

**THE UNITED PARISHES OF SULHAMSTEAD ABBOTS WITH BANNISTER
AND UFTON NERVET**

**ANNUAL REPORT AND ACCOUNTS OF THE PAROCHIAL CHURCH COUNCIL
YEAR ENDED 31ST DECEMBER 2017**

CLERGY

Priest in Charge
Revd Will Watts
The Vicarage
Upper Basildon
Berkshire
RG8 8LS
Until 12 December 2017

Associate Priest
Revd Dr Anthony Peabody
Blackberries
29 Woodlands Avenue
Burghfield Common
Reading
RG7 3HU

Priest in Charge
Revd John Paton
The Rectory
Sulhamstead Road
Ufton Nervet
Reading
RG7 4DH
From 12 December 2017

BANKERS

National Westminster Bank plc
Santander UK plc

INDEPENDENT EXAMINER

Emily Crowson
Goringe Accountants Ltd
5 Theale Lakes Business Park
Moulden Way
Sulhamstead
RG7 4GB

WEBSITE

sunchurch.co.uk

The Priest in Charge, the Revd Watts, and the Associate Priest, Rev Dr Peabody join the PCC and the Revd Dr Peabody participated in the Standing Committee communications. The Bishop of Reading has asked the Revd Dr Peabody to look after the spiritual needs and day to day running of the Parish during the Interregnum.

OBJECTIVES AND ACTIVITIES:

Sulhamstead Abbots Church serves the 2 parishes of Sulhamstead and Ufton Nervet. There are two other churchyards; St Peter's Ufton Nervet and St Michael's Sulhamstead Bannister. St Peter's is closed except for the interment of ashes, whilst St Michael's serves as the Parish burial ground.

COMMITTEES AND TEAMS:

PCC:

The PCC has met 5 times during the year and has been assisted by a number of Committees which meet according to their individual needs and teams that undertake regular specific tasks.

Standing Committee:

The Standing Committee is made up of the Associate Priest, Churchwardens, Lay Vice Chair, Secretary, Treasurer and Verger. Interactions are conducted via e-mail communications between each of the PCC Meetings.

Fundraising Committee:

The Committee meets approximately every 2 months under the Chairmanship of Mrs. Penee Chopping and has the responsibility for organizing various events during the year. Sub-groups are formed as needed to organize specific events, especially the Fete which is our primary fund raising activity.

Charitable Giving Committee:

This is a small team of members under the Chairmanship of the Revd. Dr. Peabody. The PCC budgets to allow £1000 to be distributed from funds to charitable use. This year we gave £250 each to Toilet Twinning, Embrace the Middle East, the Anderson Day Centre in Burghfield Common and to Meet Monday, a local charity for educationally challenged children.

Magazine Team:

Editors: Mrs. Tess Watson-Smith and Ms. Dorcas Green

Advertising Collator: Mrs. Jenny Peabody

Distribution Organiser: Mrs. Diana Bagshaw

Website: sunchurch.co.uk

Webmaster: Mr Tony Holden

Readers:

We have a team of approximately 30 who read the various 'readings' at services. The rota is produced on a quarterly basis by Mrs. Pat Willoughby.

Intercessions:

This is a small team who lead intercessions at the main Sunday service. The team is led by Mr. and Mrs. Sanders-Rose.

Sidesmen:

This is a team of 12 led by Mrs. Pat Willoughby who serve on a rota of one service per month.

Church flowers:

This team is led by Mrs. Nancy Beabey who is supported by others on special occasions.

Grass-cutting:

Major John Steeds co-ordinates this small team. A new Churchyard working party has been set up under the leadership of Ms. Julie Howell. This deals with hedges and general maintenance as well as regular grass cutting.

Church cleaning:

Mrs. Sheila Price organises teams of regular cleaners.

LEGISLATIVE AND REGULATORY REQUIREMENTS:

Quinquennial Inspection:

A full inspection took place on 19th November 2015 by our Quinquennial Architect, Mr. Jeremy Bell.

Electrical and Heating System Inspection:

The entire electrical system, lighting and power, in the Church building was replaced during 2011 and an appropriate Certificate was issued on completion early in 2012. A Smart meter was installed in October 2016.

Both the heating and electrical systems were checked by approved electrical contractors during 2015 and Certificates provided for each system thereby bringing both systems into the same cycle for re-certification.

During 2017 the PCC commissioned an approved electrical contractor to review and remedy all C2 and C3 categories identified in the 2015 Certificate. This was completed at the beginning of December 2017.

The heating automatic timing system became fully operational in 2016. This enables heating to be services specific.

Lightning Conductors:

A full inspection was undertaken in 2012 resulting in major work being carried out in January 2013. Fire Safety is kept under review by our Sacristan who is a qualified fire safety professional. A fire risk assessment was completed in November 2017.

