on the Colesbourne Estate in Gloucestershire to ring as part of their Snowdrop Festival.

We rang the bells for two wedding during the year and hosted seven bands of visiting ringers.

Six quarter peals, featuring Shipton ringers, have been rung on our tower bells. Some to celebrate significant anniversaries of some of our ringers and on 23rd September 2024 before the Installation Service for our Vicar, Rev Sarah Sharp.

The bells were also rung before the Advent Carol Service, the Nine Lessons and Carols Service, and the traditional "Carols Around the Tree" on Christmas Eve.

Wednesday practices have been well attended, and additional practices have been held on the last Friday of the month for more advanced ringers.

Many thanks to our team of ringers and those from neighbouring parishes how have assisted us with the above and for Sunday Service ringing during the year.

If there is anyone out there who would be interested in taking up bellringing or is a lapsed ringer who is considering a to return to ringing, please contact Mike Brooks at mikeandjoy18@gmail.com.

Mike Brooks 22/04/2025

SACRISTAN'S REPORT

The linen and communion vessels, (chalice, ciborium, paten and cruets), are in good condition.

Alter frontals are showing signs of wear and age, and damage by mice which get into the Vestry. Some chasubles are also showing signs of wear because of their age.

My thanks to Alan Waugh who helps prepare the communion table and acts as altar server when needed. Alan will soon be moving from the area so we will need someone to help prepare the communion table and help as server

Thanks also to the people who administer the second chalice.

It has been a pleasure to welcome Sarah Sharp as our new Vicar, and to assist the clergy during services in church and in Old Prebendal House.

Joy Brooks 08/04/2025

CHURCH AND BRASS CLEANING

Church

Cleaning of the church is now done entirely by volunteers.

Thank you to Mary Drainer and her band of helpers for their regular cleaning sessions which keep the church looking cared for. Thanks, are also due to David Enson who, on

most days, and before and after services and events in the church., vacuum cleans the main isle carpet.

Several visitors have commented that the church looks well cared for. So well done everyboby.

Brass

Our brass cleaners, Sandra Darnell and Jenny Meredith, have, when personal circumstances allowed, kept the brass sparkling.

Mike Brooks 21/04/2025

SERVICE DUTY ROTA

Thank you to all our sidespersons, readers and intercessors on behalf of the congregation and ministry team, for their contribution to our services in St Mary's.

The rota covers a period of two months at a time, and I try to issue it a month in advance to give people time to plan their Sundays or to arrange to swap duties if they are unavailable on a particular Sunday.

We are desperately short of people to lead intercessions and would welcome new recruits to this important roll. Anyone who feels that they could offer their services for this please talk to Rev. Sarah.

Also, additional sidespersons would be welcome. Sidespersons are elected officers of the church, and as such must be members of the Church Electoral Roll and are elected at the APCM. If you feel that you could offer your services for this duty, please speak to myself or to Churchwardens David Ensor or James Walmsley.

Mike Brooks 21/04/2025

Vicars Report

(Sarah Sharp)

Since my arrival in the benefice in September I have been overwhelmed by the generosity of spirit and enthusiasm from the people of Shipton. My impression is that this is a vibrant community in which the church has a huge role to play. It has been my intention to change as little as possible as I try to find my role in the continuing work of the Church. That said I have changed the pattern of services slightly altering the benefice service Sundays from the first and third to the second and fourth Sundays of the month. The new evening service is an opportunity for people who find Sunday mornings too busy and is bringing in people who worship elsewhere in the mornings. It is also an opportunity for the choir to expand their repertoire and does not seem to have affected attendance and it is good to see the close working relationship the benefice has. It has been a joy to welcome Dan as our new musical director. Special services including the All Souls service have proved popular and I am getting to know people. I have joined the school governors and KS2 are getting to know me through assemblies. I have also led a couple of RE lessons and welcomed children into church for end of term services.

Pastoral care and support are important to me and I have managed to visit most people on

the electoral roll. I am hoping that everyone is aware that I am always willing to visit. A huge thank you to Karen and Anne, James, David, Mike and Joy and the entire congregation for their support and enthusiasm.

Communion is led in Tall Trees and at the Old Prebendal monthly

Lay Chair Report on the year 2024 in the Chipping Norton Deanery

The Chipping Norton Deanery is in the Dorchester Archdeaconry in the Diocese of Oxford, which covers the Counties of Berkshire, Buckinghamshire and Oxfordshire – which by geography and population is one of the largest in England and Wales but nevertheless includes many much smaller parishes with populations of 500 – 700 or less - at least 68 with a population under 200.

We continue to thank God for the many blessings bestowed upon us, for the beautiful place in which we live, for our homes, our families and our churches, for the peace in which we live when much of the world is stricken by war, and above all for God's love that surrounds us every day in every way.

The Deanery Synod has had a busy year, meeting on: 21st February, 24th June and 20th November, each time at All Saints, Churchill.

