

Salwarpe & Hindlip with Martin Hussingtree

**Annual Meeting of Parishioners (7.15pm)
Annual Parochial Church Council (7.30pm)
Tuesday 25 April 2017
Salwarpe Church**

AGENDA & REPORTS



Annual Meeting of Parishioners (APM)

1. Apologies
1. Minutes of the Annual Meeting of Parishioners 12 April 2016 (*page 2*)
2. Matters arising if not on agenda
3. Election of Churchwardens
4. AOB

Annual Parochial Church Council Meeting (APCM)

1. Apologies
2. Minutes of the Annual Parochial Church Council 12 April 2016 (*page 3*)
3. Matters arising if not on agenda
4. Report on the electoral roll (*to follow*)
5. Annual report on the proceedings of the PCC and of the parish generally (*page 8*)
6. Financial statements for the year ending on 31 December (*page 11*)
7. Report on the fabric, goods and ornaments of the churches (*page 22*)
8. Report on proceedings of Deanery Synod and other matters of interest (*page 25*)
9. Report on Safeguarding & Toolkit (*page 29*)
10. Report on Health & Safety (*page 32*)
11. Election of PCC members (3 vacancies)
12. Election to Deanery Synod (2 vacancies)
13. Appointment of Sides People (*page 33*)
14. Appointment of Independent Examiner
15. Annual LMT Report (*page 34*)
16. AOB / Questions

Minutes of the Annual Meeting of Parishioners held at Martin Church 7.15pm Tuesday 12 April 2016

Attendees:

| | | | | |
|---------------|------------------|-------------------|------------------|------------------------|
| Bill Jauncey | Barbara Jauncey | Janet Uren | Nikki Kristy | John Hughes |
| Sue Longhurst | Sylvia Whittaker | Stephen Brandwood | Ursula Brandwood | Louise Hamilton-Glover |
| Jan Grotefeld | John Baker | Tony Pearce | Nigel Byard | Sally Stevenson |
| Mary Brodie | Lorna Cameron | Ann Brazier | Laura Handy | Bev Jameson |
| Bryan Woolley | | | | |

1. Apologies: David & Carol Luscombe, David & Gladys Cullom

2. Minutes of Meeting 28th April 2015

The minutes of last year's meeting were agreed.

3. Matters arising if not on the agenda

None.

4. Election of Churchwardens

None.

Bev commended the outgoing PCC for working well as a team to cover the role of church warden, but things can fall through the cracks.

5. AOB

None.

Minutes of the Annual Parochial Church Meeting at Martin Church 7.30pm Tuesday 12 April 2016

Attendees:

| | | | | |
|---------------|------------------|------------------|-------------------|------------------------|
| Bill Jauncey | Barbara Jauncey | Janet Uren | Nikki Kristy | John Hughes |
| Sue Longhurst | Sylvia Whittaker | Ursula Brandwood | Stephen Brandwood | Louise Hamilton-Glover |
| Jan Grotefeld | John Baker | Tony Pearce | Nigel Byard | Sally Stevenson |
| Mary Brodie | Lorna Cameron | Ann Brazier | Laura Handy | Bev Jameson |
| Bryan Woolley | | | | |

2. Apologies: David & Carol Luscombe, David & Gladys Cullom

3. The minutes of the APCM held on 28th April 2015

The Minutes were approved.

4. Matters arising – None.

5. Report on the Electoral Roll

Sylvia presented the report. We have lost three members who have sadly passed away. We have 100 total, with 51 resident and 49 non-resident. Bev thanked Sylvia for her work.

6. Annual report on the proceedings of the PCC and of the Parish generally

Bev presented the annual report. She paid special thanks to those particularly who have helped to make Messy Church a success, and thanked everyone for their support.

7. Financial Statements for the year ending on 31 December

John Hughes presented the Financial report. The magazine is now making a profit, thanks to the work of Rhod and Barbara.

Going forward, John has done 3 things.

1 - £125,000 has been moved to C of E investment fund to get a better return due to low interest rates. This should increase income by £3,800.

2 – Giving for Life – 11 responses so far, with Gift Aid, £1661/year. Forms are still being returned.

3 – The PCC agreed to have another major fundraising event – 11 June Jazz evening. Funds will go to the PCC and the I sing pop event.

Parish share – John presented the new allocation of the Parish share and explained the desire of the PCC to pay the required rate of £41,359.

The independent examiners report has been prepared by Kit Noble.

John thanked all parishioners / PCC members for their help, particularly Bill, Rhod, Kit and Carol.

John Baker proposed a vote of thanks to John and his team. All agreed, and gave a round of applause.

8. Report on the fabric, goods and ornaments of the churches

Tony Pearce presented the report for Martin Hussingtree.

Lorna Cameron wanted to record a vote of thanks to Paul and Shirley Gough for maintenance of the grounds at Martin. PCC to discuss and arrange a letter of thanks (Action Bev).

Bev expressed her thanks to Tony and David for all of the

work they do to maintain the churches.

9. Report on Proceedings of the Deanery Synod and other matters of interest

Bill Jauncey presented the report.

Bev thanked Bill for all he does for the church.

10. Report on Safeguarding

Bill Jauncey presented the report on safeguarding.

Bev thanked Bill for his work on this issue.

11. Report on Health & Safety

Jan Grotefeld presented the report. Bev thanked Jan very much for all that she has done.

12. Election of PCC members (1 Vacancy)

Bill Jauncey nominated Nikki Kristy, Jan Grotefeld seconded, all in favour. Bev thanked Nikki and welcomed her back to the PCC as a much-valued member.

13. Election to Deanery Synod

None required this year.

14. Appointment of Sides people

Bev commented that the rota for sides people will be required in Salwarpe, Sue will issue something for May onwards.

Bryan and Louise Woolley act as sides persons at both churches.

Janet will help at Salwarpe as a sides person. Bryan Woolley suggested that the servers set up the altar to ease the load of the sides people, as there is so much to do.

Louise Hamilton-Glover said that they need to be at church for 9.15am, and not be late.

Bev thanked everyone for their time as it's so important and vital.

15. Appointment of Independent Examiner

John Hughes proposed Kit Noble. Seconded by Bill Jauncey, unanimously in favour.

16. Annual LMT Report

Barbara presented the LMT report.

Barbara asked if anyone would like to join the LMT, as it would be nice to have some more members.

We are short of Eucharistic ministers and intercessors, so if anyone would like to consider it, we would be very glad to help them.

John Baker thanked Barbara for being the coordinator of the LMT, she does a great job, and is much appreciated. Bev and Jan also echoed their thanks to Barbara.

Bev, Nigel and Laura expressed their thanks to Lorna and Barbara for all the work they do on weddings, funerals and baptisms.

