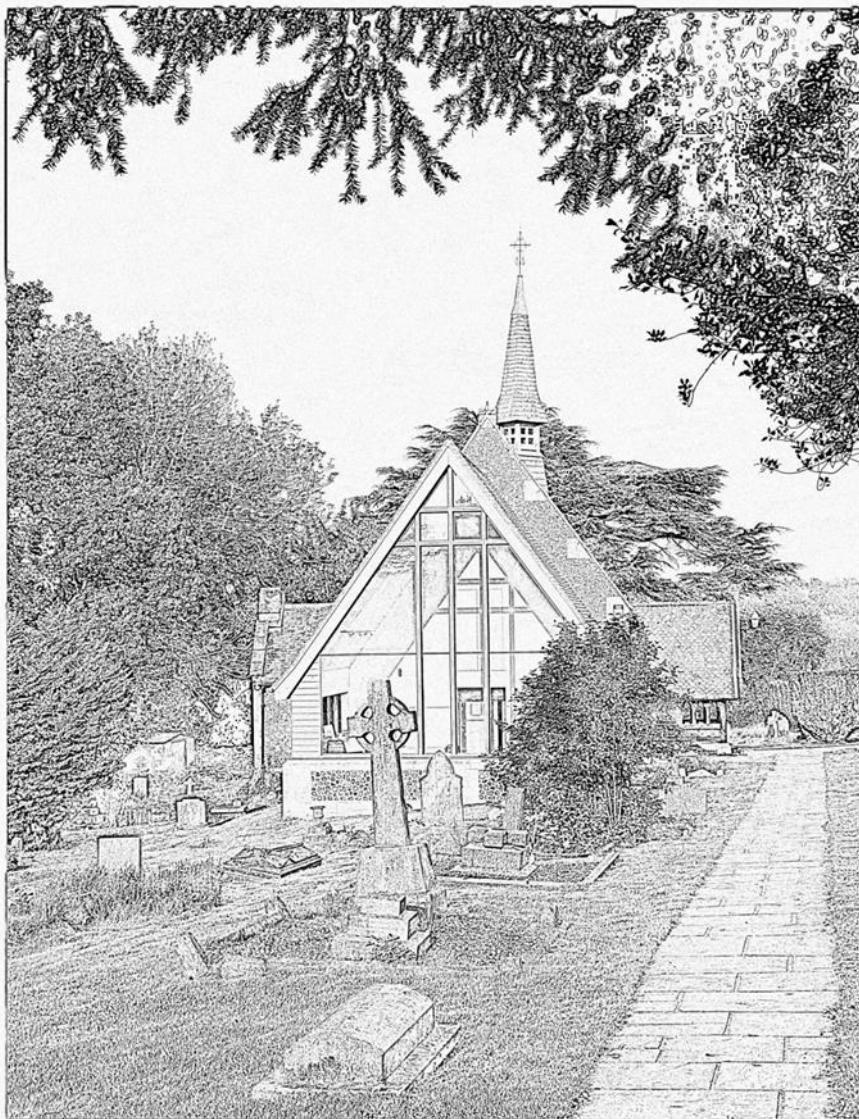


**St John the Evangelist
London Road, Bourne End**

**Reports for the APCM
Sunday April 25th 2021**



Minutes of the Annual meeting of Parishioners - Sunday 25th October 2020

The meeting took place within the morning communion service which was led by Rev. Rebecca Fardell and there were 15 people present.

Apologies for absence: Audrey and David Gubbay

There was a time for giving thanks for the things that God has been doing among us over the past year.

We give thanks that:

- Each and every member of the church has been kept safe and well.
- Reopening of the church was possible so that we can meet and pray together.
- We can look forward to coming to church.
- We can have communion

And we give thanks for:

- Rachel and Hilary and the support that they have given.
- Continued recovery for Rebecca.
- All the clergy and readers who come to lead and preach.
- Technology enabling us to keep in touch.
- Our beautiful church building.
- Continued thriving of the church.

Election of Church Wardens

Both wardens were willing to stand for re-election for a further year. John Marshall – proposed by Michael Pritchard and seconded by Laura Frey. Helen King - proposed by Edith Harkins and seconded by Karen Evans. All in favour. The Wardens and Deputies were thanked for their work over the past year.

Annual Parochial Church Meeting

The minutes of the meeting in 2019 were approved and signed. Proposed by John Marshall, seconded by Michael Pritchard and all in favour. There were no matters arising.

Reports for the meeting had been approved at the last PCC meeting in March 2020.

