



Annual Parochial Church Meetings 2019

Monday 8th April 2019 at 7.30 pm

Walford Church

Contents of this booklet

Contents of this booklet.....	1
AGENDA for Vestry Meeting 2019	2
Annual Parochial Church Meeting - Agenda	2
Minutes of the Vestry Meeting for Walford PCC held on Monday April 30 th 2018	3
Minutes of Walford Annual Parish Church Meeting Monday 30 th April 2018 - Walford Church	4

AGENDA for Vestry Meeting 2019

Meeting of the Parishioners for the Election of Churchwardens - Agenda

1. Apologies for Absence
2. Minutes of the previous meeting
3. Election of Churchwardens

Annual Parochial Church Meeting - Agenda

1. Minutes of previous APCM
2. Incumbent's Report
3. Electoral Roll Report
4. Financial Report
5. Appointment of Examiner
6. Deanery Synod Report
7. The Chairman's Annual Report
8. The Churchwardens Report
9. Outreach Group Report
10. Election of PCC
 - Election of Deanery Synod Representatives
 - Election of Sidespersons
 - Election of Verger
 - Election of Vice Chair
11. Dates of Future meetings

Meeting of the Parochial Church Council to follow with separate agenda

Minutes of the Vestry Meeting for Walford PCC held on Monday April 30th 2018

The meeting was held at Walford Church

Present	Apologies
<ul style="list-style-type: none"> • Revd. S Jones (Chair) • Revd C Blanchard • Revd. S Tarlton • Mrs G Chinn • Mrs K Chinn • Mr R Hales • Mr D Walshaw • Mrs S Walshaw • Mrs S Drummond 	<ul style="list-style-type: none"> • Mr P Baker • Mr P Connell • Mr M Alston • Mrs W Alston

	Action	Owner	Due Date
1	Minutes of the previous Vestry Meeting and the APCM Minutes	Mrs S Drummond	
2	<p>Election of Church Wardens</p> <p>Mr M Alston agreed to stand again as churchwarden and was proposed by Mrs K Chinn and seconded by Mr R Hales.</p> <p>Mrs G Chinn agreed to stand again and was proposed by Mrs S. Drummond and seconded by Mrs S Walshaw</p> <p>All were in favour and Mr M Alston and Mrs G Chinn were duly elected.</p>	Mrs S Drummond	
	The meeting was closed		

Signed: _____ Date: _____

Minutes of Walford Annual Parish Church Meeting Monday 30th April 2018 - Walford Church

Present	Apologies
<ul style="list-style-type: none"> • Revd. S Jones • Revd C Blanchard • Revd S Tarlton • Mrs G Chinn • Mrs K Chinn • Mr D Walshaw • Mrs S Walshaw • Mr R Hales • Mrs S Drummond 	<ul style="list-style-type: none"> • Mr P Baker • Mr M Alston • Mrs W Alston • Mr P Connell

Action	Owner	Due Date	
1 Minutes	Were proposed by Mrs K Chinn and seconded by Revd S Tarlton, approved and signed.	Revd. S Jones	
2 Rectors Report	See attached sheets for both Revd S Jones and Revd C Blanchard's reports.	Rev S Jones Mrs S Drummond	
3 Electoral Roll	There are 35 people on the roll, 18 not resident in the parish.	Mrs S Drummond	
4 Financial Report	<p>Mrs K Chinn presented the accounts (see separate report)</p> <p>Our investment held at Redmayne Bentley stands at £189,818.</p> <p>Mrs G Chinn suggested that we reinvest the dividend on this investment rather than using it to manage the deficit. All were agreed that the fund has been well managed, and the costs are reasonable at £1,400.</p> <p>Fabric Fund stands at £33,092</p> <p>The lighting and water costs were questioned.</p> <p>Rev S Jones proposed that the accounts be adopted, seconded</p>	Mrs K Chinn	

