

St Michael and All Angels Wadenhoe



**ANNUAL REPORT
OF THE
PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED
31 DECEMBER 2018**

St Michael and All Angels Church, Wadenhoe

Annual Report of the Parochial Church Council for the year ended 31 December 2018

1. REFERENCE AND ADMINISTRATIVE INFORMATION

St Michael and All Angels Church stands on an ancient site at the top of a hillspur, isolated from the village of Wadenhoe which lies below by the River Nene. It is part of the Diocese of Peterborough within the Church of England and is listed as number 1227141 on the Register of the National Heritage List for England (NHLE) as a Grade II* historic protected building.

A. Addresses for correspondence:

The Revd Canon Brian Withington The Rectory 60 Main Street Aldwinclie Kettering NN14 3EP	OR	Mr Stephen Hall PCC Secretary Manor Farm Wadenhoe Peterborough PE8 5SX
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B. PCC Members who have served from 01 January 2018 until the date this report was approved:

Incumbent:	<i>Position not filled. (Interregnum)</i> The Revd Canon Brian Withington	(Until 25.02.2018) Chairman (From 25.02.2018)
Churchwarden 1: Churchwarden 2:	Mr Rodney Sinclair <i>Position not filled</i>	Vice-Chairman & Treasurer
Deanery Synod Representative:	<i>Position not filled</i>	
Elected Members:	Mr Stephen Hall Mrs Rachel Barritt Mr Jake Locke Mrs Faye Henchy	PCC Secretary Electoral Roll Officer (From 25.02.2018)

C. General:

Bankers:	Barclays Bank plc Oundle Branch, 2 New Street, Oundle PE8 4EB
Investment Funds:	CBF Church of England Deposit Fund Senator House, 85 Queen Victoria Street, London EC4V 4ET
Legal Advisers:	Hunt & Coombs Solicitors 4 New Street, Oundle PE8 4ED
Insurance Company:	Ecclesiastical Insurance Beaufort House, Brunswick Road, Gloucester GL1 1JZ
Independent Examiner:	Mr Andrew Kemp 3 St Andrews Lane, Titchmarsh, Kettering NN14 3DN
Church Architect:	Mr Jeremy Lander MA(Cantab) Dip Arch RIBA AABC Freeland Rees Roberts Architects, 25 City Road, Cambridge CB1 1DP

Patrons: (The right of presentation is exercised jointly.)	The Wadenhoe Trust Peterborough Diocesan Board of Patronage The Society of Merchant Venturers The Bishop of Peterborough
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2. STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Charity currently excepted by Statutory Instrument from registering with the Charity Commission.

The method of appointment of PCC members is governed by and set out in the Church Representation Rules. The membership of the PCC consists of the Incumbent (the Rector), the Churchwarden and members elected by those members of the congregation who are on the electoral roll of the church. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are 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. New members receive initial instruction into the workings of the PCC.

It was agreed by the PCC that there was an insufficient number of members to warrant a Standing Committee.

3. OBJECTIVES AND ACTIVITIES

St Michael and All Angels' PCC has the duty and responsibility with the incumbent, the Revd Canon Brian Withington, to consult together on matters of general concern and importance to the parish and to cooperate in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

This responsibility is reinforced by our commitment to the Mission Statement, namely, "*The Church exists to make the Gospel relevant to everyday life and to serve the whole community by strengthening the fellowship, practice and heritage of Christian life and worship*".

As the PCC has ultimate responsibility for a wide range of matters affecting the Parish, including such matters as compliance with legislation in regard to Health and Safety, Fire Risk and Safety and Disability Access and also in the Safeguarding of children, young people and vulnerable adults, appropriate training is provided, when necessary.

The PCC also has maintenance responsibilities for the Church of St Michael and All Angels in Wadenhoe.

Matters for Attention in 2019. The following maintenance matters which were raised in the Quinquennial Report require attention and in 2017 the PCC agreed to the necessary work being carried out at a cost of £4,655:

- Releading of five poor condition windows
- Replacement of six window guards.

