



CHRIST Church



Epsom Common Annual Report 2019 – 2020



Prepared for distribution
in advance of the Annual
Parochial Church Meeting



Date To Be Announced



A Message from Revd. Rosemary Donovan

This report was mostly written in February in readiness for distribution ahead of our Annual Parochial Church Meeting which had been scheduled to take place in April. Obviously since that time we have experienced huge upheaval regarding the COVID-19 virus; measures have been put in place to reduce / slow the spread of this disease which have included self-isolation and, of course, no longer being able to worship together in fellowship in our church building. This has not stopped us worshipping as a family, and the Ministry Team, PCC and Pastoral Teams have been working hard to ensure we remain connected as a congregation, and looking to provide new and different ways of being Church.

I have been delighted by the care and concern demonstrated by everyone and want to encourage all of us to continue to support and care for one another.

As this report is mostly focused on the year running from April 2019 there is little mention of COVID-19 and the many efforts being made to continue to function – that will be for next year's report. This report looks back at the many wonderful things that have happened at Christ Church, celebrating all the fantastic contributions (it's impossible to include everything but I hope this gives a flavour of this amazing church community). So please don't think we're glossing over the serious, ongoing concerns emanating from the battle to fight this disease but take this report in its intended context.

We will reschedule the APCM once Government and Church of England instructions allow us to do so but please do take some time to read through this report.

Blessings

Rosemary



Our Vision Christ Church as a Living Well and Christ Church Living Well

Thank You!

Christ Church is dependent on the talents, time and generosity of its amazing all age and diverse congregation and a huge thank you goes to everyone who works so hard to make Christ Church such a special place to worship and belong. Everything in this report is a testament to all that you are and do, thank you so very much!



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Worship and Discipleship

The rich variety and broad liturgical traditions that are offered at Christ Church ranges from contemplative to super child friendly and is both ancient and modern. This has been particularly reflected in a refreshing blend of musical styles enhanced by the formal appointments of Dan Allsopp as Band Leader and David Williams as Choir Director and Organist. In line with our eco church desire to reduce paper, we have been making more use of the new audio-visual equipment throughout the year, especially at The Source, and at Essence - our seasonal celebrations.

New for 2020 we are introducing **5@5** – a fifth Sunday initiative where we will forgo the established morning service, encouraging people to spend quality family time. This will be replaced with an evening communion service, preceded by a shared meal to encourage fellowship. Please invite friends and family to join in this new initiative.

In particular we enjoyed an inspiring Summer Series where members of the congregation shared their personal experiences of *Living Well* (and their discipleship challenges). It is always a privilege to hear the stories of our congregation and we look forward to hearing more testimonies from others throughout the coming year.

In June three adults and four young people from Christ Church were confirmed at All Saints' Church, West Ewell by the Bishop of Dorking, The Right Revd Jo Bailey Wells.

Building on the success of the bimonthly Hot Topics, we trialled our first **SHAPE** course with six attendees in the autumn. This short course aims to help people discern their 'SHAPE' for ministry identifying Spiritual Gifts, Heart, Abilities, Personality and Experience.

We continue to have six regular Home Groups which meet for weekly or monthly study and fellowship. Opportunities have also been offered for those who wish to dip in for a particular course.

We have continued to join in Deanery and Diocesan celebrations surrounding 'Thy Kingdom Come' and in Spring we promoted the online Prayer Course based on the Lord's Prayer.

Other new initiatives for fellowship and faith sharing are occurring more organically in the new *Walking for Health* events and Community Knitting and Crochet Group.

At the 2019 APCM the Electoral Roll was confirmed as 152 for the previous year, the latest Role is being counted and will be announced at the APCM.



Church Development

The Church Development plan (embedded in our 2020 Vision) has seen the near completion of Phase 1 and we have recently engaged in a further stage of consultation to ensure the next phase continues to reflect the priorities and needs of the church.

Outreach & Missions

We are excited by the formation of the new Evangelism and Outreach Group and look forward to hearing more about their plans for 2020 (watch out for more information about an Alpha Course). This group will build on the opportunities for mission and outreach already offered in many other different ways.

Christ Church once again supported the CTiE Passion Play on Good Friday (for the 8th year), providing rehearsal space as well as many members acting, stewarding, offering technical support and of course the continued commitment of Revd. Sue Curtis as director / producer / organiser. In addition, hosting the Spinnaker 'Easter Experience' provided a wonderful opportunity for local schools to bring the Easter story to life as well as introducing more people to our wonderful building and facilities.

The first formal letting of the church building took place in June when local theatre group KVTG held their 'K-Vestival' in the church and grounds – commenting on the wonderful location and excellent facilities (they were particularly impressed by the AV system). In October we had the pleasure of hosting the Epsom Chamber Choir, and a separate *Love Me Love My Mind* event. We want to continue to explore ways in which we can further utilise our buildings and facilities.

We joined with the celebrations of Epsom Common Day in July. Bell Tower tours remain a popular experience and in addition we provided children's activities on the Green, offering face painting and refreshments, strengthening our partnerships with Little Hands and other local groups.

There was a Bonfire Night party at the vicarage. It was very popular with young families in the parish as it offers a more intimate and friendly atmosphere than some of the larger (and louder) firework exhibitions.

In December the church was kept open for the General Election voting to provide hospitality, refreshments and space to pray or reflect (and also to promote the Christmas services and 'Angel Selfie Booth').

At Christmas we distributed over 580 knitted angels throughout the parish (thanks in particular to the growth of the Epsom Common Knitting and Crochet group – who'd also sold poppy brooches raising £170 for *Help for Heroes*) inviting people to come and join our Christmas celebrations (and to build our presence on Social Media, particularly through our 'Angel Selfie Booth' which proved popular on Facebook, Twitter and Instagram).

We have continued to support other local ecumenical projects such as the Foodbank, Taste and See, Hope into action and Street Pastors.

