



CAVERSHAM THAMESIDE
AND MAPLEDURHAM
ST PETER | ST MARGARET | ST JOHN

The Parochial Church Council of Caversham Thameside and Mapledurham

Trustees' Report, financial headline figures and other reports

Year ending 31 December 2019

Contents

Trustees' Report	Pages	1 - 9
Financial headline figures	Page	10 - 11
Other reports	Page	12 - 20

Trustees' Report

Aim and Purposes

The Parochial Church Council of Caversham Thameside and Mapledurham is a charity registered with the Charity Commission.

The members of the Parochial Church Council (PCC) are the trustees of the charity. The PCC has a responsibility to co-operate with the incumbent, Revd Mike Smith, in promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

There are responsibilities and statutory duties in respect of 25 Ilkley Road RG4 7BD, 51 Galsworthy Drive RG4 6PR and Church House RG4 8AX under the Parochial Church Council Powers Measure 1956, and 6 Gosbrook Road RG4 8BS under the Incumbents and Churchwardens (Trust) Measure 1964.

In this year the PCC employed three members of staff: the Parish Administrator who is also PA to the Rector, the Parish Secretary and the Children and Families worker based at St John's Church.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our three churches and to become part of the life of our parish. The PCC, together with its sub-committees, maintains an overview of worship throughout the parish and makes suggestions on how our church life can involve the people and groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about their faith; and developing their knowledge and trust in Christ
- Provision of pastoral care for people living in the parish
- Missionary, outreach and social awareness raising work

To facilitate this work it is important that we maintain the fabric of our three churches, and our ancillary properties which support our activities and finances.

Achievements and Performance

In 2019 the parish embarked on enacting its new three year mission plan, framing our parish vision of Becoming a Christ-like Community. In 2019 we have focussed our attention on the hospitality we offer and receive at the hands of others, as individuals and as churches. As part of this plan we have continued our partnership with Champions to End Loneliness, who are working to provide opportunities for social engagement with those isolated in our community. We have developed our work with marriage couples and in funeral care, hosting our first parish Marriage Preparation Day in 2019, bringing wedding couples together to learn about their hopes for married life and to begin planning their wedding services. Members of our church pastoral care teams have received training in Bereavement care, and we will hold a number of events for bereaved people in 2020.

St John's church has continued to grow in strength, confidence and capacity. It is now two years since it received new members from the neighbouring church of Greyfriars Reading, and those who joined have integrated into church life fully, and have been joined by other new church members. The growth in children and families work, and outreach into the community, are notable and good foundations are being created on which the church can build. St Peter's church has seen its children's ministry grow as the number of young people increases, with 30 regularly in church each Sunday

including 20 in the church choir. The church has embarked on an extensive reordering programme to ensure the building is accessible and provides the resources we need for young people, for hospitality and meetings, alongside our worship life. St Margaret's church continues to work hard to ensure their church remains open during daylight hours, and to welcome the many visitors who come into the church. The addition of enhanced catering, with a daily supply of hot water, tea and coffee, has been very well received. A renewed partnership with the Mapledurham Estate, next door to the church, is providing a number of opportunities for the church to think about how it can enhance its role within the village.

The membership of our clergy team changed this year. We were delighted to welcome the Revd Andy Storch in the summer to serve his curacy with us, under the direction of Penny Cuthbert. Andy remains a practicing solicitor, and so offers his ministry to us in a self-supporting capacity over 3 days a week. Sadly Revd Penny Cuthbert had to have an extended period of leave during the year to look after her seriously ill husband, and to recover from his eventual death. We were blessed to be offered the support of the Revd Sarah Jones to cover for Penny's role. Sarah stayed with us throughout the second half of 2019, offering valuable ministry at St John's church. Revd Judith Ryder completed her curacy and received the bishop's permission to look for her next post. Throughout the year Judith has overseen St Margaret's church. Our two retired clergy, Revd Marion Pyke and Revd John Dudley, along with Revd Rachel Ross Smith, Chaplain to Queen Anne's School in the parish, continued to be significant and popular ministry resources in the parish. They led services every month in the parish, provided pastoral care, and particularly helped when the stipendiary clergy were away from the parish. We are also blessed as a parish to receive the ministry of our two LLM's, Anthony Wisdom and Phil Blackburn, and of Anna Clarke our Children and Families worker. In 2019, David Spencer was authorised by the Bishop to preach.

In the community, we have continued our partnership with the Methodist Church providing young people's activities through the Amersham Road Cooking Club. St John's are exploring new ways in which the church might be part of a Lower Caversham partnership delivering services for the local community. Our churches organised a number of events open to all in the community, with the parish fete in July attracting strong support in 2019.

The parish ran a stewardship campaign in 2019, and invited church members to join the Parish Giving Scheme. We are currently collating the results of the campaign.

The PCC met on seven occasions during 2019, including one short meeting following the APCM. The Standing Committee met on two occasions to respond to urgent business. The PCC received regular reports on finance, on safeguarding, on health & safety and on proceedings and plans in each church, and it reviewed the various policies of the parish on a rolling systematic basis.

Safeguarding

The PCC continues to abide by the House of Bishops' Safeguarding Policy 'Promoting a Safer Church', and pays due regard to this in all its safeguarding work in the parish.

We renewed our parish safeguarding policy, modelled on the diocesan policy. We continue to ensure that all employees and volunteers have current DBS certificates. We have particularly invested in ensuring all our employed staff and volunteers receive appropriate training, and have clear role definitions. We have ensured our safeguarding casework has been handled professionally and sensitively, and we feel well supported by our diocesan safeguarding colleagues. Christine Bradbury has undertaken significant work throughout this year as our Parish Safeguarding Officer, and we are very grateful to her for this.

Worship and Prayer

St Peter's and St Margaret's pattern of worship has largely remained constant this year, building on our annual cycle of celebrating major seasons and festivals. St John's has refocused their Sunday afternoon and evening worship to focus on the monthly informal worship. It proved to be too much to deliver the Cafe Church each month, and energy and resources have been better focussed on outreach events linked to festivals like Mothering Sunday and Harvest. Each church has continued a pattern of monthly lay led services, to supplement our other Eucharistic services. Our baptisms usually take place in these non-eucharistic services. We have continued to worship together as a benefice on fifth Sundays.