	<p>by Mr D Walshaw and were approved by all.</p> <p>Revd. S. Jones thanked Mrs K Chinn for all her very professional work over the year. Mrs K Chinn proposed that Merrivale Accounting Services be appointed as auditors. This was seconded Mrs G Chinn and carried.</p>		
5 Adoption of Examiner	Mrs K Chinn proposed Mr J Knipe as examiner, seconded by Mrs G Chinn.	Mrs K Chinn	
6 General Synod Report	See attached report	Rev S Jones	
7 Incumbent's Report	See attached Report	Rev S Jones	
8 Church Wardens Report	<p>See attached reports in the booklet.</p> <p>Open the Book continues to thrive at Walford School with a church assembly once a week.</p> <p>The Cana Ministry ran by Freda Davies, runs smoothly.</p> <p>Rev S Jones thanked Wendy Alston for her commitment and hard work regarding Paddle and Praise which is well attended. Work will be done to nurture a follow on group for older children.</p>	<p>Mr M Alston</p> <p>Mrs G Chinn</p>	
9 Election of Officers	<p><u>PCC</u></p> <p>Mr P Connell has resigned from the PCC he was thanked for all his hard work and will continue to help where he can.</p> <p>The members of the PCC who were present were all elected.</p> <p>Mrs K Chinn, Mr P Connell, Mrs S Drummond, Mrs W Alston.</p> <p>Ex officio members include Revd S Jones, Revd S Tarlton, Mr M Alston and Mrs G Chinn.</p> <p>Nobody stood for the role of Deanery Synod Representative and it will continue to be covered by Rev S Jones, Rev C Blanchard and Rev S Tarlton, Mr P Baker.</p> <p><u>Sidemen</u> are Mrs K Chinn, Mr and Mrs M Alston, Mrs S Drummond, Mrs G Chinn, Mr & Mrs P Connell and Mr P Baker, Mr D Walshaw and Mrs S Walshaw. Mrs N Smith will be asked if she would like to become a sidesman.</p>	Rev L Mathew	

	<p><u>Verger.</u> We can't appoint a verger but Mr P Baker, Mr P Connell Mrs G Chinn, Mrs K Chinn, Mr M Alston, Mrs W Alston and Mrs S Drummond have all offered to fill the role as needed.</p> <p><u>Vice Chairman.</u> Revd S Jones proposed Mrs G Chinn as vice chairman, seconded by Mrs W Alston</p>		
10	The meeting closed followed by a PCC meeting.		

Signed

Date

Associate Priest's Report

Welcome to our booklet for our APCM of April 2019. The reports in this booklet cover the calendar year from 1st January 2018 to 31st December 2018.

During the year there were 5 baptisms, 7 confirmations, 2 weddings and 6 funerals.

The church officers have continued to serve the parish very well. Karen Chinn continues to do an excellent job in keeping our accounts in good order as treasurer and Sanna as PCC Secretary has worked hard keeping a careful record of the minutes. Our churchwardens, Murray and Gay, have worked ceaselessly on our behalf, keeping the parish running smoothly. The lighting projects has now been completed and the sound system has been upgraded. Our thanks also go to David and Sheila Walshaw for looking after the sexton's duties in the graveyard and for the sacristan's duties throughout the year.

Our families have grown in faith and commitment during the year, coming together regularly to plan worship and activities in the church. They have not only taken on regular duties but have also assisted with activities and readings. This commitment was brought to fruition when Bishop Richard came to Walford to confirm two of our young people and five adults. - the first confirmation held in St. Michael's in twenty-five years. The Paddle and Praise outreach ministry has been instrumental in bringing young families to faith and the Coffee on a Tuesday COAT has continued to welcome new members. The link with Walford School has been a great joy, with collaborative working in the school and in the church.

Notably this year we had a very successful Open Gardens with the help of many members of the Parish and a good number of our people went on a pilgrimage visit to Patricio Church in the Black Mountains. Meditation groups and house groups have continued to meet at the Vicarage.

I should like to commend the reports of this Annual Parochial Church Meeting to you as we look forward to continuing growth as the Community of Faith in this Parish with our new Rector in the coming year.