Election of Deanery Synod representative

Susan Marshall was elected as the church representative. This was proposed by Karen Evans, seconded by Barbara Driver and all in favour.

(Election of Sides People

The following people were elected to be our service wardens: John Marshall, Sue Marshall, Mike Pritchard, Helen King, Edith Harkins, and Jane Manson.)

Election of PCC members

Gladys Greenwood has stepped down from the PCC after many years of faithful service. She was thanked and a presentation of gifts made.

Laura Frey and Susan Marshall were up for re-election to the PCC and both were willing to stand for another term. Both were re-elected for another three years. Laura proposed by Edith Harkins and Helen King, Susan Marshall will be on the PCC as the Deanery Synod Rep. All in favour.

The PCC as it stands at the moment is as follows:

Clergy – Rebecca Fardell and Rachel Hamilton

Deanery Synod Representative – Susan Marshall

Wardens – John Marshall and Helen King

Elected laity members of the PCC:

Elected at the APCM in April 2019 and to serve until 2022: Michael Pritchard, Edith Harkins and George Einchcombe

Elected at APCM 2020 and to serve until April 2023: Susan Marshall and Laura Frey'

Electoral Roll Officer - Susan Marshall is willing to continue in this post.

Safeguarding Officer - Karen Evans

Treasurer - Edith Harkins

Election of an Independent Financial Examiner

Peter Hinson AIB was voted to be our independent examiner for another year.

Matters arising from the annual reports

Electoral roll

The number on the role stands at 30 members. The electoral roll was approved.

Treasurer's report

The accounts had been audited by Peter Hinson. Edith reported that Gift Day this year has raised £3135. £1070 will go to church expenses and £2065 to mission.

The amount spent on churchyard maintenance has increased and this has been due to the rather spasmodic way in which Owen submits his bills.

There has been an overall loss of about £2000 over the year, due in part to decreased giving and in part to some large expenses – for example the QI cost £900.

Giving is expected to be down again this year, due to the Covid situation, but generally we are still in a healthy position financially.

An enormous vote of thanks to Edith for looking after our finances so well.

Safeguarding

Karen made a formal declaration to confirm that the PCC of St John's "has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults)."

Karen was thanked for her work as our safeguarding officer.

A.O.B.

It was reported that Andy is slowly returning to his normal life.

Although the PCC will discuss the distribution of the Gift Day money, any member of the congregation is welcome to make suggestions.

Vicar's Report

2020 was not the year that any of us could have expected. Covid-19 brought change and challenge to all aspects of our lives, including church. We experienced huge amounts of loss (of things big and small) that we value. We said good-bye to much loved members of Sunnyside with difficult restrictions on how we could mark their deaths. We were denied opportunities to gather in person as a church family to worship God and enjoy fellowship with one another. This has been hard and added to the burdens that the pandemic brought to our lives. Yet we also have much to give thanks for at St John's: technology enabled us to continue to meet as house groups, for meetings and for fun. We also welcomed Rachel Hamilton to join us as curate.

The rest of this report gives an overview of what happened in St John's during 2020, none of which would have been possible without you all giving so generously of your gifts, time, and money. I would like to thank you for your commitment to St John's and for your care and support of me through what has personally been an extremely hard year. I really do give thanks for each and everyone of you and continue to be deeply grateful to God that I have the privilege and joy of being your vicar. In particular, I wish to thank our churchwardens, John and Helen who undertake their important roles with much prayer and wisdom.

They devoted themselves to the apostles' teaching and to fellowship, to the breaking of bread and to prayer... And the Lord added to their number daily those who were being saved.

Acts 2.42,47

In the autumn, we had a sermon series which explored what makes a flourishing church according to the Book of Acts. I have been deeply encouraged by the ways in which we have followed this pattern at St John's through 2020, despite the uncertain times in which we live. We have continued to worship God and sought to deepen our knowledge and love of him through our services and small groups. Although fellowship has been difficult with social distancing and restrictions on meeting, we have tried to maintain and strengthen our relationships through online coffee mornings, our house group and permitted walks. Breaking bread has perhaps been the hardest to sustain; Covid restrictions have made Holy Communion extremely difficult and I for one have missed offering hospitality to you. We have continued to pray and having the church open for private prayer has been appreciated.

Despite the difficulties and sorrows of the past year, St John's has continued to be a faithful witness to God's love in our community. I look forward to seeing how he will continue to bring growth in spirit and in number to us in the year to come.

with love and prayers

Rebecca

Wardens' Report 2020-2021

Throughout the year, every effort has been made to ensure that the church buildings and the churchyard have been kept in good repair and that, where necessary, work has been carried out to rectify any problems. Work parties have taken place during the year to keep the church and ground tidy and a professional gardener has been employed for grass-cutting and hedge-trimming.