Average regular Sunday attendance in 2019 stood at 212, the same as in 2018. Our Easter attendance increased slightly on 2018 by 3%. Our Christmas attendance decreased slightly by 3% on 2018, but remains within trend of gently increasing attendance year on year. Our themed events of four Christingle services and the Nativity Live! drama attracts nearly half of this attendance. Congregations have continued to help each church celebrate their patronal festival, with each church using the festival to celebrate in their own context.

We have grown the number of small groups operating in the parish, and a greater proportion of our total congregation are now in such groups. In Lent we once again joined with Christians from across Caversham in a number of themed groups. We have put on faith nurture courses, including the Alpha Course, and we are starting to see new people come to faith and request confirmation because of these courses.

Alongside our regular worship, we enable the community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing, and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the deceased into God's keeping. In 2019 we had 20 candidates baptised and presided over 12 weddings. We conducted 34 funerals or interment of ashes in our churches, in civil cemeteries and at crematoriums.

The Electoral Roll, which was new in 2019, at 31 December 2019 totalled 213 people, made up of:

	2019	2018	2017	2016	2015	2014	2013
St Peter	129	143	144	148	147	149	135
St Margaret	36	45	45	46	45	43	40
St John	48	72	62	61	58	66	60

Deanery Synod

The Deanery Synod has met on five occasions since the last APCM 2019. Around the Deanery reports have been given on various parishes including Loddon Reach, an area with new housing developments. The synod has set its budget and agreed the proposed 2020 Parish Share allocation. The synod set aside time to discuss climate change asking the questions:- What does the phrase "creation care" mean to us, as Christians in 21st Century Britain? What do you enjoy about our local environment in Reading? Synod, after a lively debate, prepared a motion on Climate Change actions it would like the Church of England to consider through Diocesan and General Synods. The motion had six points including declaring a Climate Emergency, to speak out about climate change and its impacts, prioritise investment in renewable energy, and that appropriate committees prioritise creation care in their administrative processes. Another point was for all Christians to seek to support the poorest in the world. The Synod secured funding from the Archdeaconry to pay for the creation of a new post of Clerk to Reading Deanery. The funding is for 10 hours per week for now, and the role would cover the role of Deanery Secretary, and associated tasks. Synod also promoted the Development Fund & Parish Planning Tool to assist parishes in their church mission.

Reports on the fabric, goods and ornament of the Parish Churches

St Margaret's Church

Due to high winds during May 2019, a large tree branch on the adjoining property "The Old Laundry" came down over the wall and did some minor damage to the roof of the toilet block. However on closer inspection it was determined the complete roof was rotten (joists and boarding) and had to be replaced. The work entailed taking off the complete roof on toilet, that being boards, sky light, joists and ceiling and replacing with new joists and boards but without a roof light, It was treated with ant treatment and re-felted in a high performance torch on felt with a slate grey mineral finish and re pointed around the edge. The work has a 15 year guarantee

During January 2020 the lead from the roof in the Bardolf aisle was stolen. It is being replaced under insurance and we have put Mapledurham Estate in contact with the Diocese to progress the necessary Faculty for the work to be undertaken. The Churchwardens will liaise and assist where needed.

Mapledurham Estate has pointed out some work that the church needs to do regarding an ivy covered wall between the church the rear drive of Mapledurham House which must be removed and some large mounds of earth which have built up over time against buildings that abut the church yard and are causing some dampness. This work is planned to be completed by April 2020.

Work on plaster work in the bell tower and around the East End of the chancel reported last year has yet to be completed.

St Peter's Church

This year saw the commencement of a major project to re-order the church. It is planned to improve children's and hospitality facilities and to address access issues. Although no work has commenced yet, these plans have influenced much of our thinking this year. In particular we are still wrestling with the question of how best to heat the church in light of previous electrical overloads. Some of the high-level heaters remain disabled to prevent further problems.

To support the re-ordering work a survey of the church building and a detailed topographical survey of the churchyard were produced. The same architect who drew up the re-ordering plans, Jeremy Bell of JBKS, was appointed QI architect. He completed a new Quinquennial Inspection report for the church in October. No major problems were identified. The QI will form the basis of the church's maintenance programme for the next five years.

While the vestry remained water-tight throughout the year, there were several recurrences of rainwater ingress into the chancel. On the advice of our architect a roofer was engaged to strip out the area - the north facing slope of the chancel, the south facing slope of the Vanderstegen Chapel the adjoining East facing slope, and the associated valley floor - and re-roof with new battens and membrane. This work commenced in October and is still ongoing.

The planned major overhaul of the tower bells and bell frame was undertaken by Whites of Appleton in June and July under List B approval from the archdeacon. No problems were identified.

The churchyard continues to be kept attractive and tidy, with work continuing on the tree maintenance plan developed in 2018, including significant pruning of the yew directly in front of the main door in March. Once again the cubs provided assistance in clearing up leaves in November.

Throughout the year the church's property register was maintained and updated; the latest version will be presented at the March PCC meeting.

St John's Church

Property Register (Terrier and Inventory): The property register was maintained and updated through the year and presented to the PCC in November 2019.

Organ: The organ remains out of use, following the discovery of asbestos contamination and the subsequent removal of the blower box, reservoir and pedal bourdon chest. The organ is a rare example of the work of F.H. Browne of Deal, and restoration would cost in the region of £120,000. We are not yet in a position to carry out this work.

Electrical work: An Electrical Installation Condition Report was commissioned as it was five years since the last one was done. The electricians also carried out portable appliance testing.

Roof and guttering: Gutter repairs on the south side of the roof were carried out. In periods of heavy rain, there is a leak on the south side of the roof over the nave that requires attention.

Quinquennial Inspection: Our Quinquennial Inspection is due to take place in 2020.