17. AOB

1 – Sylvia wants a replacement to take on the electoral roll officer position. Ursula Brandwood was proposed by Bev and seconded by Bill, unanimously agreed.

2 – Mary Brodie asked who chose the hymns, and can we 'bring it down a bit' please? Bev confirmed that Shaun chooses the hymns, this was to cover the inter regnum, the clergy will discuss.

3 – Lorna asked if there could be a discussion group to review the heating and lighting proposals that David had proposed for Salwarpe. John Hughes said that heating isn't

a big cost, therefore there is no business case. He also said that lighting has no business case, but would make a big impact. Tony to circulate an article on church heating and lighting to the PCC and add to next PCC agenda.

4 – Louise Woolley requested clergy to use the lectern / pulpit for the sermon to enable the LOOP system to be more effective. There are only certain places in the church that the LOOP system works. This has implications for funerals where the pulpit is not used. The first four rows are good for LOOP users, action on the PCC to look into further.

Bev thanked everyone for coming, and for their involvement in the church.

Janet Uren thanked the clergy for their hard work in the Parish.

Bev closed the meeting with the grace.

Annual Report on the Proceedings of the PCC and of the Parish Generally

For centuries, our Parish Churches of St Michael & All Angels at Martin Hussingtree and St Michael's at Salwarpe shaped the character of our villages and are a reminder of the presence of God in our daily lives, supporting people at times of joy and of sorrow.

We continue to offer regular worship, in addition to Baptisms, Weddings and Funerals and those services which bring the community together at Christmas, Easter, Harvest and Remembrance. We implemented a new structure of services which has bedded in well throughout the year. The occasional services (e.g. Remembrance) at Hindlip Church were well received and it is good to maintain the parish link with Hindlip.

We have also developed new work with children and young people by our collaboration with Messy Church in Droitwich Spa Parish and our own All Age Service especially for families at Salwarpe. Links with Hindlip School remain strong, with Rev Nigel Byard a Governor of the school, and there were several school services in church. The I sing Pop concert in Salwarpe Church was very successful and very enjoyable. Grateful thanks go to Lorna Cameron who organises Open the Book at Hindlip School.

There have been a series of social events: Rev Bev Jameson hosted 'Mulled Wine and Mince Pies' and Apple Fest to pick fruit at the Rectory. Grateful thanks to Mary Brodie for organising our monthly lunches at Churchfields Barn.

Fund raising events included the evening with Simon Topman from Acme Whistle and the Jazz Concert in Rectory Field to celebrate the 90th birthday of Queen Elizabeth II. The major community event has again been the annual Salwarpe Fete on 20 August which generated a net surplus of some £11,378. Many thanks as always to the generosity of and much hard work by the

Fete Committee, helpers, donors, Mike and Fizz Davies for use of Churchfields Farm field, Robin and Hilary Hatfield for the subsidised marquee and all those who supported the fete.

We had a very successful “Giving for Life Programme 2016” sent to around 1,400 families. As a result, including Gift Aid, in a full year funds will increase by some £3,570. Many thanks to the Giving for Life working Group who worked so hard to produce the programme, the leaflets and to Rev Bev Jameson for social event at the rectory to thank regular givers

Our church buildings continue to provide support and care of our communities, as the report on the fabric, goods and ornaments of the churches explains.

We should like to thank all those who work so tirelessly in any capacity within our church life. Special thanks go to members of the PCC, especially Tony Pearce and David Luscombe for their care of the fabric of the church, Barbara Jauncey for organising the LMT and for all those who are members of the LMT, Jan Grotefeld for being our Health and Safety organiser and for organising fund raising events, to all those who organise and participate in the various rotas and to John Hughes who, as ever, works untiringly as our excellent Treasurer. Sally Stevenson resigned as our PCC Secretary and we thank her for all her work in this and in previous years. Many thanks to Bill Jauncey for taking over as PCC secretary and for working tirelessly as Safeguarding Officer.

The PCC is aware of its duty to have due regard to the House of Bishops guidance on Safeguarding children and vulnerable adults. In 2017 the PCC will be using the safeguarding toolkit provided in the diocese as a way of self-assessment to seek to ensure it fulfils that duty. More details can be found in the Safeguarding Report

We look to the future and all the opportunities God provides to grow his Kingdom and share the Good News of Jesus Christ with

more people, young and old, in Salwarpe, Hindlip and Martin Hussingtree.

Chair of PCC Reverend Beverley Jameson

Team Vicar Droitwich Spa, Salwarpe and Hindlip with Martin Hussingtree, Dean of Women's Ministry Diocese of Worcester

Financial Statements for the year ending on 31 December

Salwarpe & Hindlip with Martin Hussingtree Parochial Church Council

Independent Examiner's Report to the Parochial Church Council ("PCC")

I report on the financial statements of the PCC for the year ended 31 December 2016 which are set out on pages to .

Respective responsibilities of trustees and examiner

The members of the PCC, being the charity's trustees, 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 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 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.

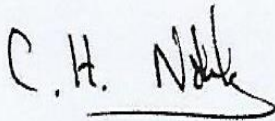
Independent examiner's report

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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



Christopher H Noble FCA
Heathcote
25A Corbett Avenue
Droitwich WR9 7BE

8 February 2017

Treasurer's Report for the Year ended 31 December 2016

1.The Accounts for the period ended 31st December 2016 which are prepared on the Receipts and Payments basis are set out in the attached:

Appendix 1. Receipts and Payments Account on the Gross Basis as required by Church Accounting Regulations 2006.

Appendix 2. Receipts and Payments Account Analysis by Activity Net of Cost Basis as reported to the PCC.

Appendix 3. Statement of Net Assets and Liabilities -

2.Income and Expenditure Account. – Appendix 1 & Appendix 2

I would comment as follows on the results using the net activity basis schedule contained at Appendix 2

A. Unrestricted (General) Fund

Total Planned Giving and Other Receipts at £34,994 (2015 £34,792) benefitted from the Giving for Life Appeal discussed in para 6 below and includes the Gift Aid tax refund of £6,295 (2015 £7,590) and sundry donations and legacies totalling £1,211 (2015 £2,101). The Gift Aid receipt included the benefit of the Gift Aid Small Donations Scheme (GASDS) which allowed the PCC to claim £778 (2015 £1,132) on collections in our Churches.

Net fees received of £4,848 (2015 £ 4695) reflect the amount of use of our churches for weddings and funerals and the lower levels of fees which the PCC is now allowed to charge . The Parish News Magazine circulated to some 1,450 homes encouragingly ran at a small surplus of £272 (2015 £153)

reflecting the increase in advertising revenue achieved and donations from Parishioners fully offsetting the total normal printing costs of £5,083 (2015 £4,785).

