

# THE PARISH CHURCH OF ST ANDREW CASTLE COMBE

## ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2017



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### BACKGROUND & OBJECTIVES

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St Andrew's Castle Combe is a parish of the ByBrook Team Ministry. The clergy in the Team are collectively responsible for all ten parishes; The Benefice has been in Vacancy since Revd Jonathan Philpott left us in August 2016. Then in February Revd Sarah Evans (Team Vicar) left us in February 2017 to take up a post as Chaplain at Bristol Cathedral. Revd Gillian Parkin (Ass.Curate) together with a group of retired clergy and the lay ministry team have been covering services and working closely with the churchwardens. The Clustering system continues, Castle Combe is joined with Grittleton & Slaughterford.

Within the overall aims and aspirations of The Team, the Parochial Church Council of St Andrew's has seven specific objectives:

- The PCC in conjunction with the clergy are responsible for promoting the whole mission of the Church for the present time and in the future.
- To provide the opportunity for a variety of regular worship for all members of the parish including the lower and upper village engaging all ages.
- To keep the church open daily throughout the year as a place of inspiration, witness and prayer for parishioners and the thousands of visitors to Castle Combe.
- To support the local community and national charitable organisations through a positive policy of charitable giving.
- To support the mission of weddings and blessings to the local community and wider world.
- Development of the use of the Church and Churchyard.
- Based on a New Vision Statement of Worshipping, Growing and Sharing our desire is:-  
To love, serve and worship God  
To love and serve one another, our local community, and the wider world  
To live and share with others the good news of Jesus Christ  
Because we know that we are loved by God.

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### TRUSTEES

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The Trustees of St Andrew's Church is the Parochial Church Council, which has the responsibility of working with the clergy team in promoting the whole work of the church in the ecclesiastical parish.

**PCC Membership.** Members of the Parochial Church Council are elected by the Annual Parochial Church Meeting in accordance with Church Representation Rules. During the year the following served as members:

<i>Team Priest in Charge:</i>	In Vacancy
<i>Team Vicar:</i>	The Revd Sarah Evans (until January 2017)
<i>Churchwarden:</i>	Mrs Sally Constable ( <i>Deanery Synod Representative</i> )
<i>Elected Members:</i>	Mr Michael Constable ( <i>Treasurer &amp; Covenant Secretary</i> )
	Mrs Di Brown ( <i>Secretary</i> )
	Mrs Julie Hare
	Mrs Karen Munnings
	Mr Mike Roberts
	Mr Gerald Ruggles ( <i>Electoral Roll Officer</i> )
	Mrs Sue Wiles-Teoh

*Independent Examiner:* Mrs Hermina Fleming Castle Combe

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## PERSONNEL

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Up to the end of January 2017 The Revd Sarah Evans has led and guided us through the year along with Grittleton and Slaughterford, the two other churches in our Cluster. We thank her for her support and encouragement through a busy year and wish her well in her new post.

Following this we welcome The Revd Ness Whiffin and The Revd Phill Harrison from the Chippenham Deanery who are now supporting us during The Vacancy.

The Revd Alun Glyn-Jones continues to take our Eucharistic Service on most first Sundays of each month.

We thank him and his wife Chris for their continued enthusiasm, work and support in the life of St Andrews.

We again extend our thanks to Mrs Hermina Fleming for acting as the independent examiner of our accounts.

Thanks must be given also to our church cleaner Caroline Watts and to Liz Taylor who looks after the churchyard.

They have both helped to keep our lovely church looking clean and tidy.

We are also indebted to all volunteers from the village that act, on a monthly basis, as, key holders and enable the church to be open every day of the year by opening and closing the church each day.

Mrs Sally Constable was re-elected as the Church Warden. It is still hoped that someone will come forward to act as the second churchwarden in this busy Parish.

**Gerald Ruggles** has resigned from The PCC with immediate effect. As you may know he has decided to move back to Essex to be nearer his family. On behalf of The PCC I would like to minute a big thanks to Gerald for his loyal and steadfast support to St Andrews. We will miss him very much but wish him well in his new surroundings.

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## WORSHIP

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There were 28 people on the electoral roll. Our pattern of worship continued, with two Sunday services per month on the 1<sup>st</sup> and 3<sup>rd</sup> Sundays at 11.00am. This is for various reasons and we do hope to be able to give more energy and thought to the children of the village within our Church services in the coming year. We have welcomed the many wedding couples preparing to marry at St Andrews throughout the year and also couples returning after their weddings.