Users: The Lower Caversham Community Partnership's 3Cs café continues to use the church building weekly. Food for Families' Gosbrook Garden Growers continues to use the south east corner of the churchyard.

Pastoral Care

We continue to see a great demand for pastoral care from clergy and church members, particularly of the sick and elderly. Each of our churches has a team of people who visit people on a systematic basis, in their homes, in nursing care and in hospital, taking them Holy Communion when needed. We have agreed that we need to give fresh focus to this work in the coming year, to increase the number of lay people involved in pastoral care teams and home visiting, and to link our pastoral care to baptismal and post-funeral care.

Mission and Evangelism

The parish Mission Group has been given the responsibility to oversee and draw together the mission of our churches. They oversee the production, review and dissemination of the parish Mission Plan, and the meetings of the group allow representatives of all three churches to share stories of missional activity and opportunities.

Our churches continue to support mission agencies through their giving. The St Peter's Christmas Market raised significant funds for the DEC Yemen appeal. Many individual members of our churches spend numerous hours each week in supporting and encouraging many community groups, and providing our churches with invaluable contacts into the local community.

We have continued with Christmas and Easter advertising campaigns. Our Easter campaign once more used the headline 'Discover Life' following the positive impact it had made in 2017 and 2018. For Christmas in 2019 we once again joined in with the national C of E campaign 'Follow the Star'. It is clear that the advertising continues to draw people to our worship, helping to reinforce our place in the community.

In 2019 we continued to use the surplus funds, generated from letting Church House, to award a number of grants to supplement parish spending. These are proving invaluable in enabling the churches to undertake work they would otherwise struggle to achieve.

Ecumenical Relationships

The parish continues to play an active role in Churches Together in Caversham (CTC). We continue to support the REinspired project in Caversham which provides religious education support to state primary schools in our community. The project is highly valued in schools, as it provides material for anything from whole school assemblies to individual lessons and church visits. The parish has funded the project costs at £5,000 per year for a number of years. Church members also volunteer with the project to teach the RE lessons. A good number of church members also support the Churches Together in Caversham Holiday Club in the school summer holidays.

Financial Review

A copy of this Trustees Report and attached Financial Statements are filed with the Charities Commission.

It is our policy to invest the balances of our short-term funds with the CBF Church of England Deposit Accounts and our investments with their Investment Funds.

The Accounts of the Parish of Caversham Thameside and Mapledurham include the financial results of the three Churches, the parish fete, the parish fees account and Church House, together with the Caversham Parochial Fund and our CBF investments and properties.

The property 6 Gosbrook Road, Caversham was revalued during 2019; for the other properties the valuations made in 2017 were carried forward to 2019.

The net movement in funds for the year amounted to a surplus of £60,345 (2018 surplus £46,562). This includes a significant gain on our Investments of £55,347 (including an increase of £ 18,000 in the valuation of the property 6 Gosbrook Road) compared to a loss of £2,576 in 2018.

The net movement of funds for the year of plus £60,345 comprised a surplus of £31,192 on the Unrestricted Funds and a surplus of £29,153 on the Restricted Funds.

General Income and Expenditure

Total income of £363,460 was similar to that in 2018 (£361,399). However, income from regular giving and donations was actually lower in 2019 (£218,000 compared to £249,943 in 2018). This was compensated for by the inclusion of parish fees under church lettings, and large donations to the St Peter's re-ordering appeal.

A detailed analysis of the income is given in the Financial Statements on page 16 of the main accounts. Total expenditure also increased from £312,261 to £358,462, partly reflecting the inclusion of the payments made to Diocese from the parish fees mentioned above.

A detailed analysis of the expenditure is given in the Financial Statements on page 17 of the main accounts.

We paid the Parish Share on time and in full and therefore received the maximum rebate.

Unrestricted Funds

The surplus of £31,192 on Unrestricted Funds was made up primarily from the large surplus of £25,459 generated by St John's church. This was due to higher donations and the postponement of some planned developments to 2020. St Margaret's made a smaller surplus of £3,809.

St Peter's Church and the Caversham Parochial Fund both made losses (£3,507 and £405 respectively). The Parochial Fund loss was due mainly to reduced property rental income and the costs associated with breaches to the lease at 6 Gosbrook Road. This loss was incurred after withdrawing another £20,000 from the Balmore Hall Income Fund detailed below and receiving grants of £12,273 from the Church House Restricted Fund.

Greyfriars Church has again donated £8,700 to part cover the salary costs of our Children and Families worker, for which we are extremely grateful.

Restricted Funds

The surplus on the Restricted Fund amounted to £29,153 (2018 surplus £7,379) primarily due to a large increase in the value of our CBF Investment Funds units.

Church House generated a surplus of £18,081 which will be made available for Grants in 2020. The 2018 surplus of £ 12,273 was distributed as grants in 2019.

However, the Kent rooms (ex-Thames Valley Police) remained empty at the end of 2019 and we have now engaged a managing agent to market the rooms on our behalf.

A withdrawal of £20,000 was made from the Balmore Hall Income Fund as noted above to cover the lost rent and other parish expenses incurred whilst 51 Galsworthy Drive is occupied by the Curate and her family.

The value at 31 December 2019 of our unit trust investments gave rise to a gain of £32,343.

The Restricted Funds earned £6,708 in dividends and interest.

St Peter's withdrew £16,589 from their appeal account to fund architect's fees for their re-ordering feasibility study. None of the churches drew on their restricted funds to fund repairs, although St Peter's plan to withdraw £ 10,000 from their Legacy fund in early 2020 to fund ongoing roof repairs.

The bell ringers' account received net income of £558.

Unrealised Gains /Losses

All gains or losses on the revaluation of our freehold property and unit trust investments are unrealised and they do not have an impact on the day-to day running of the Churches or the Parish as a whole.

Properties

51 Galsworthy Drive: The property is occupied by the Curate and her family. The property was the subject of a formal external third-party revaluation by Walmsley Estate Agency, which was updated by them in January 2015 and September 2017.

