



The Church of St John the Evangelist, Carterton

**Annual Report and Accounts**  
**of the**  
**Parochial Church Council 2023**

***This report covers the calendar year***

***January to December 2022***

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## Foreword by the Team Rector, Reverend Andrew Tweedy

Before writing this report, I decided to look back at previous reports. I was struck by the report I wrote for 2020 and by the progress we have made. That report listed a number of priorities:

To build a strong Ministry Team and strong links between ourselves and St Britius. This was before St Mary's joined us, but is equally relevant now we are a Benefice. I believe this has been achieved: Ministers take services in both/all churches and church wardens from all three churches have met with the Ministry Team monthly. However, this is not something to be taken for granted and I am aware of the need to consider the needs of all three different congregations at all times.

To appoint a Team Vicar; we have been blessed to have Ian as part of the team, joined by Carol as LLM. Ian has been ill for much of the year but is now well on the road to making a full recovery, praise God. Our third priority was to revive the Churches' engagement with and outreach to children and families. There's no need to say anything but thanks to Gary for all his hard work here, supported by a wonderful team of volunteers.

To help all our members grow in faith and confidence as disciples. Of course, this is an ongoing priority. We all want to grow stronger and deeper in our faith and, to this end, I encourage everyone to join a home group and to consider completing a Personal Discipleship Plan.

Last year's Rector's Report mentioned two other significant developments: one was that we would be having Katie joining us and what a blessing she has been to us. It's been lovely to see her grow in confidence and build her own ministry among us, exercising her unique gifts. We will miss her while she is on maternity leave and hope to see lots of her with her baby.

The other change was the formalising of our links with St Mary's, Black Bourton making us officially the Benefice of Brize Norton with Carterton and Black Bourton. We look forward to increasing our ties with each other in the years to come.

Another change this year has been the start of Warm Space in response to the cost of living crisis. This has proved to fill a need for social support as much as any financial need and will continue with a focus on 'Wednesday Welcome' with either Coffee, Cake & Chat or Inspire on offer. We have seen real development and look forward to more with the start of the Lighthouse service. None of this would be possible without the support and hard work of many people.

I hesitate to name people because of the risk of leaving someone out but I feel I have to specifically thank the Ministry Team who have been such a support to each other and to me during turbulent times: Ian has been ill, Lyndsay had breast cancer and, thank God, has recovered, Billie had some time off with illness and others were supporting family members. Although this is not strictly part of this year's report, I must thank Stephen for his years of service and wisdom; we will miss him and Janette. The life of the church would not be possible without the PCC and all the volunteers who serve behind the scenes.

Thank you all, may God bless you.

Drew Tweedy

Team Rector

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## Introduction

The Parochial Church Council (PCC) is pleased to offer our Annual Report and Accounts for 2022.

Our vision at St John's is to be a growing vibrant church, rooted in Christ, that reaches out and serves the whole community. The PCC is committed to implementing this vision and recognises that we have a responsibility as a charity to advance the cause of the Christian Religion in the Parish of Carterton and to work to enable the people of the parish to live as followers of Jesus Christ.

The St John the Evangelist Parochial Church Council is the "trustee body corporate" responsible for working with the incumbent in promoting the whole mission of the church, spiritual, pastoral, evangelistic, social and ecumenical in the Parish of Carterton. It has a specific responsibility for the care and maintenance of the "Parish Centre for Worship" (the St John's Church building) in Burford Road, Carterton. To facilitate this work, the PCC oversees the activities of the Church and maintains the fabric of the church building.

The PCC address is St John's Church, 6 Burford Road, Carterton, Oxfordshire, OX18 3AA. It is part of the Deanery of Witney in the Diocese of Oxford within the Church of England. It is a "Body Corporate" (see PCC Powers Measure 1956, Church Representation Rules 2017) and is currently an "excepted charity" which is therefore not registered with the Charity Commission (ie: it has no charity number). This would have to change were our annual income to exceed £100,000.

The Church of St John the Evangelist began life in 1908 as a Mission Church in the Parish of Black Bourton. It was rebuilt in 1963 as a dual-purpose hall/church and developed again in 1994 with a new worship area and other facilities including an office. It first had its own minister in the 1960's and the vicarage was built in 1962. Another phase of building was completed in 2010 to extend the church yet further by adding a small kitchen, a catering kitchen and a storage room. As a result, St John's is a now modern multi-purpose building right in the centre of Carterton.

A wide range of activities take place here but in the end we, like Jesus, are about people and relationships. We seek to be the best human beings that we can and believe that this is best achieved by being disciples of Jesus Christ. We are not perfect but are always learning. Without the generosity and sacrifices made by Carterton people over the years none of this would be here for us today and for those who come after us.

## The New Benefice

The original Benefice of Brize Norton and Carterton and its Team Ministry was formed in 2003 and comprised the churches of St John's in Carterton and St Britius in Brize Norton. In 2021 the Diocese of Oxford expressed a wish to incorporate the neighbouring "orphan" parish of Black Bourton within the Benefice. (St Mary's was in fact the "mother church" which planted St John's in Carterton). In November of 2021, the PCCs of all three churches unanimously resolved to support this proposal.

