

# Parish of Ashford Hill with Headley Diocese of Winchester



Barn Dance at St Paul's



Rev Ben's Collation Service April 2016



The Scouts run the games stall at the Fete



Ron Goodwin Memorial Concert

**Annual Report for the year ended**  
**31<sup>st</sup> December 2016**

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### **Administrative information**

The parish of Ashford Hill with Headley is one of two parishes which together make up the United Benefice of Kingsclere and Ashford Hill with Headley, within the Diocese of Winchester, within the Church of England. Between January and April 2016 we were in a period of vacancy. Rev Ben Read was licensed to the benefice in April 2016.

Ashford Hill with Headley Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission.

There are two parish churches – St Peter’s Headley in Newbury Road, Headley and St Paul’s Ashford Hill. The correspondence address is The Vicarage, Fox’s Lane, Kingsclere, Newbury.

The membership of the PCC during 2016 was as follows.

Vicar	Rev. Ben Read (from April 2016)
Churchwarden	Penny Stewart (H) (co-chair of PCC until April) Georgi Selby (AH) – (co-chair of PCC until April)
Deanery Synod member	Alison Goodyer
Elected Members (9)	Rachel Chamings (re-elected Apr16) Susie Sainsbury (from Apr 15) Evelyn Hiscock (re-elected Apr 16) Colin Scott-Malden (re-elected Apr 16) David Fowler (until April 16) Dave Chamings (until April 16) Marilyne Simmonds(from Apr 15) David Hunt (elected Apr 16) Sheena Crisford (Apr 16 – Dec 16) Terry Richardson (elected Apr 16) Vanessa Martin (elected Apr 16)
Secretary	Emma Rivers (non-voting member)

### **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. Members are elected for a 3 year term. All regular worshippers are encouraged to register on the Electoral Roll and stand for election to the PCC. :

### **Officers of the PCC**

Co-chairs: (until April 2016): Georgi Selby & Penny Stewart

Chair: (from April 2016) Rev Ben Read

Treasurer: Colin Scott-Malden

Secretary: Emma Rivers – Benefice Administrator (non-voting)

Safeguarding Officer: Emma Rivers

Electoral Roll Officer: Rachel Chamings

Certain tasks are delegated to sub-Committees as follows:

### **Fete Committee**

### **Finance Committee**

Full reports from these committees follow.

## **Objectives**

The Ashford Hill with Headley PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the parish churches and their churchyards.

## **Annual report of PCC**

The PCC met 6 times during the year in addition to a brief meeting following the Annual Meeting to elect officers. The average level of attendance was 77%.

The main items of business were:

- preparing for the arrival of Rev Ben and his collation service on 21<sup>st</sup> April.
- monitoring financial position of the parish
- receiving reports on the state of the church buildings and churchyards
- agreeing special services in the parish (i.e. Seder Meal, celebration of baptism)
- approving work on churchyard trees
- overseeing the maintenance work on the roof at St Paul's
- agreeing that new altar frontals be made for St Paul's, and a beautiful box to store them in.
- supported a very successful fete and "That's Entertainment"
- looked at the long-term storage solution for St Paul's
- discussed plans for modernisation of St Paul's, including plans for a kitchen and meeting rooms, as well as the installation of wi-fi.
- approved the local fee for the services of vergers at Pastoral (Occasional) Offices

This report was adopted by the PCC at its meeting on 8<sup>th</sup> March 2017

Signed: Rev Ben Read (Chair)

The following sections give more detail on the life of the parish.

### **Churchwarden's Report – St Paul's, Ashford Hill**

2016 was an incredible year for St Paul's church. A new vicar, the £200,000 for the repairs of the roof and spire was reached by the amazing generosity of so many kind people to whom we owe a huge thank you. Many successful events took place, and the many volunteers undertook a variety of jobs to maintain the church, and churchyard. A special thank you to all. The team who manage the churchyard keep it well maintained did exceptionally well. Our flower arrangers produce month in month out flowers to enhance the beauty of the Church. Many people do many things which are not mentioned here, but are much appreciated by the church and community alike.

*Georgi Selby, Churchwarden of Ashford Hill*

### **Churchwarden's Report – St Peter's, Headley**

2016 started still relying on the able assistance of visiting clergy Sue Hobbins at 8.00 also Michael Kenning (a great asset to our weekend crossword whenever he came to breakfast!) and Jill Bentall who joined us on Easter Day. Thank you to them all from the congregation of St. Peter's and also of course to Neil Britton who was on hand to fill in the gaps. Bryony led us in a very moving Ash Wednesday service.

In April we welcomed Ben, Bethan, Cara and Chloe – Joy, Life began again!

Ben led our 3 pm Remembrance service ably assisted by the cubs - thank you Diane. Christmas weekend started with a full church for the crib service led by Bryony starring lots of children with dishcloths!