25 Ilkley Road: The property is let to third party tenants. In early 2010 the property was the subject of a formal external third-party revaluation, by Walmsley Estate Agency, which was updated by them in January 2015 and September 2017. The property was unoccupied as at 31 December 2019 being in between tenants, but we are seeking new tenants during Q1 2020.

Church House: Church House income is derived from commercial and residential leases together with room lettings. During the year new tenants were agreed for the Vincent room. We are having difficulty letting the Kent Rooms (formerly the police offices) and have now engaged an agent Hicks and Baker to market the property. Church House commissioned a dilapidations survey of the property in 2019 which established a maintenance plan for the next 5+ years at an estimated cost of £35,800. We established a Haslam Reserve Maintenance fund of over £48,000 invested in CBF investments to finance these planned repairs.

6 Gosbrook Road: The property is occupied by a commercial tenant under the terms of a twenty-year lease. The property was revalued in 2019. In June 2019 the tenant requested to assign the lease to another party, but on inspection we discovered that there were breaches to the lease conditions. We issued an S146 on the tenant, requesting him to make good the breaches or forfeit the tenancy.

The tenant is making slow progress towards rectifying the breaches of the lease.

Our solicitor advised that we should not accept any payments whilst the S146 was served, but we have shown these payments as a debtor to the 2019 accounts, on the assumption that these outstanding payments will be recovered in 2020. We have however allowed for the payment of £5,000 in unrecoverable legal fees as a creditor.

Fete

The fete realised a profit of £8,710 (2018 £9,000). We paid out £9,000 to the three Churches, by drawing on fete account reserves. Our thanks to all those involved.

Reserves Policy

It is PCC policy to maintain a cash balance on the unrestricted funds which equates to circa six months of the unrestricted funds normal annual expenditure. Based on the 2019 expenditure of £272,036 this implies a balance of approximately £136,000 is required at all times. At the end of 2019 the unrestricted cash at bank amounted to over £140,000. [Note that certain of these funds are from time to time earmarked for designated purposes.]

Bankers and Advisers to the PCC

Bankers: Barclays (main bankers); Natwest; Co-operative Bank

Legal Advisers: Winckworth Sherwood, Oxford

Independent Examiner: BDO LLP, Bridgewater House, Counterslip, Bristol BS1 6BX

Structure, governance and management

The method of appointing members of the PCC is defined in the Church Representation Rules.

There are nine elected lay representatives on the PCC; three from each of the parish churches. One member per church retires each year in accordance with the provisions of Church Representation Rules. These numbers may be altered by resolution of the Annual Parochial Church Meeting under Church Representation Rule M15(9).

All church members designate their usual place of worship on their Electoral Roll form. Any dispute as to the usual place of worship of a candidate for election to the PCC shall be decided by the incumbent of the parish or the priest in charge of the parish where the rights of presentation have been suspended.

Alongside its legal and statutory duties, the PCC has developed a governance structure which defines the remit of the PCC as:

- to develop a vision and a set of values which define the “whole mission of the Church” across the parish.
- to link the churches to the deanery, the diocese and to ecumenical partners.
- to encourage and scrutinize the development of the three churches against the vision and values of the PCC.
- to fulfil its legal responsibilities with regard to, amongst other things, charity law, safeguarding and health & safety.

The Rector and Churchwardens appoint a Church Leadership Team for each church, which formally report to the PCC on their business. The Rector, clergy working in the church and churchwardens are ex officio members. This group also appoint other people to the team. The teams have the express purpose of growing the church spiritually, numerically, financially and in other less tangible (though no less important) ways (e.g. confidence) by giving attention to the health of:

- the people within the existing church through its programme of worship, nurture and pastoral care.
- the development, nurturing and sustainability of a fresh expression of church.
- the mission of the church.
- the fabric of the church (with reference to Faculty applications, CLTs are responsible for bringing fully completed proposals to the PCC in a form suitable for agreement).
- the finances of the church.

The PCC operates through a number of committees, which meet in between full meetings of the PCC:

- Standing Committee – meets as needed, transacting business between meetings and making emergency decisions.
- Church Leadership Teams (CLTs) met on average every 4-6 weeks and discussed items to do with the detailed management of church affairs, buildings, finance, volunteers and the implementation of decisions made by the PCC.
- The Parish Properties sub-committee (formerly the Church House Leadership Team) – made up of members of the parish, oversees the management and maintenance of all non-ecclesiastical properties in the parish. It reports to the PCC as appropriate.
- PCC Grants Team – made up of members of all three congregations, awards grants from the net income arising from Church House in accordance with the Trust Deed.

Further details of how the various committees work is given on the Parish website www.ctmparish.org.uk/policies-and-structures/#Governance_Structure.

Administrative information

The Parish of Caversham Thameside and Mapledurham is part of the Diocese of Oxford within the Church of England. There are three parish churches: St Peter, The Warren, Caversham RG4 7AQ; St John the Baptist, St John’s Road, Caversham RG4 8EB; St Margaret, Mapledurham RG4 7TR. The correspondence address for the whole parish is Church House, 59 Church Street, Caversham RG4 8AX. The parish website is www.ctmparish.org.uk.