Chris Blanchard

Electoral Roll Report for the year 2018-2019

Whilst most of the reports relate to a calendar year, the report on the Electoral Roll runs from the date of one Annual Meeting to the next. This year the Roll has to be completely revised and the new Roll will be opened at the APCM when I will report the number.

Sanna Drummond

STATEMENTS OF INCOME AND EXPENDITURE ACCOUNTS FOR THE YEAR ENDING 31st DECEMBER 2018 FOR PRESENTATION TO THE ANNUAL PAROCHIAL CHURCH MEETING ON 8th April 2019

The Examiner's Unqualified Report

I have reviewed the books and records of the above PCC of the year to 31st December 2018 and have made all enquiries under the Charities Act 1993 and confirm that the accounts for the year ended on that date are in accordance therewith.

Signed _____ (Independent Examiner: James Knipe FCA)

Date _____

Treasurer's Report

General Fund – Unrestricted

Income:

- Planned giving was slightly down on 2017 but collections were up by around £200. The overall outcome was a small decrease on 2017.
- Donations remained around £2,600, attributable in large part to a generous donation from the Gibson Trust.
- Fees for weddings and funerals remained similar to 2017
- Gift day saw a drop of around £300 which means an overall decrease since 2016 of around £800
- Fundraising activities due to the open gardens generated a fantastic £7,700 which has been the main contributor to an increase in the overall account surplus
- We have now started to charge some groups (such as the Parish Council) for use of the church to contribute to associated heating, lighting and cleaning costs
- Income generated from our investments stayed similar to 2017 which is good news given the stock market situation throughout 2018
- Continued efforts by Mrs G Chinn allowed us to recover some of our VAT this year to a value of £120.

Expenditure:

- Clergy and office expenses have increased, in part due to payments being made towards vicarage upkeep, and in part due to an increase in clergy expenses invoiced to us through the Ross PCC (thanks to Peter Raddenbury for his efforts to consolidate and allocate these)
- Heating costs are up on 2017 by around £600 due to an extra delivery of gas from previous years, as are electricity costs by £200. This should be monitored in future to ensure the best deals are achieved.
- Upkeep of services costs have reduced slightly
- Maintenance costs remain similar to 2017 but are under budget due to the fact that we did not undertake some of the expected quinquennial work in 2018. This budget will roll over to 2019 instead.
- Miscellaneous expenses are up due to some additional maintenance on the PA system.

Overall: An overall surplus for the year of **£6,557**, bringing our running surplus to **£7,077**.

Cash balance at year end: £17,127

New Facilities Fund – Restricted

During 2018 we upgraded the lighting system which came to £15,107, bringing the project cost to date to £141,481. Thanks to the efforts of Mrs G Chinn, we have been able to claim a further £2,803 in VAT recovery meaning we have recovered a total of £18,813. The total cost of the project therefore stands at **£122,768**. We hold **£3,232** in our current account as surplus from the funds withdrawn from the St. John's Howle Hill Fund, all of which has since yearend been transferred back to our Howle Hill fund from the general fund.

Fabric Fund – Designated

This is the PCC's Investment Fund (unit trusts). The yearend value was **£33,651**, an increase of £559 including reinvested dividends. The investment increase for 2017 was £3,723, so this a big dip on last year's performance. We have since invested an additional £10,000 to this fund from our general fund.

Funds Managed by Redmayne Bentley – Restricted

The value of the funds at yearend was **£171,749**, an overall decrease of £18,069 from 2017. However the dividend totalled **£2,221**, an increase of around £200 from 2017.

St. Michael & All Angels Bequests – Restricted Held by the Hereford DBF on Behalf of Walford PCC

We benefit from income from investments held by Hereford DBF. The sum this year was **£440**, very similar to 2017. This has been used for the heating, lighting and cleaning of Walford church. The total value of this fund is **£13,080**, an decrease of £199 from 2017.