During the period when the legalities were being processed by the Diocese which would lead to formal incorporation, the Team Ministry supported St Mary's in pastoral matters and worship, and their congregation was invited to join in with the other two church communities for worship and social occasions.

On 1 December 2022, the three churches officially became the Benefice of Brize Norton with Carterton and Black Bourton. Each parish retains its own distinct entity with its own Parochial Church Council.

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## Ministry

The Team Ministry comprises:

- The Reverend Andrew (Drew) Tweedy, Team Rector
- The Reverend Ian Howard, Team Vicar (\*)
- The Reverend Katie Welborn van Santen joined the team as trainee curate in July
- Mrs Hilary (Billie) Tweedy and Mrs Carol Howard, Licensed Lay Ministers
- Mrs Lyndsay Baker, Licensed Lay Minister and Spiritual Director (\*)
- The Reverend Prebendary Stephen Bessent, a retired priest who assists in many areas of team ministry
- Mr Gary Long, Children and Families Minister

(\*) Sadly Rev Howard and Mrs Baker spent part of the year on sick leave, but we are pleased to say that are both are now thankfully on the road to full recovery.

## Returning to Church Life after the Covid 19 Pandemic

As reported in our last Annual Report, the unprecedented set of circumstances arising from the global Coronavirus pandemic led to the Government enforcing a “lockdown” of public gathering for much of 2020, 2021 and into 2022. The significant restrictions and adaptation to worship activities and other gatherings gradually eased during 2022 and control of what events could be permitted on the premises moved from the control of the Diocese to the discretion of the Team Rector.

## Worship, Prayer and Teaching

At the heart of our activities are worship, prayer and teaching about our faith. We want people to think for themselves and know the scriptures as a foundation for their relationships with God, others, the planet and ourselves and to express this in worship, prayer and action.

The regular weekly pattern of services at St John’s comprises Sunday worship services include an 8am Book of Common Prayer Holy Communion service once a month, with the main service taking place at 10.30am. This follows a basic pattern of Holy Communion (CW Order 1) on the first and third Sundays of each month. An Informal Service takes place on the second Sunday of each month designed more specifically for families with children. This service is led by Gary Long, the Children and Families Minister, and encourages the children to take an active role. It is proving very popular and has become the best attended service of the month. A Morning Worship service takes place on the fourth (and fifth) Sunday and comprises bespoke Morning Prayer which is made up of modern Church of England liturgy put together to suit the theme of the day. An afternoon Messy Church service is held on the first Sunday, apart from January, April, August and December. A midweek service of said Holy Communion (Common Worship (CW) Order 1) takes place every Thursday morning attended by a small but regular congregation.

St John’s is in the fortunate position of having a good range of audio and technical facilities. The Sunday morning in-church worship service continues to be broadcast “live” over the internet, as well as being archived for subsequent viewing via Facebook and YouTube. By this means, we continue to be able to reach many more people who would not normally attend our church. Special thanks go to Ian Harley, Andrew Monkhouse, Mike Cox, Ian Griffiths and Stephen Hester for their expertise and diligence in making the technology work so successfully.

While the main church services continue to be broadcast live, the numbers attending church services increased during the year as people became more comfortable within larger gatherings. Average weekly attendance has returned to around 80 adults. Communion at the altar resumed on Easter Sunday with the dispensing of the wine by individual cups rather than the chalice. Sunday school re-started on a trial basis in September during the third Sunday service of the month.

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The Civic/Battle of Britain service was held in September where members of the Town Council attend and participate. The annual Remembrance service took place as normal in November, at which many of the local uniformed organisations, charitable groups and the Town Council were represented.

Our Christmas programme of services and events resumed as in prior years. The Christingle service was held in church, with people making their own Christingle just before the service. Oranges were kindly donated by Morrisons supermarket. This was also broadcast live. An evening carol service was held in the building and broadcast live. A “no-rehearsal” Nativity service for the children replaced the December Informal service. A reflective “Long Night” service was led by Rev Katie on the Thursday morning before Christmas, aimed towards people who were not looking forward to Christmas. A crib service was streamed on Christmas Eve morning. Midnight Communion on Christmas Eve was another in-house and virtual service, with a Christmas Day service held in the building and online.

In addition to all the above services, regular smaller gatherings are held in private homes around the parish: home groups, study groups and prayer groups which supplement the worship pattern.

### **Worship and Teaching for Children and Young People**

Gary Long, the Children and Families Minister, continued with a large programme of work in the community. The weekly Kids’ Club on Tuesdays and Wednesday for children up to eleven years of age provide a forum to offer Christian teaching. These children have become very comfortable helping at the monthly Informal Service.

Gary also arranged a programme of events throughout the year during the school holidays. The range of activities include picnics, country walks and recreational events and were well attended by families. A “Princesses and Superheroes” event was organised as an alternative to Halloween with numbers reaching capacity.

Gary continued to develop and expand his links with the local schools in the Benefice, and with support from other Clergy Team members, provides regularly weekly assembly services in person or by broadcast to nearly all the local schools. Edith Moorhouse, Carterton Primary and Gateway schools have begun to come to St John's for their Christmas and Easter services. St John’s Church of England Primary School continue to do so and Brize Norton school have returned to St Britius for some term-end services. Gary initiated a pilot project in September for a target group of teenagers at the Community College to explore their faith journey over lunch. Several times throughout the year, pupils have visited St John’s to hold worship services. The church hosted the end of year valedictory service for St John’s School, and a Christmas Concert for the Community College.