PCC members who have served at any time from 1 January 2019 until the date of this report are:

Ex Officio members

Incumbent: *Revd Mike Smith
Associate Vicar: *Revd Penny Cuthbert
Associate Priest: Revd Rachel Ross Smith
Curate: Revd Judith Ryder
 Revd Andy Storch (from June 2019)
Lay Readers: Phil Blackburn
 Anthony Wisdom
Churchwardens: *Nigel Smith
 *Steve Jenkins
 *Ralph Taylor
 *Bridget Cumming Bruce
 *Richard Purkis

Elected members

Deanery Synod: *Ralph Taylor
(from April 2017 for 3 years) *Simon Cuthbert (to May 2019)
 *Caroline Smith
 Peter Stratton
 Jacquie Kavanagh (from April 2019)

Lay Representatives:

<u>St Peter:</u>	<u>St John:</u>	<u>St Margaret:</u>
Richard Havelock (to April 2019)	Sonia Higgs (to April 2019)	Joanna Moriarty
Mike Jones	Ann Deane	*Anne Taylor
Shirley Scola	Sally Harlow (from April 2019)	Matthew Anderton
Richard Larkin (from April 2019)	*Chris Heron (from April 2019)	

Co-opted members

Treasurer: *Richard Larkin
Secretary: *Caroline Smith

Members marked with an asterisk are/were also members of the Standing Committee

Approved by the PCC on 15/7/20 and signed on their behalf:



.....
Revd M K J Smith (Rector)

Statement of Financial Activities

	Notes	Unrestricted Funds		Restricted Funds		Total Funds	
		2019	2018	2019	2018	2019	2018
		£	£	£	£	£	£
INCOME							
Donations and legacies							
Income from donations and legacies	2a	177,512	212,443	3,116	37,500	180,628	249,943
Other voluntary income	2b	16,602	11,992	12,819	-	29,421	11,992
Income from investments	2c	31,926	30,255	48,743	44,010	80,669	74,265
Income from other trading activities	2d	35,137	24,376	558	823	35,695	25,199
TOTAL INCOME		261,177	279,066	65,236	82,333	326,413	361,399
EXPENDITURE							
Charitable expenditure							
Donations and grants	3a	8,748	12,122	-	47,159	8,748	59,281
Activities relating to Church work	3b	213,670	193,583	23,660	-	237,330	193,583
Church management & admin	3d	32,873	23,528	-	-	32,873	23,528
Costs of raising funds							
Costs of Parish property	3e	12,050	7,018	25,394	25,569	37,444	32,587
Fund-raising and publicity	3c	4,695	3,282	-	-	4,695	3,282
TOTAL EXPENDITURE		272,036	239,533	49,054	72,728	321,090	312,261
GAINS AND LOSSES ON INVESTMENTS							
Property Valuations	4a	-	-	18,000	-	18,000	-
CBF Investments	4b/4c	4,679	(350)	32,343	(2,226)	37,022	(2,576)
		4,679	(350)	50,343	(2,226)	55,022	(2,576)
NET INCOME/(EXPENDITURE)		(6,180)	39,183	66,525	7,379	60,345	46,562
TRANSFERS BETWEEN FUNDS		37,372	-	(37,372)	-	-	-
NET MOVEMENT IN FUNDS		31,192	39,183	29,153	7,379	60,345	46,562
RECONCILIATION OF FUNDS							
TOTAL FUNDS BROUGHT FORWARD		213,621	174,438	2,285,174	2,277,795	2,498,795	2,452,233
TOTAL FUNDS CARRIED FORWARD		244,813	213,621	2,314,327	2,285,174	2,559,140	2,498,795

Balance Sheet

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds	
				2019 £	2018 £
INVESTMENTS					
Investment Property	4a	-	1,780,000	1,780,000	1,762,000
Unit Trusts	4b	26,291	261,535	287,826	167,804
		<u>26,291</u>	<u>2,041,535</u>	<u>2,067,826</u>	<u>1,929,804</u>
CURRENT ASSETS					
Debtors and prepayments	6	23,266	6,988	30,254	36,964
Short term deposits	4c	94,685	225,418	320,103	398,126
Cash at bank and in hand	4d	140,577	42,758	183,335	164,205
		<u>258,528</u>	<u>275,164</u>	<u>533,692</u>	<u>599,295</u>
CREDITORS:					
AMOUNTS FALLING DUE					
WITHIN ONE YEAR	7	<u>(40,006)</u>	<u>(2,372)</u>	<u>(42,378)</u>	<u>(30,304)</u>
NET CURRENT ASSETS		<u>218,522</u>	<u>272,792</u>	<u>491,314</u>	<u>568,991</u>
NET ASSETS		<u>244,813</u>	<u>2,314,327</u>	<u>2,559,140</u>	<u>2,498,795</u>
FUNDS					
	11				
Unrestricted		244,813	-	244,813	213,621
Restricted		-	2,314,327	2,314,327	2,285,174
		<u>244,813</u>	<u>2,314,327</u>	<u>2,559,140</u>	<u>2,498,795</u>

A full copy of the Parish Accounts can be seen on the Parish website (www.ctmparish.org.uk)

*A printed copy can be obtained by contacting the Parish Office
(secretary@ctmparish.org.uk / 947 1703)*

Other reports

St Margaret's bellringers - Richard Bisgrove, Tower Captain



St Margaret's bellringers meet every Thursday, 7.30-9pm, to practise with help from experienced ringers from other towers. We ring for Sunday and other services and for special occasions including weddings and St Margaret's day. On the social side we call in at a pub after practices, have an annual dinner and share outings to other towers with the ringers at St Peter's, Caversham.

We can usually muster seven or eight ringers (four of whom also ring at St Peter's) for our six bells on Sundays but if any two are away we have to resort to ringing on five or even four bells. This year we have two promising recruits who are learning to ring at St Peter's but more new ringers would be very welcome. It takes a few weeks to learn to handle a bell then another fifty years to reach national standard but it is a very sociable activity for anyone from 12 to 80+ (youngsters learn faster!) and excellent gentle mental and physical activity.

St Peter's bellringers - David Sumner, Tower Correspondent

Regular ringing has been as usual for the 9.30am Sunday service, and practice from 7.30 on Tuesdays throughout the year. Additional ringing has been for eight weddings, Ash Wednesday, Good Friday, Ascension Day and All Saints' Day, and the Advent and Christmas Carol services, Christingle and Christmas Midnight Mass, as well as the Carols in Caversham Court, and to ring in the New Year. A bell was tolled as a token of solidarity with Notre Dame de Paris, following their disastrous fire. The bells were also rung prior to Diana's husband Jim McClure's funeral.

However, from time to time, especially at peak holiday time during the summer, it has only been possible to ring six bells, or on occasion five, due to absences.