On a fabric note- in October Andrew Simmonds replaced the missing and broken tiles and cleaned the gutters. The bulbs inside the church were updated to LED and in November we got our faculty for the bell repairs which will be done in April. The outside lights will be updated and there are plans to replace the broken rusty gates out on to the main road.

We are very grateful to Ray and Pete Coventry who continue to keep up the churchyard -it is nice to see how many more graves seem to have flowers on. On the flower note we are grateful to Jane Loveless who has taken over from Judy Merton as the head of the flower team.

Inside the church would not be the same without the capable cleaning team led by Wally Kingston - thank you and also thank you to Diane Crook who turns on the heating in time for all the services.

*Penny Stewart, Churchwarden of Headley*

### **Regular Worship and Pastoral Offices**

At the beginning of this year, the parish was still without a vicar and relied heavily on the Rev'd Canon Michael Kenning and the Rev'd Neil Britton, along with others. We are grateful to them and to all who helped with the services during the vacancy.

I arrived in April and have enjoyed beginning to worship with you on a Sunday morning. Thank you for your patience as I've learned the forms of service which are similar but not the same as the Church in Wales. I look forward to continuing to learn to worship God together in the coming year.

There was a good number of pastoral offices again this year, reflecting the good pastoral relationship fostered over many years by the Rev'd Lucy Thirtle and the parish as a whole. There were 5 weddings, 4 baptisms, and 8 funerals. Thanks to all who have been involved in those services and in supporting people, particularly the bereaved.

*Rev Ben*

For the first time we ran pancake races with all the children at Ashford Hill Primary School. After the well-attended Easter Day service, children of all ages enjoyed the Easter egg hunt. Harvest Festival with bring and share supper as usual was popular, and Advent brought the Christingle service and the candle light carol service which was a beautiful start to Christmas. Many families attended the ever popular Christmas day service.

Our dedicated organist Vanessa Martin not only plays for the services, she composes music for special occasions. A small scratch choir with the core choir practices before the 10.30 services. At festivals the benefice choir come together with the Kingsclere Singers to support St Paul's church.

*Georgi Selby, Churchwarden*

### **Licensed Lay Minister (LLM) Training**

Thank you to everyone who has supported me, with so much prayer and general encouragement, since I embarked on this usually three year training, in 2013.

I can most definitely say that it has been a most challenging undertaking: academically, theologically, and personally. Four years later, and I'm almost there!

At the time of writing I'm on placement at All Saints and St Michael's churches in central Basingstoke, which is really helpful, and will be back after Easter for the final term, finishing in July.

There are two things needed for successfully completing the course: getting enough credits academically, and being recommended as a suitable person to take on the role. So with very great (and very genuine) humility, I wait to see whether this will happen. If it does, please put in your diaries the Licensing Service in Winchester Cathedral on 14th October 2017!

*Bryony White*

### **Monthly Benefice Prayer Diary**

This is home produced, here in the benefice, with prayers for things going on, and bible readings for each day of the month. All the different roads, shops, schools and businesses are included over time so that everyone who lives here, works here, or passes through, are included. The Ashford Hill Magazine team send us dates of events and we include as many of those as possible, too. It's one of the ways that we can pray together as a community, everyone welcome, and included.

Copies are available in all the churches, for regulars and visitors alike. At St Paul's and St Peter's (which are sometimes locked) they are on the porch notice board, and of course, it's all on the web site! Comments and ideas for future diaries are always welcome.

*Bryony White and Evelyn Barr*

### **Prayer Circle**

The "Prayer Circle" is a co-ordinated group of (at the moment) nine parishioners. We don't meet physically, but include in our own prayers at home, often for long periods, people from the benefice, who have asked for prayer.

Requests come from many sources, but most commonly from Ben. It is a particularly valuable service for people who would like prayer, but who may not want their names made public, for example, on the pew slip, or their circumstances widely known. We also include prayer requests which have been left on the St Mary's Prayer Board.

The Prayer Circle would love to welcome new members! If you think you would like to be part of this "behind the scenes" but precious and valuable ministry, please speak to Ben or to me.

*Bryony White, Licensed Lay Minister (Reader) in training.*

## **Bible Study and Lent Groups**

The Rev. Neil Britton led six studies in Acts at the Kingsmill Room on Tuesday's and Wednesday's early in the year. Part of the study involved watching a DVD of a dramatised version of Acts. Good times of sharing were had on both occasions.

A fascinating Lent Course was held this year, based on the book 'The Word in the Wilderness' written by CoE priest, poet and song-writer, Malcom Guite. Thirteen of us met weekly and three others who were unable to attend followed the same poems and readings, in parallel, in their own time. The book was designed to help us to '.....reorient ourselves, clarify our minds, recover from distraction and focus on the values of God's Kingdom'. We found the material, discussion and debate certainly helped us to achieve those objectives and we shared and enjoyed a period of profound exploration and insight.

