

THE PARISH CHURCH OF ST ANDREW CASTLE COMBE

ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2018



BACKGROUND & OBJECTIVES

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 Revd Marc Terry joined us as Priest in Charge (Rector Designate) in June 2018 following a vacancy since August 2016. Revd Gillian Parkin (Associate Minister) 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.

TRUSTEES

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:

*Team Priest in Charge
(Rector Designate) :*

The Revd Marc Terry (Joined 5th June 2018)

Team Vicar:

In Vacancy

Churchwarden:

Mrs Sally Constable (*Deanery Synod Representative*)

Elected Members:

Mr Michael Constable (*Treasurer & Covenant Secretary*)

Mrs Di Brown (*Secretary*)

Mrs Julie Hare

Mrs Karen Munnings (*Electoral Roll Officer*)

Mr Mike Roberts

Mrs Sue Wiles-Teoh

Independent Examiner:

Mrs Hermina Fleming Castle Combe

PERSONNEL

At The Beginning of June 2018 we welcomed The Revd Marc Terry, his wife Shelly and daughter Phoebe to the Benefice – Marc to be our Team Rector Designate. We look forward to him leading us and working together. 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.

WORSHIP

There were 23 people on the electoral roll. Our pattern of worship continued, with two Sunday services per month on the 1st and 3rd 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 less weddings this year at 9, no Blessings, 5 Baptisms and 4 Funerals.

MISSION AND EVANGELISM

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 23 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.

The highlight of the year was the Celebration and Dedication of our Make History Project on Thursday August 30th at 7.30pm. The Venerable Christine Froude, Archdeacon came to carry out the dedication. The Revd Marc Terry and The Revd Alun Glyn-Jones also took part in the service. We were joined by many who have helped us in our project and a great number from the community. We are not only delighted with the new amenities – disable toilet, kitchenette and new vestry – but also with the new chapel, extending from the Knight's Chapel. It leads through the newly restored medieval screen into the Chapel. The window and memorials surround you and make this a special place for quiet reflection. The addition of a prayer tree has been a great success.

This whole project has given us more flexibility to hold a variety of services and events, both in the new area and the old. The church has opened up and can be used more fully. It has brought light and inspiration to many.

Although only a small team we hope that by pooling our talents we can sustain our worship and outreach at St Andrews. However, we would welcome those willing to give time to join us both in maintaining the building and promoting and supporting the whole mission of the church. Detailed project timeline since the start in February 2011 is shown in Appendix 1 of this report.

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 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 has extended the range of saleable items encouraging more visitors into the church.

Knights Chapel

This whole area is in the process of huge enhancement, the opening up of the screen being the first and important in the restoration of this ancient area of the church. We hope in the coming year to clean and restore many of the memorials, the stained glass windows and stonework. Work needs also to be done on The Scrope Hatchment and cleaning of The Ascending Angels wall paintings, which were damaged by water ingress prior to the roof being fixed.

Our aim is to provide a quieter area of the church for prayer, even when there are many in the main body of the church.

This creation of a peaceful, prayerful and reflective area of the church with altar, comfortable chairs and Icon is 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 prayer leaflet available free of charge plus other prayers leaflets in a variety of languages from Lifewords. Works of Charitable Associations on display. 2018 will be a very interesting time with our project to enhance this area further. The addition of a Prayer/Wish Tree adds another dimension.

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.

RESOURCES and FABRIC

"Make History Appeal" Amenities Project

The roof works to northern slopes completed in 2016 and now we can report that the amenities project was completed in August 2018. That was to build a small extension to the northern side of the church to accommodate a toilet, small kitchen and relocate the vestry with access through the wall under the rear stained glassed window in the North Aisle. This then enabled us to enhance the Knights Chapel and small chapel beyond the restored medieval screen and create display areas for historic interest as the church is open every day of the year to locals and visitors. This is the biggest project within the church for over 160 years and will add to the rich story of this place. Full financial details are included in our Financial Information 2018.

During the building works the organ was covered by our professional organ tuners to ensure it did not suffer from builders dust. It is good to report that the organ was tuned at the end of the works and is in good order.

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. 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. During the building works the Clock was sadly not accessible to the public for a number of months, we offered one of our post cards of the clock to not disappoint the visitors.

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.

Our quinquennial report by our church architect was due in 2018. It has now been completed and will serve as an important document to plan repair works over the next few years at St Andrews.