St. John's Howle Hill Fund – Restricted Held by the Hereford DBF on Behalf of Walford PCC

The income of the account, **£21** is paid directly into the general fund and contributes towards the cost of heating, lighting and cleaning of Walford church. This income was £252 in 2016 and £50 in 2017, which reflects the decrease in the value of this fund due to withdrawals for reordering work. We withdrew an additional £5,000 in 2018, bringing total held in this account to **£3,043**. Since yearend the remaining funds in the New Facilities account of £3232 have been transferred back to this account.

3. Acknowledgments

We are indebted to Merrivale Accounting Services Ltd for their time and professionalism in managing the PCC's accounts.

ST MICHAEL AND ALL ANGELS, WALFORD GENERAL FUND - UNRESTRICTED

	2018	2017
RECEIPTS		
Voluntary Income		
Planned Giving	5,249.20	5,976.65
Collections and Other Giving	3,720.02	3,514.07
Income Tax Recovered	2256.76	2,486.28
	9,114.98	11,977.00
Other Voluntary Income		
Fees	4,003.00	3,898.00

Donations	2,650.00	3,960.00
War Graves Commission + Wayleaves	15.00	18.16
	6,668.00	7,876.16
Events and Activities		
Gift Day	1,813.00	2,155.00
Other Fund Raising	7,695.55	200.00
Church hire fees	36.00	
	9,544.55	2,355.00
Investment Income		
From DBF ref St Johns + CBF Deposits	460.78	481.35
Redmayne	2,220.86	2,212.35
	2,681.64	2,693.70
VAT Refund		
Vat Refund	121.02	158.56
	121.02	158.56
TOTAL RECEIPTS	30,241.19	25,060.42
<u>PAYMENTS</u>		
Grants		
Mission Societies	300.00	300.00
Other Charities	700.00	729.26
	1,000.00	1,029.26
Direct Ministry Expenditure		
Parish Share	8,670.00	8,620.00
Clergy and Office Expenses	2,881.66	1,998.06
Church staff salaries (verger/organist)	1,935.00	2,477.00
Heating, Lighting	2,390.85	1,546.43
Fundraising costs	387.20	0.00
Insurance	2,759.31	2,666.07
Cleaning	1,054.40	847.60
Organ tuning	144.00	
Upkeep of Services	573.55	360.00

Building & Churchyard Maintenance	1,887.52	1,905.60
	22,578.49	20,420.76
Administration		
Stationery & Expenses		144.36
Miscellaneous		144.36
RECURRENT PAYMENTS	23,683.49	21,594.38
<u>SURPLUS/(DEFICIT) FOR THE YEAR</u>		
<u>BEFORE OTHER PAYMENTS</u>	6,557.70	3,466.04
TOTAL OTHER PAYMENTS	0.00	0.00
<u>OVERALL SURPLUS/(DEFICIT) FOR THE YEAR</u>		3,466.04
Balance in Fund at 1st January	519.38	-2,946.66
Balance in Fund at 31st December	7,077.08	519.38

NEW FACILITIES FUND - RESTRICTED

	2018		2017	
	£	£	£	£
RECEIPTS				
Money transfers	5000		11000	
VAT refund	2802.8		344.93	
		7,803		11,345
PAYMENTS				
Architect's fees			2,080	
Construction			3,979	

Money transfer		10,000
New lighting	15,107	
	15,107	16,059
SURPLUS / DEFICIT FOR THE YEAR	-7,304	-4,714
Balance in Fund at 1st January	10,536	15,250
Balance in Fund at 31st December	3,232	10,536

FABRIC FUND - DESIGNATED (618171001S - CCLA)

	2018		2017	
	£	£	£	£
RECEIPTS				
Growth in Share Value	- 6		3,723	
Dividend reinvested	565			
		559		3,723
PAYMENTS				
		-		-
NET GROWTH		559		3,723
Value on 1st January		33,092		29,368
Value on 31st December		33,651		33,092

