



Christ Church, Warley

Annual Report and Financial Statements of the Parochial Church Council

for the year ended 31st December 2018

Incumbent:

The Revd Robert Binks - until August 2018
Position Vacant - August to 31st December 2018
79 Mount Crescent
Warley
Brentwood CM14 5DD

Bankers:

Nat West
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Independent Examiner:

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Christ Church, Warley, Brentwood
Annual Report of the Parochial Church Council
for the Year Ended 31 December 2018

PCC Foreword

Administrative Information

Christ Church is situated at Warley Hill, Warley, Brentwood, Essex, CM13 3AA. This is also the address for correspondence. It is part of the Diocese of Chelmsford within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956 and Church Representation Rules 2006). It is charity registered with the Charity Commission (CC registration number 1138758).

Aims and purposes

Christ Church Parochial Church Council has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church complex at Christ Church, Warley.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Christ Church. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups which live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community by

1. Worship, bible study and prayer, learning about the gospel and developing their knowledge and trust in Jesus.
2. Provision of pastoral care to people living in the parish
3. Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of Christ Church. This section of the report focuses on finance and governance matters. The activity reports elsewhere show how the PCC achieved the above objectives in 2018.



CHRIST CHURCH WARLEY ACTIVITY REPORTS FOR 2018

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1. Church Warden's Review of 2018

This report booklet gives us an opportunity to look back over the past year and to outline the key activities of our church's life. The document enables us to recall and celebrate the many positive aspects of our life together, it reminds us of our shared losses and challenges, and gives us focus for our work in the year to come.

2018 was marked by some significant events. The Church approved and invited a small group, both young and old, of members of the congregation to First Communion on our Easter Day service as well as holding a Baptism by full immersion. Sadly, in May we held a memorial service for Patrick Huddie, a long serving parishioner whom many of us grew to love. In August we said a very fond farewell to Tim Lee, our Lay Minister who was called to serve in the neighboring parish of Mountnessing though keeps in touch and continues to support the occasional funeral service in Christ Church. Very shortly after, sadly, Reverend Rob resigned in order to take some extended leave to allow time to recover from his period of long term ill health leaving us in another period of vacancy far earlier than any of us had imagined. Since leaving Rob has undertaken a course in Chaplaincy and he and Nicky are making plans for their future. Rob has shared how humbled and comforted he and Nicky felt by the kindness, generosity and support that both churches showed and passed on a big and heartfelt thank you from them both.

A small group led by Andrew Wood has prepared a Parish Profile with input from the whole congregation. The Profile is the information pack to support the advertisement for a new Priest-in-Charge and we expect the position to be advertised in February 2019.

In September we took the brave decision as a church to move our morning service time to 9:30am - a shock to all our systems! We started this process before the news of Rev Rob and Tim leaving with a discussion at last years ACPM meeting and further consultation with the congregation over a number of weeks. The change has proved a blessing enabling us to maintain services at both Churches in the benefice. Thank-you to all who have supported the church through this change.

During the year we obtained the final approvals for the reworked car park project using a matting over the lawn which has less impact on the environment and delivers better value for money, we expect the installation February 2019. As part of the project a new tree (Whitebeam) was planted to replace the Cedar tree in January.

Betsy Scott, our Pastoral Assistant agreed to act as 2nd Church Warden which was unanimously supported by an extraordinary meeting of the Parochial Council.

Finances have continued to be a challenge in 2018 and we were only just able to meet our Parish Share and maintain our commitment to donate 10% of income to our supported charities, this will have to be prayerfully reviewed in 2019. If you are an infrequent giver, the PCC would be grateful if you would consider setting up a Standing Order with your bank and if applicable a Gift Aid declaration, this is the most efficient way of giving for us and enables us to plan our budgets for the year ahead. Please see John Kettlewell for more details.

During the year we have maintained a healthy schedule of social events building our community and friendship for one another including the Book Club, Prayer Mornings, Oasis Bible Group, Burn's Night Supper, Shabbat Meal, Summer BBQ and our Family Film Night. Many thanks to all those involved in organizing and delivering these events.

The year ended with a busy Christmas period enabling us to connect with lots of local residents, community projects and schools. We thank the local Scouts for delivering our Christmas Market invitations, our Christmas Market was another roaring success this year with proceeds again split between ourselves, The Colour-Me-In cafe Project and SOBS - Survivors of Bereavement through Suicide. We enjoyed another wonderful Nativity service lead by our KidZone children and leaders along with Advent and Christmas Carol Services, Christingle Service and Christmas Day Holy Communion celebration.

Finally, thank-you! Thank-you to our Associate Minister Rev'd Adrian, newly appointed Authorised Local Readers Olive Law and John Kettlewell along with David Petterson and David Clow all of whom have contributed to maintaining our service schedule during our vacancy and David Petterson who has also continued to lead our mid-week and 8am Sunday Morning Prayer services. Thank-you to Sylvia Partridge, our PCC Secretary and all the members of our PCC for all they do to maintain the operation of the church. Thank-you to Betsy Scott for agreeing to take on the duties of Church Warden on top of all the work she does on behalf of the church as Pastoral Assistant. Thank-you to Mark Townsend and the members of the buildings group who work hard to maintain the wonderful building of Christ Church. Thank-you to Louise Kearns who has taken on administration of the car-park and finally, thank-you to all those who have blessed our church community by giving their time, money and energy during 2018, ranging from cleaning and gardening, to assisting at weddings, funerals, afternoon baptisms and helping with our Sunday services. Thank-you those who continue to represent Christ Church in various local organisations, businesses and care environments.

Finally, may we give thanks to God for his grace, for sustaining us and guiding us into the future at Christ Church, Warley.

2. Electoral roll

The Electoral roll stands at 69 of whom 28 are not resident in the Parish. Membership is open to all who call Christ Church their spiritual home, are over 16 and have been attending Christ Church for 6 months or more.

These are provisional figures as at March 2019, there are potentially 3 more people who want to be included.

3. Activities of the PCC

3a Overview of the PCC's Year

During 2018 there were 6 meetings of the Parochial Church Council with an average attendance of 10 members.