Our continued thanks go to all who help in the maintenance of our church and grounds and, in particular, to Mike Pritchard for painting woodwork and for continuing to maintain the seals around the windows. We would also like to thank Bert Harkins for his expertise in cleaning brass work and, together with Edith, for all the cleaning that they undertake in the church – particularly at this time of Covid 19 with all the sanitising that is required.

The PCC had agreed to the purchase of a replacement shed but it was decided to defer this until later.

The PCC are continuing to act on suggestions put forward by the church architect in his Quinquennial Inspection. Chris Short has been asked to locate points of entry of the glis glis and he has blocked these with chicken wire where possible. It has been impossible, however, to prevent them from entering through the bell tower in the roof.

The re-siting of the reredos and the moving forward of the carved communion table is still under consideration by the chancellor following objections from the Victorian Society. Our thanks go to the church architect for producing details of how the reredos can be re-positioned in the link between the church and the Parish Room.

Covid !9 has severely restricted our normal activities this year. From March 2020 we have been unable to hold our monthly coffee mornings, our pot-luck lunches and our Lent Lunches. Fortunately, we were soon able to meet again for communal worship and we must thank Rebecca and Rachel for organising the church in such a way that we could do this safely. PCC meetings and House Group meetings have been held using Zoom.

A Christmas card was produced and distributed throughout the village inviting people to come to a service entitled "In The Bleak Mid-Winter" prior to Christmas.

Rebecca has also arranged for the church to open on a Wednesday morning from 9.30 to 10.30 for people to come and pray.

Helen King and John Marshall

PCC Secretary's report for the Annual Parochial Church Meeting Sunday 25th April 2021

Over the past year, the PCC have met in January, March, May and September 2020. Some of these meetings have been held on Zoom as we have been unable to meet together in the church.

There are seven elected members of the PCC. These are: Laura Frey, Edith Harkins, Sue Marshall, Mike Pritchard, George Einchcombe and Karen Evans. Helen King and John Marshall are on the committee as Churchwardens and Edith Harkins as Treasurer.

This year we were sorry to lose Gladys Greenwood from the PCC who resigned after a great many years of service. We thank her for her faithfulness and valued support of St John's and a small presentation was made to her at the APCM in recognition of this.

Our APCM which was due to be held in April was postponed and eventually held on the 25th October. Our Gift Day was also postponed and was held at our Harvest service in October rather than Easter Sunday. The money from the gift day has now been allocated so that a proportion will be going into church funds and each of the following charities will receive a donation: MAF, Mary's Meals, Salvation Army, DENS and Tiljala Shed.

The following appointments were made further to the APCM last year:-

Treasurer – Edith Harkins

Electoral Roll Officer – Susan Marshall

Chairman – Rebecca Fardell

Church Wardens – John Marshall and Helen King

Deputy Wardens – Sue Marshall and Michael Pritchard

The main topics for discussion throughout the year have been:

1. Arrangements for services throughout the lockdowns and the restrictions enforced due to the Corona virus pandemic.
2. Following up the recommendations of the Quinquennial Inspection.
3. Continuing with the plans and application to the DAC for moving the reredos and communion table and restoring the original communion table that had been found underneath the current carved table. Also for obtaining permission to use this smaller table, positioned in the chancel, for communion services in the interim period.
4. Further developing links with the village community through events organised by the Village Association.
5. Making contact with the new residents of the houses in The Paddocks at the top of Bourne End Lane.
6. Giving and allocation of funds raised on the gift day, and further giving throughout the year.
7. Updates on safeguarding training from the Diocese.
8. Regular reviewing of our Mission Action Plan.
9. The ongoing problems with Glis glis and the need to eradicate them from the building.
10. Arranging continuing maintenance of the church and churchyard.

Sadly, some of our regular events have had to be cancelled this year. This included coffee mornings, Pot Luck lunches, and the Easter Day, Remembrance Day and Carol services. However,

we are grateful that we have been able to open the church again for public and private prayer in recent months.

Once again, we thank all members of the PCC for the hard work and time that they put into making the church a safe and welcoming place of worship and for their support in keeping the church building in good order even during these periods of restrictions and lockdown.

Helen King (Churchwarden)

Safeguarding Report

The PCC of St John's "has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults)."

Deanery Synod Report

St John's did not have a St John's representative until the APCM in October. This report therefore is from Marguerite Craig who is one of the Sunnyside members of Deanery Synod.