Two window guards had been replaced at a cost of £950 in 2018 but the remainder of the work was put on hold because of a cash flow problem that arose as a result of the urgent need to raise funds for the repair of the North Aisle roof vandalised by metal/lead thieves. The outstanding jobs will now be undertaken in 2019.

4. PARISH SUPPORT ACTIVITIES.

Parish support activities are co-ordinated/carried out by regular churchgoers as well as several villagers of other faiths and non-churchgoers. The PCC thanks all the willing helpers for their contribution in keeping the Church as an ongoing and vital centre of the community.

Sidespersons. All members of the PCC and Daphne Hall.

Lessons Schedules. The Churchwarden liaises with the officiating minister and acts as principal lesson reader but whenever possible members of the PCC or parishioners from the congregation are encouraged to read.

Sacristan's and Verger's Duties (*None appointed*). Preparation of the church for all services and briefing the minister is normally carried out by the Churchwarden and members of the PCC.

Bell Ringing (Arthur Dicks). Benefice bell-ringers support the Wadenhoe bell ringing team. Bell ringing practice takes place on a Wednesday evening.

Refreshments after morning Services (Patrecia Sinclair/Rachel Barritt/Daphne Hall). Coffee and biscuits are available after each morning communion service. This continues to have a strong bonding effect and encourages people to stay behind and take the opportunity to talk with others who possibly are not seen regularly within the village.

Eucharist Assistant. Mrs Yvonne Gunn.

Cleaning. Currently members of the PCC clean the church. Many thanks to all those who clean the brass in the Church from time-to-time. It would be appreciated if volunteers would come forward to help with the cleaning of the church twice a month, i.e. before the 2nd and 4th Sunday services, at a time to suit their convenience, as the church is always open during the day. This involves dusting, sweeping the floor and vacuum cleaning the sanctuary carpet.

Daily locking and unlocking of the Church (Heather Reynolds/Jane Cooper/Shaun Barritt). The church is usually left unlocked during the day. While there have been thefts and acts of vandalism in the church in previous years, there is a strong feeling within the PCC that it should continue to be opened every day notwithstanding these dangers. Not only is the church a spiritual place where people can pray in peace, but it is of historic interest and also one of the tourist attractions of Wadenhoe village and hence a significant source of bookstall income from passers-by purchasing booklets/post cards. As Heather Reynolds' health has deteriorated to the extent that she was no longer able to care for the unlocking/locking of the Church, Shaun Barritt has agreed to do so in her place. The PCC has written and thanked Heather for all her help and dedication over the years in this matter as well as her ready willingness to assist and undertake many other Church related tasks/matters when called upon from time-to-time.

Churchyard – Grass Cutting (Stephen Hall). Mowing of the grass in the churchyard is proving very difficult because of the uneven ground caused mainly by anthills and rabbit holes. A number of volunteers have offered their services and have since mowed the grass from time-to time. Help is always much needed and appreciated.

Flowers (Rachel Barritt). Anyone wishing to provide flowers in the church is welcome to do so. Our thanks to Rachel Barritt, Fay Watson and Patrecia Sinclair for providing and arranging the flowers and greenery when decorating the church for the special services during the year.

Pink Sheet Newsletter distribution (Rodney Sinclair/Rachel Barritt). Copies of the Pink Sheet newsletter are delivered to all the households in the village.

Organists. Jean Wignell plays the organ for the Evensong services and for other special occasion services while Vincent Davy continues to care for the morning communion services. Our thanks to them.

5. ACHIEVEMENTS AND PERFORMANCE

Electoral Roll. At date of the Annual Parochial Church Meeting 2018, there were 21 parishioners on the Church Electoral Roll, two of whom are resident outside the parish.

Church attendance. Wadenhoe has two services per month with a Holy Communion service on each 2nd Sunday at 10.30 am and an Evensong service on each 4th Sunday at 6.00 pm. The average Church attendance at the morning Communion service in 2018 is 15 adults, but this number can be much larger at Easter and Christmas festivals. Average Evensong attendance is 8 adults. Prospective wedding couples have boosted attendance numbers by approximately two to four persons for short periods prior to their weddings in church.

