

THE PARISH CHURCH OF ST MARY'S

Annual Report on 2023



ANNUAL PAROCHIAL CHURCH MEETING

to be held in St Mary's church on
TUESDAY 23 APRIL 2024 at 7.30pm

www.stmarybarnes.org



ANNUAL PAROCHIAL CHURCH MEETING

**to be held in St Mary's Church on
TUESDAY 23 APRIL 2024 at 7.30pm**

AGENDA

The meeting opens in prayer.

A. The Annual Meeting of Parishioners 2024 for the purpose of electing two churchwardens to serve for the coming year.

B. The Annual Parochial Church Meeting 2024

1. Apologies
2. Minutes of the Annual Parochial Church Meeting held on 4 May 2023
3. Elections to the Parochial Church Council of up to five representatives to serve for three years
4. Elections to the Deanery Synod of up to five representatives to serve for three years
5. Report on proceedings of the PCC
6. Report on the Church Electoral Roll
7. Report on the annual accounts
8. Appointment of an independent examiner of the accounts for 2024
9. Report on the fabric of the church and of the church hall
10. Report on Deanery Synod
11. Rector's reflection
12. Churchwardens' report
13. Any other business
14. Date of next annual meeting

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETINGS 2023



ANNUAL PAROCHIAL CHURCH MEETING

was held in St Mary's Church on Thursday 4 May 2023 at 7.30pm

MINUTES

The Rector opened the meeting in prayer.

Present: Rector, churchwardens, Honorary Treasurer and 30 members of the congregation

A. The Annual Meeting of Parishioners 2023

for the purpose of electing two churchwardens to serve for the coming year.

Two nominations were received:

- Fouki Heller, proposed by Lucy Hine and seconded by Peter Siddall
- Paul Teverson, proposed by Fouki Heller, seconded by Geoffrey Barnett

There being no other nominations, both candidates were appointed. The Rector thanked Steve Cox for his insightful contribution over the past year and gave him a gift.

B. The Annual Parochial Church Meeting 2023

1. Apologies: Nikki Urquhart, Lucy and Chris Hine, Patty Darke, Sue Mackworth-Praed, Jo Teverson & Joan Wheeler-Bennett.
2. Minutes of the Annual Parochial Church Meeting held on 5 May 2022 were signed as a correct record.
3. Elections to the Parochial Church Council of three representatives to serve for three years.
Two nominations were received:
 - Deborah Stewartby, proposed by Geoffrey Barnett and seconded by Christabel Gairdner.
 - Richard Nickels, proposed by William Heller and seconded by Phil BladenBoth candidates were elected. The Rector thanked the 3 retiring members for the contribution over the past years:
William Heller (although he will be co-opted onto the PCC as Chairman of the Kitson Hall committee),
Lis Munden (who will continue as Safeguarding Officer)
and Michael Murison (who will continue as Gift Aid Secretary).
4. Elections to the Deanery Synod of five representatives to serve for three years. There was only one nomination and Fouki Heller, nominated by Patty Darke and seconded by Claire Boyling, was duly elected. The Rector encouraged others to consider membership of the Deanery Synod. Members are automatically a member of the PCC but it is not necessary to attend all PCC meetings.
5. Report on proceedings of the PCC was received. Helen Gibbs was welcomed as new PCC Secretary, Judy Gowing was thanked for her work over the years and given a gift.

6. Report on the Church Electoral Roll:

Rachel Skilbeck, the Electoral Roll Officer, reported that there were 289 on the Electoral Roll, an increase of 12. Rachel thanked Cheryl Cole, the Parish Administrator, and Trisha Hawkins for their help in updating the Electoral Roll.

7. Report on the annual accounts.

Michael introduced himself and stated the principal changes in 2022 regarding the church finances – appointment of Pauline as bookkeeper/financial administrator, monthly management accounts to PCC including a cash flow forecast and quarterly financial summary in SMB Weekly News.

Financial Strategy Group (recently renamed Financial Advisory Group or FAG) had been reinstated. It would meet twice a year and comprise 6 members (3 from PCC and 3 lay) to provide an independent review of the church's finances / investments and to report conclusions to the PCC.

Stewardship (a services firm to charities and churches) had been appointed as independent examiner for 2022 and had performed a comprehensive review of the 2022 Report and Accounts that concluded with the signing of their report on 24/4/23 following approval of the PCC.

The 2022 deficit was £78k compared with a surplus of £567k in 2021. If the 2021 gain on sale of Boileau Road house and unrealised gains/(losses) on investments were removed, 2022 had an operating surplus (income less expenses) of £6k compared with a £32k deficit in 2021.