Fundraising for Normal Activities reached £ 2,918 (2015 £1,221) with two major events. The evening with Simon Topman from Acme Whistle generated £498 and the Jazz Concert in Rectory Field to celebrate the 90th birthday of Her Majesty Queen Elizabeth II generated £1,170 of which £400 was donated to Hindlip School to subsidise the very successful I sing Pop concert in Salwarpe Church. Further regular fundraising initiatives included an increased surplus of £1,003 from 100 Club, Coffee Mornings £ 283 and Harvest Lunch £284.

Martin and Hindlip with Salwarpe Parish Council increased its contribution to £950 towards the cost of Churchyard maintenance totalling £3,642 (2015 £ 3,446). North Claines Parish Council increased its contribution to £336 for the upkeep of Spellis Green Burial Ground and in addition Martin Orchard rent increased by 8% to £780 pa and wayleaves totalled £53.

Bank interest and return on investment increased markedly to £5,664 (2015 £2,856) principally due to the implementation of the new investment policy in December 2015 whereby £125,000 of the balances on deposits attracting interest of c. 0.5% was re - invested with CCLA Investment Management Ltd in its Church of England Investment Income Fund attracting a higher return of some 3.7%

The biggest cost was the Parish Share paid to the Diocese of £41,359 (2015 £38,202) with an increase paid this year up to the full amount required under the Deanery and Diocese formula - see para 6.overleaf.

Minor repairs totalled £ 1,401. All other expenses were well controlled and overall within budget

Overall there was a deficit on Unrestricted Funds of £3,210 (2015 Deficit £ 6,829) which reduced the balance of the fund to £2,189 carried forward.

B.Restricted (Fabric) Fund

The Fabric fund benefited from a most generous legacy of £9,815 from the estate of the late Margaret Williams.

The major community event has again been the annual Salwarpe Fete on 20 August which attracted c.1300 people including children and helpers and generated a net surplus of some £11,378 (2015 £ 13,026). This was due as always to the generosity of and much hard work by the Fete Committee, helpers, donors, and so many other supporters and of course Mike and Fizz Davies for use of Churchfields Farm field and Robin and Hilary Hatfield for the subsidised marquee.

The fabric of both Churches is now considered in reasonable condition and this has been confirmed by the 2016 Quinquennial review carried out by Nick Joyce, the Church Architect.

During the year major expenditure amounted to £7,297 with at Salwarpe repairs to electrics £620 and refurbishment of the Preaching Cross in the churchyard £1,182. At Martin the major expense was rebuilding of the churchyard wall at the rear of the ashes plots and defining the boundary with Stable Barn. Architects Quinquennial fees for both churches totalled £1,473.

Investment income on the Restricted funds increased marginally to £680 (2015 £ 797) due to the full year impact of higher levels of funds generated and invested and despite continued exceptionally low prevailing levels of interest rates.

Insurance premiums which are now charged as an expense of maintaining the fabric of the two churches were £3,430 (2015 £3,336).

Overall there was a Restricted (Fabric) Fund cash inflow of £11,780 (2015 £10,472) and no movement on the small Designated Funds. In addition the Church of England

Investment Funds increased in market value by £20,256 (2015 increase £1,845) due principally to the revised investment policy full year result and higher stock market values which resulted in an overall total increase in Restricted Funds of £280,653 .

3.Statement of Assets and Liabilities - Appendix 3.

Total liquid funds of £ 282,642 (2015 £254,016) are invested as summarised overleaf and set out in detail in the Statement of Assets and Liabilities at Appendix 3

| | £ |
|---|-----------------------|
| CCLA Investment Management Ltd | |
| - Church of England Deposit Funds | 48,794 |
| - Church of England Investment Funds | 208,119 |
| Lloyds TSB - Current Accounts | 3,752 |
| - 2 year Deposit @ 3.3% pa – matured 4.1.2017 | 25,000 |
| HSBC – Current Account | 23 |
| Creditor | (2,850) |
| Cash | 4 |
| | <u>282,842</u> |
| Analysed by Fund category | £ |
| Unrestricted General Fund | 2,189 |
| Restricted and Designated Funds | <u>280,653</u> |
| | <u>282,842</u> |

4. Reserve policy.

- (i) Restricted Funds as shown in appendix 3 are comprised of the Historic Fabric Funds of the previous three separate Parishes until their amalgamation in 1998 (Salwarpe (£97,059), Hindlip with Martin Husingtree £34,188) and the United Parish Fabric Fund £141,849 formed in 1998 and Martin Improvements Fund £4,409. These funds are restricted and therefore available only for funding major repairs or improvement of the Church buildings, churchyards and

other land. However unless agreed otherwise by the PCC the first call for such expenditure is on the United Parish Fabric Fund.

- (ii) Designated Funds totalling £3,148 represent monies donated by specific families and held by the PCC pending the respective family's decision on their use.
- (iii) The Unrestricted General Fund is used for all other normal receipts and payments of the PCC incurred in the day to day running of the Parish and our two churches and upkeep of the three Churchyards (including Hindlip) and Spellis Green Burial Ground.

5. Parish Share payable to Diocese.

The amount required under the Deanery formula for 2016 was £41,359 which the PCC agreed to pay in full following the strengthening of Parish resources with appointment of Rev. Nigel Byard, Rev. Beverley Jameson and Rev Laura Handy to minister the Parish together with Droitwich Parish.

The Worcester Diocese has adopted a revised basis of allocating Clergy and other costs to the Deanery based on the declared incomes of the regular church goers as collected by the parishes in 2015. As a result the amount required under the new formula transitional arrangements for 2017 is a further increase of £1,442 (3.5%) to £42,801 with an ongoing rate from 2018 of £42,244 representing an increase over 2016 of £2,885 (7.0%). The PCC will review these amounts later in 2017 but in the meantime monthly payments are continuing to be made at the increased 2016 level of £3,446.58 per month.

6. Giving for Life Appeal. A "Giving for Life Programme 2016" was implemented whereby an appeal was made to all c.1,400 families who receive the Parish & Community News. As a result 11 existing givers committed to increase their annual donations by £1,955 (30 %) and 7 new donors agreed to give a total of £900 pa which, together with the attendant Gift Aid, means that in a full year funds will increase by some £3,570 pa. The cost of the promotional leaflet inserted in the Parish News was £394.

7. Thank you to all those who support the work of the Treasurer.

I would like to express my thanks to all those parishioners and PCC members who help me in various ways and particularly Bill Jauncey, who records the weekly Gift Aid green and white envelope receipts and Church attendance records, Rhod Drury who manages the advertising within the magazine, Kit Noble who acts as Independent Examiner of the Accounts and to my wife Carol, who in addition to being Fete Chairman, also acts as Cashier and additionally prepares the time consuming Gift Aid Small Donations Scheme records.