The PCC is looking forward to being able to encourage and maintain the burgeoning faith journey of these young children as they grow into teenagers by adding the resources of a youth worker to the ministry team.

The weekly Friday term-time “Drop In” group continued to remain popular for parents with pre-school toddlers, and attendance again reached maximum capacity.

### **Baptisms, Weddings and Funerals (“Occasional Offices”)**

The Ministry Team has worked hard to offer a first-rate service for these events, but we are unable to escape from national trends in what people want to do. The Ministry Team has continued to work closely in both churches of the Benefice to cover needs.

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Nineteen baptisms were held at St John's during the year. Billie Tweedy organised pre-baptismal meetings with the families to prepare them for their service. A recommitment baptism service was also held in Rectory Garden during the summer for two adult members of the congregation.

A total of ten funeral services and thanksgiving services were conducted during the year both in the church or led by members of the clergy team at crematoria. The Ministry Team also supported burial services on behalf of the other churches in the Benefice. St John's is not a popular venue for weddings but two weddings took place during the year.

### **Mission and Evangelism in the Community**

In response to the Commission given to Christians by Jesus Himself (See Matthew 28 vv16-end), St John's seeks to reach out to others with the love of God. Actions are more powerful than words and we seek to earn a hearing for the Gospel.

A regular programme of social activities took place during the year. These included monthly church family breakfasts, a Burns Night Supper in January, an Easter Sunday family breakfast and this year a Bring and Share Picnic to celebrate the Queen's Platinum Jubilee in June. A Flower Festival and Harvest Supper were held in October.

None of our social and communal activities could happen without the support of church volunteers and the catering team led by Ian Harley.

An annual event that forms part of our outreach programme to the community takes place at the beginning of December. To coincide with the Town Council's event of a street fayre and lantern parade to switch on the Christmas Street decorations, the church "opened up" to invite people to come in for a free warm drink and children's craft activity. We also ran a sweet tooth tombola stall at the Street Fayre to publicise the "open church" and handed out leaflets advertising our Christmas service and 2023 programme of services and social events. The refreshments were kindly donated by Lyn and Stephen Bostock and sweets were generously donated by members of the congregation and it's just 20p "a go", so this proved popular especially with the children.

Our "Party Package" initiative originally started life several years ago as a means of generating revenue for a Discipleship Fund to help support with a monetary grant for applicants who wished to pursue a specific mission project, such as short-term volunteering trips abroad with a missionary organisation or to just explore their personal faith journeys. A small PCC sub-group, currently comprising Lyndsay Baker (chair), Steve Bostock and Ian Harley, oversees approval of grants from the Fund, helping people. This can be to help purchase Christian literature or attending events such as Spring Harvest.

Party Package bookings are supervised by Liz Wood and continue to offer competitively priced occasions for families to hold their own children's parties. A new bouncy castle was purchased during the year which also proves to be a popular hire option. We thank Liz and her team for their work in running these events.

Church finances are also boosted through church hall hiring to community groups. These currently include weekly group meetings of uniformed organisations, occasional civic meetings, funeral wakes, family parties and exercise classes. Bookings work around other activities in the church calendar. Discounted rates are available to church family members, and special consideration is given to those organising charity fund-raising.



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Following the sad death of Queen Elizabeth II in September, the church remained open to provide a quiet space and the opportunity for private prayer and reflection, with members of the Pastoral Care team on hand. A book of condolences was also made available.

### **Our Vision for the Future**

Whilst recognising that, during the pandemic lockdown, our technology gave us the ability to reach a larger audience with our regular and special services being available via the internet, this also gave us the opportunity to reflect on whether these offerings were continuing to meet the needs of the church family and beyond.

Following on from the survey conducted in November 2021 to collect the opinions of the congregations of the Benefice, open meetings were held in January, June and October to brainstorm and develop ways in which we as a church could reach out to the wider community to promote the Gospel and Christian teaching. The congregation gave its enthusiastic support. This is a work in progress, and we will continue to formulate ideas and initiatives in the coming year.

Following feedback from the congregation in our meetings about the need to improve internal communications, we now put the minutes of the ministry meetings on the notice board in church and on the website.

### **Volunteers**

St John's is fortunate to be able to call on a committed number of volunteers without whom our current ministry would be unsustainable. The range of background tasks that keep the church functioning is vast: paying the bills; keeping our computer systems working; overseeing safeguarding and data protection regulations; checking accoutrements in the facilities; putting out the rubbish; refreshments and catering for social church family events; gardening and flower arranging; administering private hire bookings; leading home group meetings; men's and ladies' ministry; social groups and pastoral care; and also providing the music at our worship services. The PCC recognises and gratefully thanks all those who gave so generously of their time. More volunteers are always welcome.