*Rev Neil Britton & Maggy Wallace*

## **Prayer Groups**

Ashford Hill prayer group meet on Mondays at 9.15. at the community room in the Ship which links with the other prayer groups at Headley and Kingsclere

The benefice prayer group has been meeting in the Kingsmill Room, St Mary's on Friday afternoons throughout the year, when the needs of the benefice as well as other prayer topics in the wider world were brought before God in prayer.

*Rev Ben*

## **Pastoral Care**

The Benefice now has a team of 11 pastoral visitors in Kingsclere, Ashford Hill and Headley, all of whom have completed an approved training programme and are cleared through the DBS process.

The visitors work in conjunction with the Vicar to offer a range of pastoral care to those who need support. Such support may vary from regular visits, through to more occasional contact by phone/visits. Contacts can be both short and long term, depending upon individual circumstances and will be negotiated between the person concerned and the visitor. If you, or someone you know, needs visiting please let Ben, Bryony or Maggy know.

*Maggy Wallace*

## **Mission & Outreach**

### **Community Lunches**

The Headley Community lunches continue every month (second Friday in the month) with usually 30-35 regulars enjoying delicious home made soups and filled rolls for only £3 and a chance to catch up on the local gossip! The season ended with the Community Carol service very ably accompanied by Mary Bayly on the keyboard.

*Penny Stewart*

### **Social and Community use of St Pauls**

There were a variety of events including some concerts, musical workshops, That's Entertainment, a General Sale, Barn Dance, The Ron Godwin Concert, and the Art and Craft weekend. The events were planned to cater for many different people

## **Stewardship of our resources**

### **Buildings and Churchyards**

The year proved to be an interesting journey with highs and lows as the renovations continued to reach completion. The winter prevented the finishing of the work on the spire. This will resume in the spring of 2017. Part of the renovations was to install new wooden stairs up to the clock. It is a relief that the stairs are safe and look as if they were always there. The work is nearing completion thanks in particular to Paddy Dring whose help and advice is invaluable.

The clock is now going and wound up weekly by Ben Hiscock who does a great job at keeping time regulated.

*Georgi Selby, Churchwarden*

### **Finance**

Regular reports were received from the Treasurer. The full financial report for the year appears at the end of this report.

The Finance Committee met during the year. Its main focus is on maintaining the financial footing of the parish, as well as looking the fund raising appeal, and for possible charities/trusts for requesting money for the renovation.

Our thanks go to Colin Scott-Malden for his continuing work on maintaining the accounts.

### **Benefice Matters**

Throughout the vacancy, the churchwardens, administrator and lay chair of the PCC met to ensure the smooth running of the benefice. During this year, wardens of both churches have met with Ben to discuss issues facing the parish and to aid in working better together. The pattern of services has remained unchanged and some have travelled to services in the other churches when there isn't one in their village. We hope to build on this partnership in the coming year through extra opportunities for prayer, worship, and fellowship.

Do check out Kingsclere parish's Annual Report which contains information on all that has happened during the year. It is available on the benefice website.

*Rev Ben*

### **Reports from Sub-Committees or other officers**

#### **Fete Sub Committee**

The 2016 fete had an interesting journey planned to be at Headley Recreation Ground but due to a bad weather forecast the organiser Simon Hiscock, at the last minute moved it to St Paul's Church Ashford Hill. Unfortunately the change of venue meant some people were unable to attend, it was however a successful day.

*Georgi Selby, Churchwarden*

#### **Parish Magazine**

2016 appears to have been a very profitable year for the Magazine giving a total of £2,410 for church funds – raising almost an extra £1,000 on the profit raised in 2015. People have commented very favourably throughout the year on the quality of the magazine production with its colour look to the front and back cover and some of the advertisements. Our thanks must go to Carl, our printer, at Advance Printing on Greenham Common for all his help in printing the magazine. We also wish to thank all those who regularly write articles each month, our advertisers and all our distributors for their support and help as without them the production and delivery of the magazine would not flourish.

*Sandra & Michael Everitt*

## **Whitchurch Deanery Synod**

Our Parish is represented on the Deanery Synod by Alison Goodyer, but across the benefice also by Ben Read, Nick Selsey, Steve Jaques & Chryssie Green.

The Deanery Synod meets four times a year, at different church halls within our area.

The reason for the Deanery Synod is to understand the relationship of each parish within our diocese, how we are affected by the decisions taken by Winchester and Canterbury.

### Mityana Outreach

The main focus of outreach this year has been our progress with our sister church in Mityana, our coordinator Revd Dodie Marsden presented us with progress from the water project and the visit to Mityana.