The sub-groups, Worship; Fabric and Buildings; Pastoral Care; Children & Youth; Communication/Administration; Finances and Mission have all continued and helped with the efficiency of PCC meetings.

Discussions during the year have included:- Communion before Confirmation, the car park project, style and timings of Services at both Christ Church and St. Mary's, Safeguarding and GDPR (General Data Protection Regulation).

3b Gp1 Worship, Spirituality, Discipleship

Not available at time of printing

3c Gp2 Buildings, Health & Safety

The general maintenance and upkeep of the Church buildings and its appliances were carried out by the Building's Group (a sub-committee of the PCC), which currently consists of Mark Townsend, Harry Stimpson, Robin Baker and Sylvia Skidmore, with considerable additional help from Tony Marriage, Dave Scott and the Churchwardens.

Key works completed in 2018 included:

- The Cedar Tree replacement was planted - a "Sorbus aria" (Whitebeam).
- A fall prevention system was installed at the top of bell tower, as instructed in the quinquennial report.
- The window sills in the church were painted.
- A structural engineer was hired to inspect the fractures in the Organ Chamber raised in the quinquennial report. We have been asked to monitor and record the cracks monthly keeping a record for our architect to assess at the next quinquennial inspection. Mark and Brendon have undertaken this task.

In addition to the above, there were four working parties throughout the year which undertook general cleaning and tidying of the church/centre and grounds/gardens attended by members of the congregation. During the summer months the grass was mowed fortnightly by Mark and Brendon.

3d Gp3 Admin & Communication

The Admin and Communications group is responsible for ensuring the smooth running of the Church office and Church communications to the congregation and community.

At present the team includes Brendon Horrocks (PCC Contact), Jan Broderick, Fiona Townsend and Sylvia Partridge.

Over the past Calendar year, specific actions we have undertaken include:

- A KidZone notice board has been put up in the gathering space
- We published bi-monthly 'Spot-lite' newsletters in the first half of the year however with the reduction in resources during our vacancy this has had to be temporarily suspended.

- We continue to publish a weekly Pew Sheet with services, notices, service schedule and prayer page. This is printed for our Sunday services and distributed electronically for those wishing to receive it (please e-mail Fiona Townsend fiona@christchurchwarley.org to be added to the distribution list).
- Management of the centre has been reviewed as part of the group with a formal hire agreement and deposit scheme implemented.
- We continue to review and develop our church processes to comply with GDPR (General Data Protection Regulation), which came into force on 25th May 2018.
- Early in 2019 we plan to relocate the Main Church notice board to a more prominent and accessible location.

3e Gp4 Pastoral Care and over 75's

Areas of Responsibility:

Pastoral care for Christchurch and St Mary the Virgin Community and wider parish

Monthly Service at Winifred Dell Nursing Home

Monthly Service at the Marillac Nursing Home

Home Communion Team

Monthly Saturday morning Prayer Group

Lead on a number of services:

All Souls memorial service

Brentwood & District Age Concern Carol service

Walter Boyce Carol Service

First call for support at funerals

The remit of safeguarding that previously came within the remit of the Pastoral team now comes under the Church Wardens report.

Membership:

Betsy Scott - Authorised Pastoral Assistant (Also holds Sacristan role and is Church Warden)

David Clow - Safeguarding lead

Florence Clow

Andrew Woods - Home Communion and Prayer guidance

David Petterson - Home Communion and LLM support

Since the previous ACPM report the number of people who belonged to the Pastoral team has reduced. Robert Binks Incumbent and chair of the pastoral subcommittee has resigned, Tim Lee Christ Church reader has moved to Ingatestone to support that parish, Nicola Binks wife of Robert Binks stopped pastoral activities when Reverend Binks resigned. This is usual in these circumstances. These people will be missed and as the pastoral assistant I would like to take the opportunity to formerly thank them for all the support they have given.

The Pastoral subcommittee of the PCC had previously met monthly, there is no chair available whilst Christ Church and St Mary the Virgin are in interregnum so monthly meetings have ceased, support for members and the pastoral assistant is via direct contact with associate priest Reverend Dr Adrian McConnaughie and Church Warden Brendon Horrocks.

The plan is to recruit to the team, a job description was written for prospective volunteers, but it was not possible for this to be signed off by Reverend Binks and this will be held over until a new incumbent is in post and has settled in.

The purpose of the group is to oversee the pastoral care of all age groups in the congregation relating to Christchurch and St Mary's in accordance with the Chelmsford Diocese organisational policies and protocols. The team send a regular report to the Christchurch PCC.

Since being authorised in 2017 the pastoral assistant has re-established contact with the Marillac, the Winnifred Dell Care Home, the Walter Boyce Centre and most recently the Spire Hartswood Hospital. Pastoral support and fundraising to support residents of The Foyer took place until earlier in 2018 when due to funding being withdrawn by the local authority the Foyer closed and residents returned to their funding authority locality.

The pastoral team continue to provide home communion support to local parishioners who due to ill health or infirmity cannot attend a regular church-based service. Other pastoral visits have reduced simply due to a current lack of need.

When taking up the post the Pastoral Assistant a letter of introduction was sent to the hospital-based chaplaincy teams, when news is received of a parishioner known to Christ Church or St Marys of admission to hospital and a visit is not possible the hospital chaplaincy are alerted to the admission. If home communion in hospital is requested the hospital chaplaincy team is informed as a matter of professional courtesy and to ensure duplication does not occur.

Monthly services are run by the Pastoral team at The Marillac and The Winnifred Dell Nursing home and individual visits to parishioners are made who are residents at these establishments but are physically or mentally incapacitated. David and Florence Clow take the lead on these visits and the service at the Marillac care home. Betsy Scott assists with the service at The Winifred Dell care home and this year led the carol service for the Winifred Dell care home.

Two six monthly meetings are held with the managers of the care homes and the Pastoral Assistant Betsy Scott to review support and to plan ahead.

The Pastoral team lead on a number of large services at Christ Church, most notably the All Souls memorial service, unfortunately it was decided by the PCC that this could not be supported this year as a standalone service. It is hoped this will be reinstated in 2019.