Since the Russian invasion of Ukraine on 24/2/22, stock market values had declined globally. St Mary's incurred a realised loss in 2022 of £24k (as a result of selling part of the portfolio to invest in two other funds in order to further diversify risk in accordance with the PCC's approval) and unrealised valuation losses of £60k – unrealised loss compared to cost was 8.7%. The valuation loss might reverse over time – the valuation gain in Q1 2023 was £18k.

The total reserves at 31/12/22 were spread over 12 funds, aggregating to £1.3m including Kitson Hall at a historical value of £460k. The endowment fund, £653k at 1/1/22 from sale proceeds of Boileau Road, had reduced by the investment losses to £577k – it was currently ring-fenced in order to produce income to meet the shared costs of James Marston.

The Charity Commission required the PCC/Trustees to consider and approve a reserves policy each year and the present policy was approved in April 2022. The church was in compliance with the policy, as there was a modest cash surplus during 2022 in excess of the policy minimum requirement.

2023 was expected to be a challenging year as evidenced by the budgeted net deficit of £66k. Lower net income from Friends and Hall letting was expected together with higher costs (chiefly Parish Share, staff (James Marston, more hours, higher rate per hour) and utility costs); partly offset by higher offerings / donations from the 2023 Stewardship appeal.

Michael thanked Richard du Parcq and Michael Murison for their valuable contributions in 2022 as banking officer and gift aid officer respectively. He also thanked Andrew Summers for the large surplus from Friend's events and William Heller and Kitson Hall Lettings Manager AJ for the increased net lettings in 2022. Lastly, he thanked Cheryl Cole for her ongoing assistance to Pauline Clarke and himself.

Michael answered a question from a member of the congregation regarding the investment portfolio. As the members role was to "discuss and receive", no resolution was required.

8. Appointment of an independent examiner of the accounts for 2023

Based upon the satisfactory examination by *Stewardship* of the 2022 Report and Accounts, Michael recommended the re-appointment of Stewardship as the independent examiner for 2023. This appointment was proposed by Michael Murison and seconded by Geoffrey Barnett.

Richard du Parcq who has been Banking Officer for the many years, was thanked by Rector for meticulous work, and given a gift. He is handing over to Patrick Findlater.

9. Reports on the fabric of the church, and of Kitson Hall were received. Peter Boyling informed the meeting that the Diocese has approved the installation of new audio-visual equipment, which had been ordered. The Rector gave huge thanks to Peter (Fabric) and William Heller (Kitson Hall) and their committees for all their work.
10. Statement on Safeguarding. Lis Munden reported that we are fully compliant with the Diocese requirements. Nicola King is replacing Natasha Mold and will be joining her as another Safeguarding Officer. Rector thanked Natasha for all her work.
11. Report from the Youth & Children's Workers was received. Jackie Davis and Julie Smith were thanked warmly for all their work in an active and full year with the children.
12. Report on the Team Council was received. Employment of James Marston has changed the nature of the Team council. He splits his time between St Mary's and St Michaels and All Angels. All 3 churches have regular and friendly contact.
There was a question about an item of *Overpaid Council Tax and insurance* in the Team Accounts which was included in the Team accounts last year too. This will need to be resolved by the Team Treasurer before the account is closed – when the proceeds from the Boileau Road house have all been distributed.
13. Report on Deanery Synod was received.
14. Rector's reflection. There is a balancing act between old and new. We are asked to follow the ancient paths but God is ready to urge us on to new things ahead. It is a challenging time for Church of England, with various issues including marriage and blessings of same sex couples causing controversy. It is very likely that there will be division within the Church of England. We should be remembering Archbishop Justin Welby in our prayers with all that he has to carry. Change is very healthy sign in a church. There are a huge number of volunteers in the life of St Mary's and we could not run our multiple events without them, but there are still many more needed. Lots of celebrations will take place over the coronation weekend.
The PCC has agreed the new Mission Action Plan for the next 3 years which is simple and easy to grasp. The Rector thanked everyone for their all support, not only for James in his ministry but also for Alice and the family. The level of kindness in the parish is extraordinary.
There was a question about the level of division within the Church of England and was referred to <https://www.churchofengland.org/> for more information.
There was a question as to whether the collection plate would return. The Rector said he felt strongly that passing the plate around interrupted the act of worship. There is still a plate at the back of church if people wish to leave a cash donation.
Another thank you: Cheryl Cole plays a very important role as the Parish Administrator. She is the first point of contact and displays considerable pastoral skills as well as all her admin and design work.
15. Churchwardens' report was received. Fouki Heller gave a big thank you to James for his leadership and all the new initiatives he has introduced and wished him a restful and fulfilling time on sabbatical.
16. Any other business – none.
17. Date of next annual meeting – To be confirmed at a later date.