We have also hosted services for local cyclists in April. Our other special services included Mothering Sunday, Easter, Harvest followed by lunch, Remembrance, Christmas Carols, Christmas Eve Holy Communion and The ByBrook School Carol Service.

Experience Easter was displayed in St Andrews church depicting three events during Holy Week – The Garden of Gethsemane, The Last Supper and The Crucifixion and proved very successful.

The content and development of our services will form a vital part of our mission in the church in the coming year.

There were 16 Weddings, 2 Blessing, 2 Baptisms 1 Thanksgiving and 2 Funeral during the year..

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## MISSION AND EVANGELISM

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St Andrews Church has experienced a very busy year in all areas of our Mission.

Firstly and most importantly our numbers at services have been maintained this year and we have 28 people on the church Electoral Roll. Also we have attracted more visitors to experience St Andrews Church.

Our mission also envelopes the many wedding/blessing couples planning to celebrate their marriage within the church. During the time they are regularly worshipping with us, we hope to get to know them better and welcome them into the family of the church. Work this year has very much centred on finalising plans and the fund raising for our proposed building project (an extension to St Andrews containing disabled toilet, small kitchenette area with running water and a new vestry). See special events section for details. With the large number of big services held in St Andrews we badly need these new amenities without giving up space within the church. The old vestry will become part of the Knight's Chapel enhancing a very historic area.

As you see from all of this St Andrews needs to be an adaptable space – one that has peaceful, prayerful and reflective areas, but at the same time a living church that identifies with the community nearer to home and the many thousands that visit each year. The need to be adaptable also flows into our services where we welcome a very diverse congregation many wanting different styles of worship. Whether young and old, families or visitors we need to be creative and aware of the variety of people coming to worship, and also be sensitive to their needs. This is not easy but we hope to make it a priority in the coming year. Many times our vision of worship is suffocated by the time taken looking after the building. We are only a small team and would dearly love more help particularly with the building and fabric of the church.

Finally, our concerns have been this year for the increasing number of older members of the village needing help, many of whom have lived here for a considerable time. The community is a very caring one, supporting one another, but still more can be done for those who are not so able. In today's fast moving world and working lifestyle, the older members of it are often forgotten.

Outreach to visitors remains a major part of the life of the church, and we cater for a large number of visitors as well as those who want to use the church for prayer, quiet reflection and inspiration. The comments and personal prayers they leave shows their appreciation and the visitors book reflects the very high number passing through the church and their impressions of their experience in St Andrew's. These comments often include the peace, tranquillity and spirituality felt within the church. We also hope to have more displays created by the Castle Combe Historic Society within the church in the coming year.

### **Community Area in the Church**

This new area continues as a meeting place for a variety of reasons and for entertaining after services. The construction of this open area with flexible seating and the opportunity to display information about the church, its history with a time line, saleable goods i.e. postcards, religious publications, exhibitions and various other publications for the visitors. Church Trails include NADFAS Children's trail, Churchyard trails and Benefice trail of maps between the nine churches. The visitor's book receives many entries which also gives us feedback as to the experience and inspiration visitors gain from visiting St Andrews. Development of this corner is an ongoing project, and has been used recently for a flower arranging workshop. With the closure of the last shop within the village of Castle Combe the church have extended the range of saleable items encouraging more visitors into the church.

### **Knights Chapel**

Creation of a peaceful, prayerful and reflective area of the church with altar, comfortable chairs and Icon, designed for quiet and prayerful moments in the church and intercessions table where prayers can be left and then included in our intercessions during services. (Candle lit Area) Tomb of The Knight (Sir Walter de-Dunstanville). Special St Andrews prayers leaflet available free of charge plus other prayers leaflets in a variety of languages from Lifewords. Works of Charitable Associations on display. 2017 will be a very interesting time with our project to enhance this area further.

### **Children's Corner**

An area provided for children with table and seating Books toys etc. are provided for children to use during services. Children's intercessions book on altar. Proposed library of children's religious books being formulated. Variety of musical instruments are available for family services. Colouring in and puzzle worksheets are available at each service for children to use.