John H. Hughes - Treasurer
14 February 2017

SALWARPE AND HINDLIP WITH MARTIN HUSSINGTREE PAROCHIAL CHURCH COUNCIL
Receipts and Payments Accounts for the period ended 31 December 2016

Appendix 1

| | Unrestricted Fund | | Designated Fund | Restricted Fund | Total | |
|---|-------------------|--------------|-----------------|-----------------|-----------------|-----------------|
| | £ | £ | £ | £ | 2016 | 2015 |
| | | | | | £ | £ |
| RECEIPTS | | | | | | |
| Voluntary receipts | | | | | | |
| Planned giving | 24,030 | | | | 24,030 | 22,940 |
| Collections in Church | 3,287 | | | | 3,287 | 2,160 |
| Income Tax refund | 6,295 | | | 0 | 6,295 | 7,590 |
| | 33,612 | 0 | | 0 | 33,612 | 32,690 |
| Sundry Donations & Legacies | 1,211 | | | 9,815 | 11,026 | 2,101 |
| Activities to generate Funds | 5,453 | - | | 14,825 | 20,279 | 18,872 |
| Receipts from Church Activities | 14,200 | - | | - | 14,200 | 13,900 |
| Investment Income | 8,482 | - | | 680 | 7,162 | 4,395 |
| Dividends & Interest | | | | | | |
| Total receipts | 60,957 | 0 | | 25,321 | 86,278 | 71,959 |
| PAYMENTS | | | | | | |
| Diocesan Parish share | (41,359) | | | | (41,359) | (38,202) |
| Other Payments | (22,808) | | | (13,541) | (36,349) | (30,114) |
| Total payments | (64,167) | - | | (13,541) | (77,708) | (68,316) |
| Excess of Receipts over Payments | (3,210) | - | | 11,780 | 8,570 | 3,643 |
| Analysis of Funds | | | | | | |
| Transfers between Funds | | | | | | |
| Bank and Deposit Accounts 1st January 2016 | 5,399 | 3,148 | | 245,469 | 254,016 | 250,868 |
| Revaluation | | | | 20,256 | 20,256 | 3,148 |
| Bank and Deposit Accounts 31st December 2016 | 2,189 | 3,148 | | 277,505 | 282,842 | 254,016 |

SALWARPE AND HINDLIP WITH MARTIN HUSSINGTREE PAROCHIAL CHURCH COUNCIL
Receipts and Payments Accounts for the period ended 31 December 2016

Appendix 2

Analysis by Activity (Net of costs)

| | Actual | Budget | Variance | Comments |
|-----------------------------------|----------------|--------------|----------------|---|
| | £ | £ | £ | |
| Unrestricted Funds | | | | |
| Planned giving and other receipts | 34,994 | 34,605 | 389 | Giving for Life £3,569 inc gift aid increase over full year V. £1,147 budget. Gift Aid £6,539 shortfall budget £711 |
| Fees | 4,848 | 5,100 | (252) | |
| Fund raising | 2,918 | 2,250 | 668 | 100 club £1,003 ,Coffee £283, Acme whistle £498, Jazz Concert £1,170 less l sing Pop £400, Harvest lunch £284 |
| Parish Magazine | (122) | 95 | (217) | Adverts £5,100 + donations £ 255 - printing £ 5477 inc. Giving for life supplement cost £394 |
| Receipts on Investments | 5,649 | 5,341 | 308 | New investment strategy now working to budget level- Exceptionally low interest rates |
| Expenses Church running | (6,065) | (6,199) | 134 | Advertising for organist £431 |
| Clergy & locum | (1,150) | (900) | (250) | Agreed 1/6 share of total clergy expenses for Droitwich plus SHMH+Destitute person support |
| Churchyard upkeep | (1,523) | (1,767) | 244 | N. Claines P C £336 contribution to Spellis, Martin Orchard rent increase 8%. PC contribution £950 |
| Insurance | 0 | | | Insurance now moved to Fabric |
| Repairs | (1,401) | (1,000) | (401) | Lightening protection £168, Martin Electrical test £432 & West wall £153, Salwarpe lights £308, Sundry £356 |
| Parish Share | (41,359) | (38,202) | (3,157) | PCC budgeted same as 2014 & 2015- short of Deanery formula by £3,166 (7.4%) - but now fully paid |
| Grave plot reserved | 0 | 0 | 0 | |
| Net Cashflow | (3,210) | (677) | (2,534) | |

Restricted Funds

| | | | | |
|-------------------------|---------------|--------------|--------------|--|
| Fundraising | 634 | 600 | 34 | VAT recovered on repairs |
| Insurance | (3,430) | (3,403) | (28) | Insurance now charged against Fabric account |
| Fete | 11,378 | 12,200 | (822) | Uncertain weather reduced entry - 920 people paid to enter |
| Donations for projects | - | 0 | 0 | |
| Martin improvements | - | 0 | 0 | |
| Major repairs | (7,297) | (2,000) | (5,297) | Salwarpe - Andrew Clive £620 + Preaching cross £1,182 Quinquennial £896: Martin churchyard wall £4,022 |
| Receipts on Investments | 680 | 800 | (120) | Timing of investment receipts |
| Legacy | 9,815 | 0 | 9,815 | Legacy from estate of Margaret Williams decd £5,000 plus a further £4,363 share of residue |
| Net Cashflow | 11,780 | 8,197 | 3,583 | |

Designated Funds

| | | | | |
|---------------------------------------|----------------|----------------|-------------------------------|----------------|
| Total Surplus / (Deficit) | 8,570 | 7,521 | 1,049 | |
| Funds of PCC | General | Fabric | Martin Imps Designated | Total |
| | £ | £ | £ | £ |
| Balance 1st January 2016 | 5,399 | 241,060 | 4,409 | 254,016 |
| Movement for period | (3,210) | 11,780 | - | 8,570 |
| Revaluation | | 20256 | | 20,256 |
| Balance as at 31 December 2016 | 2,189 | 273,096 | 4,409 | 282,842 |

Statement of Assets and Liabilities as at 31 December 2016

Signed

Chairman

Treasurer

J. H. Hargrave

Report on the fabric, goods and ornaments of the churches

St Michael & All Angels, Martin Hussingtree:

The maintenance outstanding at the end of 2015 was treated as follows:

- a) The plaster on the interior West wall was treated with a special breathable white emulsion paint in August 2016. This has adhered well: but has patches of efflorescence, which can easily be brushed-off. The Parish Architect has inspected this, and advised that it is to be expected, as the wall continues to dry-out.
- b) The damp and loose parquet floor in the South Aisle persisted in 2016: but the Parish Architect has agreed that it would be best rectified by taking up the wood blocks, replace the damaged ones, and rebed in bitumen, onto a sound base. We propose to do this in 2017.
- c) The collapsed section of the south graveyard wall was rebuilt in October 2016, at a cost of £4,042.