All the received reports can be read in the Annual Report and Annual Review on <https://www.stmarybarnes.org/about-us/#parishcouncil>.

REPORT ON THE ELECTORAL ROLL

The Electoral Roll is revised annually. There were 289 parishioners on the 2023 roll; an increase of 12 from 2022 with 277 parishioners.

Every sixth year the preparation of new church electoral rolls takes place, which means that everyone must come off the roll and re-apply. The next occasion for the preparation of new rolls is next year in 2025. We plan to make this participation as straightforward as possible via access from online forms, but paper will also be available.

ST MARY'S STEWARDS

8am Service: Paul Atkinson; Simon Atkinson; Christine Butenuth; Nigel Oakley; Deborah Stewartby; Dermot Trimble; Paul Velluet.

10am Service: David Blacklock; Claire Boyling; Raffaele Cardone; Sarah Cox; Steve Cox; Anthony Figgis; Patrick Findlater; Ken George; Tiziana George; Sarah Kearney; Emmanuel Moatti; Peter Siddall; Cilla Snowball; Andrew Summers.

11:45am baptisms: Francesca Wisdom

6pm Service: Wendy Kyrle-Pope

Thursday Noon Service: Linda Read

Head Steward: David Blacklock

ST MARY'S CHALICE ASSISTANTS

Fiona Barnett, Helen Bladen, Phil Bladen, Steve Cox, Patty Darke, Giles Dimock, Elizabeth Dundas, Rosemary Findlater, Judy Gowing, Fouki Heller, William Heller, Lucy Hine, Katherine Passerieu, Paul Teverson.

THE PAROCHIAL CHURCH COUNCIL

The PCC meets seven times a year chaired by the Rector, with Peter Boyling as Vice-Chair.

The meetings receive reports on finance, fabric, safeguarding, Kitson Hall, Deanery Synod and Faith in Action. The PCC annually reconsiders our contribution to the Parish Support Fund, whether a Stewardship campaign is required, how best to implement our Mission Action Plan, protocols for Disciplinary, Grievance, Complaints, Safeguarding and reviews staff salaries. Other business undertaken and decisions made by the PCC will be covered in other reports.

Helen Gibbs, PCC Secretary

MEMBERSHIP OF THE PAROCHIAL CHURCH COUNCIL 2023-2024

Clergy	The Rev'd James Hutchings (Rector) The Rev'd James Marston (Associate Priest)
Churchwardens	Fouki Heller (Standing Committee) Paul Teverson (Standing Committee)
Deanery Synod (retire 2026)	Fouki Heller
Ordinary Members (retire 2024)	Peter Boyling (Vice-Chairman and Standing Committee) Michael Ross-McCall (Treasurer and Standing Committee) Paul Teverson
(retire 2025)	Geoffrey Barnett Helen Faride Trisha Hawkins Alison Macmillan
(retire 2026)	Richard Nickels Deborah Stewartby
Co-opted Members	William Heller Elisabeth Munden
PCC Secretary	Helen Gibbs

DEANERY SYNOD

St Mary's is in the Deanery of Richmond and Barnes covering 15 parishes. The Synod meets three times a year and is a conduit between the parishes and the Diocese and up the chain of the Church of England.

In February Laura Lowther, CEO of the Riverbank Trust, came to talk about the work of the charity supporting single mothers in the Borough of Richmond.

In June Anne Taylor, Director of Nursing at Parish Nursing Ministries UK, talked about the role of a parish nurse and how a parish nurse can support your church congregation and local community.

In October Jason O'Shea from Operation Forgiveness talked movingly about the work of this early intervention knife-crime initiative, delivered by local churches to local schools. Four years ago St Mary's pledged £750 along with the other parishes, to place a knife bin in the Diocese where it would be needed the most. However, it proved impossible to find a suitable location and so instead we have donated to Operation Forgiveness.

Another main feature of synod has been working together towards achieving the target of Net Carbon Zero. Suzie O'Brien from St Luke's was welcomed as Deanery Eco Champion to take this work forward.