Christ Church directs its Missions giving through ten championed charities, which are supported for a 3-year period. The amount set aside for Missions giving for 2019 was £15,000. Each of the Mission Partners received a payment of £1,360 with the exception of Mothers' Union, Sierra Leone, which required a set sum of £500 to help with the education of four children.

The Missions budget includes an amount reserved for emergency appeals and *ad hoc* payments. One donation of £750 was made on behalf of the church to the Disasters Emergency Appeal for the people in South East Africa affected by Cyclone Idai. The balance will be set aside to support further DEC appeals or other missions giving. As well as the amount budgeted, special collections throughout the year support other areas of need. In 2019 we donated to Wellfound at Lent (£375), A Rocha at Harvest (£210) and The Meeting Room at Christmas (£1,245). In addition, members of the congregations helped raise funds for Christian Aid through house-to-house collections during Christian Aid Week.

2019 was the final year of our 3-year cycle. The Missions Committee welcomed two new Champions, Anne Fraser and Chris Purdy, supporting Christian Solidarity Worldwide and The Besom, Ashtead respectively. We were grateful for the contribution of outgoing Champions, Alison North and Devorah Burns and their support of African Revival and Mothers Union Sierra Leone.



Children & Young People (Jen Sadler)

CC Creche

Coordinated by Gill Glasspool, this group is self-sufficient. However, age appropriate colouring and learning sheets are provided on a week by week basis should they be needed.

CC Kids

Meeting on Sunday mornings during term time, the children attending week by week have been exposed to variety of learning skills through craft, drama and other suitable mediums in this setting. Their base knowledge of faith has been consolidated and the weekly theme taken from the lectionary readings. In September, five CC Kids moved up to CC Pathfinders, this allowed those remaining to 'stretch their legs', with the oldest showing maturity in questioning, learning and leading. This group has been supported on a monthly basis by Katherine Chambers, Katharine Brook, Ann Chandler and Shona Wells and since September Miles Crawford has used CC Kids as part of his DofE volunteering element. Also, from time to time it has been necessary to 'piggy-back' off the adult helpers in Creche when this group hasn't been required and I thank the volunteers for the additional support to CC Kids.

CC Pathfinders

Having had a change in the Adult Leaders rota, CC Pathfinders has a broad learning base which now includes the Ministry Team. This offers our young people many opportunities to explore their faith and gives them a safe environment to question it. They offer their 'service' to the family at Christ Church on the first Sunday of each month. Although this has been a slow burn, I am confident most 'roles' on a Sunday morning can be fulfilled by our young people. Thanks to the Ministry Team, Helen Smith, Martin Virgo and James Petit for their support.

CC Youth

A safe and friendly space to socialise with friends, CC Youth has a core number of young people attending each week. The make-up of this group significantly changed with the attendance of the young people joining after their Confirmation in June 2019. This saw the balance between genders alter and non-church friends coming along. This group takes part in many activities both on and off site and a light tea is shared at the end of each meeting. Supported by the Ministry Team, Richard Martin and Kate Bond, it has been brilliant to welcome James Petit to this team too.

The Source

The Source has become a formed habit for families with young children combining craft, worship and refreshments on 2nd Sunday of each month. As an outreach vehicle, this is a welcoming introduction to the life at Christ Church especially for Baptism candidates and their families and friends. The attendance is showing growth and further development for this setting will continue. The Source is supported by the Ministry and Baptism Teams together with a dedicated team of helpers from the Christ Church family. Members from our Sunday 10.00 am congregation are always welcome to join us at The Source and this was evident at the Christingle Service in January 2020. Social media is used to stay in touch with this group and the feedback numbers of 'hits, likes and shares' support this means of communication as a good fit.

Wheels and Squeals

I am pleased to support the MU in this outreach activity. This is an opportunity to promote other activities/events from Christ Church with parents/carers of young children. The firework event at the

Vicarage in November being one that this group particularly enjoyed. I happily deliver age appropriate craft for key celebrations throughout the year and enjoy taking this group into Christ Church at key celebrations for worship.

Good Friday Workshop

A small number of children attended this workshop exploring some of the aspects of the Easter story through craft. This event also had the added value of being able to provide craft materials for an Easter display in church. A new Lego themed event had been planned for Easter 2020.

Holiday Club – Monday 12th August to Friday 16th August 2019

Although initially this event was to be organised and run jointly with St Martin's, due to circumstances beyond everyone's control, it was managed solely by Christ Church. The theme being Desert Detectives, the five morning sessions took the children on a whistle stop tour of the Old and New Testament covering the stories of Moses and David to name two. Starting each day in church, a member of clergy from Christ Church and St Martin's set the scene with the story of the day and then retiring to the hall, craft, cold cooking and singing gave focus to the key elements of the theme. With our theme song – *Great Big God* – being sung at every opportunity, the week was a success and enjoyed by the children and adult helpers alike. A similar event is planned for August 2020.

Other activities and events

It was a pleasure to see our young people from the Christ Church family taking an active part in the Christmas Services. They read at the candlelit carol service, Essence of Christmas, and some took on the role of Action Angels leading the songs and reading at our two Crib Services.

I have continued to support the Ministry Team as Christ Church welcomes visits from schools and nurseries in our Parish. These visits are for their annual Carol Services but more frequently they are for educational visits to support the national curriculum. On a half termly basis with some input from Christ Church, Kingswood House uses us as a venue for their assemblies. January 2020 also saw us being used for a musical concert venue with other Prep schools.

I continue to attend Baptism Preparation meetings and Baptism Services, and this provides an on-going personal contact with these families.

Every opportunity is taken to extend my learning by attending Children and Families and Youth Leader meetings at Church House and other *ad hoc* events provided. This also enables me to form a network of contacts throughout the Guildford Diocese.

Posting on social media platforms is taken at every opportunity to advertise the activities and life of Christ Church. This will be used further in the future as a means of communication to our wider community.

I continue to maintain a close working relationship with the Little Hands Nursery as well as the Uniformed groups meeting at the Scout Hut. More groups are now meeting at this venue with a new Brownies pack now formed and the Scouts returning in February 2020 for Beavers and Cubs.