PA System:

This was modified and a hearing loop included in March 2014.

Child Protection Policy:

Julie Howell continues to have responsibility as Parish Safeguarding Officer. Our current Safeguarding Policy has been in force since November 2017 and is displayed on the notice board in the church hall.

Health and Safety:

The PCC has commissioned a Health and Safety report to be undertaken in January 2018.

STATISTICAL INFORMATION:

Electoral Roll:

There were 108 members on the Roll.

Attendance:

The average attendance on a normal Sunday was 40.

Baptisms:

During the year 5 children were baptised.

Weddings:

During the year there were 6 weddings.

Funerals:

During the year there were 7 funerals, with 5 at St. Mary's and 2 at a Crematorium. There was 1 burial.

Interment of Ashes:

During the year 3 urns of ashes were interred in the Churchyard at St. Mary's, 2 at St. Michael's and 2 elsewhere.

SERVICES:

We have continued the pattern of services agreed by the PCC in September 2015. On the first Sunday of the month BCP Holy Communion is celebrated at 08:30, followed by an Iona style Holy Communion at 10:00. We have begun to encourage families with children to attend this Iona service, and the children go out to the Parish Room during the second hymn to receive suitable teaching. This is proving to be quite successful, and we are encouraged.

On the remaining Sundays of the month we celebrate Holy Communion at 10:00 using Common Worship. On the 5th Sunday of the month, i.e. 4 times a year, we have BCP Holy Communion at 08:30 followed by BCP sung Matins at 10:00. This enables us to preserve our BCP tradition, and we are encouraged by the numbers attending the 8:30 service.

By making these changes in our pattern of services, we are able to offer a variety of worship styles, and to encourage younger families without alienating our more traditional congregation. These changes in the pattern of services have been generally welcomed by our regular worshippers.

Our set of services at Eastertide, Maundy Thursday which concludes with Compline, Good Friday and Easter Day are well attended, although there were fewer than expected at the Passion Reading on Good Friday morning. This year we held a service of Holy Communion for Ascension Day. We celebrated Rogationtide in May and Harvest Festival in September at which the Revd. David Meara from Oriel College, Oxford, one of our Patrons, gave the Address. We celebrated our Patronal Festival in August and held our usual Service for All Souls on Sunday afternoon, November 5th. At Christmas time we held our Carol Service, Nativity Service, Midnight Communion and Christmas Day Communion.

MUSIC

We are a singing congregation and music is important to us. We rely heavily on our digital organ. Our organist, Michael Thomas plays the organ in person on the 4th Sunday but on other occasions we use our "black box" system. We store, digitally a large library of hymns, introits and voluntaries. The hymns have been played on our organ by Michael Thomas and recorded on to a MIDI file. They are therefore not simply a computerized rendition but rather a faithful reproduction. This is a very successful model for providing music in an age when Church Organists are not readily available.

EVENTS OF THE YEAR:

January

On January 10th members of our congregation supported the Revd. Glynn Lautenbach when she was licensed as Priest-in charge at St. Mary's, Burghfield.

Our church was the host for the **Berkshire Music and Arts Festival**, and vocal classes were held. The acoustics are very good for this type of event, and we are pleased to see our buildings used in this way.

The monthly **Deanery Theology workshops** continued throughout 2017. Our Parish hosts this series, which is organized by the Bradfield Deanery. These are led by the Revd. Derek Spears but are open only to the laity. They continue to be very popular.

During the **week of prayer for Christian Unity**, one of the Churches Together services was held at St. Mary's.

March

The local **Women's World Day of Prayer** was held at the St. Oswald's RC Church, Burghfield Common, with a service prepared by Christian women of the Philippines. We are one of 10 churches in the local area, and we are represented by Mrs Jenny Peabody.

On **Mothering Sunday** children handed out the posies made by Nancy Beabey and Shelagh Frost. After the Service we all enjoyed the Madeleine cakes made by Mrs Felicity Holden.

A **Lent Course** was held on four Monday evening at "Blackberries", home of the Revd. Anthony and Mrs Peabody. 12 people sat down to a "bring and share meal", followed by the study time and finishing on the last session with sharing a "round the table" Holy Communion.

April

The **APCM** was held on Sunday April 2nd after the morning service and was very well supported. On Monday, April 3rd the **S.U.N. School** held their **Easter Service** at St. Mary's and on Thursday, April 6th we gathered at Ufton Court for the distribution of the **Lady Marvyn Dole**. The charity dates from 1581. A short welcome and prayers by the Revd Dr Peabody and singing by the children from S.U.N. School preceded the distribution of loaves of bread and towels to the residents of Ufton Nervet.