### **Pastoral Care – Carol Howard**

Leadership of the Pastoral Care team passed to Mrs Carol Howard during the year. Because of the pandemic, the pastoral care team only managed to meet on a few occasions but maintained contact through email and phone calls. Behind the scenes their work has been, and continues to be, vital as they support and pray for those they care for. We feel that there are still high levels of anxiety, a loss of confidence and a feeling of vulnerability among people. Some need to learn again how to deal with social interaction and this can be emotionally exhausting. Sadly, several members of the team had to step down during the year. (We are sorry to say that Glenys Edwards passed away in February 2022.) We are happy to say that Gary Long and Rev Ian Howard joined the team, and there are now eight members who look after their allocated group within the church family. Ideally, we would like to extend the team. Thank you to everyone for their valuable contributions.

There is a need to support people emotionally, something that the whole church family can do well. As we are now worshipping in church our calling is to befriend newcomers or anyone who looks distressed or isolated at coffee time after the service. We no longer have a rota with one person in attendance, instead members of the team wear their badges and approach people as necessary, offering friendship, support and/or prayer. We have made a point of speaking with new people without making them feel overcome. Some prefer to sit quietly; others are pleased to see a familiar face when they return.

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The effects of the cost-of-living increases experienced by everyone during the year, especially with regard to the pressure on spiralling heating costs and food price rises, have meant many people in the local community have experienced difficulties and are struggling. In November, in coordination with other organisations in the town, St John's opened the church as a "warm space" on a Wednesday morning to provide fellowship and a soup lunch prepared by Billie Tweedy. Around twenty-four people have been attending these sessions, mainly church members but others from the general community have also come in. This event will continue until March 2023.

The fortnightly INSPIRE group which offers people the chance to get together for company and a variety of activities, has continued to grow throughout the year and now has around 34 regulars. We would value more kitchen-trained volunteers to help with catering.

The hardship fund was set up by the PCC in 2020 to fill an identified need by offering one-off emergency financial assistance to families struggling to cope with a loss of income due to difficult personal circumstances.

Support has also been offered to those in need in a variety of ways. Practically through offering transport, shopping, collecting prescriptions, but also by donating to the food banks, helping with house moves; spiritual support through prayer, prayer shawls, counselling, home communion and of course emotional and social support by extending a hand of friendship through phone calls, visits or meeting up. Thank you to all who serve in this way. "And the King will say, 'I tell you the truth, when you did it to one of the least of these my brothers and sisters, you were doing it to me!' (Matthew 25:40).

A "kit" remains available in the church to provide immediate aid to a homeless person who might seek help at the church door, to provide clothing, emergency food and the bus fare to travel on to a shelter.

### **Kintsugi Hope - Louise Griffiths**

Kintsugi Hope is a Christian charity which enables churches to work in partnership with them to run well-being courses for those who wish to work on their mental health. The aim is to build resilience. The name refers to a Japanese method of repairing broken pottery which highlights the imperfections with gold powder and resin to reveal beauty in the brokenness.

Louise Griffiths, Billie Tweedy and Jacky Long completed the Group Leader training during the year. The first course started in November and is due to complete at the end of February 2023 as it took a four week break over Christmas and New Year. Nine participants finished the course and feedback has been very positive. The team are looking to run a second course starting April/ May 2023 assuming there is demand. They are in the process of exploring using the Family Centre as a venue as they look to reach out to the local community, and this should also help to bring in participants who have no specific link with the church.

### **Eco Church**

During 2021, Billie Tweedy took the lead in registering St John's to become an accredited Eco Church, an initiative being promoted by the Church of England. We achieved Bronze level status almost immediately, and have been working during the year towards attaining the higher levels, the next being Silver. This is an initiative which the PCC hope our youth members could embrace and actively support.

In June, Billie led an initiative to collaborate with the Carterton Environmental Awareness group and a "repair café" was organised for people to bring in personal items for repair by a group of voluntary helpers. This service was free of charge, but donations were invited. It proved to be very popular. The plan is to continue with this in the future and expand it to include "clothes swap" events.

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There are several recycling boxes in the church foyer – for ink cartridges/toners, candles and used toothpaste brushes.

We also remain vigilant at trying to save energy costs by installing energy efficient equipment, turning off lights, turning down heating where applicable etc.

Looking forward to 2023, we hope to be able to develop the back garden into a quiet reflective space with a view to encouraging more wildlife to visit.

### Charities supported by the PCC and Church Members

Apart from specific collections when global emergencies occur, the charities we currently support on a regular basis are:

- **Children's Society** – Giving via personal collection boxes raised a total of £2,367 this year from in the region of 100 box holders. The annual Christingle service took place in December. A fund-raising mini Christmas Bazaar and Coffee Morning on 5 November run by Linda Cox also proved popular. The Christmas Bazaar and Christingle "candle" appeal raised a total of £911.85.
- **Gatehouse Oxford** – The PCC continued supporting this project with a monthly bank transfer donation of £50, in place of preparing and delivering sandwiches, helping the Gatehouse continue its work to help the homeless in Oxford. The annual retiring collection for them during Advent raised a further £208.
- **The Besom in Witney** - A box in the foyer is available for donations of non-perishable foods, toiletries and household products but receipts have not really recovered since the pandemic. However, the proceeds from the annual Harvest Service, together with the money raised from the auction of fresh produce which raised £80, were once again gratefully received and passed on to the Besom who have worked hard to meet the increased requests for crisis food parcels to vulnerable people in the area.
- **CAP (Christians Against Poverty)** - St John's is proud to have continued its partnership with this debt relief charity. Members of the congregation continue to work with the CAP Debt Coach as client 'befrienders'. It is hoped that this work will grow as there are many facets to CAP's national work that will meet the needs of people in Carterton. The PCC makes a regular monthly monetary donation to assist the local area CAP office in Witney with their running costs.
- **Family Centre:** We look forward to maintaining close links with our neighbours in the Allandale Centre.