### **Trails**

The three trails that have been introduced –Internal Children's Trail composed as part of the Junior N.A.D.F.A.S. programme and sponsorship. This has been enjoyed by many including the Bybrook Junior School. The second Trail illustrates walks between the Churches of the Benefice. Thirdly as part of our conservation plan, a nature trail in and around the Churchyard has also been developed and enjoyed by old and young. In short this embraces wild flora being re-introduced into the churchyard and the encouragement of small mammals, birdlife life, bats and insects to inhabit the area in and around the Church.

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## **RESOURCES and FABRIC**

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### **“Make History Appeal” Amenities Project**

With the roof works to northern slopes complete we are actively moving through to the second stage with our Amenities project. All approvals are now in place for a small extension to the northern side of the church to accommodate a toilet, small kitchen and relocate the vestry. This will enable us to enhance the Knights Chapel and create great display areas for historic interest as the church is open every day of the year to locals and visitors. We are close to securing the funding for this project through grants, generous donations and fund raising. This is the biggest project within the church for over 160 years and will add to the rich story of this place.

Further financial details are included in our Financial Report.

Work commenced on the “Make History” Project in October with Newman's Conservation securing the building works. Wessex Archaeology also were contracted to oversee the excavation works resulting in finding some old burials –not marked from above, in the area if the new build. Excavation by Newmans has to stop and Wessex Archaeology commenced to oversee the whole area and carefully remove any remains found, which would be reburied in the churchyard at a later date. We still have a very active fund raising and grant programme going forward to secure the necessary funds needed for this project.

The Turret Clock is still working well but our specialist clock makers have indicated that due to wear a major job on the clock will be required, hopefully grants will be available at that time. Our thanks to Adrian Bishop who has kept a close eye on the clock to ensure it keeps good time for many years but has this year now stepped down from this role The interest in this very fine example of a 14th century medieval clock is considerable amongst our visitors and there are many comments recorded in the visitor's book.

### **Risk Management and Health and Safety.**

The PCC has completed a fire risk assessment and the findings of this exercise have been implemented. This runs parallel with Health and Safety assessments which are constantly reviewed. During the year there have been works to the footpaths and installation of a railing to the lower churchyard which became a H & S risk. New caution signage is in place for uneven and possibly slippery paths. All areas of building works are clearly marked and barriers in place where appropriate. Additional fire risk assessments have been carried out.

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## EVENTS throughout the Year

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- **Team Service** on Sunday 26<sup>th</sup> February was led by Bishop Lee at 11.00 am Disappointed that the numbers attending were not greater from the Group.
- **Spring Clean of Church and Churchyard** Saturday 4<sup>th</sup> March.
- **Lent Lunch** in Castle Combe Village Hall on Monday 20<sup>th</sup> March 12 to 2.00pm. A well attend event with “delicious homemade soups” and we were able to send from donations £310 to Crisis in East Africa Appeal via Christian Aid. Thanks to Julie, Karen, Di for organising and Rindi from Grittleton who helped on the day.
- We organised a **Parish Giving Scheme Meeting** (a new initiative by Church of England) with Clare Fussell from the Diocese. It was held in the village hall Castle Combe in March to learn more about the scheme which will be introduced through the diocese this Autumn. Since then Castle Combe has registered to become a member.
- **Easter Experience** in the church during Holy Week.
- Another successful **Cyclist Service** was held on Sunday April 9<sup>th</sup>. Revd Ness Wiffin cycled to join us.
- **APCM** Tuesday 4<sup>th</sup> April 7.30pm in the church. Revd P Harrison from the Chippenham Deanery joined us and Sally Constable was re-elected as Churchwarden for a further year.
- A PCC member attended the Diocese Connect Session “**Sharing our common experience of Funding Church Projects**”.
- Our thanks to **Revd Phill Harrison** for supporting and leading us from January to the end of May. We greatly appreciated his time with us.
- **Unwanted visitor at St Andrews Church last summer and autumn.**  
Following a number of incidences of thefts from our donation boxes last year the police have been investigating these and we understand other incidences in the area. The suspect has been charged for these offences and on the first court appearance he pleaded guilty to a number of offences at three churches. We sincerely hope that this is the conclusion of these disturbing incidents.
- **Our Plant Sale and Spring Fair** was a great success raising a good sum £1682 for our “Make History Appeal” and was a well supported community day for the village. Thanks to all who made the day so successful.
- **Rich’s Everesting Challenge** took place on 2<sup>nd</sup> and 3<sup>rd</sup> June. After much training and will power plus great support, Rich Wiles-Teoh completed his challenge in great style at 3.30pm last Saturday having started at 10.00 pm on the Friday night in heavy rain which lasted until 3.00am. He completed 183 assents of Castle Combe Hill to reach the equivalent height of Everest (8848 metres). Congratulations to Rich and great thanks to all who supported either by giving to his challenge or came on the night and day. Monies raised including through just giving amounted to a fantastic sum of £4149 for our “Make History Appeal”
- **Cluster Service in July** was themed Song’s of Praise followed by Pimm’s and Strawberries, Coffee and Shortbread in the churchyard. A very well attended event with some special hymns chosen.
- **Harvest Festival Service** was led by Alun with the collection in aid The South Asian Flood Appeal via Christian Aid totalling £250. A good community event with many stay for light refreshments and cider, tea and coffee in the church.
- **Amenities Project.** Work commenced on site on Monday 23<sup>rd</sup> October. Details on progress in Project Report. Boiler house was the first item to go. Temporary heater now in place blowers and cabinet heaters. With many thanks to Teoh for all his assistance in sourcing these heaters.
- **Weddings.** A very busy summer with a high number of weddings. Also a couple of them became a major issue due to changes in original requests on numbers which resulted in totally unacceptable number of guests. Full discussions have taken place with the parish office to ensure this does not happen again.
- Special thanks to **Revd Alun Glyn-Jones** who has supported us so well and has again offered considerable support over the coming months. Alun’s first service was 3 February 2002. In 16 years Alun has taken 259 services which includes 187 Holy Communions and 10 Remembrance services
- **DBS Checks** have progressed with PCC members.
- Michael and Sally attended the **Mission and Pastoral Measure** consultation meeting at Marshfield Church. It was conveyed to the meeting St Andrews felt the changes could not be approved to go forward until there was knowledge and progress in appointing a new Priest in Charge for the Bybrook Benefice.
- **The Team Council** also passed two amendments to the Baptism Policy making it more flexible and relaxed.
- **Wiltshire Historic Churches Trust** have again supported St Andrews with a grant of £2,500. It is a specific grant for the repair and restoration of the medieval screen.
- **Remembrance.** Another memorable service- our gratitude to Alun again – The Royal Corp of Signals, Gareth on Passchendaele and Julie for all the organization.