Services during the year.

Palm Sunday: <i>(Including a procession up the hill from the village hall)</i>	25 th March 2018
Harvest Thanksgiving Service:	9th September 2018
Remembrance Day Sunday Service: <i>(At Wadenhoe War Memorial)</i>	11 th November 2018
Crib Service: <i>(Including a procession of four sheep into the church)</i>	24th December 2018

Weddings:



24th March 2018
Lucy Chapman and
Jonathan Thompson



19th May 2018
Katherine Alice Pegrum and
Christopher George Whittaker



25th August 2018
Sandra Vanessa Chappelow and
Gareth Whitford



15th September 2018
Louisa Kelly Anne Hotson and
Huw Thomas David

Marriage Blessing after Civil Marriage:	<i>None</i>
Baptisms:	<i>None</i>
Thanksgiving Service:	<i>None</i>
Funeral Service & Burial:	5 th October 2018 - Francis (Frank) George Woodbridge
Funeral Service/Cremation:	<i>None</i>
Burial of Cremated Remains:	4 th August 2018 - Janet Waugh
Confirmations:	Sevrin Draper Faye Henchy

Special Church Services

- **Special Choral Evensong to celebrate Michaelmas/Feast of St Michael and All Angels.** A special musical celebration was held on Sunday, 23rd September 2018 which started with a Cello and Violin performance by the Fedora Strings duo (Joanna Borrett and Roger Stimson) with an imaginative selection of music from their wide repertoire. This recital was followed by a Choral Evensong with the Benefice Choir and concluded with refreshments in the church.
- **Sunrise Service at 6.30 am on Easter Sunday – 1st April 2018.** Some 42 people attended the service which was followed by a full English breakfast in the Village Hall. Many thanks to Rachel Barritt, Shaun Barritt and Daphne Hall for providing the breakfast.
- **Lent Service.** Some 14 people attended a special Lenten Holy Communion Service which was held at mid-day on Wednesday, 28th March 2018. This was followed by a light lunch in the Church. Many thanks to Rachel Barritt for providing the lunch.
- **Christmas Eve Crib Service**



‘Stable Door’

The PCC wrote and thanked Jane Woodbridge and Martin Wallis for bringing four of their sheep to this special service. The PCC also wrote and thanked Pete and Sam Prior for providing and erecting the “stable door” in the church, which sets the scene for the Crib service and to Marian Gascoine for providing the straw. Special thanks to Rachel Barritt, Patricia Sinclair and Faye Henchy for providing the refreshments (mulled wine and mince pies and for the children, sweets and soft drinks) after the service. Attendance this year was 250 people – 60 children and 190 adults.

Wadenhoe Church Website (<https://wadenhoechurch.org.uk/>) (Faye Henchy). At the request of the PCC, Faye Henchy created a web site page for Wadenhoe Church and has kindly agreed to maintain it. The page gives some basic information about the church as well as listing the dates/times of church services. In addition, an email address (stmichaelwadenhoe@yahoo.com) was registered for use when people require further information and wish to contact the church. Many thanks to Faye for an excellent job.

Student Cross – Easter Pilgrimage to Walsingham. The Kettering Leg of Student Cross undertook the 120 mile pilgrimage to Walsingham in the week before Easter, carrying the Cross to the Anglican Shrine of our Lady of Walsingham. They started the walk on Saturday 24th March with the objective of arriving in Walsingham on Good Friday, 30th March. They stayed overnight (Saturday, 24th March) in Wadenhoe’s Village Hall and the next day (Palm Sunday) assembled for prayers/short service in the church before continuing their journey to Walsingham.