The PCC encourages members to give to other charities beyond our own church. The annual Macmillan Coffee Morning, organised by Sharon Harley, was held in church at the end of September. A Christmas concert organised by the Community College was hosted in church in December and compared by Gary Long.

### Ecumenism

St John's is part of "Carterton Christians in Unity", the operating name representing Carterton's ecumenical activities along with the other churches in the town. The onset of the pandemic meant that ecumenical activities largely ceased. This included the monthly evening worship service hosted by St John's. However, the World Day of Prayer service in March, coordinated by Linda Cox, and an Easter activities workshop for families were arranged. The clerical leaders of the churches meet on a regular basis and are discussing how other activities can resume in 2023 and it is hoped that the Pioneer Ministry initiative led by the Methodist Church leader (Ian Worrall) will provide opportunities for further ecumenical outreach to the housing estates on the periphery of the parish.

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## RAF Brize Norton Chaplaincy

For many years there has been a good working relationship between St John's and the Chaplains at RAF Brize Norton since there is now no longer a church presence on the Base. The Chaplaincy Team have been assured of a warm welcome at St John's as a venue when needed. Despite the frequent changes in their team as the chaplains regularly get moved on to new postings, we look forward to working and praying together in future as this relationship of mutual support is highly valued. The RAF Chaplaincy help organise and lead the annual Remembrance Day Service in November.

## St John's CE Aided Primary School

The school has continued to perform well despite the many challenges of the Coronavirus pandemic. The links with St John's Church are strong and healthy with weekly assemblies led by Gary Long, who has built an effective relationship with the school's senior management team and the teaching staff. Mike Watts and Rev Tweedy continue to serve as part of a well-qualified and engaged body of Governors.

## Parochial Church Council (PCC)

### Administrative Information

#### Structure, Governance and Management

The PCC operates under the law as stated in the "Parochial Church Council Powers Measure". Membership and the appointment of members is governed by the latest edition of the "Church Representation Rules". The PCC is responsible for making decisions on all matters of general concern and importance to the Parish, including deciding on how the funds of the PCC are to be spent.

### PCC Membership

The Annual Parishioners' and Church Meetings took place on 15 May. These meetings were held in the church building and broadcast via Zoom. At the Parishioners' Meeting the current churchwardens, Alison Brown and Allister Holt, stood for re-election and were returned unopposed. Both receive our grateful thanks for their work in this role.

A selection of the following made up ex-officio members of the PCC during the year:

Team Rector: Reverend Andrew (Drew) Tweedy

Team Vicar: Reverend Ian Howard

Team Curate: Reverend Katie Welborn van Santen

Licensed Lay Ministers: Lyndsay Baker, Carol Howard

Churchwardens: Alison Brown and Allister Holt

Deanery Synod Representatives: Mrs Carol Howard was elected at the APCM in May. There is still one vacancy.

A total of nine lay members completes the PCC. Up to three members can be elected each year to serve for a period of three years and are eligible for re-election at the end of their time in office.

Andrew Monkhouse stood down at the end of March. Doreen Trezise stood down at the APCM. Doreen has served as both churchwarden and a member of the PCC for many years. Her last stint as churchwarden lasted over fifteen years. We acknowledged Doreen's dedication and leadership over so many years with the presentation of a gift at the Annual Meeting in our grateful thanks.

Elected 2020 Michael Cox, Ray Goodson, Janet Sayer and Doreen Trezise (for a period of two years).  
One vacancy remained

Elected 2021 Stephen Bostock, Ian Harley (for a period of three years). One vacancy remained

Elected 2022 Elizabeth Wood and Linda Wooloff (for a period of three years). Two vacancies remain.

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The full PCC met eight times during the year with face-to-face meetings resuming in February.

### PCC Officers in 2022

Chair: Reverend Andrew Tweedy

Lay Chair: Allister Holt

Secretary & Electoral Roll Officer: Linda Woolloff

Treasurer: Ray Goodson

### Sub-Groups

**Standing Committee:** This committee comprises the Rector, Wardens, Treasurer and Secretary. Meetings are held monthly via Zoom prior to the PCC meetings. The committee met seven times during the year. Their main role is to prepare the agenda in advance of the full PCC meetings.

**Hardship Fund:** As mentioned above, the PCC set aside a sum of money to provide a Hardship Fund to offer one-off financial payments for families identified as being in particular need. This team comprised Lyndsay Baker (chair), Billie Tweedy, Janet Sayer and Linda Woolloff. Several emergency grants were sanctioned during the year to help local families in crisis.

**Discipleship Fund:** The PCC set up a sub-sub-group to administer the Discipleship Fund which handles applications to the grant scheme, as mentioned earlier.

**Social Media/Communications:** A further sub-group was established specifically concentrating on our social media offering. During the year they have worked on redesigning our website, increasing our Facebook and Instagram presence and updating publicity material. The group is led by Billie Tweedy with assistance from Ian Harley, Kath Monkhouse, Wendy Smith, Mike Watts and Liz Wood.