The Brentwood & District Age Concern Carol service took place as usual in early December with 120+ attendees. The pastoral team were supported by Olive Law who led the service and additional volunteers from Christ Church who ran the refreshments from the kitchen and supported people who attended. The charity also provided volunteers, feedback from attendees and the charity was excellent and the 2019 service has already been booked in.

Olive Law liaised, organised and led the Walter Boyce carol service supported by Christ Church volunteers.

This year the Pastoral team run a fund raiser to mark the 50th anniversary of The Children's Society.

The monthly Saturday morning prayer meeting remains within the remit of the

pastoral team. The 2019 dates were circulated early January. A core group of 10 - 12 people attend this meeting for prayer and fellowship.

The Pastoral Assistant makes visits to local business along Warley Hill and based at The Quays. When large Christian festivals occur such as Easter and Christmas an appropriate card is sent with prayer and love to the proprietors.

The pastoral team maintain their knowledge of the parish landscape and remain flexible to propose changes short term and long term for example the proposed closure of the Ford Headquarters and the plans for housing to be built on the site which will give opportunities for discipleship with new families moving into the parish.

The Pastoral Assistant is a member of the Deanery Synod and reports back to the PCC and the pastoral team changes within the Deanery and the Diocese. For example the setting up of MMU's within the Deanery and the opportunity this will present to work in collaboration with other pastoral teams.

The Pastoral Assistant networks with other PA's from the Deanery to give and receive support and for cross fertilization of ideas.

The Pastoral team supports and is supported by the other sub committees of the Christ Church PCC.

3f Sacristan Report

Area of Responsibility

A sacristan is a lay member of the Church who is responsible for maintaining the sacristy where the church's liturgical items are kept including vestments, sacred vessels such as chalices and books etc. The sacristan must be a baptised member of the church. He / She must also have basic knowledge and experience of the liturgical rites performed in the church, but this training can be given. The overriding aim of the sacristan is to ensure that the Vicar can celebrate a Holy Communion service with absolute confidence that all necessary items and processes are in place. The sacristan must liaise especially closely with any visiting vicar to ensure that any personal preferences are met.

This role usually operates on a rotational basis, at Christ Church this role is currently held in trust by Betsy Scott supported by Brendon Horrocks and Mark Townsend.

This is a spiritually fulfilling role.

Elaine le Rasle changes the main altar, pulpit and lectionary furnishings to ensure the correct liturgical colours are in place. I would like to take this opportunity to thank her for this invaluable support.

Duties at Christ Church

- a) Unlock the safe and remove sacred vessels
- b) Set the alter table up ready for communion
- c) Prepare the bread for the communion and leave ready on the paten
- d) Lay out the relevant coloured altar cloths used during communion
- e) Lay out the other sacred vessels such as chalices
- f) Prepare cruets with wine and water
- g) Place 1 pacificator cloth and 2 small purifier cloths on the altar
- h) Arrange for servers to assist the vicar serve the consecrated bread and wine
- i) Light altar candles if required

j) Serve communion if required and be available to the vicar to respond to any requests

Such as a non-alcoholic version of wine or to support a parishioner who cannot walk to the altar

k) After the service, clear the altar, leave the vestry neat and tidy, extinguish all candles, dispose of remaining sacrament in an appropriate manner

l) Clean cruets and chalices etc., and ensure all sacred vessels and sometimes offertory monies are locked away securely

m) Arrange for used cloths to be laundered, ironed and return to vestry. There is an arrangement for laundry to be cleaned by Dee Creases (The Quays) at a reduced rate.

The cost of this is currently supported by Betsy & Dave Scott

n) Sometimes support is needed at baptisms

Young members are particularly encouraged to get involved with some of the sacristan duties, Adrian and Sarah McConnaughie intend to offer training to our young parishioners in 2019.

3g Gp5 Kidzone

Kidzone now meets on the second and fourth Sunday of each month for a short time of welcome and worship together followed by the teaching session in which we investigate the Bible through a selection of drama, craft, discussion or games. This year we have taken the long term decision to look at some of the main characters in the Bible starting at Genesis and working our way through to the end.

Due to a fall in numbers of both leaders and children, this year we have had to combine the previous age-related groups into one single mixed-age group.

We have a relatively small but stable core group (10-12) of children who regularly attend Kidzone who, despite their differences in age, work well together, support each other and enjoy contributing to church services.

At Christmas they particularly enjoyed preparing, rehearsing and performing an amazing rhyming re-telling of the Christmas story.

As always, we would welcome any new volunteers to join our team; either as a leader or a helper and we would appreciate your continued support for us in your prayers as we seek to determine the best way forward for the young people of our church.

3g Gp6 Church Finance

General Fund

The main account of Christ Church is the General Fund, described as unrestricted funds in the financial statements, meaning its funds are to be spent on PCC general purposes. In 2018 income was £115,038 (compared with £107,846 in 2017), and expenditure was £111,686 compared with (£109,070 in 2017), meaning there was a surplus of £3,352 for the year. This compared with a deficit of £1,224 in 2017.

The surplus for 2018, together with £3,172 referred to later, has been added to the

reserve of £3,291 brought forward into 2018 and so as at 31st December 2018 there was a reserve of £9,816 carried forward. The level of reserves is discussed later. Income from giving was £66,304, inclusive of tax recovered on gift aid, compared with £68,831 in 2017. Centre income was down from £13,019 in 2017 to £10,263 in 2018, as was car parking income from £6,630 to £3,972. Rent income was down from £6,134 in 2017 to £1,599 in respect of the property at Thorndales which we part own with the Diocese. This was because the tenancy was ended in March so that the property could be sold as the PCC decided that it was better to invest the money elsewhere. However, 2 purchasers withdrew their offers part way through the sales process which meant that as at 31st December the property was still not sold. £3,172 was transferred from the Aged and Infirm Fund to support General Fund activities because many of these are provided in accordance with the aims and objectives of the former Fund. In 2017 the figure was £2,271. The Church also received a legacy of £20,642 from the estate of Irene Lucke. Without this legacy there would have been a deficit on the General Fund meaning that it would not have been possible to set aside money for our charitable giving, and we would not have been able to pay our Parish Share in full.