6. REVIEW OF THE YEAR

Revd Dr Beatrice Brandon. As Beatrice’s tenure as the Archbishop’s Adviser for Healing Ministry was coming to a close, it was considered appropriate by Bishop Donald for her to be licensed as an Assistant Priest in the Seven Churches Benefice. The PCC agreed to her being licensed in the Benefice and it was arranged that this would take place at a special service to be led by Bishop Donald at Titchmarsh Church on Sunday, 20th January 2019.

PCC Meetings. The PCC met eight times during the year plus the Annual Parochial Church Meeting (APCM) with a 100% attendance. Five of these meetings were conducted over the internet, using the e-mail communication system, for decisions on matters that, while requiring PCC approval, were considered not to warrant a formal get-together as the subject matters were of lower importance and not contentious or only a single item was due for discussion.

Change in Electricity Supplier. With effect from 1st December 2018, the PCC agreed to award Scottish and Southern Electricity a three year contract to supply the church’s electricity in place of Opus Energy. The church’s utility broker, LSI Independent Utility Brokers Ltd, had sought several quotations for the supply of electricity and the quote received from SSE had been the more competitive.

Roof Lead/Metal Theft



Damaged Roof

Overnight on 11th/12th February 2018, thieves stole the lead that lined the gutter on the North aisle roof of the Church and damaged the terne coated stainless steel roofing sheets and the stonework on the corners of the parapet. The damage was so severe that it required the whole aisle roof to be replaced. In addition, the thieves cut the lightning conductor at ground level but were unable to remove it.



Damaged Lightning Conductor

Roof Repair Project



Scaffolding being erected

As the roof replacement work would be on a like-for-like basis, the Archdeacon approved the PCC's application for the work to be undertaken without the need for a faculty. However, approval was granted subject to the installation of a roof alarm. To comply with this condition, an alarm was installed in August 2018. The work to replace the damaged roof started on Monday, 17th September 2018, and was completed on Wednesday, 3rd October with the scaffolding and site cleared the next day.



New Roof



Repaired Parapet Corner Stonework



Repaired Parapet Corner Stonework



Gutter Lined in Stainless Steel

Roof Repair Fund Raising Campaign. An intensive fund-raising campaign was launched to help pay for the cost of the roof repair and the provision of a roof alarm. Trevor Pocknell approached the PCC with a view to raising funds on the internet's fund raising charity pages using JustGiving, Facebook and Just Text Giving. This was agreed to by the PCC. The campaign was successful in that some 47 donations were received either through the internet fund raising charity pages or directly by cheque/cash. (See 'Roof Project Income and Expenditure' at Chapter 9 for a summary of the funds raised and costs incurred with the roof project.) The PCC wrote and thanked Trevor for all his help in this matter.

Vandalised Tomb-Chest.



Tomb-Chest

On 9th May 2018, the Sanderson memorial tomb-chest in the churchyard was slightly damaged by vandals trying to remove its slab top.

Fabric (Rodney Sinclair/Stephen Hall). The church building and churchyard generally are in reasonable condition. Two window guards were replaced at a cost of £950 in 2018 and a further four will be replaced in 2019. In addition, five poor condition windows need re-leading and this work will also be undertaken in 2019. The North aisle roof of the Church vandalised by metal thieves was replaced at a cost of £27,581 and the provision of a roof alarm cost £4,740.

Fire Safety Risk Assessment Policy, Health and Safety Policy and the Disability Access Audit Check. These policies have been reviewed and found to still comply with statutory requirements.

Policy for Safeguarding Children and Vulnerable Adults. Marilyn Percy has been appointed as the Parish Safeguarding Officer in place of Maryon Penney. The full Diocesan Policy was revised and updated and approved by the PCC on 17th October 2018. The PCC complies with both the duty of care to ensure the protection of the vulnerable in the church community and the duty to have "due regard" to the House of Bishops' Safeguarding Policy and Practice Guidance.

Crib Service Risk Assessment (Stephen Hall). Many thanks to Stephen Hall for carrying out a ‘Risk Assessment’ for the Crib Service.