Usually, the Deanery Synod meets two or three times a year but because of Covid they were only able to meet in March. The lecture was entitled Modern Day Slavery and was led by the Rev Natalie Gaynes from a Potter's Bar Church. She is the diocese leader on this subject.

She explained how even now 200 years after slavery was abolished there are still 40.3 million slaves in the world and 100,000 in the UK often working in nail bars, car wash centres, cannabis farms. They are often drug carriers and some are forced to be beggars.

There are groups out there trying to help. These include the Clewar initiative which is run by nuns who work with prostitutes in Oxford.

There are also safe houses where these people can go for 90 days and evidence is then collected and there is a modern-day slavery partnership in Hertfordshire with many charities involved.

This was an excellent lecture opening our eyes about something that is happening right here in leafy Hertfordshire and that the Synod is very aware of and is trying to find answers to.

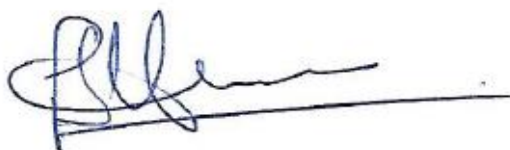
Marguerite Craig

10:16 AM
01/02/21
Accrual Basis

Church
UK Balance Sheet - Standard
As at 31 December 2020

| | <u>31 Dec 20</u> |
|--|-------------------------|
| ASSETS | |
| Current Assets | |
| Cash at bank and in hand | |
| CBF Funds PCC 2001D | 20,950.68 |
| ChrtyCom Shares | 665.10 |
| Current Account /8355 | 2,336.61 |
| Reserve Account Nat West-2515 | 8,516.03 |
| Total Cash at bank and in hand | <u>32,468.42</u> |
| Total Current Assets | 32,468.42 |
| NET CURRENT ASSETS | <u>32,468.42</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | <u>32,468.42</u> |
| NET ASSETS | <u><u>32,468.42</u></u> |
| Capital and Reserves | |
| Opening Bal Equity | 628.10 |
| Opening Balance | 33,696.19 |
| Profit for the Year | -1,855.87 |
| Shareholder funds | <u><u>32,468.42</u></u> |

Independent Examiner



Peter Stuart Hinson AIB
8th February 2021

Independent Examiner's Report to the Parochial Church Council, St John the Evangelist, Bourne End

I report on the accounts of the Church for the year ended 31st December 2020

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 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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 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 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 reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.



Peter Stuart Hinson AIB
Gable House, Shootersway Lane, Berkhamsted,
Herts. HP4 3NW

8th February 2021

Church Profit & Loss Prev Year Comparison January through December 2020

| | Jan - Dec 20 | Jan - Dec 19 | £ Change | % Change |
|----------------------------------|------------------|------------------|------------------|---------------|
| Income | | | | |
| Church Fees | | | | |
| Funeral Fees | 577.00 | 808.00 | -231.00 | -28.6% |
| Wedding Fee | 0.00 | 910.00 | -910.00 | -100.0% |
| Total Church Fees | 577.00 | 1,718.00 | -1,141.00 | -66.4% |
| Collections & C | | | | |
| Collections Cash | 374.82 | 1,169.40 | -794.58 | -68.0% |
| Covenants Envelopes | 2,892.90 | 4,926.95 | -2,034.05 | -41.3% |
| Covenants Standing Or... | 5,890.00 | 4,820.00 | 1,060.00 | 22.0% |
| Tax Refund | 3,167.09 | 4,216.89 | -1,049.80 | -24.9% |
| Total Collections & C | 12,314.81 | 15,133.24 | -2,818.43 | -18.6% |
| Designated Fund | | | | |
| GIFT DAY | 3,175.00 | 4,685.00 | -1,510.00 | -32.2% |
| Outreach | 0.00 | 436.77 | -436.77 | -100.0% |
| Total Designated Fund | 3,175.00 | 5,121.77 | -1,946.77 | -38.0% |
| Divdnd & Intrst | | | | |
| CBF Interest | 107.78 | 174.45 | -66.67 | -38.2% |
| NW Interest | 5.25 | 38.95 | -33.70 | -86.5% |
| Total Divdnd & Intrst | 113.03 | 213.40 | -100.37 | -47.0% |
| Fairs,JumbleSale | | | | |
| Bike Ride | 100.00 | 230.50 | -130.50 | -56.6% |
| Total FairsJumbleSale | 100.00 | 230.50 | -130.50 | -56.6% |
| Misc Donations | | | | |
| Rental | 685.60 | 3,848.98 | -3,163.38 | -82.2% |
| Parish Room Rental | 120.00 | 0.00 | 120.00 | 100.0% |
| Total Rental | 120.00 | 0.00 | 120.00 | 100.0% |
| Total Income | 17,095.44 | 26,265.89 | -9,180.45 | -35.0% |
| Expense | | | | |
| Charity | | | | |
| DENS | 25.00 | 0.00 | 25.00 | 100.0% |
| Donations Given | 230.00 | 910.00 | -680.00 | -74.7% |
| MAF | 0.00 | 915.00 | -915.00 | -100.0% |
| Salvation Army | 0.00 | 5,305.00 | -5,305.00 | -100.0% |
| Total Charity | 255.00 | 7,130.00 | -6,875.00 | -96.4% |