There were three visiting bands, which included two full peal attempts, and three bookings for Branch and Guild practices, as well as the annual bookings for the Bradfield and Michaelmas courses. These relatively small numbers fell well within the limits of the Bellringing Policy, and none had to be refused.

A visit by a group of Beavers on 7 May 2019 took place in the early part of our normal Tuesday practice.

Overhaul of the bells by Whites of Appleton started on the scheduled date of 24 June 2019, and was completed on 12 July, in time for us to ring for the fête on 13 July. The clapper pivots were rebushed, some worn pulleys replaced, and an acoustic baffle installed for the no. 7 bell. Bearings were assessed, and those on the tenor replaced; the rest were judged to be in sound condition and fit for continued service.

A specification is now under development for electrical work in the tower, to improve the ageing lighting, particularly on the stairs.

The proposed tower outing did not take place this year, as it was not possible to find a date in September acceptable to a sufficient majority of the band.

If any members of the parish would like to come up to the belfry to learn to ring, or to see what the bell ringers do, they are very welcome on a Tuesday evening when we practice. Please contact the Tower Captain, or Tower Secretary (bells@stpetercaversham.org.uk) for more details.

Children & Families Outreach Work - Anna Clarke

When you meet new people, you're often asked "so what is it you do for work?". When I tell people I'm the Children and Families Worker for a church I'm usually met with a flurry of follow-on questions: What does that mean? What does your week look like? And my favourite question of all - do you just work on Sundays? Even those that I live with who see me coming and going with tubs of glue sticks, inflatable objects and copious amounts of squash must wonder on occasion what it is I actually do! So, what does a week in the life of a children's worker look like?

One thing is for certain - there is no typical or standard week! A week might include meeting up with families in our parish, time spent connecting with local groups (e.g. nurseries), preparing for activities and events, an REinspired session or two in local schools, a number of meetings (planning for all-age worship, Amersham Road Cooking Club, special events, prayer groups, team meetings etc), and usually a good sprinkling of admin (updating safeguarding records, producing and maintaining Sunday Club rotas, resourcing and equipping groups, communication, publicity etc). I don't list all this to blow my own trumpet but to share with you all the encouraging work that is being done in our parish, not just on Sundays, but throughout the week.

Highlights for me over the past 12 months include the division of our Sunday Club groups to form the three groups we currently run: Sparks, Flames and Blaze. We have 40 children registered in total with an average of 15-20 children in attendance each Sunday. Blaze, our oldest group, have enjoyed a couple of mid-week social events including bonfire night back in November 2019 and a pizza and games evening in February of this year. Community engagement at events throughout the year has been encouraging, for example at St John's Day, the rock painting afternoon, Harvest Fun, Christmas Fair, Christingle... I am increasingly finding that God is opening doors to partnerships within our community and am excited about relationships currently developing at Thameside School, Crawshay Preschool and Banana Moon Nursery. Increasing my contracted hours from 25 to 30 hours a week from January 2020 has meant I am able to invest more in these partnerships. Recently I have been involved with the daytime Alpha sessions which have seen a group of ladies and pre-schoolers grow in friendship whilst exploring questions of faith. Having small children present has made sessions a little unpredictable at times but enabling mums to be able to partake in this group has been quite special in itself.

On a personal note, I finally moved to Caversham in June 2019 which not only reduced my commute time and gave me more flexibility in working hours but also resulted in me feeling more part of the community here. I love the fact that walking down Gosbrook Road at school finish time now takes me twice as long simply because of the number of people who I'm now connected to here. As we seek to become a Christ-like community I pray that God would use these day-to-day encounters to share God's love with our community in Caversham, even if that be through a simple smile or wave.

Grants Committee – Richard Purkis, Chairman

"In 2019 the project reached c. 2,000 children across 5 primary schools, a continued increase on the previous year and 36 sessions were delivered." As reported last year, £5,000 was paid in December 2018 in order to honour our 2019 commitment to the REinspired project so as to minimize the impact of the smaller total fund available in 2019.

St John's Sunday Club now has 38 children now registered in 3 age groups; sparks, flames and Blaze. Parents who were on the fringe 12 months ago are now committed to the church. Meeting the spiritual needs of a diverse and fast developing group is a job for a professional. A grant of £7,750 was paid towards the overall cost of £15,000 to pay the salary of our part-time Children and Families Worker. This was joint funded 50/50 by Greyfriars Church.

Helping young people in the Amersham Road area find a way into church through the Cooking Club. Strengthening the relationships amongst our Clergy and lay people. Retreats, away days and training, including safeguarding all supported from a grant of £4,523.

In all the grants made amounted to £12,273, 100% of the fund available for allocation in 2019. The reduction in the grant fund was a result of reduced rental income for Church House because of vacant space.

You can find out how to apply for a grant and download the application form from the parish website www.ctmparish.org.uk/pcc-grants-team

Fresh Expressions – Sue Jenkins

ARCC is now in its ninth year. The team of CTM parish and Methodist volunteers meets monthly to pray and plan the monthly Amersham Road Cooking Club sessions which last for two hours and consist of themed cooking and craft activities, followed by sharing the food prepared and a talk/interactive drama and prayer. Our themes this year have covered: Lent, Easter, Children in Need, the Good Samaritan, God with us on our journey through life, Harvest, Christmas. The Club continues to attract new children and families; our records show that more than fifty different families have attended ARCC over the last two years. Average session attendance has risen since the autumn often with more than 15 children attending.

Our highlight in 2019 was our special Palm Sunday session: Jane Lewis kindly provided her donkeys and many families walked from St John's down to the Weller Centre where they were greeted with tea, coffee and hot cross buns made by the children at the previous session and kept fresh in the freezer. Many Easter craft activities were on offer and enjoyed by the 87 people who attended: the Easter Story was told using Godly Play resources and there was an Easter egg hunt in the garden using Meaningful Chocolate Company resources.

We have welcomed and are grateful for new team members who have joined us and also to Sandra Gough who occasionally joins us to do planting out in the garden with the children.