EVENTS throughout the Year

- **Wedding Preparation** in January was attended by Sally Constable which was a good opportunity to meet the couples again.
- **Spring Clean** in March was an opportunity to do some housekeeping although the builders were still on site.
- **First Sunday in March service** was cancelled due to heavy snow with travel extremely difficult especially on the hill.
- **Lent Lunch** in village hall was attended and raised £272 for Action Against Hunger
- **Easter Experience 26 March to Easter** was still organised in the church even though screening for the builders sealed off the tower and rear part of the church.
- **Easter Sunday Service** led by Rev Alun Glyn-Jones was extremely well attended.
- **APCM and 1st PCC** meeting all positions filled for a further year. Thanks to all PCC members.
- **Cyclist Service** on 8th April led by Roger Clifton and organised by Hugh Marshall
- **Spring Fair and Plant Sale** Saturday May 12th 10-3pm. A great success raising £1507 and enjoyed by the community and visitors to the village. Thank you SW-T for organising again and all who helped.
- **Archdeacon's visitation** Thursday May 16th at St Cyriac, Lacock. S.C. confirmed as churchwarden for another year but strongly felt this is the last year of holding the position alone.
- **Three weddings** to date so far. Need for constructive de-brief and thoughts on May 31st wedding. Huge workload for our small team. Little financial gain. Church used as wedding venue rather than a place of worship. (Parish Church).
- **One baptism** to date numbers escalated on the day from 30 guests to 100! Put into our 1st Sunday H.C. service – not appropriate – some regular worshippers left. Time of Baptisms needs thought with plan to hold in Family Service (3rd Sunday of the month)
- **Licensing and Installation** of The Rev Mark Terry as Priest in Charge (Rector Designate) at St Mary's Church Grittleton on Tuesday June 5th.
On behalf of PCC of St Andrews can I welcome Marc, Shelly and Phoebe and we all look forward to working and worshipping together.
- **Family Praise Service** x2 baptisms lead by Revd Marc Terry- a full church with the two families and guests together with our regular congregation.
- **Team Service** Sunday June 24th 10.am St Andrews Revd Marc Terry led his first Group Service..
- **Thursday July 5th 12 noon DAC visit** to St Andrews on Thursday July 5th an opportunity to see the progress of the building works. MC, SC & MR attending to host DAC (18 attended). Our excavation difficulties were fully explained and discussions about how to avoid other churches experiencing the same problems with such an over spend.
- **Historical Posters** in Church sited on the screens thanks to MR who organised them. Much interest shown in them by visitors to the church and also they helped the ambiance.
- Past months have seen a great many poorly residences in the village including many relatives of PCC members.
- **"Make History"** The summer saw the completion of this phase of works which culminated in a Celebration and Dedication Service led by The Venable Christine Froude Archdeacon on Thursday 30th August 2018. An uplifting service and evening enjoyed by a full church.
- **The Harvest Festival** was celebrated on September 16th in St Andrews and afterwards a lunch in The Village Hall. We were able to support two charities at this occasion. Unperishable foods to Doorway at Chippenham. £260 to Christian Aid for Aster's Story Appeal Fund. The EU are match funding this donation from each £1 to £5 for life-changing work in Ethiopia, Burkina Faso, Honduras and Malawi.
- Villagers and visitors have been very complimentary about the newly opened up Knight's Chapel and the improvements to the north aisle. Also the new amenities have been well received which are available at key times.
- **Remembrance Sunday** St Andrews and the village gave tribute to commemorate 100 years of the end of the Great War. The Royal Corps of Signals were present and the buglar. The occasion was extremely well supported firstly by the War Memorial in the village and then in St Andrews. The Collection during the service raised £604 for the Royal British Legion.
- **Wiltshire Council and the Woodland Trust** an initiative to plant 10,000 trees country wide in commemoration of WW1. This was planted in the lower churchyard and the Parish Council have organised an appropriate plaque.

- **Baptism** A village baby Roman was welcomed into The Family of the Church at our Family Service in November.
- **The Gorst Family** met to inter Lady Gorst's Ashes to be with her husband.
- **Our latest newsletter** for forthcoming services and events up to Christmas was sent out at the end of October.
- **Ecclesiastical Heritage Alliance Awards** event at St Mary's Undercroft, Naval College Greenwich London on December 6th was attended by KM, SC, & MC. St Andrews and Michael Constable were shortlisted in the Awards for our recent project. Thanks to KM for organising.
- **Our first Christmas Tree Festival** Dec.10th - 16th culminating in our Carol Service on the Sunday was a great success. This event brought 24 different businesses, associations and groups from across the community and local area. During the week refreshments were available with popup stalls and a raffle with many visitors to St Andrews. It was a great meeting place with many locals visiting the church for the first time since the completion of our works. Our plan is to repeat the event again.
- **The Bybrook School** It was good to welcome them back again for their Carol Service following our building works last Christmas. A full Church with pupils and parents.
- **Christmas Eve Communion** at 11.00pm. The year finished with a full Church with the Service led again by Revd Alun Glyn-Jones Our Christmas Charity this year was in aid of Type 1 Diabetes and were able to forward £200 to them.
- **The General Manager at The Manor House Hotel** changed at year end. Stephen Browning has left the group after 9 years and Gaius Wincoll has taken over. SC sent a note of welcome from St Andrews Church to Gaius.