On **Maundy Thursday** the Revd Dr Peabody attended the Service at Christ Church, Oxford, when the special oils for anointing at Baptism and End of Life Ministry were blessed and distributed to clergy for use during the year.

On **Good Friday** we repeated our **Children's Workshop** held prior to the morning Service. This took the form of crafts, activities, music and refreshments. It was well attended and clearly enjoyed by all.

May

Our Rogation Service held on the afternoon of Sunday, May 5th began with a short service at St. Mary's and then a walk to a wooded valley site where ancient Yew trees grow. Here there was a short service with an "a capella" singing of "How Great thou Art"... quite inspiring. Afterwards we enjoyed tea and cake in the Parish Room. About 35 people attended this Rogation Service.

We are very grateful for the support we have had from the **1st Ufton Nervet Scout Group** for their hard work in the church yard on several occasions during the summer.

June

This year we were again asked by our school, S.U.N. School, if we would conduct a Retreat Day at St Mary's for members of the top class who were due to leave at the end of the school year. The day is an opportunity to provide quiet time away from school in order to prepare them for the move to secondary school. It proves to be an amazing experience for both children and adults.

Fourteen children from S.U.N. School attended Retreat Day in June. Anthony, Jenny, Julie and Diana led the day and we were fortunate to share resources with Margaret Thomas from Burghfield Church who ran Godly Play for us. Shared lunch is always a joy with the children looking after the adults.

The Royal British Legion held a Queen's Birthday Celebration curry lunch in Robert Astor's barn at Sulhamstead Bannister. The Revd Dr Peabody, who is the Chaplain, said Grace.

The AGM of the Bradfield Deanery Synod was held at St. Mary's.

August

At the beginning of the month, on a beautiful day, we enjoyed a **garden lunch** with excellent food prepared by Mrs Penee Chopping and her team. This was very well supported by the Parish. We are greatly indebted to the generosity of Jane and John Steeds for allowing us to share their garden. Our **Patronal Festival** was celebrated after the morning service with sherry and cake.

September

On the first Sunday we came together with many helpers from our wider community to mount our **Annual Fete**. The day opened with a short service conducted by the Revd Dr Peabody. The many stalls and activities were a great success helping towards a final total of around £5,000. This is major part of our outreach into the local community. This year the Fete Committee, under the leadership of Mrs Franny and Mr Paul Hornblow included representatives from both our Scout Groups. We are greatly indebted to the excellent leadership and organisational skills of Mr and Mrs Hornblow for the success of our Fete.

Our **Harvest Festival** took place in September this year and to our morning Service we welcomed Prof Paul Madden, Provost of Queen's College, Oxford, one of our two Patrons who gave the address. In the afternoon, at the invitation of Ufton Court, the Parish organized a **community Harvest Event** in the Ufton Court Tithe Barn. The celebration was much enjoyed by those present, but it was not well attended. We are grateful to the generosity of Ufton Court in allowing us to use the Tithe Barn.

October

The annual S.U.N. School Harvest Service was held at St Mary's.

November

On the evening of All Saints Day a Service of Dedication for our new **Memorial West Window** was conducted by the Rt Revd B Andrew Proud, Bishop of Reading, assisted by the Revd Dr Peabody. The special lighting effects, organised by Mr Tony Holden, the service itself and the celebration afterwards provided a wonderful occasion and memories to treasure.

Our All Souls Service was held on Sunday November 5th. It was a very moving service and was very well attended especially from those who had received a personal invitation from Mrs Peabody who maintains a list of families who have been bereaved.

Short **Services of Remembrance** were held in the graveyards of Sulhamstead Abbots and Sulhamstead Bannister, with a longer service, attended by the children from the **S.U.N. School** at the Memorial Cross in the graveyard of St Peter's Church, Ufton Nervet. The children had written poems which they read at the Service. These poems which were both very personal and poignant were left at the foot of the cross along with the wreaths of Remembrance. The top class had a tour of the graveyard, conducted by the Revd Dr Peabody, who spoke about each of the men and women being remembered for their war work. He particularly spoke about the proximity of the war graves of the British, Commonwealth and German soldiers. We held our **annual Remembrance Service** led by our Pastoral Assistant Julie Howell. The short Act of Remembrance was held outside at the flag pole and our sincere thanks go to Mr Norman Bagshaw who played the Last Post and Reveille.

December

This year we again organised a **Children's Christmas Workshop** in the Parish Room with fun Christmas things to make, a Nativity story with the Revd Dr Peabody followed by tea. This was a successful fun afternoon enjoyed both by the children and parents. On December 18th the **S.U.N. School** held the School Carol Service in St Mary's Church.

Christmas cards were delivered to all households within the parish, to members of the congregation living outside the parish, to local schools and to local supporting shops.