On the expenditure side there was an increase in the Diocesan Parish share from £69,605 to £72,463. Expenditure on organists was £2,940 compared with £2,370 in 2017. The increase was due to their being regular organists at our services compared with the use of CDs to provide some hymn music in 2017. The main reason for the increase in cleaning from £1884 in 2017 to £2516 was the cleaner's hours were increased from 2 to 4. Expenditure on maintenance was up in 2018 compared with 2017 due to work being necessary to rectify problems identified by the Quinquennial Inspection, an expensive boiler repair bill, a change to the external lock, and an increased trade waste bill. In 2018 expenditure on certain items was less than in previous years, eg the working expenses of the incumbent due to his departure at the end of August and the Centre Manager salary due to his absence on sick leave. Miscellaneous expenditure on General Fund was £3,627 which was a large increase on 2017 (£1,579). This was mainly due to collections for a number of church members which was fully funded by donations and gifts of other church members. We paid our diocesan share on time and in full. In addition, we have continued our policy of donating 10% of giving by church members to our chosen charities. Brentwood Schools Christian Worker Trust will receive £2,210, Tearfund £1,710, Church Urban Fund £1,710 and Christians Against Poverty £1,000, a total of £6,630. Part of the Christmas Market proceeds was split £473 to Survivors of Bereavement by Suicide and £473 to Colour Me IN Café. Our Church Wardens took part in Ride and Stride, cycling to several Essex Churches. They raised £177 for Friends of Essex Churches and further donations of £800 were made to Christ Church. However, giving by Church members continues to decline. In 2018 this was made good by a legacy of £20,642. This enabled the Church to pay its Parish Share and fulfil its charitable objectives. There was a balance of £9,816 carried forward into 2019. In spite of this, as things currently stand the Church will be unable to pay its Parish Share in full in 2019 and will not be able to continue its policy of 10% giving to its chosen charities. All church members are urged to consider prayerfully the amount they give.

Reserves Policy

The Diocese advises that PCCs should try and maintain a balance of unrestricted funds which equates to at least 3 months unrestricted payments. In the case of Christ Church this would be a reserve of around £27,000. The importance of reserves is that they provide the cash necessary to smooth out fluctuations in cash flow and meet emergencies. Each month we pay the following large bills by direct debit, parish share (£6,200), salaries (£735), gas, electricity and utilities (£400 average). The income to meet them is much slower coming in. At the end of 2018 the cash balances on the General Fund were £32,042 compared with £28,632 at the end of 2017. Therefore, for this year sufficient cash resources are available to meet timing differences between income and expenditure and any emergency items. This position will need to be kept under review.

Other funds.

Endowment Funds. These were valued at £27,973 (£28,962 in 2017) and comprised investments of £27,058 and cash of £915. Dividend income of £626 was credited to the General Fund and applied in accordance with the terms of the trusts.

Christ Church Centre. At the end of the year this has a balance of £20,077.

Donations of £1,125 inclusive of gift aid were received, one of which was used to purchase a tree for £386. The balance of expenditure of £1,134 was incurred on preparation for the planning application for the car park extension and the planning application itself. At the time of writing this report the cost of the car park is £19,952.

Aged and Infirm. Investments produced dividend income of £4,800 which was used to pay for taxis (£1,628) and a transfer to the General Fund (£3,172). The investments which provide dividend income at the end of the year were valued at £86,510. The 31st December 2017 valuation was £99,793. There is a revenue balance on the Fund of £7,435 as at 31st December 2018. This along with the balance on the Building Trust Fund is available to finance tarmacking the existing parking area after completion of the car park extension

Building Trust Fund. There is a balance of £7,179 as at 31st December 2018. In 2018 there was expenditure of £620 in respect of trimming of the trees in the church grounds.

Fabric Fund. Works in respect of the quinquennial were charged to the Fabric Fund, instead of the General Fund. The balance on the Fund has declined from £4,978 at the start of the year to £2,702 as at 31st December 2018.

Thorndales. Having tried for most of 2018 to sell the property, we currently have an offer of £575,000. The balance sheet valuation in the accounts is therefore based on this and so our 50% share is £287,500. As the property was vacated by the tenants in March 2018 the General Fund only received £1,599 rental income from the property compared with £6,134 in 2017. The PCC plan to invest the proceeds of the sale elsewhere to achieve a more certain income and capital growth.

Parish Hall. The Diocese are custodian trustees and hold the cash. It represents the amount of loan repayments of £683.75 each year by the Church to the Diocese in respect of the loan granted by the Diocese in 1990 for the internal reordering of the Church. This is an interest free loan. At the end of the year the loan outstanding was £23,931 (£24,617 in 2017) and cash held by the Diocese as custodian trustee was £17,765 (£17,081 in 2017).

For more detailed information and figures please refer to the separate report entitled Annual Report and Financial Statements.

4. Fabric and ornaments of the Church

Fabric Report

The fabric of the church has been well maintained during 2018, thanks to the hard work of the Building's Group with particular help from Harry Stimpson and Tony Marriage.

Works completed are as per the summary detailed on item 3c of this report.

There were 4 working parties during the year which included general cleaning, tidying of the church, the centre and the outside grounds and gardens carried out by volunteers from the congregation. Throughout the summer months the grass was cut fortnightly by the church wardens.

Tree Report

This year the replacement for our Cedar Tree, a "**Sorbus aria (Whitebeam)**" was sourced and planted by Ruskins of Great Warley in January in accordance with the conditions of the Faculty granted by the Diocesan Advisory Council and Brentwood Council Planning authorities as part of our car-park project. In compliance with the instructions of the suppliers this has been watered through the Summer months by Robin Baker.

Other church trees comprise of the following:

4 horse chestnuts trees along the south boundary

- Branches from the trees were protruding over our neighbouring properties and over the highway. Permission was obtained and all 4 trees professionally pruned during the year
- The trees remain in good condition
- There appears to be no worsening of the Canker disease that affects these trees

2 pine trees on the grassed area to the north of the church

- The trees remain in good condition
- These trees have been incorporated in to the design of the new gardens when this project is undertaken

1 Common Beech tree on the north boundary on the lower lawn

- The tree remains in good condition

During the working parties the beech hedge on the northern boundary and overgrown bushes and shrubs were pruned as necessary and border beds maintained.