Safeguarding (Ro Stretton)

The PCC adopted the House of Bishops "Promoting a Safer Church: Safeguarding Policy Statement" at its meeting on 12th June and this is now incorporated into our local policy.

The Diocese amended their compulsory and advisory training guidelines slightly and we are now at full compliance with training requirements.

Two new documents were produced by the Diocese: a self-declaration form for adults who have substantial contact with children and/or vulnerable adults and a Safeguarding pocket guide. The latter is being gradually distributed to all volunteers so they have quick access to advice and contact numbers in case of any concern, and supersedes the 2017 parish "Code of Good Practice". As we have already had our own declaration forms

in use, these are being changed to the new document as, and when, applicable new volunteers are recruited, and existing volunteers have their Disclosure & Barring checks renewed. The Clergy and Parish Safeguarding Officer have liaised with other agencies throughout the year with regard to raised concerns and all concerns have been appropriately handled and resolved, as far as our parish responsibility lies.

The Parish has monitored and followed Government and CofE ongoing guidance regarding the Coronavirus and continues to monitor vulnerable members and to adopt appropriate practices. A policy was agreed and implemented by the PCC at their remote meeting 26th March.



Environment (Revd. David Fox-Branch)

In July Christ Church attained the Bronze Eco Church award in recognition of the fantastic work led by the Christ Church Environmental Group. Work is progressing towards gaining the Silver Award as we gradually live, as a church, more in harmony with God's creation. With the car park on our doorstep and a public footpath through the churchyard, Christ Church is a gateway to the Common and we hope, ultimately, to provide an example and inspiration to everybody who passes through.

We hope that by the end of the summer, the church's electricity supply will come from renewable sources, and our churchyard will begin to be managed as a space that intentionally supports native species. By then also, we aim for creation-care to be embedded in our planning for the future as well as how we live the present. Watch out for regular helpful articles in CCN; and please feel free to get involved - our meetings are open to everyone and this is a part of God's mission in the world, in which we all have something to offer.



Social Events

There are many social activities that take place here at Christ Church, both regular and one off, some of the highlights include:

- The Quiz Night in May raising money for the Children's Society.
- *Pimms, Pudding and Promises* which featured a promises auction (offering everything from baking cakes to holiday cottages) raising over £2,000.
- The Gin Tasting event in August proved highly entertaining as well as showing a different side to Des our Area Dean.
- The *Walk for Health* initiative, a monthly Wednesday walk followed by fellowship, has proved popular and will continue in 2020.
- Our social calendar was topped off by a wonderful Magic Evening in November which also raised over £2,000 for church funds.

Finances (John Warburton & Tracy Jones)

During the year ending 31st December 2019, Christ Church received income of £189,536 whilst expenditure totalled £215,817: a deficit over the course of the year of £26,281. In comparison, for the previous year ending 31 December 2018, income totalled £191,148 and expenditure totalled £168,587, recording a surplus of £22,561. The 2019 balance sheet records the total net worth of Christ Church as £377,999 compared with £398,061 at the end of 2018.

Income

Voluntary Income totalled £156,462 in the year. Of this, Pledged Giving generated some £132,864 and is by far our most important source of income. Pledged giving was £7,438 less than in 2018, reflecting some departures from planned giving and some incremental increases. The remainder of voluntary income consists of donations and collections totalling £23,598, an increase of £8,143 on 2018 reflecting increased fundraising activity, particularly events. Our incoming resources from Charitable Activities, £29,324 more commonly known as Trading income was increased by £2,143. This is largely driven by increasing hall and Church rental income by £2,673, offsetting some reductions elsewhere. Investment income was reduced as a result of loss of income from the rental of the clergy house. Legacy income at £2,016 was relatively modest for 2019, although we are aware of a sizable legacy that will be paid during 2020.

Expenditure

The largest expenditure was our Parish Share of £82,094 which supports our clergy and ministry, as well as a part of the support to those parishes in the Diocese less well blessed with funds than ourselves and paying toward the administration costs of the Diocese itself. The Parish Share is expected to rise by around 2% per annum for the next 4-5 years.

The AVL project was undertaken in 2018 and completed during 2019 and was treated as a capital expense, depreciation is over 5 years and is included in the year at £23,431. This is the major change to expenditure from previous years and accounts for the bulk of the deficit.

Buildings / premises expense for the year was £34,479, an increase of £11,516 over 2018, reflecting some necessary works to the exterior of the Church, some costs related to the two break-ins and necessary repairs to The Greenway.

Staff costs were £51,367, approximately as budgeted but £11,109 higher than 2018 reflecting a full year of the Youth and Families Worker's costs.

Otherwise, expenditure, particularly with regard to running costs, remained well contained.

Missions

Missions, outreach and gifts amounted to £15,840, an increase of £3,706 versus 2018.

Funds

The General Fund balance at 31st December was £112,030, £16,101 less than on 31st December 2018. The reserves policy for Christ Church is to retain in the General Fund, which is not restricted, a balance of four months' average expenditure. The balance at the end of 2019 is equivalent to approximately 7 months' expenditure, down from 9 months in 2018.

Most of the liquid assets of Christ Church (which amount to £265,612) are retained in cash at bank, the majority of which are deposited in the CBF Deposit Fund with CCLA. A further amount is held in an ethical investment fund with CCLA (see notes to the accounts).

The Fixed Assets include the Curate's house on the Wells which is carried at historical cost rather than market valuation as it is primarily used for church purposes. The recently installed lighting, audio and visual equipment has been included at the installation cost and will be depreciated over 5 years.

Budget for 2020

After careful and prayerful consideration, the PCC approved a deficit budget for 2020 of £56,000. The PCC considered that there were sufficient reserves in the General Fund to accommodate such a deficit budget, while giving the PCC and congregation sufficient resources and time for new planned initiatives and revenue streams to be agreed and established.