A Quinquennial Inspection was carried out by the Parish Architect in November 2016. This had been preceded by routine inspections of fire-extinguishers, lightning conductor and electrical wiring, all of which were satisfactory.

The QI did not yield any serious surprises - merely advice to refix a few roof-tiles, work which was carried out in February 2017. There is work required on external stonework when it can be afforded.

There has been no significant alteration in Goods and Ornaments, except that the Offertory Box was stolen in October

2016. It probably did not contain much cash, and the PCC has not yet determined whether it should be replaced.

A new access track and car park have been constructed for the Spellis Burial Ground, at no cost for the Parish, and an agreement written for a transfer of the Parish's right-of-way from the existing track. It is hoped that the agreement will be signed shortly, as the terms appear to have been resolved.

R.G.A. Pearce

St Michael Salwarpe

The most important event of the year in respect of the Church Fabric was the Quinquennial Inspection carried out by the Diocese Architect, Nick Joyce in October. Such inspections cover the conditions of not only the Buildings (stonework, windows, roof, heating boiler and electrics) but also the Churchyard (condition of lych-gate, state of the footpath, Churchyard Cross, individual grave stones). A Comprehensive Report from the Architect is then received in which recommendations are made identifying essential repairs that are required to be carried out either immediately or before the next Inspection scheduled for 2021, together with general maintenance that should be carried out on an annual basis, in order to preserve the Church for future generations. In brief, Salwarpe Church was reported to be in good condition and the Churchyard well maintained. The largest item of work recommended is the complete overhaul of the gutters, down-pipes and drainage channels but inevitably with an old building such as ours there are also a number of minor items in need of repair including maintenance of all roof coverings (replacing slipped, broken and missing tiles) and worn and damaged stonework. Further inspection of the rafter ends in the North Aisle is also recommended plus the fixing of a grab-rail at the top of the ladder in the bell tower. An additional 9 litre water extinguisher should be provided close to the South Door. The

PCC has already identified the inadequacy of the current oil-fired boiler which is in need of replacing and was re-iterated in the report. As part of the QI an electrical installation condition report was provided by Total Heating and Electrical Ltd of Droitwich. The general condition of the electrics was reported as fair but the overall assessment was unsatisfactory, meaning that the electrics will require further investigation and up-grading.

During the year, the PCC approved the installation of an updated fuse-board in the Vestry, and List B permission was granted by the AD under Rule 3.3 to re-point the base of the Churchyard Cross. This work was efficiently carried out by Simon Hudson, head stonemason at Hereford Cathedral. Smith & Cobb serviced the clock in the tower and no faults were detected. The central heating boiler was also serviced and found to be functioning at only 65% of maximum efficiency.

Following several visits from unwanted individuals in which the offertory box was broken into and the vestry door forced, it was decided to keep the Church locked until further notice. As a result, Andrew Bessant, the Diocesan Adviser on security, was asked to provide a quotation for installing two cctv cameras (one entry and one exit) in the Church. The quote was £1,699.86 and this is being considered at present by the PCC; such an installation would require a full faculty! Finally, all light bulbs/floods in the Chancel roof were replaced with LEDs which hopefully will not need replacing as frequently as standard bulbs. A report on upgrading the lighting in St Michael's is still awaited from Ian Cramp, the Diocesan Adviser on lighting.

Professor Emeritus David Luscombe

Report on Proceedings of Deanery Synod

In 2016 Tony Pearce, David Luscombe, Barbara Jauncey & Bill Jauncey entered their final year of a three year term as Deanery Synod representatives for this parish. New representatives will need to be elected in 2017.

Deanery Synod meeting held 4th February 2016.

The Open Forum was about Exploring faith, growing discipleship and encouraging community. It posed the question, 'What opportunities for exploring faith and discipleship are on offer across the deanery?' Might these, or something similar, help reach out to people enquiring about Christianity, perhaps in connection with marriage or baptism, or help congregation members deepen their own faith or explore new ideas and directions? We heard about four different approaches to learning, exploring and growing from people involved as planners and participants: Messy Church, Pilgrim, the Bishop's Certificate, and Alpha.

Messy church is a way of being church for families involving fun; it is a church, not a craft club or crèche, that helps people encounter Jesus as Lord and Saviour; values are about being Christ-centred, for all ages, based on creativity, hospitality and celebration. The Droitwich sessions have proved to be very popular involving helpers and families from all the Droitwich and SHMH churches.

Pilgrim is a major new teaching and discipleship resource from the Church of England. It aims to help every local church create a place, usually home groups, where people can explore the Christian faith together and see how it can be lived out each day. Pilgrim takes a different approach to other Christian programmes. It approaches the great issues of faith not through persuasion, but participation in a pattern of contemplation and discussion with a group of fellow travellers. Pilgrim is comprised of two stages: the Follow stage for those very new to faith, and

the Grow stage for those who want to go further. Each stage contains four short six-session courses which focus on a major theme of Christian life.

The Bishop's Certificate is a course designed to help you learn more about the bible and the great themes of Christian faith and life, and to relate these to your own experience and locality. It encourages you to explore and reflect as you learn with and from other people on the course. It is a great way to get to know people from neighbouring churches and different Christian traditions.

Alpha is a series of interactive sessions that freely explore the basics of the Christian faith. Alpha is for anyone who is curious. The talks are designed to encourage conversation and explore the basics of Christian faith in a friendly, open and informal environment. No question is out of bounds and the participants are free to discuss as much or as little as they wish. The course is ten sessions with an optional day or weekend away. Each session includes food, a short talk and discussion where participants can share their thoughts if they wish.

Deanery Synod meeting held 16th May 2016.

At the Open Forum we heard about 'Supporting lonely and isolated older people'. It is said that feeling lonely is bad for our physical, as well as emotional, health and that 50% of all older people say that TV is their main source of company. Following on from Synod's consideration of spirituality, well-being and ageing in June 2015, Sophie Pryce from Age UK was invited to come and talk to us about their Reconnections Project for tackling loneliness amongst older people in Worcestershire, working in partnership with local organisations to address this increasingly common concern. In the event, the speaker had to cancel at short notice. With no time to arrange an alternative speaker, the Rural dean invited us to form breakout groups to discuss the issue as it arose in our parishes and initiatives to combat loneliness. Droitwich and SHMH parishes formed one of the groups.