ARCC volunteers also help with Peppercorn Day at the Weller Centre. Articles about ARCC appear in the Caversham Compass, a magazine produced by and for Amersham Road residents to advertise community activities.

We owe a debt of gratitude to Rev Jenny Dowding for chairing the ARCC team for the past five years. Jenny retired in the summer. Thanks are also due to Jan Han, our Riverside Church volunteer, who also moved away at the end of 2019.

Health & Safety - Richard Havelock, Health & Safety Coordinator

A number of adverse incidents over the last three years have shown clearly the need to raise awareness of health & safety, and an understanding is now developing of the delegation of responsibility to the church leadership teams (CLTs), who were asked to report back to the Parish Church Council (PCC) on progress by June 2019.

The current version of the parish Health & Safety policy (January 2018) should be on public display in each of the three churches and at Church House, and it is important that all members of the congregation and other visitors are familiar with its contents, so as to be able to discharge their particular responsibilities. Also conspicuous should be the posters (supplied some time ago) giving information about (a) first aid, and (b) the precautions necessary for working at height using ladders and other devices.

It is important that any adverse incident with implications for health or safety that does occur is reported (to the health & safety coordinator) in the prescribed way, either on one of the HSE (Health & Safety Executive) forms (A4 size) available in each church, or alternatively by email, telephone or

written note), so that action can be taken to prevent recurrence. Failure to do this could compromise the validity of our insurance cover.

Adverse incidents and near-misses reported over the last year, and action taken to prevent recurrence.

Three incidents were reported, two of which were serious, although all have been resolved. One of these entailed an injury caused by tripping whilst carrying a chair that obstructed the view of the carrier's feet and where they were stepping. A 'system of safe practice' has therefore been established to preclude the carrying of large objects which incur such a risk, unless a second person is present to provide guidance and any other necessary assistance.

Risk assessments

There is a statutory requirement for an annual fire risk assessment of each of our churches and Church House, and it is good practice for there to be a general risk assessment every year also.

Particular hazards identified and discussed include the following:

Votive candles

Although our insurers consider it best that no candle should be left alight in an unoccupied church, they accept that there is a significant support for the liturgical view that an exception should be made for votive candles, provided that suitable precautions are taken, including the avoidance of any igniting devices such as matches being left in the vicinity which might encourage inappropriate use. Those wishing to light a candle would therefore have to bring their own matches or lighter. It has been agreed that control measures in place at St Peter's and St John's Churches, in the form of robust metal racks, placed on stone floors well away from anything combustible, are adequate to contain the risk of votive candles being left alight.

Dishwasher in operation when church unattended

Following recent publicity about the risk of dishwashers catching fire because of defective electrical 'looms', a discussion took place with the churchwardens of St Peter's, who took the view that, given the high quality and hitherto unblemished track record of the type of machine installed, and that it is checked regularly for any sign of a defect, the risk is not significant, particularly when weighed against the inconvenience and impracticability of insisting on someone being present throughout its operating cycle.

Unattended churches left open

Our insurers, Ecclesiastical, remain perfectly happy that St Peter's be left open unattended, provided that the precautions with regard to votive candles, mentioned above, are taken.

Reflections and recommendations

The serious incidents over the last year have highlighted again the need for the level of awareness health & safety to be raised amongst all employees, volunteers, members, visitors and other users of all parish premises. The latest version of our policy was passed by the PCC in January 2018, the next review being scheduled for 2021.

Since its original publication in 2012, it has been modified and augmented a number of times occasions in the light of developing discussion and experience. However, many of the stipulations regarding promotion of general awareness and involvement (that remain from the earliest version) particularly through regular inclusion in the whole range of church and parish meetings, and not least training of volunteers including sidespeople, have been honoured mostly in the breach only. Although it is heartening that there was an opportunity for discussion at the training meeting for sidespeople kindly arranged by the churchwardens at St Peter's on 6 July 2019, this was first such gathering there in more than eight years. I am not aware of any similar meeting having taken place at either of the other churches over that period. It was striking that, although the current H&S policy has been on

display in the kitchen at St Peter's since the first version was formulated, only a minority of those present at the meeting said they were aware that it existed, an even smaller number claiming to have read it. Nevertheless, I am grateful to Nigel Smith and Steve Jenkins (churchwardens) and a number of other volunteer office holders at St Peter's for the attention that they are now giving to health & safety and the prompt action taken to manage concerns raised. Thanks are due also to Richard Purkis for having taken appropriate action in similar instances at St John's. Bridget Cumming-Bruce (churchwarden at St Margaret's) has also been consistently helpful. Although fortunately no issues have been raised there so far, those using and responsible for the church must, of course, continue to remain alert and take appropriate action as required.

It would be wise to learn rapidly from a number of recent experiences, in which, fortunately, there has been no suggestion of liability falling on the parish, which would be through the PCC, the legally recognised responsible and representative body of the parish. It is imperative that everyone understands the essential framework of responsibility and accountability, and the part that each of us is required to play in managing risk to ourselves and others.

Kidmore End School – Rev Judith Ryder

Last year's report to the PCC talked about the consolidation of Kidmore End as an academy within the Oxford Diocesan Schools Trust chain, and the observable benefits from this. This process continues, with the school benefiting from excellent support, training, and opportunities for sharing best practice. With the awareness that Kidmore End can expect Ofsted attention in the near future, staff and governors have been giving considerable attention to the new Ofsted framework and its implications, with confidence that many of the Ofsted changes vindicate and support the school's existing approach to delivering education.

This year there is a strong emphasis on environmental issues across the school, spearheaded by collaboration between the head and the very keen School Council, made up of representatives of each year group. Governor Days continue to be a valuable resource, with groups of governors visiting for a day each term, looking at different aspects of the life of the school and curriculum. There have been some changes to the governing body this year, but the school continues to be able to recruit governors with a variety of skills to support the work of the school.