Since then, the COVID-19 pandemic struck and the landscape has changed virtually overnight!

The PCC has worked hard to ensure that staff and users of the Church and Hall are supported during this worrying time, but if we are required to remain closed for an extended period, we have estimated that our net income for the year is likely to reduce by a further £21,000. The Budget has therefore been adjusted to a deficit of over £77,000 to reflect this anticipated reduction in income and activity

A more detailed breakdown of the numbers will be shared with the congregation when we are next able to meet in person.





Church Governance

Christ Church, Epsom Common is part of the Church of England. It is part of the Diocese of Guildford. The correspondence address is Christ Church, Christ Church Road, Epsom, KT19 8NE. Registered charity number 1127945.

Under Church of England legislation, the PCC has the responsibility of collaborating with the incumbent in promoting, in the ecclesiastical parish, and the whole mission of the Church: pastoral, evangelistic, social and ecumenical. (Worship matters are for the incumbent.) The PCC also has premises responsibilities for Christ Church, the Church Hall, and the Curate's house at 278 The Greenway.

The PCC held an Away Day (11th May) where the aims were to:

- Get and engage the new PCC team (as elected at the 2019 APCM)
- Implant *Living Well* into our governance structures
- Review the Church Development Plan

The outcomes included adopting a new 'Covenant' clarifying how PCC members should work together (a brochure was also produced). And the setting up of a new team to focus on Evangelism and Outreach.

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

Ex Officio members

Clergy	Vicar: The Revd. Rosemary Donovan (Chair) Curate: The Revd. David Fox-Branch Associate Minister (OLM): The Revd. Sue Curtis
LLM Reader	Berwick Curtis
Wardens	Andrew Hards (joint lay vice chair) John Warburton (Treasurer from September and joint lay vice chair)

Elected Members

Merinda D'Aprano (representative on Deanery Synod), Deborah Warburton (representative on Deanery Synod), Alistair Wells (representative on Deanery Synod), William Brook, Katherine Chambers, Alan Frame (Treasurer until August 2019), Gill Glasspool, June Skinner, Martin Virgo, Denise Chamberlain, Greg Edwards, Tracy Jones, Penny Purdy, Chris Purdy & Anne Sturton

Co-opted Members

Secretary	Roger Morgan (until November 2019) Jane Hards (until January 2020) The current Secretary, Craig Donovan, is not a co-opted member of the PCC (i.e. has no voting rights).
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Annual Report approved by the PCC on 16th March 2020 and signed on their behalf by the Revd. Rosemary Donovan (PCC Chair).



Church Wardens' Report on the Fabric of the Church and its other Properties

This has been another busy and rather frustrating year regarding the Church fabric, owing to two break-ins, so this is a rather lengthy report. Generally, despite a battering by storms and heavy rain the Church is in good order as confirmed by the Quinquennial Inspection carried out in August 2019. On the whole the maintenance repairs required have been of a minor or periodic nature.

The upkeep of the church, hall, grounds and 278 The Greenway (curate's house) continues to be overseen by the small but dedicated Premises Committee chaired by Jim Smith. They agree and manage a planned maintenance programme to ensure that the small things are dealt with in a timely manner and record when everything has been completed. This includes routine items such as servicing and safety checks of heating installations, fire extinguishers, electrical installations and equipment, fire alarms, organ blower bearings and woodworm checks. These are an important element of the Health and Safety of the church and hall.

Some checks and repairs were carried out in house saving expenditure and the Wardens would like the church members to note the continued hard work and dedication of Richard Martin. Big thanks must again go to the teams of volunteers who help with the upkeep such as the church cleaners and brass polishers, the flower team, the Merry Mowers and of course all those who helped in the bi-annual church clean ups. Thanks also to Martin Shipton for dealing with insurance issues, especially the two break-ins.

The church is insured by the Ecclesiastical Insurance Group in the sum of £12,040,000 and the hall for £2,800,000

The Church

Unfortunately, the church was broken into twice, the first time just after Easter and again just after Christmas when the hall was also broken into. Little was taken other than some cash and there were no acts of desecration but the damage to the fabric resulting from forced entry was considerable. Whilst the insurers agreed the claims made, the church is liable for the first £500 of each claim by way of excess.

During the first break in, two leaded windows were badly damaged in order to gain access to the Vestry and the Sacristy door was also damaged. Window repairs were carried out by Jonathan Leckie Associates at a cost of £1,775. The door was kindly repaired by Richard Martin. The Church Wardens' document safe was stolen, later recovered on the Common with the help of the Rangers. It had been broken open but the documents remained. A new safe costing £837 has been installed and firmly secured.

In December the hall was broken into by forcing the rear fire escape door which will be reinforced with a metal plate. The office and multiple other cupboard doors were forced open causing considerable damage. Spare church keys were found and used to access the church via the Vestry. The Sacristy door was forced open and damaged again. A bottle of un-consecrated Communion wine was split on the Vestry carpet causing a large stain. Locks were replaced immediately with thanks to Richard. Quotations for the carpet replacement were still being finalised at the time of writing but the cost looks like being just over £3,000.

The Crime Reduction Advisor for Surrey Police visited the church and hall on 12th March. He made a number of recommendations particularly the installation of intruder alarms for both buildings with appropriate signage as a deterrent plus fitment of improved door locks.

Last year's Report mentioned the completion of the audio, visual and lighting scheme. Comments expressing a degree of disappointment with the lighting, particularly for the dais, pulpit and choir are being acted on.

At the time of writing, further advice and costings were being obtained from a lighting specialist for adjustment to some of the lights and provision of several additional lights. Some further testing and certification of the associated electrical installation will also be required. It should be remembered that the original contractor has ceased operating in the UK.

On a better note, a positive Quinquennial Report was received from the Architect Robert Shaw in October which concluded that; "Both the church building and the curtilage are in very good order for its age and situation and give few causes for serious concern. The quality of attention devoted to the church is quite clear."