Our discussion began by discussing pastoral care and what we currently provided. This ranged across sick visiting, bereavement groups and monthly lunches, although in the case of the latter there was some disparity between the acceptable costs of a lunch in each of our parishes. On the subject of loneliness both parishes agreed that it was not easy to identify the lonely. One member told of his surprise when a gentleman who got involved with various activities confessed to him that he was very lonely. By contrast, one member commented that just because you live alone you are not necessarily lonely. We also agreed that, having identified someone, it can often take time to build up trust.

As a follow-on from this, two Pastoral care workshops were arranged for 6th & 7th July 2016.

Deanery Synod meeting held on 17th October 2016

This time the Open Forum subject was WORLD CHURCH PARTNERSHIPS. Doug Chaplin gave a talk about World Church Partnerships and the Diocesan links with Morogoro, Tanzania, and Propstei of Magdeberg, in Hoberstadt, Germany. He, and other members of the diocese, including Bishops John and Graham and the Archdeacon, visited both countries earlier this year and also Peru.

Morogoro – the partnership was formed in 2010, and although the African Diocese seemed to be run as a tribal fiefdom, with several bishops, a special link was formed with Bishop Godfrey. We were asked to pray for him after the death of his wife in September. The links seem to have generated several projects and a visit was made to Berega Hospital, where a new School of Nursing has been built with funds raised in memory of Denise Inge. Nearby is a Safari Park which, they hope, will encourage visitors. At the Bible College students are taught in English, but they struggle to cope, and would much prefer to be taught in Swahili. New links are being made with the UK, with St. Mary's Pickersleigh, Malvern involved, and Pershore Abbey about to form a link. Water supply remains a problem, with one well being the only source.

Germany – This link was formed three years after Unification, when this area was formerly East Germany. Magdeberg is a

regional church with a lot of parish links. There are five regional bishops. The parish link with Worcester is almost twenty years old, but with new links still being formed. Next year will be the 500th anniversary of the Reformation.

Peru - The team met three bishops and two Episcopal Vicars, who govern the main regions. There are still no parish links because of fluctuations of their parishes and the fragility of their church to date, but hope for improvement in the future. The Anglo Churches and missions tend to be with the poor, and schools also offer food to the children - which is probably the only decent meal those children will have. Central Mission partners are also involved. The Churches tend to be small, but with lots of young people involved - particularly young adult males. Overview - the Anglican Church is in a state of flux, but there are hopes for developments. There are also links with the American Church and with the Archbishop of Gibraltar. We were asked to consider as PCCs whether we could form links with other parishes, not in a financial capacity but in giving and sharing, and occasional visits.

The Business items at these meetings ranged from discussing the Diocesan and Deanery Budgets, making us aware of vacancies in various synod and other Diocesan groups, issuing reports from those groups and advertising events, which in 2016 included the visit to the Worcester Diocese by the Archbishop of Canterbury, Justin Welby.

Bill Jauncey

Report on Safeguarding

The nominated Parish Safeguarding Representative is:

Name: Mr G W Jauncey

Contact telephone number: 01905 454396

Team Rector contact details: Rev Nigel Byard 01905 778265

Team Vicar contact details: Rev Beverly Jameson 01905 799002

The following policy has been agreed and implemented by the PCC:

1. We are committed to safeguarding and the care of the children within our church community.
2. We are aware of and will implement the House of Bishops' Child Protection Policy Protecting All God's Children 4th edition (2010): a copy of this policy can be found on www.cofe-worcester.org.uk. We work closely with the Bishop's Safeguarding Adviser.
3. We will ensure that lay ministers, volunteers and paid workers who work with children and vulnerable adults are carefully selected and trained using the safe recruitment process and Disclosure and Barring Service to check the background of each person, as outlined in the diocesan procedures. The Diocese will do likewise in respect of ordained ministers.
4. We will respond without delay to every complaint made that a child or young person for whom we are responsible may have been harmed, or is in significant danger, reporting it to the relevant authority.
5. We will fully co-operate with statutory agencies during any investigation into allegations concerning a member of the church community. We will inform the statutory agency of any suspected criminal offences or concerns that we are made aware of in respect of our contact with children.

6. We will offer informed pastoral care to any child, young person or adult survivor of abuse and provide details of local and national support agencies.
7. We will supervise any member of our church community known to have offended against a child or vulnerable adult and ensure proper and appropriate preventative safeguards are in place using a written agreement.
8. We will review this policy annually, checking that all our procedures and activities involving children and vulnerable adults are up to date, including the Disclosure and Barring Checks.
9. We will review our insurance policy for those working with children and vulnerable adults, ensuring we adopt the advice in the House of Bishops' Policy and Promoting a Safe Church.
10. A copy of this Policy will be displayed on the Parish Notice Boards.

**11. PLEASE NOTE THAT YOU CAN CONTACT CHILDLINE
FREE ON 0800 1111 AT ANYTIME**

The PCC did not identify any new activities in 2016 involving children or vulnerable adults to which the House of Bishops Policy and Promoting a Safe Church applies. Most of those who were satisfactorily checked in 2015 via the safeguarding Disclosure and Barring Service (DBS) attended a Diocesan led Basic Awareness course in 2016. Those who were unable to attend in 2016 have been rescheduled on sessions in March / April 2017.

The PCC is currently in the process of recruiting a Church Organist and in doing so will follow the Church of England Practice Guidance on Safer Recruitment as revised in July 2016.

In preparation for the Annual Archdeacons visitation 2016 we complied with the request to complete a Parish Safeguarding Toolkit. This is a diocesan audit document which measures how

well safeguarding policies are followed by PCCs. We received no adverse comments.

In September 2016, the Diocese of Worcester's safeguarding processes were independently audited by the Social Care Institute for Excellence. Bishop John said: "I am most grateful to the Social Care Institute for Excellence for their thorough audit of safeguarding arrangements in the Diocese of Worcester. Safeguarding children and adults is of the utmost importance and it is reassuring that the auditors found no major gaps in our provision. We welcome their suggestions of areas for further development; these are mostly around the further improvement of actions or structures already in place in the Diocese. We are implementing our action plan in response to these considerations so as to be as safe a church as possible for all God's people."

This Policy was discussed and agreed at the PCC meeting on 14th March 2017.

We, the PCC, agree to review and update this policy annually.