5. Car Park Project

At the last APCM in April 2018, we were waiting for the outcome of our Planning Permission Application for the revised Car Park Proposal. The Borough granted planning permission with some very minor conditions on 27th April 2018. This was reported to the Secretary of the Diocesan Advisory Committee and on 15th May she wrote to us giving leave for us to apply for a Faculty from the Chancellor of the Diocese to carry out the work. This was received on 3rd August.

By that time our contractor was fully booked for the Autumn and eventually a start date of 11th February 2019 was agreed. Unfortunately, in the time since the original quotation the price has increased to £20,338.80, including VAT, mainly to do with providing a kerb edging to the existing hardtop area. We have also had to comply with a planning condition to install posts on two sides of the parking area to protect the trees. Nevertheless, there are sufficient funds in the relevant account to meet these costs.

As reported last year, other projects for the future will include the landscaping of the Triangle between the new parking area and the Church. We will also need to resurface the existing tarmac drive up to the Church, which is in poor condition.

Andrew Wood, Harry Stimson, Robin Baker & John Kettlewell

6. Deanery Synod, Diocesan Synod & Churches together

Deanery Synod

It is a meeting of representatives from Anglican churches in the Brentwood deanery. We are represented by our clergy as well as Betsy Scott and Olive Law representing Great Warley. The Deanery Synod meets in April, July, November and January.

The meetings open with prayer and are divided into two halves with a guest speaker presenting in the first half for example The Children's Society and then the business section of the meeting takes place after tea in the second half. These meetings are open to any parishioner.

Continuing on from last year the project of creating 'Ministry and Mission Units' (MMUs) to share resources and clergy has continued. The resignation of Father Robert Binks has delayed discussions of how Christ Church will proceed with this and plans are likely to be on hold until a priest in charge is appointed. Feedback from churches who have formed MMU's for example St Georges in Harold Wood have identified one of the benefits is where one or two churches would not have the resources to run an Alpha course, these challenges are overcome when a larger number of churches amalgamate their resources.

The most recent synod meeting focused on the financial situation of the Diocese cash reserves, a report from the Diocese treasurer indicated that the number of churches who are unable to pay their parish share either in part or in total is putting pressure on the

Diocese income to the point that should the situation continue their cash reserves will be exhausted within three years. One resolution will be for remaining parishes to join into MMU's. Another is for giving in parishes to be increased either through an increase in giving from existing congregations or by increasing the number of people attending church and through creative fund raising. One suggestion was for the theology of giving to be included as a regular theme in sermons.

General Synod

This took place in February 2019, the main themes discussed this year were the progress made by the Living in Love and Faith and Pastoral Advisory Group which is looking at finding a way forward for the church in matters relating to human identify, sexuality and marriage. Our own Bishop Steven took the lead on the debate relating to homelessness and the discrimination shown towards travelling communities. Another theme was evangelism and the needs of housing estates.

Churches together Brentwood

Tim Lee used to be the Christ Church representative for this forum, in the short term Betsy Scott has offered to attend these meetings and report back on activities. The first meeting this year was held on the 21st January 2019. A new chair was appointed and this is Chris Boyland who has recently been made an Alderman of Brentwood for his services to charitable work. There are four main events for 2019 which Christ Church can become involved with. These are:

19th April 2019 - The walk of witness

8th June 2019 - Pentecost Event

15th June 2019 - The Strawberry Fair

30th November 2019 - Lighting up Brentwood

7. Occasional Offices

In 2018 there 3 wedding services, 18 Baptisms, 9 Funerals of which 4 were held at Christ Church.

During our vacancy as we await the appointment of a new incumbent, we advise prospective baptism families we are unable to respond directly and encourage them to attend either our morning service and make contact with the church wardens or the minister leading the service to advise them further. We continue to meet with prospective wedding couples.

At the beginning of November Christ Church hosted our annual Memorial Service for those who were remembering the life of a loved one. This was held this year at our usual evening service time of 6:30pm and, due to our vacancy, individual invitations were not sent but the service advertised as widely as possible.

We seek to host a Confirmation service every other year, so our next one will be in 2019.

8. Child and Adult Safeguarding

In light of discussions that took place in March 2019, Dr Clow has left the safeguarding report to the new team. Therefore there is no report available at time of printing.

9. Christ Church Toddlers

This report has been written by Sarah Prior who took over running the group from Nicky Binks and Tim Lee when they left. Sarah is not a member of Christ Church herself but attends church in Doddinghurst. We are very grateful to Sarah and her team for all she has done over since September as we have put structures in place to enable the group to continue.

Despite a few ups and downs, the Friday morning Toddler group continues to be popular, with regular families attending. However, numbers have dipped of late so we need to consider how we promote it this year to get more attendees. Another issue has been with regards to volunteers, or rather lack of them. A similar problem we had encountered the previous year. The group continues to charge £2 per session and it has been agreed that a donation will be made into church funds at the end of each term for using the facilities. A donation of £800 has recently been made to cover the last 18-month period.

We continue to promote activities taking place at Christchurch and encourage people to attend services where appropriate. During story and song time we read a bible story and pray. We continue to offer pastoral care and support to those who need it most, but it is also an intention to try and reach out to those in the community and linking charities. This year we will be holding a Tea Party during Toddlers in aid of 'Aching Arms'.

During the summer it was clear that we needed to decide on the future of Toddlers. Firstly, due to the numbers attending and secondly due the lack of volunteers, with Tim and Nicky leaving. We had recruited one new member earlier in the year but more were needed.

Sarah has since taken on the Leader role and has recruited a couple of mums (Jadie and Laura) to assist along with Elaine who helps in the kitchen. It has taken some time to sort out all the paperwork but think we are nearly there, thanks to Olive and for her continued support with this. We do however need to look at succession planning for when people move on as well as getting a bit more help with setting up and to cover when people are absent. Our Christmas Party at the end of the year was again a major success, thanks to all who helped make this a very special occasion.