### Deanery Synod

The normal programme of meetings resumed during the year. Our representatives are Rev Tweedy and Carol Howard.

### Electoral Roll - Linda Woolloff, Electoral Roll Officer

The Electoral Roll closed prior to the Annual Meeting. The Roll opened after the Annual Meeting at 73 members. At its close, six members had left but six had joined, so the total members remains at 73.

### General Data Protection Regulations (GDPR) – Elizabeth (Liz) Wood, Data Control Officer

GDPR forms continue to be received and processed by the PCC Secretary. Since taking over from Andrew Monkhouse, I am in the process of reviewing our practices to ensure they comply with current guidance. We endeavour to follow current national policy when retaining or destroying personal information.

The PCC continues to use the Blind Copy option when communicating electronically with many the church family members or others who have expressed a desire to be kept in touch with church events.

### Safeguarding of Children and Vulnerable Adults

At the start of the year, the Safeguarding Officer for St John's Church was Jeanette Welsh, with Deputy Safeguarding Officer, Alison Brown. Jeanette continued to undertake appropriate Diocesan training. Level 1 of the Diocesan Action Plan having been achieved in 2021, in 2022 Jeanette continued that work to ensure we are compliant with the next Level(s). However, Jeanette resigned towards the end of the year, and Alison Brown has stepped up to take over the lead role for an interim period until a new Safeguarding

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Officer can be recruited. In the event of an issue, Alison can be contacted via a dedicated and confidential Church email address or via the website.

The Verification Officer for the Disclosure and Barring Service (DBS) checks is Stephen Bostock.

## Fabric

### General Building Maintenance

The last Quinquennial Report was produced in 2017 and the latest inspection will be carried out in January 2023.

For several years, we have been fortunate enough to be able to employ a weekly cleaner. However, limited funds do not allow us to afford the services of a caretaker and general housekeeping and maintenance of our facilities is carried out by volunteers. We offer grateful thanks to Mike Cox in particular for his expertise in overseeing the safety of our building and facilities and to ensure that our statutory obligations are maintained and repairs and servicing are undertaken when needed.

Social distancing, as required, and the hygienic use of the building continue to be of paramount importance and we thank Allister Holt for taking the lead on this.

Routine general maintenance and some repairs were carried out during the year such as servicing of the boilers, fire equipment and main door servicing. Statutory inspections were carried out as required by safety regulations. Upgrades to the electrical system took place to meet current regulations. It is hoped that medium to long-term projects, such as replacing some of the outdated windows and upgrading kitchen equipment, can again be scheduled for completion as funds permit.

### Audio-Visual

The technical team continued to provide the virtual services which enable the church to stream the main Sunday worship and other major services. These services continue to be available on Facebook and YouTube so can attract a wider audience. Broadcasts are archived on our website and YouTube to allow people to watch them at a later date. Viewing figures have been encouraging, although a drop-off in numbers has been noticed as the country gradually opened up again to allow families more outdoor activities during the year which quite often take place on a Sunday.

Along with the Ministry Team, thanks particularly go to Ian Harley and Stephen Hester, Andrew Monkhouse and Ian Griffiths who operate the technical desk on a Sunday.

Over the years, improvements and repairs to the technical equipment have followed a somewhat piecemeal pattern. Thanks go to Ian Harley and Andrew Monkhouse in particular for managing to overcome breakdowns and replace equipment as necessary to keep the system functioning efficiently. Although the PCC authorised a review of the whole technology system in 2022 with a view to upgrading its efficiency and compatibility, that had to be put on hold. It is planned to carry out a complete review of our systems in 2023 so that our technology can be enhanced and improved. This will require outside specialist input, so will only take place when funds are available.

Mike Watts has provided his invaluable expertise in helping to run our office software and IT systems. During the year, Mike oversaw the replacement of several back-office systems. Billie Tweedy took over the day-to-day administration of this website and our Church Near You page on the Diocesan website which is now provides a much-improved advertisement of the church's activities. Mike has also been available to provide "help desk" solutions and to coach other members of the leadership team in use of these systems.

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## Financial Review – Ray Goodson, Treasurer

Formally, as is the protocol for Church finances, the 2022 Financial Statements and this Financial Review Narrative for St John the Evangelist Church Carterton Parochial Church Council were prepared in accordance with 'The Charities (Accounts and Reports) Regulations 2011'. The statements are formulated on a 'Receipts and Payments' basis and this Review period is for the inclusive period January to December 2022. As is required by current Charity Commission Financial Regulations, the 'Annual Accounts' of the PCC have been independently examined. That procedure was carried out by Shilton Accounting Services.

### Overview

Tracking the current account closing balance, which remained in credit throughout the year, does not show the viewer the fluctuating nature of the St John's Church finances. Monthly income ranged from £2,705 (Sept) to £15,732 (Nov) with the average monthly income being £6,618. With an average monthly expenditure of £10,476 though, only by selling assets (CCLA shares) could a positive bank balance be maintained. That said, the Statement of Assets shows that at the end of the 2022 financial year the St John's Church Carterton remained in a healthy position because of the underlying financial support provided by the keen brothers Legacy investments.