The only "works of utmost urgency" were;

1. Repair of mortar pointing to the tower roof flashings.
2. Replace mastic filling to tower roof lead rolls.

The above are not major works

3. Clear roof debris and vegetation from above the north side lobby.

This was actually carried out in house in between the architect's inspection and receipt of his report following reports of a leak.

Redecoration of the external metal work was considered important within the next 18 months. Quotations will be obtained for at least the low-level metal work, as the weather improves.

Also on a positive note, legacy funding from the estate of Richard Shortman means that the tower clock dials can be re gilded, fulfilling a wish of his. As the church is a listed building this requires a Faculty from the DAC (Diocesan Advisory Council). At the time of writing, an application was being drafted. If successful, the work will be carried out by Gillett & Johnston who performed the modernisation of the mechanism in 2003 and actually installed the original clock in 1891. The cost will be £5,634 inc. VAT.

Regarding the church heating, Jim Smith has continued to liaise with Carshalton Boilers, and we have made our own adjustments to get the best distribution of heat around the church

The Hall

As already mentioned, the internal woodwork sustained extensive forced entry damage during the December break in. The insurance claim was successful and at the time of writing repairs were about to start the cost being £3,168 inc. VAT which also includes the Sacristy door repair. As mentioned, the rear fire door will be re-enforced.

The ground floor main hall and entrance were redecorated in February at a cost of £2,880 inc. VAT. At no extra cost, the contractor kindly converted the lights to LED tubes.

The Grounds

The condition of the flint boundary walls was mentioned in the Quinquennial Report, with further regular remedial work considered to be desirable within the next 5 years. The defects and areas of potential repair were already known, have been mentioned to the PCC and are monitored by Premises. A structural engineer will be consulted when necessary.

278 The Greenway

No significant repairs have been carried out. An area of wind driven rain penetration during bad weather conditions has been identified. This was investigated in house by our retired builder Richard and retired surveyor Andy. A section of rear wall requires re pointing. Quotations will be obtained.

Report on the Goods and Ornaments 2019-2020

As mentioned, the Church Wardens' safe was replaced following the first break in. A small seldom used Paten which was in the old safe sustained some damage. The insurers agreed its repair which will be carried out by Ottewill Silver Smiths, who specialise in ecclesiastical silver.



Deanery Synod Report (Alistair Wells, Merinda D'Aprano & Deborah Warburton)

The Deanery Synod meets three times per year with regular agenda items being vacancies, and news and events from around the Deanery. Below are further details from the recent meetings.

5th June 2019, St Mary's Church Cuddington

Guest speaker Jonathan Lees of Food Bank/Generation Resource Centre spoke about the Epsom & Ewell Food Bank, the roots of poverty and the need for a change in the culture. He updated us on work by the Poverty Commission and other commissions in Scotland and Leeds.

A consultation was held on the proposed term limit of six years for lay deanery synod members.

It was reported that the Diocese is undergoing a period of change, including to the visitation process, courses run by the Diocese and number of staff employed at Church House.

10th October 2019, St Mary's Church, Burgh Heath

Introduction and a communion service were led by the Rev Alex Williams.

There was an open discussion on the subject of funerals, and it was reported that, with the exception of Guildford, the demand for church services prior to cremation or burial seems to be declining. There was also discussion of how vicars could pass on requests to take crematorium services to other clergy if they were unable to attend, including the possibility of a database.

30th January 2020, St Paul's Howell Hill

The Ven Martin Breadmore gave a brief resume of his journey to becoming the new Archdeacon for Dorking. He said that it was important for everyone to see that Guildford Diocese is serving the clergy, families and church wardens in order for the Church to grow. He wants churches to flourish, be exciting and that *transforming lives* is a Parish based process. Church House, Guildford is there to help and intend to visit every two years as they seek to encourage and walk along with churches to help them discern and fulfil their dreams. Martin said he would be happy to come to a church service on a Sunday and parishes just need to contact Frances-Ann Cross at Church House to arrange a date and time.

Update on Vision Process and Role of Deanery. Des Williamson explained the new Structure and Role of the Deanery in view of *Transforming Lives Transforming Church* which included a presentation to all attendees. Theresa said that working with Danny Wignall who had parish experience had been very helpful. The question of parishes losing their autonomy was raised? The input will hopefully come from the Parishes and be an exchange of ideas. Nothing will be imposed. This should happen in approximately two years' time.

STATEMENT OF FINANCIAL ACTIVITIES (SOFA)

For the period from 01 January 2019 to 31 December 2019

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Incoming resources						
Incoming resources from generated funds						
Voluntary income	144,440	5,250	—	—	149,690	153,378
Activities for generating funds	6,984	107	—	—	7,092	2,095
Investment income	1,695	—	—	—	1,695	8,076
Incoming resources from charitable activities	29,324	—	—	—	29,324	27,180
Other incoming resources	1,734	—	—	—	1,734	416
Total incoming resources	184,178	5,357	—	—	189,536	191,147
Resources used						
Charitable activities	158,258	57,530	—	—	215,788	168,586
Governance costs	28	—	—	—	28	—
Other resources used	—	—	—	—	—	—
Total resources used	158,286	57,530	—	—	215,817	168,586
Net income / (expenditure)	25,891	(52,172)	—	—	(26,281)	22,560
Transfers						
Gross transfers between funds - in	6,827	55,040	—	—	61,868	276,674
Gross transfers between funds - out	(55,040)	(6,827)	—	—	(61,868)	(276,674)
Net income / (expenditure)	(22,321)	(3,960)	—	—	(26,281)	22,560
Other recognised gains / losses						
Gains / losses on investment assets	6,219	—	—	—	6,219	(2,022)
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
Net movement in funds	(16,101)	(3,960)	—	—	(20,061)	20,538
Reconciliation of funds						
Total funds brought forward	128,131	269,929	—	—	398,060	377,522
Total funds carried forward	112,029	265,969	—	—	377,999	398,060
Represented by						
Unrestricted						
General fund	112,029	—	—	—	112,029	128,131
Designated						
Church Hall & Clergy House	—	—	—	—	—	0
Fixed Assets	—	103,262	—	—	103,262	116,253
Greenway	—	2,935	—	—	2,935	2,935
Missions Appeals Fund	—	1,409	—	—	1,409	1,129
Property Reserve	—	12,000	—	—	12,000	—
Vestments	—	32	—	—	32	32
Vision2020	—	146,330	—	—	146,330	149,577
Wells Fund	—	—	—	—	—	0
Restricted						
Holiday Fund	—	—	—	—	—	—