Another thank-you to Nichola (Rainbow Leader) who leaves the tables out for us each week saving us some valuable setting up time!

As we move into 2019, we are continually looking at ways to improve the group, ensuring that Toddlers is a clean, safe environment where parents and children can meet.

10. Christ Church Centre

We have continued to have regular groups using the Centre during the year, although a couple of regular groups having stopped using us. Primarily this was due to the lack of parking space in our car park. With work scheduled to take place in our car park during early 2019 this will hopefully avoid this type of issue going forward.

The following groups continue to regularly use the Centre;

Mondays: SOBS (Monthly) Townswomens Guild (M),

Tuesdays: The Leg Club (W) Brownies (W),

Wednesdays: Gardeners' Club (M) Guides (W),

Thursdays: U3A (M) Rainbows (W), Colour Me in Café (W)

Fridays: Toddlers (W) Boys' Brigade (W).

(FYI - W: weekly M: monthly).

We hosted various birthday parties, prayer days, prayer breakfasts, Baptism prep days, music exam days, polling day, family nights, Christingle services, BADEF meetings, Diocese training days, CCS courses, carol services, Christmas market and hunger lunch during the year.

The Centre continues to generally be open for visitors every Thursday morning and during 2018 we saw the continuation of the Colour Me In Café using our facilities weekly on a Thursday morning from 11am until 1pm. Several of the attendees to the Café have enjoyed taking a moment or 2 to sit and reflect in Church whilst it is open.

We get a large number of repeat bookings and is still good value for money. We will aim to remain competitive whilst generating vital income for the Church.

The introduction of a 'Conditions of Hire' document has worked well and so far everyone wishing to hire our facilities has agreed to the terms. Over the course of the year small changes to the document have been made but all with the approval of the Church Wardens before implementation.

2018 was another busy year as we continued to not only hire out the centre but continued to hire out car park spaces to various people working in the Business Park.

With Simon still being off sick during 2018, the hiring of the centre and car park management fell to me in the most part, but due to unforeseen circumstances over the summer of 2018 I too was off work on compassionate leave for an extended period of time. This resulted in certain aspects of the Centre/Car park not being managed as efficiently. Thankfully, Louise Kearns kindly stepped in during the latter part of 2018 to manage the car parking side. This is a real blessing and once the car park is fully open after the work is carried out in early 2019, it will hopefully mean more income can be generated for the Church from the hiring of car parking spaces to more individuals from the Business Park. Thank you to Louise for taking on this task.

Finally, thank you to everyone else who has helped to keep the centre running in the absence of Simon and myself during 2018.

11. Christmas Market

We had another great turn out again on the day of the Market to which I would like to take the opportunity to thank all those who were involved in any way, whether it was through donations (which there was a great many of), advertising our event, setting up/clearing up, running a stall or attending the event on the day. We couldn't have done it without you.

We received lots of donations from people, including cakes, chocolate, toys, Christmas gifts and monetary donations which was absolutely fantastic. We even had some prizes being donated to us from Tesco at Gallows Corner and M&S in Brentwood High Street.

We made a couple of changes again to the stalls again this time, including the addition of a couple of game stalls (Ping Pong, candy Lucky Dip, Bottle game, Hook a Duck) and more raffle prizes than we have had previously which proved to be a great success.

We kept the time of the market as 12 - 3pm which again was popular with most people and the hot-food refreshments were purchased in record time which was wonderful and proved its popularity.

We had a 'Follow that Light - A children's trail' which included a gift for every child. There was also a 'Goodie bag' (1 for each family) as people arrived which included various leaflets about Christ Church and the charities we were supporting again this year together with handmade gifts from our uniform units.

All of the stalls made a profit and I am so pleased to say that we were able to donate £473.43 to the Charity SOBS (Survivors of bereavement by suicide) and the same amount to the Colour Me in Café, which were gratefully received. This was an increase on last year of £23 for each charity. This also meant that c.£1,000 was raised for our Church. An amazing achievement.

We are looking to book our next Christmas Market for either Saturday 16th or 23rd November 2019 from 12 - 3pm, as Lighting Up Brentwood is booked for the following week on 30th November. The confirmed date will be advertised by the end of April and planning meetings will commence by the end of May.

12. Supported Charities

12a Brentwood Schools Christian Worker Trust (BSCWT)

2018 was another year when BSCWT has been able to extend the variety and quantity of lessons, events, and pastoral support, it delivers in our local schools. This is enabled by the generosity and support of local churches and volunteers and is very much appreciated. Although BSCWT has had some outside funding for specific pastoral projects, it is still largely dependent on the generosity of churches and individuals and BSCWT is grateful to Christ Church, for their continued support. The treasurers were pleased to report that the year ended very close to budget.

The staff team saw some changes over the year:

Rosie Graham made a great impact before taking maternity leave in the autumn.

Amongst other things she focused on developing new resources to use with year 7 for Easter lessons

Fiona Mason has been taking on a greater role working in schools as well as her administration work in the office. She has focused on 6th forms and with Mary she has been developing materials for anxiety workshops to help our young people to cope with the stress of school life and exams.

Sue Welman was appointed in the autumn to help with the ever-increasing administration required for the primary school projects, a role that was a great help and is being picked up Jenny Head (from Christ Church) going into 2019.

As well as new paid staff, BSWCT has welcomed new associate workers and it is good to see the team growing and strengthening.

As ever, there are always more opportunities in schools than resources to meet them but there have been a couple of real highlights in new things BSCWT has been able to offer this year: After many years of very little opportunity for input at St Martins School, BSCWT been able to deliver chaplaincy sessions with other pastoral possibilities on the horizon. Also, Mary Thomas and Fiona Mason have also been able to support a sixth form pupil at Shenfield School in starting a Christian Union there after many years of lapse. It is very exciting to see God raising up young people to take a lead in this way.

BSCWT has been offering workshops to help equip volunteers to work in schools. These have been open to members of churches and have been useful times for sharing expertise and experience. It was really good to hear two of our local head teachers speaking at a conference recently and saying just how much difference the BSCWT makes in their schools. They particularly appreciated the way that BSCWT has listened and responded to feedback, tailoring services to their needs.