We are entitled to 5 representatives, although in 2023 Fouki Heller was our only representative. It is a simple way to meet people from other parishes and learn more about life in the wider church. It would be good if some more representatives are elected at the APC

ST MARY'S BARNES: PARISH STATISTICS 2023

<i>Description</i>	2023	2022
Baptisms	33	36
Confirmations	3	2
Weddings	5	13
Funerals / interments	15	30
Memorial services	5	6
Services on Sundays/Thursdays in year	190	209
Attendance on Easter Sunday	222	333
Attendance on Christmas Eve / Day	1,091	1,048

HONORARY TREASURER'S REPORT FOR YEAR ENDING 31st DECEMBER 2023

2023 financial summary

During the year income increased by £58,652, to £649,922, mainly due to higher receipts from more events by the Friends of St Mary's Barnes, higher church hall lettings and higher investment dividends.

Expenditure increased in the year by £94,147, to £679,066, reflecting higher salaries for six staff plus the associate priest and more Friends' events with higher costs.

As a result the deficit for the year before investment gains/(losses) was £29,144 compared to a surplus in 2022 of £6,352.

The charity incurred investment gains of £59,020 versus investment losses in 2022 of £83,948 which included a realised loss of £23,948.

Taking investment gains/(losses) into account, St Mary's surplus was £29,875 compared to a deficit in 2022 of £77,597.

The charity's net assets at the year-end were £1,326,959 divided into ten funds, compared to £1,297,083 at 31 December 2022, the increase of £29,875 comprising the 2023 surplus. St Mary's investments at the year-end aggregating to £721,987 comprised units/shares in four publicly quoted funds which can be liquidated within 30 days.

Liquid assets comprising cash, bank current accounts and bank deposits reduced by £103,894 in 2023 to £125,377 at 31 December 2023, mainly to finance the above operating deficit and capital expenditure including the audio-visual system of £62,894.

Reserves policy

The PCC have determined on 30th September 2023 that the charity should aim to hold "cash" (cash, bank, deposits and short-term investments) on behalf of designated and unrestricted funds of no less than £115,000 comprising certain church income sources and operating expenses, hall repairs and youth worker salary, so that the charity could continue to operate should income and / or expenditure vary adversely. At the year end, the charity held unrestricted "cash" of £144,647.

In addition, the charity has resolved to maintain reserves for three restricted funds aggregating to at least £66,000, equating to aggregate minimum reserves of £181,000. At the year end, the charity held total "cash" of £217,445 and is accordingly in compliance with its Reserves policy.

Going concern

The trustees consider that the charity has sufficient funds to enable it to continue its operations for the foreseeable future.

Thanks

My thanks to Michael Murison, our Gift Aid Secretary, for arranging the recovery of gift aid on qualifying donations in excess of £48,000 in 2023. Also to Patrick Findlater, our Banking Officer, for analysing the weekly cash and cheque receipts and promptly depositing the same at NatWest, Putney Branch. Finally, to Pauline Clarke as our part-time salaried Parish Bookkeeper who in her first full year has successfully managed the processing of receipts and payments, ledger postings, payroll and related administrative tasks.

Michael Ross-McCall

Honorary Treasurer

April 2024

NOTE: The Report and Accounts for 2023 has been examined by Stewardship and forms part of the agenda, supporting reports and other documents provided to electoral roll members.

REPORT AND ACCOUNTS 2023

[Click here](#) to see the full examined accounts for 2023

BARNES TEAM COUNCIL ACCOUNTS 2023

There was no income or expenditure incurred in 2023.

Balance Sheet

As at 31 December 2023

	31.12.2023	31.12.2022	Notes
	£	£	
Assets			
Cash	16,977	16,977	
Parish Current Accounts	0	0	
Debtors	1,681	1,681	1
Total current Assets	<u>£18,657</u>	<u>£18,657</u>	
Represented by:			
Funds			
Unrestricted fund	18,657	18,657	
Restricted fund	0	0	
	<u>£18,657</u>	<u>£18,657</u>	

1. Repayments due on overpaid council tax and insurance.

The following can be found in the Annual Review:
THE CHURCHWARDENS' REPORT
STATEMENT ON SAFEGUARDING
REPORT FROM THE YOUTH & CHILDREN'S WORKER
REPORT ON THE TEAM COUNCIL
REPORTS ON THE FABRIC OF THE CHURCH AND OF THE CHURCH HALL

St Mary's Church Office, Church Road, Barnes, London SW13 9HL

Tel: 0208 741 5422

Email: office@stmarybarnes.org

Website: www.stmarybarnes.org