There may be minor discrepancies in the totals if the pence are not being shown

BALANCE SHEET AS AT 31ST December 2019

31/12/2018	As at 31/12/2019	As at
Fixed assets		
1000: 278 The Greenway	2,935	2,935
1100: Equipment	9,540	—
1200: Audio, Visual, Lighting	93,722	116,253
Total Fixed assets	106,197	119,188
Current assets		
3200: Nat West Current account	(207)	150
3205: Nat West Reserve account	17,630	31,512
3220: Lloyds Bank Fees Account	3,074	695
3230: CBF Deposit Fund	210,817	229,161
3240: Investments	34,197	27,977
3260: Floats	100	100
3265: Wells Net Asset	—	—
3270: Sundry Debtors	—	—
Z05: Accounts Receivable	10,347	2,983
ZZZ08: Prepayments	(511)	—
Total Current assets	275,447	292,579
Liabilities		
3650: Uncleared Cheques	—	400
3680: Utilities Creditor	—	584
3690: Sundry Creditors	—	7,946
6699: Agency collections	12	1,260
Z04: Accounts Payable	1,246	3,515
ZZZ09: Accruals	2,386	—
Total Liabilities	3,645	13,706
Net Asset surplus (deficit)	377,999	398,060
Reserves		
Excess / (deficit) to date	(26,281)	341,285
Z01: Starting balances	398,060	58,798
Z02: Gains/(losses) on investment assets	6,219	(2,022)
Total Reserves	377,999	398,060

There may be minor discrepancies in the totals if the pence are not being shown

Approved by the PCC of Christ Church, Epsom Common at its meeting on 9 March 2020,
and signed on its behalf by

Churchwarden

Churchwarden

The notes on the following page form part of these accounts

PCC OF CHRIST CHURCH, EPSOM COMMON
Notes to the Financial Statements for the year ended 31 December 2019

Accounting policies

1. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with applicable accounting standards and the SORP 2015.
2. The financial statements have been prepared under the historical cost convention.
3. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

4. Designated Funds are part of the unrestricted funds which the PCC has earmarked for a particular project or use, without restricting or committing the funds legally. The designation may be cancelled by the PCC if it later decides not to proceed or continue with the use or project for which the funds were designated.
5. Unrestricted Funds are General funds, which can be used for PCC ordinary purposes.
6. The accounts also do not incorporate the financial statements of the Vicar and Churchwardens' Trust, which handles the legacies from Dennis King and Mildred Freeman.

Incoming Resources

7. Planned giving, collections and donations are recognised when received. Tax refunds are recognised as accruals when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

8. Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for missions are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Investments

9. In November 2018 the PCC invested the sum of £30,000 in the COIF Charities Ethical Investment Fund managed by CCLA Fund Managers Limited a wholly owned subsidiary of CCLA Investment Management Ltd which is authorised and regulated by the FCA in the conduct of investment business. The asset is valued as at the 31st December 2019 at the mid-market price in the accounts as of this date the investment was valued at £34,197.

Fixed Assets

Consecrated land and buildings and movable church furnishings

10. Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993. The curate's house is included at the original cost.
11. No value is placed on movable church furnishings held by the churchwardens held in special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA.

Other fixtures, fittings and office equipment

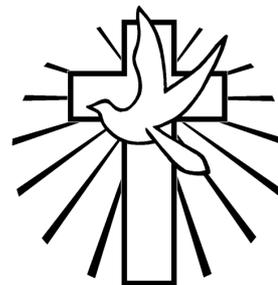
12. During 2018 Christ Church installed an upgraded Audio, Visual system as well as new and enhanced Lighting. This will be depreciated over 5 years in accordance with the church's policy for items over £5,000. No depreciation is allocated in the year of purchase for assets purchased part-way through the year. The project was completed in early 2019 at a cost of £117,153 and depreciation of £23,431 was charged in 2019. A photocopier was purchased in July 2019 at a cost of £9,540. In accordance with the depreciation policy, the first-year depreciation on this asset will commence in 2020.
13. Individual items costing £5,000 or less are not capitalised.

Payments to Trustees

14. There have been no payments to Trustees during the year other than for goods or services purchased by Trustees in the course of their duty on behalf of Christ Church.

CHRIST CHURCH, EPSOM COMMON

Registered Charity No. 1127945



Minutes of the VESTRY MEETING & the ANNUAL PAROCHIAL CHURCH MEETING held in Christ Church at 10.000 am on Sunday 7th April 2019 chaired by the Vicar, the Revd. Rosemary Donovan

NOTE: As usual for Christ Church, the Meetings were integrated with Parish Communion, thus removing the need for opening and closing devotions. These minutes cover only the Meetings' actual business – and, for clarity, record some matters out of their chronological order on the day.

VESTRY MEETING

Minutes of previous meeting (Paper A¹)

1. The circulated minutes of the Vestry Meeting held on 29 April 2018 were agreed as a correct record.

Election of Churchwardens

2. The meeting warmly endorsed the Vicar's thanks to Robert Burns and John Warburton for their hard work as Churchwardens over the past year, with a particular word for Robert who had now served the maximum six years in post and was thus not eligible to stand for re-election.
3. The only nominations received for the two annually renewed posts were those of Andy Hards (for his first term) and John Warburton (for his second term). The meeting enthusiastically elected them as Churchwardens for 2019-20 and joined the Vicar in wishing them well for the year ahead.