### Treasurer Report

We have discussed the changes to finances within the dioceses, the parish share contributions for 2016, the share allocation method and the Diocesans Working Group and how these will affect the contributions made by individual churches and the changes this will bring to our full time ministry team within the dioceses.

### Deanery Mission and Pastoral Committee

The Eco Church is being discussed with talks given by A Rocha UK, CRES, Christian Aid and Tearfund. Bishop David is actively asking us to engage with environmental issues and to help our churches and communities to becoming part of this initiative.

### The Rural Dean

Reported to us by the Revd Kelvin Inglis on the activities happening in the Rural Dean, the mission and evangelism courses, the ministry team appointments and movements within the benefice, Deanery evensongs, to try and encourage younger people to become involved.

*Alison Goodyer, Ben Read, Nick Selsey, Steve Jaques & Chryssie Green.*

# Parish of Ashford Hill with Headley

## Financial Report

### Year ending 31<sup>st</sup> December 2016

#### Ashford Hill with Headley Financial Statement for year ended 31<sup>st</sup> December 2016

<u>Income</u>	2015	2016
<b>Income from Donors</b>		
Planned giving	34148	30554
Income tax recovered	8740	15968
Non Gift Aid	1355	2175
Collection and other giving	2117	3285
Sundry donations	3300	2938
<b>Income from Activities</b>		
Fete Gross	8898	3160
That's Entertainment	-	1765
Jumble Sale	-	2048
Fundraising	131883	36786
Magazine	7085	8292
Parochial fees retained for PCC	3111	4998
Grant from Ashford Hill PC	750	-
<b>Income from Investments</b>		
Interest on unrestricted funds	172	150
Interest on restricted funds		
Interest on McSwiney fund	88	77
Friends of Ashford Hill (restricted fund)		
Incorporated Church BS		
Payments received for Diocese	1186	1722
Retirement collections/Miscellaneous		
<b><u>Total Receipts</u></b>	<u>202433</u>	<u>113915</u>

<u>Payments</u>	2015	2016
<b>Church Activities</b>		
Diocesan Parish share	38892	38892
Incumbent expenses, inc. secretary	2337	4516
Assistant Clergy expenses	368 Neil Britton	224
Church running expenses, electricity, insurance	4365	4164
Church Maintenance: organ tuning, fire inspection	1477	3863
Support costs	88	225
Churchyard maintenance: tree & grass cutting	300	1028
Magazine printing	5760	5904
Salaries/Honorariums: Verger, organist	1345	1752
Title deed registration	60	-
Payments to Diocese	1616	1710
Cost of services/licences	70	-
Church Administration costs	2003	Fete costs 401
Capital expenditure	19213	Architect fees 8621
	94253	Construction 52432
	195	AH Floor -
VAT reclaimed on Capital expenditure	-	-9633
Remembrance Day	669	463
<b>Total Payments</b>	173010	114563
<b>Total Receipts</b>	202433	113915
<b>Excess of receipts over payments</b>	29423	-647
Balances at beginning of the year	59083	97089
Excess of receipts over payments	29423 See note below *	-647
Creditors Previous year (unpresented cheques)	-48	-
Debtors Previous Year		
Creditors (unpresented cheques)		
Debtors (uncleared deposit)	8631 Gift Aid for 2014	-
<b>Total Funds</b>	<u>97089</u>	<u>96442</u>

The excess for 2015 (£29423) includes the amount raised in fundraising for the roof project. The 2016 fig should be read in conjunction with the previous year.

Notes: Clergy expenses includes telephone, postage, stationery, transport, secretarial assistance office equipment, maintenance of robes, hospitality, provision of locum tenens and visiting speakers

Gift Aid Tax rebate applied for in 2014, paid in Jan 2015

Some expenses are shared with Kingsclere.

Figures are rounded to nearest £1

## Bank Accounts

	Balances as at 31-12-2015	Interest 2016	Balances as at 31-12-2016	
Deposit Account	31855	150	32004	
McSwiney Bequest account	16289	77	16365	
Current Account	48946	-	48073	
Totals	<u>97089</u>	<u>226</u>	<u>96442</u>	Actual figure

### Deposit Account Breakdown

Restricted (Development and Fabric Fund)  
Designated (Floor Fund)  
Unrestricted (General Fund)

**INDEPENDENT EXAMINER'S REPORT**  
**TO**  
**THE PCC OF ASHFORD HILL WITH HEADLEY**

I report on the accounts for the year ended 31<sup>st</sup> December 2016 which are set out on pages .

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

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

Basis of Independent Examiner's Statement

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 the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with s.130 of the 2011 Act; or to prepare accounts which accord with these accounting records 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.

Signed  .....

R. Hopes, FCA

Bell House, Ashford Hill, Thatcham, Berks. RG19 8BB

Dated 3/4/17 .....