Harvest Supper. The usual tri-village event (Wadenhoe, Stoke Doyle and Pilton) was held on Saturday 6th October. A team of helpers provided a splendid meal and the event was thoroughly enjoyable. A raffle was held. Profit from the evening, after all expenses were covered, was split three ways between the villages (£255.22 each). In addition, Wadenhoe had the usual sale of produce which was auctioned off and raised £294 for the roof fund. Many thanks to all involved.

7. CHURCH PROPERTY REGISTER

The lists of Church properties, goods and ornaments scheduled in the Church Property Register have been checked and corrections or additions noted and are certified as correct to the best of our knowledge. The check was carried out on 29th December 2018 by the Churchwarden.

8. CHURCH LOG BOOK

The Quinquennial Inspection of the fabric of the Church was carried out in September 2016 and a full Report in this connection had been received from the Architect. A full detailed inspection of the fabric was carried out on 29th December 2018 by the Churchwarden. Nothing untoward was found other than the matters already in hand to replace four window guards and to re-lead five poor condition windows.

A note has been made in the Log Book relating to the annual service of the fire extinguishers. The matters listed above (Chapter 6 - Review of the Year – Fabric) and attended to during the year have also been noted in the Log Book.

9. FINANCIAL REVIEW

Independent Examiner. The Church Accounts for 2018 have been independently examined by Mr Andrew Kemp and approved by the PCC.

Planned Giving/Collections. Receipts from the planned giving scheme through banker’s orders amounted to £2,700 an increase of some £110 from that received in 2017. Income from collections at services, donations and gift aid, including that from the Gift Aid envelopes scheme, amounted to £11,020. This was some £7,000 more than was received in 2017 directly as a result of a one-off fund raising campaign for the roof repair fund.

Parish Share. The cost of maintaining the worship, ministry and mission of the Church in the Diocese is shared by its parishes and congregations. The Parish Share being a major cost to the parish. Wadenhoe’s share of this charge in 2018 (£6,079) was paid in full. Its share in 2019 is expected to be £6,699, an increase of £620. Every effort will be made to pay the share in full in 2019.

Parochial Fees. The sum of £1,438 was received in parochial fees in 2018 (£649 in 2017). The main reason for the increase in fees received was that there were four weddings in 2018 (two weddings in 2017) and a funeral.

Charitable Giving. In 2018 the sum of £40 was given to the Royal British Legion, part of which covered the cost of the wreath provided for Remembrance Sunday, and a £100 was given to the Northants Historic Churches Trust.

Insurance. The insurance premium for 2018 was £1,549.59. Due to the installation of a roof alarm as a deterrent to would-be thieves of external metal, the Insurers now consider the risk of such an event to be much lower and, as a consequence, the premium has been reduced. The renewal premium for 2019 will be £1,326.24 which includes Insurance Premium Tax of £142.10.

Donations Received. We were grateful to receive some £7,100 in donations/gift aid during the year. This substantial sum was mainly attributable to the campaign to raise funds to repair the vandalised North aisle roof.

Financial Results Summary. As detailed in the financial statements, total income in 2018 (including the Roof Project fund raising) for the combined Ordinary and Restricted Accounts amounted to £46,619 and expenditure amounted to £42,444. The net result for the year was an excess of income over expenditure of £4,175. The main reason for this surplus was the successful roof project fund raising campaign which reflected an overall surplus of £3,955, i.e. income exceeded roof project expenditure (See ‘Roof Project Income and Expenditure’ below.)

When excluding the income and expenditure related to the Roof Project in the combined overall ‘Accounts’, the ‘normal’ income received during 2018 (collections, planned giving, etc.) exceeded the ‘normal’ day-to-day church running expenses (insurance, parish share, etc.) to reflect a surplus of £220.