ANNUAL PAROCHIAL CHURCH MEETING

Attendance

1. There were 88 qualified (i.e. eligible voting lay people) present, together with three members of the clergy² and eight not on the Electoral Roll. (7 children were present for part of the meeting.) Apologies for absence – copy on file – had been notified in advance.

Minutes of previous meeting (Paper B)

2. The circulated minutes of the Annual Parochial Church Meeting held on 29 April 2018 were agreed as a correct record.

Electoral Roll (Paper C)

3. The Electoral Roll Officer, Martin Shipton, noted that the number on the Roll reported to the 2018 APCM was 175. Following the required six-yearly complete recompilation (instead than the usual annual updating) and notwithstanding 12 welcome additions, the 2019 total was 152, nearly 43% of whom lived outside the parish.
4. Eight of the 35 losses had been the deaths of Brenda Elliot (1927-2018), Betty Lewsey (1920-2018), Pauline Bleach (1930-2018), Richard Bridger (1983-2018), Cynthia Mason (1922-2018), Irene Finlayson (1926-2018), Richard Shortman (1954-2018), Vi Royle (1919-2019). The meeting stood in silence to remember with affection these long-standing and valued members of Christ Church, and also former members Nina Parkhouse and Bernard Wells.

Deanery Synod report (Paper D)

5. The meeting received with thanks Alistair Wells' circulated report on the Deanery Synod's activities in 2018-19.

PCC elections

6. Four of the twelve places for lay representatives on the PCC were up for routine triennial renewal. In addition, there were two casual vacancies for one-year terms as a result of two members standing down early. The Vicar noted

¹ This and subsequent Papers B to I are filed with the archive copy of these minutes.

² The Vicar, the Revd Rosemary Donovan; the Curate, the Revd David Fox-Branch; and the Associate Minister, the Revd Sue Curtis.

that the PCC's Secretary, Roger Morgan, was not standing for re-election. After many years in post (at Christ Church and his previous church), he had indicated his wish to stand down by the end of 2019. With thanks to him for that long service, the PCC would be asked to co-opt him for that period.

7. Six nominations had been received for the six places and they were declared elected. By the drawing of lots, the available terms were allocated as follows:

- a. for three years (to the APCM in 2022) – Greg Edwards; Tracy Jones; Penny Purdy; & Martin Virgo; and
- b. for one year (to the APCM in 2020) – Gill Glasspool; & Chris Purdy.

PCC report (Paper E)

8. The PCC Secretary, Roger Morgan, introduced the circulated report on the PCC's work in 2018-19, noting that this was his eighteenth and last at Christ Church.

9. As in previous years, the regular publication of summaries and draft minutes of meetings meant that there should be no surprises in the PCC's report, although it was useful to see the whole year's activities summarised in this way.

10. In addition to much so-called routine work, particular features of the PCC's work in 2018-19 concerned: the step-change of engaging a Youth & Families Worker (which also made the PCC a formal "employer" with all its consequentials); the complicated AVL project (Phase 1 of the 2020 Vision project); radical changes in the services of worship and music arrangements over the turn of the year (including the recent appointments of a Band Leader and Organist/Choir Director); and further work on "Living Well", including a good start on thinking about Phase 2 (link to an expanded Hall) of the 2020 Vision.

11. Given everything that had been happening over the last 12 months, Roger said he was surprised that there had been no response to the invitation to submit questions for answer during the meeting.

Finance: 2018 Accounts (Paper F)³ & 2019 Budget (Paper G)

12. With thanks to members of the Finance Team for their assistance, the Treasurer (Alan Frame) introduced the circulated summary accounts for the year ending 31 December 2018 and the PCC's proposed budget for 2019. In a conversation the Vicar then had with him, the following main points were made.

- a. On paper, Christ Church finished 2018 in excellent financial shape, with some £290,000 of reserves, the great bulk of which was held in interest-bearing (albeit, modestly) accounts. However, most of these reserves were the result of welcome legacies which, in line with the PCC's policy, were not for routine use – indeed, would be invaluable seed-corn for the Phase 2 project. Another wrinkle was that, in line with accounting conventions, the £116,000 spent on the Phase 1 AVL project had to be capitalised for "writing off" over 5 years. Although contributing to the "net worth" of Christ Church, it did not represent available funds.
- b. The circulated budget for 2019 (which, as usual, this did not anticipate legacies or one-off gifts) revealed a much more challenging picture. The projected in-year deficit of some £25,000 was the result of increased costs and outgoings coupled with reduced income from planned giving. (Among the increased outgoings was a welcome £3,000 boost in the sum to be set aside for Missions giving which had been held at £12,000 for a number of years.)
- c. On the planned giving front, Christ Church did well in having 96 people and families in the scheme. However, 44% of the £110,000 total received in 2018 came from only 11 of these – the loss of even one of these through removal or death was thus significant. At the other end of the spectrum, 40 people contributed less than 10% of the total.
- d. The aim of the recent stewardship appeal had been to encourage particularly the smaller givers, where possible, to increase their pledges. In faith that this would be realised, the PCC had endorsed the 2019 deficit budget with the awareness not only that, if necessary, our financial position meant that this deficit could be met but also that, it would not be sustainable longer term. If income were not increased, outgoings would have to be curtailed.

13. Against that background, the meeting formally approved the 2018 accounts and formally adopted the 2019 budget.

Constitutional changes

14. Two constitutional changes were proposed in the agenda, namely:

³ See also paragraphs 21-32 of the PCC's report (Paper E).

- a. to reinstate the 2002-08 provision for an *ex officio* seat on the PCC for a Christ Church LLM/Reader (which, if there were more than one, would be held by the person selected by the LLMs/Readers themselves); and
 - b. starting from the 2020 APCM, no-one may stand for re-election to the PCC as an “elected member of the laity” if their current period of continuous service in that capacity is, at the time of the relevant APCM, six years or more (a “year” for these purposes being the period between APCMs).
15. Both propositions were agreed – the first unanimously and the second with 8 contrary votes.