BSCWT is thankful for the opportunities to talk about God in an increasingly secular school system. Please pray that these opportunities continue and that we will be allowed to go on teaching what the bible says and what it means to be a Christian. The best way to keep in touch with what the trust does is to make sure you pick up the newsletters that come out in the middle of each term or visit the website at bscwt.org. £2,210 has been donated.

12b Tear Fund

The annual Tear Fund lunch was cancelled. However, a donation of £1710 was made to Tear Fund this year.

An additional payment of £177.10 was made towards Tear Fund's Indonesian earthquake appeal.

12c Church Urban Fund

The Church Urban Fund continues to be one of the main charities that Christ Church supports from a share of our income. We have donated £1,710 in 2018.

The Church Urban Fund was set up by the Church of England in 1987 to assist in deprived and impoverished areas of the country and operates in partnership with local churches on a number of projects around the country. Details of these are available on the Church Urban Fund Website.

<https://www.cuf.org.uk/>

The website gives demographic data particularly on levels of poverty and deprivation, data is available on specific parishes.

The parish of Warley is described as a parish with a population of 8,197 and is a relatively wealthy parish compared with other parishes in the country.

By accessing the link below you can see where our parish sits on various poverty-related indicators, relative to all other parishes in the country.

<http://www2.cuf.org.uk/parish/580204#data>

12d Samaritan's Purse Christmas Shoe Box Appeal

Once more children in need, all over the globe, experienced the joy of a simple shoebox gift and the hope that comes with knowing they are loved and not forgotten. Christ Church has proudly supported this appeal for many years. 95 boxes in total were donated in 2018.



The popular Go pack boxes were purchased and sold at cost.

Members of the congregation of the congregation knitted hats, mittens and many other items, which were gratefully received for the shoeboxes. One member Betty knitted and sold extra hats to raise funds at our Christmas Market and raised over £150 for the appeal.

This is a real community appeal with boxes received from the congregation, the uniformed organisations, Warley Primary and Drapers' Brookside Junior Schools. The shoeboxes are packed with much needed school supplies, hygiene items and toys.



On 22nd November the shoeboxes were collected and driven to a depot in Oxfordshire. Sadly the Chelmsford depot did not operate this year, because they were unable to find suitable premises and the OCC driver volunteers will only pickup 100 boxes or more from each collection point, so we combined our collection with 68 boxes from Bentley St Pauls.

Our shoeboxes arrived in Ukraine in January 2019.

In this way, Christ Church has shared God's love in a tangible way with children across the world over the Christmas season.



12e Red Bucket Appeals during 2018

£177.10 was raised and paid to Tearfund re the Indonesian Earthquake Appeal.

12f Christians Against Poverty

A Brentwood branch of this national organisation with its headquarters in Bradford was established in 2018. It started seeing clients in December and has a volunteer team of 9 befrienders. £1,000 has been donated in our 2018 accounts.

13. Boys Brigade

Not available at time of printing

14. 1st Warley Rainbows

Rainbows adore animals and we began the 2018 winter term doing our Creature Comforts Challenge badge. We had a visit to the unit Pygmy Hedgehogs and the Rainbows loved having a cuddle of the baby ones! As part of this challenge we also included a trip to the Southend Sea Life Centre, it was a breezy Sunday afternoon on the seafront but all the girls and leaders thoroughly enjoyed ourselves.

The Rainbows celebrated Thinking Day with the District at Thriftwood in February, involving a very muddy walk in the dark. Challenging but will be memorable to the girls, especially as squash and biscuits awaited.

In March the girls went behind the scenes at Brentwood Theatre and looked at some of the tricks played with lighting and sound.

The summer term saw a return trip to The Pines where we held our first camp fire. We also went to Thriftwood for some archery and a go on their new the assault course. Incredible courage was shown climbing up and over the high beam.

In June we held an Equaliteas tea party and learned about the suffrage movement. The shock on the girls faces when told their gingerbread men could only be eaten by boys! We also took part in Parliament Week.

July saw the change to the Girlguiding badge program and many of our Rainbows have embraced this as they can now earn their own interest badges. Since September we have given out helpers, booklover, healthy mind and family tree badges. Well done girls on all your own hard work. December concluded the year with Emily receiving the District's very first Gold Award under the new program before she went up to Brownies. As a unit we completed Get Healthy Roundabout and started the new Know Myself Skills Builder, which we will complete later next year.



September we had our first sleepover at Belchamps with the Brownies. Six girls came and thoroughly enjoyed the activities, which they are keen to repeat again this year.



Warley Rainbows supported the Christmas market as part of their helpers badge (helping in the community) and ran a snowman game. The girls absolutely loved this they also helped make up 18 shoeboxes for Operation Christmas Child some of the items bought with donations from members of the congregation.

It has been a busy year and we have had 16 young members continuously, all those leaving at 7 went onto Brownies. We also had new leader Katherine begin with us, which helped as Alison can only now help occasionally due to family commitments.

15. 1st Warley Brownies

We kicked off the year by joining the Rainbows and Guides for a cheerleading session which was paid for from the donation of Sainsburys school vouchers, so thank you everyone for donating them.

World Thinking Day was this year held in February over at Thriftwood Scout Camp. Our unit joined various others for the evening.

The first badges of the year that the girls worked on were Healthy Heart and Agility. It was a great way to get the girls thinking about ways to keep their bodies healthy. We then moved on to the Brownie Traditions badge and so looked at how to do knots, how our union jack flag is made up and learnt the national anthem. We again finished our term with an Easter egg hunt in Church and making Easter bonnets.

We had a great time during the Spring term as the Brownies invited a local group of morris dancers to come along one evening and teach them two different dances. We even got to use sticks without anyone losing an eye!!! The girls also got to make their own maypole.

The girls wanted to do some things for our local community this term too and so we invited along Colour me in Café to talk to the girls about mental wellbeing and what they do as a charity in the community. After this the girls decided that they wanted to make gifts to distribute around to our Church neighbours. So they made potted plants which we left on various neighbours doorsteps together with a poem on a card. We had some lovely email responses from the recipients of the gifts.