The 1st **Ufton Nervet Scout Group** and many parishioners enjoyed a **Carol Service** in the barn at Island Farm. The Scouts and parents organized the readings, carols and also the refreshments. This was a very enjoyable community event and everyone was very grateful to David and Linda Hannington who made the event possible.

On December 12th the Rt Revd Andrew Proud, Bishop of Reading **licensed the Revd John Paton** as our House for Duty, Priest-in-Charge and he was installed by the Revd Heather Parbury, Area Dean. Representatives from the Deanery, local clergy, as well as our Patrons and representatives from Christ Church Cathedral, came to support John, to be amazed at the lighting effects and to enjoy the refreshments afterwards.

WEBSITE:

Our **website** has gone from strength to strength and reflects the day to day activities of our Church and its interaction with the wider community. We are indebted to **Mr. Tony Holden** for the quality and timeliness of our website.

MAGAZINE REPORT:

The Magazine continues to flourish and is distributed to almost 300 households, either by our dedicated band of distributors, or through several retail outlets in Burghfield. The Magazine reaches out to a very wide area and not just within the parish. The Editors are well supported by their regular contributors and it is very much a team effort. Our thanks go to Mrs Tess Watson-Smith and Ms Dorcas Green for editing the magazine.

CHURCHES TOGETHER:

The Parish is an active member of Churches Together with Mrs. Jenny Peabody being a member of the Enabling Committee. Members attend the regular Breakfasts in the premises of constituent bodies, as well as taking part in the Annual Unity Service.

The parish is represented in the School Pastor initiative by the Revd. Dr Peabody and Ms Julie Howell.

WOMEN'S WORLD DAY OF PRAYER:

We continue to take an active part in the WWDP's local Churches' Committee.

FOOD BANK:

This operates as an enterprise sponsored by Churches Together. It has been enthusiastically taken up by the Parish and enables us to look outside our own Parish boundaries. This summer, individual members of our congregation made very generous donations to the school holiday meals scheme.

DEANERY SYNOD:

Our 3 representatives on Synod have provided detailed feedback to the PCC on the three meetings held during the year.

CHILDREN'S OUTREACH UPDATE 2017:

Children's Church continues to flourish on the first Sunday of the month with Julie Howell, Gill Tallett, Rachel Howman, Julie Harrison and Diana Bagshaw preparing the teaching for our young people. Activities have included pancake races, building tents and a human donkey. Children numbers are increasing steadily, as are the number of parents who attend with their children. We now have three active leaders and two helpers (parents) to resource this valuable ministry.

In December a number of children assisted adults by carrying the elements at John's licencing. They were very keen to do this.

Our Good Friday and Christmas workshops are popular and thanks must go to Gill Tallett who organises these seamlessly. Thanks must also go to Julie Howell who organises the rota and gives words of encouragement and suggestions when needed.

Explorers has been running for nearly 20 years – a joint project between school and church. We started in school and then nearly 4 years ago moved to the Parish Rooms. Thank you for letting us use them. We meet on Thursdays for about an hour. We start with refreshments and we have a theme of the term following the Christian ethos (eg Religious Festivals, Saints, Thinking about others, Church, School, our world, animal world). We hope you have visited our bug hotel in the church yard. Each week is a different topic with an activity finishing with prayers led by the children.

S.U.N. School. Members of the congregation continue to forge strong links with the SUN school. We welcomed Daryl Jordan as the new Headteacher during 2017. Members of the PCC serve as Governors at the school.

FABRIC REPORT:

The work done during the summer of 2016 to correct water ingress into the vestry was shown to have been successful. The refurbishment of the interior of the vestry therefore was able to be completed during the summer of 2017.

In the Quinquennial Inspection Report, 2015 it was noted that the external stonework around the west window was damaged by the rusting ferramenta, which also was incomplete. When the stonemason removed the ferramenta the leaded lights were seen to be dangerously loose. On further inspection it was clear that the window required to be re-glazed. A decision was taken to commission a memorial window of engraved glass. The window was designed and engraved by Tracey Sheppard, Glass Engraver, FGE. The new window was completed and installed in the last quarter of 2017. All costs were met by the kind generosity of present and relatives of past parishioners.

Essential remedial electrical work was carried out in December 2017 to ensure that the electrical certification was in accordance with the requirements of our Insurance Company, Ecclesiastical Insurance.

FINANCE:

Independent Examiner's Report to the members of Sulhamstead and Ufton Nervet Parochial Church Council.

I report on the accounts for the year ended 31st December 2017 which are set out on pages 13 to 16.

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) 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
- state whether particular matters have come to my attention.


Basis of Independent Examiner's Statement

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 the management committee 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.
- I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Emily Crowson, Goringe Accountants, Theale Lakes Business Parks, 5, Moulden Way, Sulhamstead, Reading RG7 4GB.