### Income

With the easing of the precautions associated with the Covid-19 pandemic giving parishioners confidence to return to 'live' services in church, 2022 saw a positive boost to collections and donations received through the collection bag (30% increase). The Standing Order (Planned) and Direct Debit (PGS) Giving continued to provide a stable foundation to the 'Revenue', which increased by 18%. Taken as a whole, and even though the 2021 receipts had been boosted by the last of the credit payments from the Keen brothers' legacies which amounted to £11,453, the 2022 receipts were still 0.5% up in comparison. However, the variable returns on stocks and shares in 2022 did see the return on the Church's investments decline, causing a recordable drop in 'Total Receipts' of about 7%.

### Expenditure

When viewed as comparative 'Payment versus Receipts' figures for the twelve months of 2022, expenditure overall exceeded Payments in 8 out of 12 instances giving an outcome of an annual surplus/deficit figure of -£46,105.39 (-£42,512.23 in 2021). The obligatory payment to the Diocese of Parish Share was, at £55,197.12 the biggest payment. Regarding payments over which the PCC could be deemed to have some control, however, the picture isn't a completely bleak one because total payments fell by 1.8%. Eight of the twenty-eight payment categories saw a reduction. Some of the remaining categories saw quite large increases though. The category with the biggest impact – because it was a new expenditure – were the costs associated with the Curate's housing (£8,219.35). Other notable increases were Salary plus Pension costs for the employed Children & Family Minister which increased by 7½%; Heating and Lighting costs increased by 7%; Subscription costs increased by just over 14% and General Admin costs increased by 26.5%.

### Overall Situation

Many of the PCC's costs are obligatory in that they cannot be modified without a contractual change. That leaves the PCC with the following options to improve its financial situation:

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- Option 1 is for methods to be used to increase its income – fund raising; appeals for specific items/projects; generosity schemes; asking members of the congregation to increase their giving are among many such ways of achieving that.
- Option 2 is for invested shares to continue to be sold as and when the need arises. It is worthy of note that in 2022 the Adjustment in share value was downwards – (£96,269.82) whereas in 2021 the adjustment had been positive by £97,816.
- Thirdly, economies could be made to existing costs and tighter budgeting brought in.

### Reserves Policy

There was no change, this year, to the PCC's policy agreed in 2018 to seek to maintain a "Reserve of Unrestricted Funds" equivalent to two months' average expenditure payments. At the start of the year the PCC formally agreed that the funds held in the CBF deposit fund – a fund managed by the CCLA – would be deemed to be the St John's Church PCC Reserve of Unrestricted Funding. 2021 was a relatively high spending period, however, the method of calculation was retained for 2022, resulting in a figure of £21,350 being designated as the nominal 'Reserve'. It was also restated, that in the event of unexpected financial difficulties requiring funding over and above the reserved money, that unrestricted income from the other CCLA investment funds could be used to supplement the 'Reserve'.

### Personnel

The PCC extends its gratitude and thanks to the Finance Team – Ray Goodson (all financial aspects and banking) and Alison Ford (Gift Aid reclaim) for their hard work. Ray in particular works on a day-to-day basis to ensure that the finances remain on track. At the end of the year, Jacky Thomas came forward to assist Ray as Administrative Assistant for Finance and is currently undergoing training in many of the duties the Finance Assistant's role encompasses.



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

**Independent examiner's report to the St John's Church Carterton Parochial Church Council**

I report on the accounts of the St John's Church Carterton PCC for the year ended 31<sup>st</sup> December 2022, which are set out on the following pages.

**Respective responsibilities of PCC and examiner**

The PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: David Cuthbertson (CPA Cert(Acc) Open  
Shilton Accounting Services  
17<sup>th</sup> March 2023

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Statement of Accounts

**St John's Church Carterton**  
**Receipts and Payments year ended 31st December 2022**

Receipts	2022		2021	
	£		£	
<b>Receipts</b>				
Married Giving	16,067.97		15,152.78	
Cash Collections	5,890.88		1,707.01	
Parish Giving Scheme Receipts	11,857.58		11,267.39	
Gift Aid Recovered	9,379.97		5,882.10	
Bequests/Donations	8,157.55		34,070.49	
Facilities Hire	2,400.50		425.53	
Statutory Fees	1,750.00		5,886.70	
Other Receipts	7,761.78		2,752.88	
	<u>58,365.21</u>	<u>58,040.34</u>	<u>57,737.90</u>	<u>57,737.90</u>
<b>Investments</b>				
Forward Income	21,567.45		27,788.50	
Bank Interest	0.00		22.00	
	<u>21,567.45</u>	<u>21,567.45</u>	<u>27,756.47</u>	<u>27,756.47</u>
<b>Total Receipts</b>		<u><b>79,607.59</b></u>		<u><b>85,494.37</b></u>
<b>Payments</b>				
Emp. & salaries	21,655.00		21,200.00	
Rectors	482.48		518.50	
Curate housing costs	8,219.85			
Employee expenses	506.84		356.23	
Parish Share	25,197.12		55,753.09	
Vesting Clergy Fees	329.00		146.20	
Heat and lighting	4,769.25		4,425.05	
Insurance	7,004.94		1,760.75	
Gen. & admin	985.58		233.68	
Subscriptions	700.00		95.00	
Printing and stationery	197.00		152.00	
Cleaning	1,188.00		1,090.00	
Clergy Expenses	1,751.25		2,546.47	
Diocesan Statutory Fees			4,570.00	
Mission Meals	134.50		18.00	
Repairs & Renewals	180.00		2,840.00	
Damage deposit refunds	200.00			
Waste disposal	241.20		204.42	
Telecommunications	1,651.53		2,590.71	
Church Supplies	786.84		127.60	
Maintenance/Supplies	9,574.19		14,804.56	
Ann. & mg. fees	139.40		562.60	
Legal fees	108.74		33.65	
OT & expenses	1,492.24		411.08	
Fellowship Events	876.34		475.00	
Mission Giving & Donations	7,565.04		9,864.00	
Childrens Society	2,180.11		2,175.16	
Asset Purchases	634.80		1,655.00	
<b>Total Payments</b>		<u><b>125,712.98</b></u>		<u><b>128,006.60</b></u>
<b>Annual surplus/deficit</b>		<u><b>- 46,105.39</b></u>		<u><b>- 42,512.23</b></u>
<b>Adjustment in valuation of investments</b>		<u><b>- 96,269.82</b></u>		<u><b>97,816.00</b></u>
<b>Total annual increase/deficit in assets</b>		<u><b>- 142,375.21</b></u>		<u><b>55,303.77</b></u>