Church Profit & Loss Prev Year Comparison January through December 2020

| | Jan - Dec 20 | Jan - Dec 19 | £ Change | % Change |
|------------------------------|------------------|------------------|------------------|---------------|
| Church Expenses | | | | |
| Church Yard | | | | |
| Effluent Disposal | 170.00 | 170.00 | 0.00 | 0.0% |
| Grass & Hedge Cutting | 2,035.00 | 2,145.00 | -110.00 | -5.1% |
| Church Yard - Other | 144.00 | 409.20 | -265.20 | -64.8% |
| Total Church Yard | 2,349.00 | 2,724.20 | -375.20 | -13.8% |
| Fire Extinguish | 54.00 | 120.00 | -66.00 | -55.0% |
| Insurance | 886.25 | 874.94 | 11.31 | 1.3% |
| Light & Heat | 1,212.53 | 2,327.31 | -1,114.78 | -47.9% |
| Miscellaneous | 1,183.05 | 699.00 | 484.05 | 68.3% |
| Repairs & Renew | 236.89 | 0.00 | 236.89 | 100.0% |
| Secretarial | 228.48 | 265.43 | -36.95 | -13.9% |
| Wafers & Candle | 0.00 | 53.98 | -53.98 | -100.0% |
| Water Rates | 65.59 | 67.75 | -2.16 | -3.2% |
| Total Church Expenses | 6,215.79 | 7,132.61 | -916.82 | -12.9% |
| Contributions | | | | |
| Diocesan Fees | 11,126.00 | 10,831.00 | 295.00 | 2.7% |
| Total Contributions | 11,126.00 | 10,831.00 | 295.00 | 2.7% |
| Miscellaneous | 95.89 | 1,768.93 | -1,674.04 | -94.6% |
| Services | | | | |
| Curate Expenses | 982.32 | 0.00 | 982.32 | 100.0% |
| Organist | 0.00 | 865.00 | -865.00 | -100.0% |
| Vicars Expenses | 227.04 | 436.16 | -209.12 | -48.0% |
| Total Services | 1,209.36 | 1,291.16 | -81.80 | -6.3% |
| Sundry | 39.27 | 117.57 | -78.30 | -66.6% |
| Total Expense | 18,941.31 | 28,272.27 | -9,330.96 | -33.0% |
| Profit for the Year | -1,855.87 | -2,006.38 | 150.51 | 7.5% |

Electoral Roll Report 2020-2021

St. John the Evangelist, Bourne End Electoral Roll

| No. | Surname | First Names |
|-----|------------|------------------|
| 1 | Bailey | Rose |
| 2 | Clark | Robert Norrman E |
| 3 | Clark | Susan Elizabeth |
| 4 | Clarkson | Shiela Mary |
| 5 | Driver | Barbara Mary |
| 6 | Driver | John |
| 7 | Einchcomb | George |
| 8 | Evans | Karen Jayne |
| 9 | Frey | Laura |
| 10 | Greenwood | Gladys May |
| 11 | Gubbay | Audrey Alice |
| 12 | Gubbay | David Robin |
| 13 | Harkins | Edith |
| 14 | Harkins | Robert |
| 15 | Ivin | Janet Mary |
| 16 | King | Helen Joan |
| 17 | Manson | Catherine Jane |
| 18 | Manson | David Charles |
| 19 | Marshall | John |
| 20 | Marshall | Susan Jean |
| 21 | Pritchard | Michael Gwyn |
| 22 | Scott | Stephanie |
| 23 | Stanbridge | Daphne |
| 24 | Thomas | Alexander J S |

| | | |
|-----------|----------|-----------------|
| 25 | Thomas | Frances Maureen |
| 26 | Welch | Jenny |
| 27 | Wilding | Peggy |
| 28 | Wrathall | Julie Ann |
| 29 | Wrathall | Timothy Peter |

One has died.

The Number on our Electoral Roll is 29.