Signed & dated by -

PCC Chair or representative:

Churchwarden:

Child Protection Representative:

Incumbent:

SAFE GUARDING TOOLKIT AVAILABLE AT THE MEETING

Report on Health & Safety

First Aid Updates

Two first aid awareness sessions were held for members of the churches in Salwarpe, Martin Hussingtree and the 4 Droitwich Churches. Kate Webberley, a paramedic, kindly agreed to do the 2 hour teaching slots for us on the 6th and 20th June 2016 at St. Andrew's Parish Centre, Droitwich. They were well attended by a total number of 29 people who enjoyed the mornings very much. They felt they had both refreshed their knowledge and learnt new and useful tips on how to deal with slips, trips and falls in addition to recognising strokes and how to carry out cardio pulmonary resuscitation. Unless there is a big demand from other parishioners to have an update on the subject, I think there should be sufficient people in our churches with the relevant skills to cope with any incidents in future. First aid boxes are checked from time to time to ensure they are complete. The box at Salwarpe needs replacing as the catch is faulty. There are no records of accidents in the accident books. These must be recorded if and when they happen. If an ambulance is needed the postcode for the church must be given. This is written on the FA box and on the notice boards.

Fire safety

The annual inspection of equipment and signs in both Martin and Salwarpe churches was carried out by Brookside Fire Services in early December 2016. Six extinguishers were serviced at Salwarpe and 3 at Martin. The inspector was satisfied that all the signs and equipment were in good order. The fire exits are now clear and accessible with a key hanging next to the exits.

Janet Grotefeld

Appointment of Sides people

St Michael & All Angels, Martin Hussingtree

Colin & Jan Allison
John Baker
Lorna Cameron
Ian & Pat Cutbill
Clive & Valerie Downey
Jan Grotefeld
Bill & Barbara Jauncey
Barbara Meddings
Tony Pearce
Christine Sibbit
Bryan & Louise Woolley

St Michael's, Salwarpe

Carl & Helen Carson-Brown
Cathy & Paul Cook
Sue Longhurst
David Luscombe
Pam Skinner
Bryan & Louise Woolley
Bill & Barbara Jauncey

Annual LMT Report

Our Local Ministry Team now consists of just 5 members following the retirement of David and Sheila Verity in the summer of 2016. David and Sheila were founder members of the original Lay Team (one of the very first in Worcester Diocese) and their contribution and support to the parish and the Team over the years has been immense. They are sorely missed, but the remaining members - Barbara Jauncey (Co-ordinator), Sylvia Whittaker, John Baker and Mary Brodie, plus our Team Vicar, Rev Bev Jameson - continue to meet regularly throughout the year to monitor forthcoming services and pastoral needs within the parish.

We began 2016 with the 'winter pattern' of holding both services in the same church each Sunday for the months of January, February and March, with the exception of Easter Day (27 March) when a communion service was held in both Martin and Salwarpe churches. The Week of Prayer for Christian Unity service was held at Martin church on the evening of Sunday 24 January, with our Team Rector, Rev Nigel Byard, and Rev Jeff Porter from Fernhill Heath Baptist Church both taking an active part in proceedings. It was very sad that our Baptist friends far outnumbered us as only about 11 members of our congregation were there to welcome them, but new links were forged between our two churches on the night and we enjoyed FairTrade refreshments in the church afterwards.

Ash Wednesday (10 February) was observed with a combined service of Holy Communion with ashing at St Andrew's in the evening. It was an excellent service with Nigel, Bev and Laura taking part and it was a great pity it was not better supported – there were only 4 there from our parish, proving that united evening services are the way forward.

The Women's World Day of Prayer service at Fernhill Heath Baptist Church was held, as usual, on the first Friday in March. The service was prepared by the Christian women of Cuba and

was entitled 'Receive Children, Receive Me'. It was our turn to organise it this year and it proved to be very enjoyable. Many thanks to Anja Kristy, who joined the team of readers, and to all those who supported the evening – the collection for WWDP and the many charities it supports worldwide amounted to £138.11.

The Palm Sunday (20 March) service began as usual with our 'church donkey' Jinx leading the procession down from the village hall. Bev did a great job of advertising the service (and Jinx's presence) and it was very well attended. Nigel presided and we had a dramatized reading of the Passion Gospel according to St Luke during the service. The Maundy Thursday (24 March) Holy Communion with foot washing was held for the first time at Salwarpe church and was a united service, which was moved from Martin as a special programme of music was arranged with the choir from Droitwich. Clearly a lot of work was put into the preparation of the service by our clergy, Shaun and the choir and it was a great pity it was not better supported. The service on Low Sunday (3 April) was also moved to Salwarpe to accommodate the baptism of Gavin and Becky Edwards' daughter Matilda – it was good to see the church well filled and looking its best thanks to the flower ladies and the decorations provided by Hindlip School for their 'iSingPOP Concert' on 17 March. The children from the school sang amazingly well at this concert, which was a very refreshing and enjoyable way to celebrate Easter.

The 'normal' service pattern resumed on 10 April, only to be replaced by a new pattern of worship coming into effect on 1 May. Wide-spread consultation had taken place over seven weeks from 31 January to 13 March and all responses were carefully considered by the PCC and the proposals changed accordingly. The only casualty was the Morning Prayer service at Martin on the first Sunday, which had been suffering declining numbers for some time, but the service pattern on the second and third Sundays was switched so that each church now has two

consecutive 10am services, rather than alternating throughout the month.

The Chaplaincy for Agricultural and Rural Life (CARL) organised a Rogation Service at Churchfields Farm on the evening of Tuesday 3 May. There was an excellent turnout for this service, which was taken by Rev Phillip Jones from the Chaplaincy and involved prayer and bible readings at various locations around the farm, with Mike Davies telling us a little about the farm as we went from place to place. The service was followed by some excellent refreshments in The Barn Café. This was a most interesting event, which moves around the diocese, but it would be good to consider celebrating in some form ourselves each year (perhaps on Rogation Sunday).

John and Carol Hughes organised a Parish Jazz Concert in June in the Rectory Field at Martin to celebrate HM The Queen's 90th Birthday and to raise funds for the church and the 'iSingPOP Concert' (which had been partly funded by our churches). This was a very memorable occasion and a truly British affair - attended by Barbara Meddings as our own 'Queen Bee', it was very reminiscent of the Last Night of the Proms with a great deal of flag waving!

On Sunday 26 June our 10.00 Informal Worship service at Martin was cancelled to enable the clergy and parishioners to attend the Ordination of Priests in Worcester Cathedral. The service was presided over by Bishop John and several members of our congregation went along to witness the priesting of Rev Laura Handy, our Team Curate. Everyone who attended said how much they enjoyed the occasion and it was a welcome opportunity to worship at the cathedral. Laura took an excellent first communion service at St Andrew's on the following Wednesday morning, which was followed by a light buffet with a glass of wine.

In July we held our annual Pet Service at Salwarpe, taken by Nigel. Numbers were down despite local publicity (magazine/posters), which highlights the value of the media

coverage of the previous year. At the end of July we had the Patronal service for St James the Great at Hindlip, which was taken for us by Rev Canon Sheila Banyard. It was a good service, but numbers were down slightly compared to last year.