FUNDS MANAGED BY Redmayne Bentley

	2018	2017
RECEIPTS		
Growth in Value	- 16,368	23,272
Dividends	2,221	

ST. JOHNS HOWLE HILL FUND - HELD BY THE HEREFORD DBF ON BEHALF OF WALFORD PCC**(118001478D)**

	2018		2017	
	£	£	£	£
RECEIPTS				
Received from current a/c			10,000	
CBF Income	21		50	
		21		10,050
PAYMENTS				
Contribution to Maintenance & Heating	21		50	
Transfer of funds to New Facilities	5,000		11,000	
		5,021		11,050
SURPLUS / DEFICIT FOR THE YEAR		-5,000		-1,000
Balance in Fund at 1st January		8,043		9,043
Balance in Fund at 31st December		3,043		8,043

Karen Chinn

Deanery Synod Report

No report

Churchwardens' Report**Church Reordering**

While no reordering activities took place during 2018 a number of "tweaks" were required to the newly installed lighting system and the church PA system. The PA system is now in a sound condition but Dunn and Dyer have still to address the issue of the Nave lights flashing when in the dimmed position.

The Organ

Mr. Tarquin Wiggins of Tarquin Wiggins Ltd. Has been appointed as the new organ tuner. The organ was serviced and tuned in December and new lights to the keyboard and foot pedals were installed.

Church Building and Contents

An inspection of the church exterior, including gutters, was carried out during the autumn. The interior of the church is inspected regularly as is the bell tower.

Driveway and Entrance.

As has become an annual event members of the congregation and parish cleaned the memorial stones in readiness for the Centenary Remembrance Day service held on 11th November. We are continuing to clear the overgrown parts of the churchyard and the remainder is regularly mown. New gates were fitted to both the vehicle access and pedestrian access of the field adjacent to the church. We are also continuing to clear the graves of any surplus items as detailed in the churchyard rules.

Insurance

There is a current Certificate of Insurance with Ecclesiastical in place.

Fire Extinguishers

Are in place and checked annually. A current fire risk assessment is also in place.

Murray Alston and Gay Chinn

Open The Book at Walford School

We are pleased to visit Walford School on alternate Wednesday mornings to present 'Open The Book'. Now overseen by The Bible Society, 'Open the Book' is designed to enable primary school children to hear stories from the Bible told in a dramatised child friendly way. The sessions last for just ten minutes so are ideal for school assembly time.

Both the volunteers and the children enjoy the sessions and the project has enabled us to develop good relationships with the children as well as the school staff, relationships which we hope will grow over time so that the Bible really becomes an open book for our young audience so that they will be able to discover the wonder and wisdom of God's word for themselves.

Since this project began, other links between the church and the school have developed. Some of the group help the children with their reading on a regular basis and also help on school outings. We are also delighted to welcome the school to church for their Annual Carol Service and other events.

It is always good to have plenty of volunteers so should anyone wish to join us please contact me for more information.

Freda Davies. Tel 01989 562366

Outreach Group Report

No Report

Bible Study Groups

No Report

Paddle and Praise and Paddle and Praise Plus

Paddle and Praise:

- We ran 12 Paddle and Praise sessions which included a summer picnic.
- 16 families attended with 20 children between them for various numbers of sessions throughout the year.

- 6 regular helpers supported the group.
- Chris Blanchard also visited the group on a regular basis.

Paddle and Praise Plus:

- We ran 5 sessions throughout the year which included a summer picnic.
- 11 families attended these sessions with 27 children between them.
- 3 regular helpers, along with some parents, helped out where needed.

Wendy Alston

Bible-A-Month Club

No report

Local Ministry Development Group

The Cana Ministry – a befriending initiative developed to support couples getting married within the Benefice of Ross and Walford and Brampton Abbots

The aim of the Cana Ministry is to provide a link between the couples who come to be married in our churches and the church community.

Members of the Cana Team contact couples (with their permission) who are planning a wedding and offer to assist them during the period leading up to the wedding, for example they might welcome the couples to church if they attend services before the wedding, sitting with them and helping them to find their way through the service.

On the Wedding Day the 'befriender' attends the ceremony and thanks to the generosity of the Mothers' Union in the Diocese, presents the couple with a gift of a handmade bag containing a candle and a greetings card.

The team also provide refreshments and welcome couples attending Marriage Preparation sessions.

For more information please contact Freda Davies on 01989 562366.