In January The Revd Fergus Butler-Gaillie was installed at Charlbury-with-Shorthampton. In the year since then Fergus has been making his mark both locally, working to build up congregations and include more youth orientated activities and nationally with his fluent pen. Fergus's installation left the Deanery with only one vacancy - in the Wychwood Benefice

At our February Synod we issued an open invitation to all PCC members who wished to attend to hear Bishop Gavin and Archdeacon David put differing points of view to the LLF (Living in Love & Faith) debate. We also discussed the Area Dean and Lay Chairs Conference in January, Diocesan Synod and Mission Action Plans (MAPs)

At the June Synod the subject of the Parish Share continued to be a thorny one, on which the long term effects of covid are beginning to show. I know you all do your best, but please keep it top of the list of things to pay, not somewhere near the bottom. The June Diocesan Synod Elections returned Roy Scott and me as representatives of the Deanery laity. Athos Ritseris was a very worthy runner-up. David Salter and Mark Abrey are the clergy representative. Yvonne Morris from Church House attended our June Synod, to talk about Children and Young People - this was the subject at the Area Deans and Lay Chairs conference in January 2025.

During the summer we said goodbye to Charles Chadwick on his retirement. He had been the Rural Advisor for some years, and we miss his gentle guidance. In January 2025 David and I met Anne Perry, the newly Rural Advisor and look forward to working with her in the coming months.

In September the Revd (now the Revd Canon – she was installed at Christ Church Cathedral on 8th February) Sarah Sharp was installed as vicar of the Wychwood Benefice (Shipton-under-Wychwood, Milton-under-Wychwood, and Fifield-with-Idbury).

At our November Synod we welcomed Nick Case as Hon. Treasurer, taking over from the indefatigable Brian Ford. There were lengthy discussions about Deanery and Parish Share., and reports from Diocesan Synod. However, the main discussion centred round

the recently announce resignation of Justin Welby as Archbishop of Canterbury and the events surrounding this. It was agreed the Synod would ask for a full enquiry at all levels of the Church of England to ensure accountability at all levels.

Thank you to all who take office in the Church, accepting considerable responsibility. I repeat what I wrote in my Annual Report for 2023 and urge all who are Churchwardens ,PCC Secretaries and indeed all PCC members, to keep well acquainted with the Church Representation Rules, to attend the training and information days which the Diocese organises, and to fully understand your roles – challenging where necessary. It remains surprising to realise how much we don't know about the different roles we hold, sometimes after holding office for many years; and if you are going into a vacancy, you need to exactly what you will be responsible for when your rector or vicar has left for pastures new. Above all the training days show you that you are not alone, many others round the Diocese are facing the same there will be someone at Church House who can help and who is only too willing so to do. However ,Church House Oxford does continue to assume that we are all fully *au fait* with all their different computer programmes and have at our fingertips detailed technical knowledge. That might be the case in a few years 'time, but not yet.

Bishop Gavin continues his regular get-togethers for the eleven Lay Chairs of the Dorchester Area, usually on zoom. We do have the opportunity to talk about what our Deaneries are doing, but I will admit I prefer in-person meetings with the opportunity of picking your fellow Lay Chairs' brains for ideas and information. We meet once a year in person for a relaxed social.

The Area Dean and I meet regularly to exchange information and discuss matters, and I find these meetings extremely helpful – I hope he does too. My thanks go David and to Brian Ford, for his exemplary work – we will miss your attention to detail Brian – and to Nick Case, who has gallantly undertaken to follow in Brian's footsteps a Deanery Treasurer, to Claire Blackman, who makes up the Standing Committee , and to Sam Shaw, our brilliant Administrator, who is so good at reminding us all of our duties in our various roles – gone are the days of my youth when PCCs seemed to do more as or less as they pleased. David Salter's term as Area Dean comes to an end in 2025 and from July we will be welcoming a new Area Dean. My Lay Chair term of office ends in June 2026.

On a personal level I have continued to write Lay Chair letters to try to keep everyone in touch between Synods, and, I hope, encourage everyone in all their endeavours. I am very grateful to all the lovely messages of thanks I receive.

This Report will be on your agenda at your APCM - I do hope you will have a good attendance, that you will be able to fill all your Offices, and that you are looking towards the challenges of 2025 with relish.

Catherine Hitchens – Lay Chair, Chipping Norton Deanery
January 2025

NF DS Lay Chair Report on the year 2024 in Chipping Norton Deanery Synod

Shipton-u-Wychwood PCC
Statement of Financial Activities
For the period from 01 January 2024 to 31 December 2024

	Unrestricted funds	Bell fund	Roof fund	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	45,247	299	50,917	96,463	62,495
Income from charitable activities	4,467	-	-	4,467	3,658
Other trading activities	155	-	8,965	9,120	13,008
Investments	871	-	-	871	866
Total income	50,740	299	59,882	110,921	80,027
Expenditure on:					
Raising funds	729	-	3,132	3,861	3,086
Expenditure on charitable activities	56,722	160	57,063	113,945	74,226
Other expenditure	3,204	-	-	3,204	3,120
Total expenditure	60,655	160	60,195	121,010	80,432
Net income / (expenditure) resources before transfer	(6,711)	139	(3,518)	(10,090)	(405)
Transfers:					
Gross transfers between funds - in	-	-	375	375	72,935
Gross transfers between funds - out	(375)	-	-	(375)	(72,935)
Other recognised gains / losses					
Gains/losses on investment assets	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-
Net movement in funds	(7,086)	139	(3,143)	(10,090)	(405)
Reconciliation of funds					
Total funds brought forward	122,615	1,327	10,435	134,380	134,785
Total funds carried forward	115,529	1,466	7,292	124,290	134,380