Songs of Praise took place on the Sunday after the Fete (21 August). It was a most enjoyable service, presided over by Rev Bev and with hymns chosen by the Fete committee, and was followed by a light buffet with wine to thank those who helped make the Fete such an amazing success once again.

The Patronal Service for St Michael was held at Martin on 25 September taken by Rev Bev and Harvest Thanksgiving was presided over by Nigel at Salwarpe on the following Sunday (2 October). Offerings of tinned and dried foods, toiletries and other goods were donated to Maggs Day Centre: the latter included 30 woolly hats knitted by Ursula Brandwood.

Attendance at the Harvest Lunch was down by about 25% as many people were away, but those who came seemed to enjoy the occasion and we still managed to raise £284.49 for church funds. I should stress, however, that this is primarily a social event and any profit is a bonus!

Rev Bev took the All Saints/All Souls service for us on 30 October at Salwarpe and Lorna Cameron and David Luscombe read out the names of the Faithful Departed whilst candles were lit in their memory. The usual communion service and wreath-laying was held at Salwarpe on Remembrance Sunday (13 November) with Nigel presiding and Laura and Ron Hesketh covered the Remembrance Service at Hindlip. We were kindly treated to refreshments in Hindlip Hall following the wreath-laying ceremony there.

Our Parish Communion on Advent Sunday, 27 November, took place at Martin with Rev Bev presiding (start of the new church year A). This service will take place at Salwarpe in 2017, as it will then fall on the first Sunday in December.

The Christingle service at Salwarpe on 11 December was taken by Nigel and was well-attended, with a choir coming from Hindlip School, and there were plenty of Christingles to go around (thanks to Bill and Charlotte Jauncey for making these). Refreshments, including mince pies, were served in the church afterwards and the collection for the Children's Society amounted to £200.26 (a significant increase on the previous year's total of £111.95).

Thanks must go to Sylvia Whittaker, who once again organized the Samaritan's Purse Operation Christmas Child shoebox appeal, and to everyone who donated a shoe box (10 in total). We understand the boxes were sent to Serbia, where I am sure they gave joy to the recipients at Christmas.

The Carol Service at Salwarpe on Saturday 17 December, with Nigel officiating, was a traditional service of nine lessons and carols and the Hussingtree Chorale sang for us once again. Tea/coffee and mince pies were served afterwards in the church, and we thank all who donated mince pies for this service and the Christingle. All the Christmas services were well-attended and thanks are due to all our clergy who served us so well over this very busy period. It was particularly pleasing that both the Midnight Mass at Salwarpe and the Christmas morning communion at Martin were so well-supported, and that a good number from our congregation attended the United Eucharist at St Augustine's on New Year's Day.

On other matters, we had 7 baptisms in 2016 (more than double the number in the previous year) – all but one of these were at Salwarpe. We also had 5 weddings in the parish (again all but one at Salwarpe) - with 5 bookings to date for 2017, one of which will be at Martin. All bookings for baptisms and weddings are processed through the Parish Office in Droitwich, and the Parish Administrator, Karen Aston, is very good at keeping us up to date with any enquiries.

Following problems experienced at the Doing it Differently service in April, it was decided a more formal arrangement for

Sidespersons was needed at Salwarpe and Ursula Brandwood kindly volunteered to organise a monthly rota, as opposed to having each Sunday of the month covered by the same people throughout the year (which made no allowances for holidays or sickness, or for the demands of family life). Problems are still encountered occasionally owing to the general shortage of Sidespersons, but at least they are now highlighted in advance.

In the same vein, Louise Woolley very kindly offered to help with leading prayers at our communion services at the APCM and has done so very successfully on a number of occasions since. It is becoming harder to find people to assist at services in any capacity: we now have just 4 Intercessors and 4 Eucharistic Ministers – not all of whom cover both churches. We can manage at this level, but it is often a strain at times of sickness or holiday and more volunteers would certainly be welcome.

On a brighter note, a new informal service for all ages (children especially welcome) began in Droitwich (St Andrew's) on Sunday 25 September at 3pm with celebrating Harvest. This new service on a 4th Sunday afternoon was in response to interest expressed by families who attend Messy Church - the services last approximately 45 minutes with lots of songs, things to do and things to take home, plus tea, coffee and cake! As with Messy Church itself, volunteers from our parish help with others from each of the Droitwich congregations to ensure that things run smoothly.

In the autumn, notebooks and envelopes were put in each church by Sylvia Whittaker so that if anyone knows of a member of our congregation who is unable to get to church and would like to be remembered in our prayers (or would like a phone call or a visit) then they may write details in the book, remove the sheet, place it in an envelope and give it to a member of the clergy or a Sidesperson. (Details should not be left in the book so that confidentiality may be maintained).

We also welcomed the initiative to put pastoral care over the two parishes on a more structured footing, which began with a workshop held in July, attended by the members of the LMT, resulting in the setting up of a Pastoral Care Team for the two parishes later in the year and the production of a draft policy with the aim of informing and supporting the development of best pastoral practice in our churches. It was also planned to hold quarterly team meetings, to be chaired by the clergy, and the first of these was arranged for January 2017 at St Augustine's church. The members of the team were able to offer suggestions at this meeting and a final policy document was agreed.

One scheme which did not come to fruition was the creation of a knitting/craft group proposed by Mary Brodie, which it was hoped would provide fellowship for those involved. Ursula Brandwood kindly agreed to oversee this scheme, but sadly there was no interest shown within the parish. However, the parish has been very supportive of our wish to collect items for donation to Droitwich Foodbank. Collection boxes and a list of items required are now in each of our churches and contributions are regularly delivered to the Foodbank by Sylvia Whittaker.

The Parish Fellowship Lunch is now a well-established part of parish life and seems to be going from strength to strength. We held our first lunch at Churchfields in November 2015 and have continued to meet monthly (apart from August) throughout the year. Two 'outings' were organised for the summer months of 2016. The first, in July, to David's own garden (National Gardens Scheme for Charity) then, in September, to Jinney Ring Craft Centre - a cream tea was enjoyed at both venues. Between 12 and 20 people have attended the lunches each month (including 6 non-SMH members), with more at the traditional Christmas Dinner in December and we have been pleased to welcome clergy. Churchfields friendly staff look after us well and meals are usually prompt, hot and appetising. The upstairs dining room has presented problems for one or two people, but we are hopeful the

problem will be addressed. Thank you to Mary Brodie, all who collect and return people, and our regular diners for their loyalty.

Finally, thank you to all who have helped minister in our parish during the past year – both within and without our church buildings. Apart from the few mentioned in this report, you are all involved in the life and fellowship of our Church in numerous different ways and the LMT is fully appreciative of that.

Barbara Jauncey (Co-ordinator to the Team)

March 2017