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.

DONATIONS

During the year the PCC made donations of £1752 to the following organisations:-

Royal British Legion, Biblelands, National Churches Trust, Action Against Hunger, Archdeacon's Charity, Christian Aid & Children's Society.

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 2019 and examined by Mrs Hermina Flemming.

Our full accounts and report are included in a separate document

"Financial Information for the year end 31st December 2018". Within this report there is a detailed summary of our "Make History Project" and words of thanks to all those involved in make it possible.

We have been extremely fortunate with the generous donations from individuals and grants from many Trusts without which these works would not have been possible. It is important to repay the Diocese loan as soon as possible and also to replenish our reserves again which have been exhausted by these works.

To meet just our day to day 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 have experienced a very exciting and challenging time. St Andrews required 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.

St Andrews Church Castle Combe is a Registered Charity

Timeline for our “Make History” Amenities Project (Appendix 1)

February 2011 PCC meeting decided we should carry out a feasibility survey into adding amenities to St Andrews Church.

Late 2011 Castle Combe Historical Society lost their premises and had to close.

March 2012 Early Consultation with DAC and Wiltshire Conservation Officer.

A Project Initiation Document was worked on and updated during 2012.

Early 2013 meetings held with two firms of Architects to explore ideas following which we appointed Chedburn and Dudley.

April 2013 Feasibility Study and Sketch Plans drawn up and presentation of various options at Our APCM to which the village were invited.

June 2013 Commencement of Consultation with local Community. Display in Church with comment feedback cards.

October 2013 Visit by DAC to St Andrews. Our ideas received much favour from those present.

November 2013 Proposals sent to Wiltshire Council, English Heritage and SPAB

January 2014 Meeting with all consultative bodies. Which resulted in moving away from the extension abutting the Tower.

March 2014 Revised scheme sent out to all parties again with further consultation to the village at the Parish Council meeting in April 2014.

September 2014 Further revisions by Architect following discussions with DAC and EH.

November 2014 These revisions were agreed in principle at DAC meeting.

December 2014 Full planning application made to Wiltshire Council.

February 2015 DAC formally approved that we should progress this project and apply for full faculty.

The revised plans had addressed EH comments, Wiltshire Council had not given any thoughts or recommendation in writing and were set to object to the plans. SPAB had been consulted twice and failed to respond and then at the last minute with planning they planned to object.

March 2015 Our local Councillor who supported the application arranged for it to be brought into committee, at which the churchwarden was to make a presentation.

March 2015 During discussions with our Councillor just before the meeting it was decided to withdraw the application and a meeting be set up with all parties to bring the conservation officer on side.

April 2015 Meeting held with all parties at Council Offices. A good meeting with a clear direction.

April 2015 Resubmission of Application to Wiltshire Council together with supporting letters.

15 June 2015 Full planning permission was granted by Wiltshire Council.

July 2015 Public Notice for faculty was displayed for 28 days.

St Chad's Day 2016 (2nd March 2016) Faculty granted

During this time major fund raising was being organised together with grant funding planning.

Prior to this project commencing there was an urgent need to reroof the north transept.

April 2016 with grant and own funding in place these Roof works commenced and were completed at the end of 2016. Contractor West Country Tiling.

Worked through early 2017 with the architects on technical issues, services and timetable.

March 2017 The financial situation was given a significant boost with a grant from Wiltshire Council of £20K. This together with the other grants and donations and the loan negotiated with the Diocese as detailed in the Financial Information meant we could commit to these works.

June 2017 Appointed contractor Newmans Conservation of Bath.

October 2017 Work started with contractors on site.

We encountered some major archaeology work which would delay the project timetable by 4 months and increase the costs significantly.

February 2018 Main contractors resumed works and then kept to the planned timetable.

March 2018 Successfully negotiated the loan from the Diocese to cover the short fall in funds.

Further work continued on application to grants bodies and fund raising.

August 2018 Work completed and the project area of the church was returned to the PCC.

August 2018 Work parties to clean the church.

30th August 2018 Dedication and Celebration in in the Church led by The Venable Christine Froude.

September 2018 Received a letter in response to our grant letter of March 2018 from H B Allen enclosing £50,000. This was a fantastic welcome surprise and helped significantly our financial position.

To Date 2019 Still working on further grant funding to complete the works on our shopping list of key restoration works which had to be postponed due to financial constraints.

Our sincere thanks to all involved details of which are included in the Financial Information for 2018.