- **Advent Fair** Saturday 25<sup>th</sup> November 10 -3pm Very successful day as fundraiser and Community event – thanks to all who helped, and Sue for co-ordinating).
- **Peter Loader’s Funeral**:- Church was full for this service of Thanksgiving for his Life – service taken by Alun Glyn-Jones.
- **Candlelit Carols**:- Full church again and joyous occasion – taken by Alun G–J. After the service and during the refreshments the PCC marks the occasion of Alun has supported and led over 250 services since 2003. An engraved walking stick of Castle Combe and a bottle were presented to him.
- **Christmas Eve Communion**:- taken by A G-J Another successful celebration. Thanks to all those on PCC who assisted in our absence.

### Communication

Our website which is linked to the village website is regularly updated and received a large number of hits throughout the year. Our thanks to John Mackeldon for all his assistance in maintaining it for us.

Our quarterly newsletter has been well received and reaches locals as well as a data base of over 200 people who have past connections with St Andrews. Our thanks to Nigel Evans who helps with the formatting of it.

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### DONATIONS

During the year the PCC made donations of £2291 to the following organisations:-

Royal British Legion, Biblelands, Wiltshire Historic Churches Trust, National Churches Trust, Slaughterford PCC Prostate Cancer, Dorothy House, Christian Aid, South Asia Flood Appeal via Christian Aid.

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### FINANCIAL REVIEW

The Financial Statement of the PCC has been prepared in accordance with the Church Accounting Regulations and Sorps 2005. The accounts are based on receipt and payment rather than accrual accounting.

The accounts were approved by the PCC at their meeting on January 201 and examined by Mrs Hermina Flemming.

Our full accounts and report are included in a separate document “Financial Information for the year end 31<sup>st</sup> December 2017”.

In addition to our day to day costs of running the church there has been considerable financial activity with fund raising and grant funding for the Amenities project.

To meet just our commitments (excluding major repairs or project costs) we need an unrestricted income of approximately £33,000 or **£634 per week for very week of the year.**

**We are in a very exciting and challenging time. St Andrews requires considerable commitment, hard work, planning and prayer for both the development of our worship and the Church building. “The Make History Appeal” is the biggest project here at St Andrews for over 160 years and will add to the rich story of this place.**