	Ordinary Funds (Unrestricted Funds)	2018	2017
Receipts: <i>(Collections, Gift Aid, Donations for Roof Fund, Fees from Weddings, etc.)</i>	£41,747	£ 8,595	
LESS: Payments: <i>(Day-to-day running expenses – Parish Share, Insurance, Electricity, Roof Repair costs, Roof Alarm cost, etc.)</i>	-£37,613		-£16,462
Net Totals	£ 4,134	-£ 7,867	
	<i>Surplus</i>	<i>Deficit</i>	
Fabric Funds (Restricted Funds)			
Receipts: <i>(Donations for Roof Fund, JustGiving Campaign, etc.)</i>	£ 4,872	£ 4	
LESS: Payments: <i>(Roof Alarm, Maintenance, etc.)</i>	-£ 4,831		-£205
Net Totals	£ 41	-£201	
	<i>Surplus</i>	<i>Deficit</i>	
Combined Net Overall Result for Ordinary and Fabric Funds	£ 4,175	-£8,068	
	<i>Surplus</i>	<i>Deficit</i>	

Cash in Bank/CBF Funds at 31 December 2018.

Account Name	Balances	
Ordinary Funds: Current Account CBF Deposit Fund	£19,647.27 £ 191.39	£19,838.66
Restricted Funds: Current Account No. 2 Account CBF Fabric Fund Business Saver Account	£ 4,344.28 £ 79.44 £ 0.02	£ 4,423.74
Total		£24,262.40

Roof Project Income and Expenditure. The surplus of £3,955 has been transferred to the Fabric Fund (Restricted Funds Account).

	Income	Total
Donations: General Donations (incl. JustGiving, Gift Aid, Wine Tasting, etc.)	£7,100.00	
Grants: Francis Coales Charitable Foundation Garfield Weston Foundation Northants Historic Churches Trust (for Roof) Northants Historic Churches Trust (for Roof Alarm)	£5,000.00 £5,000.00 £4,000.00 £ 500.00	£ 7,100.00 £14,500.00
VAT Refund Claim: Listed Places of Worship Grant Scheme	£5,106.00	£ 5,106.00
Insurance Claim: Refund from Ecclesiastical Insurance	£ 9,860.00	£ 9,860.00
		£36,566.00
JustGiving Campaign: Monthly Fee	Expenditure £ 90.00	£ 90.00
Roof Costs: Temporary repair to make the damaged roof watertight CEL - Roof Contractor Architect's Fees SmartWater Forensic Liquid	£ 1,655.00 £23,485.00 £ 2,360.00 £ 81.00	£27,581.00
Alarm System: Marriott Security – Roof Alarm Marriott Security – Sim Card/Alarm Call Out	£ 4,740.00 £ 200.00	£ 4,940.00
Net Surplus (Income less Expenditure):		£ 3,955.00
		<i>Surplus</i>

Note: Retention Monies. A sum of £501.78 representing 2.5% of the cost to repair the Church roof work has been retained and will be due for payment to CEL, the roof contractor, later in the year.

Reserves Fund Policy. It is the policy of this church to hold in reserves the equivalent of three months general running costs. It is also the policy to hold an amount for building works arising out of the Quinquennial inspection and in addition a sum of £5,000 for unforeseen emergency building works. At the end of the financial year, the PCC will consider how any funds remaining will be used after allowing for these provisions. This policy will be reviewed in twelve months time.

Items forming part of the Reserves Fund:

Total Cash in Bank/CBF Funds at 31 December 2018:	£24,262
LESS:	
• Three months General Running Costs:	-£ 3,000
• Unforeseen Emergency Building Works:	-£ 5,000
• Quinquennial Building Works still to be attended to (costs estimated by Architect):	
- Windows – Re-leading Repairs/New Guards (work already authorised):	-£ 3,700
- Other Repairs still to be authorised (Repairs to plaster ceilings of the porch and chancel, churchyard path, boundary wall. Replace heating units):	-£ 11,000
• North Aisle Roof Repair Retention Monies (payment due later in the year):	-£ 500
Net Total Funds remaining after allowing for Reserves:	£23,200
	£ 1,062
	<i>Surplus</i>

It was decided to retain the remaining funds not held in Reserves.

Approved by the PCC on 20th February 2019 and signed on their behalf by