Responsible Financial Officer

Date:

18<sup>th</sup> March 2023

*R. W. Gousson*  
 R.W. Gousson  
 Acc. Treasurer

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**Statement of Assets at 31st December 2022**

	2022		2021	
	£	£	£	£
	Unrestricted Funds		Unrestricted Funds	
<b>Cash accounts</b>				
Opening Balance	23,575.39	20,414.50	48,703.07	23,575.39
Movement	- 3,160.89		- 25,127.68	
HSBC Current Account Closing	16,323.32		19,907.18	
HSBC Fabric Fund Closing	4,091.18		3,668.21	
<b>Total Cash accounts</b>	<b>20,414.50</b>		<b>23,575.39</b>	
<b>Investment Accounts</b>				
Opening Balance	859,996.95		780,349.55	
Movement	- 138,799.75	721,197.20	79,647.40	859,996.95
CCLA Deposit account	35,936.24		35,466.17	
CBF Investment Funds	585,260.96		824,530.78	
<b>Total Investment at valuation</b>	<b>721,197.20</b>		<b>859,996.95</b>	
<b>Total assets</b>	<b>741,611.70</b>		<b>883,572.34</b>	
<b>Liabilities</b>				
PAYE	260.89		153.58	
Pension	87.85		87.85	
<b>Total Liabilities</b>	<b>348.74</b>		<b>65.83</b>	
<b>Net assets &amp; liabilities</b>	<b>741,262.96</b>		<b>883,538.17</b>	
<b>Increase/decrease in assets</b>	<b>- 142,375.21</b>		<b>55,303.77</b>	

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**St John's Church Carterton**

Bank reconciliation 31st December 2022

	Balance as accounts	Balance as statement	Difference
HSBC 70724513	16,323.32	16,323.32	-
HSBC 51416170	4,091.18	4,091.18	-
CCLA 3001D	35,936.24	35,936.24	-
CCLA 3001S	298,394.37	298,394.37	-
CCLA 3002S	386,866.59	386,866.59	-
<b>Total</b>	<b>741,611.70</b>	<b>741,611.70</b>	-

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## Appendix – Group Activity Reports

### Ladies' Ministry – Billie Tweedy

We continue to hold a Ladies' Breakfast in alternate months. We have changed the format so that we will sometimes have a 'full English' and sometimes a continental breakfast. We have endeavoured to reach out to others in the community by advertising our meetings and have seen some growth with younger people and mums with children attending. Each breakfast will either have a speaker followed by Q & A or discussion questions set on each table.

### Men's Ministry – Steve Bostock

This year has seen the Men's Ministry events getting back to something like normal.

The Men's Breakfasts have been held every two months, with the format altered slightly as we now eat a hearty breakfast in the hall before moving into the main body of the church to listen to the guest speaker. Among the speakers in 2022 we had a talk about classic cars from Allister Holt's son-in-law, Josh Spencer, who also brought along his two cars for close-up examination afterwards. Attendance has been between 25 and 30 which is most encouraging. We always appreciate the excellent preparation of the cooked breakfasts by the kitchen team comprising Ian Harley, Andrew Monkhouse and Allister Holt.

The S.T.I.G. Nights have not taken place during 2022, and are unlikely to resume, but we will definitely be holding a Curry and Aunt Sally Night early next year. This should be a great opportunity for the men to have an evening together with, hopefully, a bit of fun.

The Men's Bible Study met once a month led initially by Rev Ian, but Rev Drew took this over mid-year. Over several weeks, we used the study guide by Henri Nouwen about Rembrandt's painting, The Return of The Prodigal Son, to great effect.

The Men's Ministry Team (Steve Bostock, Mike Cox, Ian Harley, Allister Holt and Andrew Monkhouse) is grateful for the continued support towards the affiliation of the St John's group with Christian Vision for Men (CVM) who provide great inspiration and resources for us to use at our events.