Appointments

16. The meeting was pleased to (re)appoint for the year ahead:
- a. Ronald Byer⁴ as the Independent Examiner;
 - b. Ro Stretton as the Parish Safeguarding Officer;
 - c. Jenny Breese, David Blacoe and Richard Martin as Senior Sidespeople; and
 - d. as Sidespeople: Christine Abbott; Carol Bingham; William Brook; Marilyn Brown; Shirleyanne Dartnell; Uche Ekwue; Christine Channing; Malcolm Channing; Lyndsey Collard; Sheila Frame; Jane Hards; Tracy Jones; Michal Keefe; Daniel Korboe; Alison North; Daniel Parker; Jose Taylor; & Pamela Vonberg.

Report on the Fabric, Goods and Ornaments (Paper H)

17. Robert Burns presented the Churchwardens’ circulated report on the fabric of the church and other properties, and on the church goods and ornaments. As noted earlier in the meeting, the main item for the past year was the unexpectedly complicated Phase 1 audio-visual and lighting project. But there was much other work, mostly of a routine nature, undertaken to keep our premises and grounds in good shape, and he wanted to record thanks to the Premises Team and “Merry Mowers” for their efforts in all this.

Vicar’s review of the year (Paper I)

18. The Vicar delivered her review of the year in her sermon based on the day’s set Gospel reading of John 12:1-8, and particularly Jesus’s rebuke to Judas’s complaint about the money wasted on Mary’s precious anointing oil, “You will always have the poor, but you will not always have me”.

19. She looked back over a full year at Christ Church: the arrival of the new Youth & Families Worker and Curate both of whose work was bearing valuable fruit; reshaping our pattern of Sunday worship with a revamped Parish Communion and music (in connection with which, she was pleased to announce the long-awaited appointments of Dan Allsopp as Band Leader and David Williams as Choir Leader & Organist), the monthly afternoon family-friendly “Source” and monthly evening “Essence”; several significant material changes, not least the improved AVL system; a number of useful outreach initiatives; and some lovely social events.

20. Those and other things all seemed signs of a healthy and active parish church. But was it not a bit comfortable and cosy? How active were we being in attracting new members to maintain and expand our church community as a basis for its future in 2030, 2050 or 2100? This was not simply a numbers exercise: we wanted to people to know about the transforming power of Jesus because it’s good for them.

21. To equip ourselves for this task we need premises fit for purpose, hence the Phase 2 proposal which the exhibition over the Christmas period showed had overwhelming support (and, in the light of further work would be taken further at a mid-May post-church meeting with the architect). But that would be useless without a fresh outpouring of God’s Holy Spirit to empower, embolden and enliven our worship and witness. Elements of this were reflected in the Lenten Stewardship appeal now drawing to a close. Is our work, our worship, our witness, our giving sacrificial and selfless? If we are to see new growth in our church – and that is our collective challenge – our witness must be passionate and convincing.

22. In conclusion, she invited people to “listen, meditate, pray and act” (the discipline of *Lectio Divina*) on Romans 10:13-15 and commissioned all to go out as proclaimers of the Good News.

Closing business

23. The Vicar and Ministry Team were thanked for their inspiration and leadership over the year. Heartfelt thanks were also expressed to the army of those whose faithful service – of many different kinds and often behind the scenes – kept Christ Church going. Rosemary repeated her particular thanks to: Robert Burns for his six years as Churchwarden; Alan Frame who, after 17 years as Treasurer, would be standing down in June; and Roger Morgan who, after 19 years as PCC Secretary would be standing down in December. She also expressed her thanks to Fay Wedlake who, after many years in post, was standing down as Co-ordinator of the Baptism Team.

⁴ He had been appointed by the PCC during 2018 fill the vacancy which the 2018 APCM had not filled.

24. The Parish Communion of which the Meetings had been part concluded at 11.45am, after which there was fellowship over refreshments in the Hall and a short “Talkabout” (report annexed below).

ANNEX: REPORT OF THE POST-MEETING “TALKABOUT”

1. About 70 people stayed on after the Annual Meeting for fellowship and refreshment in the Hall. At an appropriate point, the Vicar invited any questions arising from the Meeting or otherwise, and the exchanges are summarised below

2. In reply to a question about what resources were available for those “young in faith”, the Vicar noted that Christ Church had held a variety of “Enquirers’ courses” and similar in the past, and consideration was being given to the need for another such course after Easter. In the meantime, one of the best ways of nurturing faith was in the Home Groups, of which Christ Church had six.

3. While there was general appreciation for the results of the AVL project, someone asked about what was being done about the non-working monitor in the South Aisle. Robert Burns replied that the fault was in the monitor itself. Arrangements were being made for its replacement under guarantee, although this had been complicated by the closure of a company in the chain.

4. One person mentioned that she did not care for the Christ Church practice of having the Gospel read from the centre of the congregation, and a few others supported her. However, the great majority favoured the very strong Anglican practice which aimed to underline the centrality of the Gospel.

5. In reply to a question about whether taking a physical collection was useful when so many of the congregation made their giving by standing order, Alan Frame (the Treasurer) said the results were nowadays only small and there might be merit in further thought about how non-regular givers could donate to church funds if they wished. Indeed, he noted that Christ Church was obtaining a card reader initially for use at Baptisms.

6. The last question was about how Christ Church was measuring the impact on outreach and discipleship following the recent changes in worship style. The Vicar noted that there were five people present who had only recently started coming to Christ Church. And Jen Sadler, the Youth & Families Worker, described her careful work in building up links with Baptism families and others through the monthly 4pm Sunday family-friendly “Source” service and otherwise.

7. Finally, a member reported that the late Richard Shortman had expressed the wish that part of his bequest to Christ Church should be used to re-gild the tower clock’s face and hands. That had been intended as part of the 2004 project to install a radio-controlled electric mechanism but, in the event, insufficient funds were raised for this external work.

8. With thanks to everyone for their participation, the Vicar drew the Talkabout to a close.