Shipton-u-Wychwood PCC
Balance sheet (Church of England)
As at: 31 December 2024

	As at 31/12/2024	As at 31/12/2023
Current assets		
Debtors	2,683	1,259
Cash at bank and in hand	121,607	133,120
	<u>124,290</u>	<u>134,380</u>
Net current assets less current liabilities	<u>124,290</u>	<u>134,380</u>
Total assets less current liabilities	<u>124,290</u>	<u>134,380</u>
Total net assets less liabilities	<u>124,290</u>	<u>134,380</u>
Represented by		
Unrestricted		
Unrestricted - General fund	56,346	63,430
Designated		
Designated - Bells	1,466	1,328
Designated - Building	16,455	16,455
Designated - Marjorie Murray Memorial	40,000	40,000
Designated - Organ Restoration	2,731	2,731
Restricted		
Restricted - Roof Repairs	7,292	10,435
Funds of the church	<u>124,290</u>	<u>134,380</u>

APPROVED BY THE PCC ON 18 May 202~~5~~⁴ AND SIGNED ON THEIR BEHALF BY
Rev Sarah Sharp, Vicar AND Hilary Matthews, PCC Treasurer.



Sarah Sharp



Hilary Matthews

Shipton-u-Wychwood PCC
For the period from 1 January 2024 to 31 December 2024

Independent examiner's report on the accounts

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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 independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date 2025

25/05/25

Address Threeways, Bruern Rd, Milton-u-Wychwood, OX7 6LL

Accounting Policies

These accounts have been prepared under the historic cost convention and in accordance with the Church Accounting Regulations 2006.

Shipton-u-Wychwood PCC

Analysis of income and expenditure Selected period: 01 January 2024 to 31 December 2024

				Total	
				General	Bell Fund
				Roof Fund	This year
				Last year	
Income and endowments from:					
Donations and legacies					
Gift Aid - Bank	24,290	-	-	24,290	25,154
Loose plate collections	4,808	-	-	4,808	3,447
Giving through church boxes	917	-	-	917	336
One-off Gift Aid gifts	3,945	-	-	3,945	621
Donations appeals etc	1,070	100	-	1,170	13,494
Monthly Draw	-	-	2,167	2,167	2,016
Tax recoverable on Gift Aid	8,274	-	-	8,274	6,861
Legacies	-	-	-	-	10,538
Non-recurring one-off grants	1,040	-	48,750	49,790	-
Other funds generated	900	199	-	1,100	25
Donations and legacies Totals	45,247	299	50,917	96,463	62,495
Income from charitable activities					
Fees for weddings and funerals	4,467	-	-	4,467	3,658
Income from charitable activities Totals	4,467	-	-	4,467	3,658
Other trading activities					
Rummage sales etc	155	-	8,965	9,120	13,008
Other trading activities Totals	155	-	8,965	9,120	13,008
Investments					
Bank and building society interest	571	-	-	571	566
Rent from lands or buildings	300	-	-	300	300
Investments Totals	871	-	-	871	866
Income and endowments Grand totals	50,740	299	59,882	110,922	80,028

				Total	
				General	Bell Fund
				Roof Fund	This year
				Last year	
Expenditure on:					
Raising funds					
	Costs of stewardship campaign	394	-	-	394
	Costs of fetes & other events	214	-	3,132	3,347
	Bank charges	120	-	-	120
	Raising funds Totals	728	-	3,132	3,861
Expenditure on charitable activities					
	Giving to missionary societies	25	-	-	25
	Secular charities	235	-	-	235
	Ministry parish share etc	27,640	-	-	27,640
	Benefice costs	9,405	-	-	9,405
	Church running - insurance	5,225	-	-	5,225
	Organ / choir costs	3,725	-	-	3,725
	Church maintenance	2,771	-	-	2,771
	Cleaning	251	-	-	251
	Upkeep of services	671	-	-	671
	Upkeep of churchyard	1,670	-	-	1,670
	Administration	1,259	160	-	1,419
	Church running - electric	2,944	-	-	2,944
	Church running - gas	897	-	-	897
	Church major repairs - roof	-	-	57,063	57,063
	Expenditure on charitable activities Totals	56,718	160	57,063	113,941
Other expenditure					
	Church major repairs -heating	3,204	-	-	3,204
	Other expenditure Totals	3,204	-	-	3,204
	Expenditure Grand totals	60,650	160	60,195	121,006

Shipton-u-Wychwood PCC
For the period from 1 January 2024 to 31 December 2024

Independent examiner's report on the accounts

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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 independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
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Date 2025

25/05/25

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