Mission Group – Rev Mike Smith

2019 started with the Mission Group taking over the role of overseeing parish mission from the PMC Steering Group. The Mission Group has representatives on it from all three churches, alongside Mike and Penny. We meet as needed to hear reports of the mission going on in each church. This year, we have particularly been focused on the first year of our parish mission plan, with its focus on Hospitality. Each church has had sermons on this theme, and the CLTs have reviewed their work in the light of this focus. St Peter's are now planning to open the church in daylight hours as an act of generous welcome. St John's are reaching out more into the community, and using their building as a way to welcome the community in. St Margaret's have changed the refreshments available in church, so that there is always hot water available for tea and coffee. The Mission Group has ensured that the hospitality activities from across the parish have been collated and recorded in the mission plan.

The Mission Group have now begun to turn their focus to the second year of our mission plan, with a focus on Building Relationships within and beyond our church congregations. Once again churches will be encouraged to prioritise this as a focus for their activity in the year ahead.

We are very conscious as a parish that there is a good deal more missional engagement than can be described in this report. Each church undertakes numerous events to engage with the community, or raise funds. Individuals from each congregation spend countless hours of their own time supporting

good causes, and engaging with the community. We cannot possibly record all of this, but note the work that goes on with gratitude.

Properties - Nigel Smith, Chairman, PCC Properties Sub-committee

Throughout 2019 the Properties Committee (the old Church House Committee, a sub-committee of the PCC) continued to meet every two months to consider matters relating to all the parish's properties.

The following is a brief report on each of the properties for which the committee has responsibility:

Church House: Frustratingly the Kent Rooms (the old police offices) remained unlet throughout the year, despite attempts to find a tenant. In the latter part of the year Hicks Baker were engaged to market the property. We hope to find a tenant in 2020. One of the new offices, the Vincent Room, became vacant mid-year and we were delighted that Sport in Mind (the tenants of the Bennett Room) decided to take a second tenancy with us in the Vincent Room, from 1/1/20. We negotiated a renewal of the tenancy of the Barber Shop for a further 9 year period, taking it up to 2028.

6 Gosbrook Road: The property is let under a full repairing and insuring commercial lease and is operated as a launderette. As part of negotiations to allow assignment of the lease to a third party, several major breaches of the lease were identified. For much of 2019 we were in dispute with the tenants as we tried to ensure these breaches were remedied. The matter is currently being dealt with by our surveyor, Hicks Baker, and our solicitors.

25 Ilkley Road: The property is managed by Walmsley Estate Agency and, excluding vacancies, was let to third party tenants throughout the year.

51 Galsworthy Drive: The property was occupied throughout the year by the curate and her family.

A change in 2019 was the retirement from the committee of Sylvia Harris who served the Church House committee faithfully for 10 years. We thank Sylvia for her thoughtful input on many subjects throughout her tenure and we send her our love and good wishes during her current period of ill health.

The committee, which met 6 times in 2019, consists of Matthew Coome (treasurer), Keith Hathaway, Richard Larkin, Mary Tucker (secretary) and myself as chair. We are seeking at least one other member to take on responsibility for maintenance.

Safeguarding – Christine Bradbury, Safeguarding Officer (safeguarding@ctmparish.org.uk)

Children's advocates continue to function in each church. Jane Havelock has now relinquished this position at St Peter's and Victoria Alexander-Wilkins has assumed the role. Her picture, together with contact details is displayed on the Safeguarding noticeboard. Thanks are due to Jane Havelock for her previous work as Children's Advocate. Peter Stratton continues in role at St Margaret's and Anna Clarke at St John's.

The Safer recruitment protocol is now in use for all positions and Caroline Smith, as verifier, continues to process the applications for Disclosure and Barring Checks (DBS).

Further clarification has been received from the Diocese about those who should undertake DBS checks. Some of these roles are now recategorized as requiring DBS checks and thus the need for training for these positions. As a result, 28 people attended a leadership course arranged by this Parish at the Baptist Church on 6 November 2020. In addition, The Diocese of Oxford have recently reorganised the training courses and have introduced a higher-level course for those taking responsibility for leadership roles or pastoral work called "Raising Awareness of domestic violence and

abuse". An opportunity to follow this training has been created in Caversham on 19 May 2020, also at the Baptist Church, but as it is limited to 20 places, many within our Parish have not been able to secure a place. Further discussions will be held to make another course available.

Each Parish has been instructed to complete a "Promoting a Safer Church" action plan which sets out, in line with national and local priorities, how the policy is being put into action and then reviewed on a regular basis. It is good to see that CTM Parish has completed most of the requirements and highlighted a few areas where further action is required.

The national Church has recently commissioned a comprehensive safeguarding Past Cases review (PCR2) and, in the light of such programmes as the BBC's "The Church's darkest secret", has instructed each Diocese and every Parish to study past records and encourage Parishioners to speak out about any incidents of previously unspoken Safeguarding issues, either as a witness or a victim. Leaflets have been circulated in each church explaining the protocol for reporting incidents from the past and clergy are instructed to report their findings to the Safeguarding Team at the Diocese by 2 March 2020. The Diocese, instructed by the House of Bishops, are seeking to fulfil their safeguarding responsibilities as a matter of justice for those affected by abuse perpetrated by individuals in positions of trust within the Church.

Safeguarding continues to be an area where everyone has to be vigilant and speak out when required.

Parish website (www.ctmparish.org.uk) – Steve Jenkins

How often do you check the Parish website? To see what's coming up, what's been happening, when services are, what our policy is in a certain area or how the reordering plans are going at St Peter's? Maybe you'd like some advice on making a gift or leaving a legacy; remind yourself about a sermon series; find some information for a friend considering a baptism or a wedding? Thanks to the efforts of John Cooke and Chris Fitzsimmons, it's all there at the click of a mouse; and it's constantly changing and improving.

The website links our parish together and puts it all in one place for all of us. It plays a central role in the Easter and Christmas publicity campaigns and leads readers to the rest of the Church through the diocese and beyond.

The more we visit our website, the more it will be seen by others. Setting www.ctmparish.org.uk as the home page for your internet browser will register a visit every time you go on the internet and keep you up to date.

www.ctmparish.org.uk