We then started the summer term by inviting Hopefield Animal Sanctuary for a visit so that they could talk to the girls about what they do at Hopefield. This formed part of our work towards the Friend to Animals badge. We then arranged for the girls to have a visit to Hopefield and as a Brownie Unit we have adopted 4 animals for the year.

To finish the summer term the girls visited Thriftwood Scout camp for a fun filled time of Go-Karting and doing the Cresta Run. For this outing, we invited 1st Warley Rainbows to join us.



It was a slightly daunting (only for the leaders!) start to our Autumn term preparing the girls for a camp night away at Belchamps in Hockley. The girls (and leaders) had an amazing couple of days embarking on lots of fun filled activities laid on by the Scouts. This included wall climbing, water zorbing, assault course, caving and songs round the campfire at night.

Although there were no accidents at camp, we decided to tackle our First Aid badge during the Autumn half term. The girls learnt how to do the recovery position and how to bandage parts of the body.

To finish half term the girls got creative and collected various items to put together a beautiful collage of the word HARVEST, which was put on display in our centre for all the visitors to Church over the Harvest Festival to see.



This year marked a 100years since the end of WW1 and as a unit we were able to join various other uniformed organisations from around Brentwood and surroundings areas to undertake the Remembrance Service Parade along Brentwood High Street and at the War Memorial. The girls made and carried a tribute banner on the day.

Finally, our Christmas term involved making crafts for the Goodie bags at our Christmas Market and the girls being on a stall doing a 'tinsel in a box' game to help raise funds for the market too. We also made an

additional £25 from the sale of sweet bags which was donated to Hopefield Animal Sanctuary.

We finished the term by having an end of year party. Lots of fun was had by all.

As for the leaders at Brownies, we have seen a couple of changes this year, as we welcomed Rainbow Owl (Fiona Townsend) at the beginning of the year and Rosemary in May. We also gained a young leader to help in the unit, who initially joined us just to complete her Duke of Edinburgh award but decided to stay on and complete her Young Leadership qualification afterwards.

16. 1st Warley Guides

We started 2018 by welcoming 2 new members and they soon settled into the Unit.

During the Spring term we held a cooking competition organised by the girls working on their Baden Powell Award; enjoyed a 'cheer leading' evening paid for by the Sainsbury vouchers; made cards and a gift for Mothering Sunday and finished the term with an evening 'tubing' at Brentwood Park.

The summer term started with some evenings working on STEM (Science, Technology, Engineering and Maths) activities. This included making ice cream and fudge, building paper towers, how oil spills at sea are contained and how to make an electric circuit. The remainder of the half-term was spent on camp preparation activities.

The camp at Chigwell Row went very well. Our theme was 'centenaries' including Votes for Women, end of World War I and the Air Force. Activities included 'flying' on the zip wire at the site, making various types of poppies and we had a guided tour of the Houses of Parliament and photos taken with the new statue in Parliament Square.

The second half of the summer term was as always 'out & about' and activities included: - a games evening organised by the BP girls; 2 evenings at the Pines camp-site where the girls managed to light fires and cook their meal on them. We held a special presentation evening where most girls were presented with badges gained during the term and 6 Guides were presented with their Baden Powell Award, the highest award in the Guide Section. They had worked very hard to complete the 10 challenges required for the badge and all their Parents, invited guests and Leaders were very proud of their achievement.

The term ended with a trip to London. We all met on a hot sunny Saturday morning. Our first stop was to see Buckingham Palace and we witnessed the new guard arriving. We then went into St. James's Park for our picnic lunch. On the way to the theatre we stopped at Guide Headquarters in Buckingham Palace Road. This was a first for most of the girls and they took advantage of the visit to buy badges and souvenirs, re-fill water bottles and chat to the Leaders on duty.

We then quickly made our way to the Apollo Theatre and took our seats to see Wicked. The show was amazing and very well received by the girls, who thoroughly enjoyed it. After the show, we made our way across to the restaurant for a celebration meal.

The day had been a great success, enjoyed by all and a perfect way to celebrate the end of Term and Elizabeth's Jack Petchey Award marking her dedication and hard work to 1st Warley Guides.

The Guides all said how much they had enjoyed the day - in fact it had been 'Wicked'!



We started Autumn term with 3 new members, although we have also lost a few members no longer able to attend. We spent a couple of weeks on 'getting to know you' activities; we have tried a few Unit Meeting Activities from the new programme and the girls have chosen and planned skills builder activities for after half-term. 2 weeks were spent either scuba diving or completing the new confectionary badge.

For the last evening this half-term we held a joint Brownie/Guide evening planned by the current BP girls plus one young Leader working on her leadership qualification. They chose Winnie the Pooh as the theme and activities included a red balloon treasure hunt; pin the tail on Eeyore; decorating biscuits; making bumble bees from choc rolls and ended with a picnic in 100 Acres Wood.

Saturday 27th October was a very special day for Hannah Keely, one of our Leaders. She had worked very hard for the last 3 years towards her Queen's Guide Award. For this she had gained her Guide Catering Qualification, a Pack Holiday licence and organised a themed based expedition to London for a group of her peers. She also investigated further the condition of Autism and held a presentation and afternoon tea to raise funds for the Autism Awareness charity.

Chris Skinner, County Commissioner, presented Hannah with her badge and certificate in front of family, friends and Guiding colleagues. This was followed, at Hannah's request by afternoon tea, served by 3 Guides working on their Baden Powell Award.

The remainder of the term was spent on Guide planned activities, Christmas crafts, our own

Christmas Bazaar and we ended the term with an evening at the IZUMI restaurant.

As you will see, we have again enjoyed a very busy year and we continue to make the most of opportunities that being members of the Guide Association bring us.

17. Financial Statements

See separate document

22. Appendix

2019 Gift Aid Declaration (see overleaf)



Christ Church, Warley
Warley Hill
Brentwood
Essex
CM13 3AA

giftaid it
Make your gift
go even further

REGULAR GIVING

If you are a UK tax payer, Christ Church is able to reclaim the tax paid on any donations you make as part of your regular giving. This amounts to an extra 25 pence on every £1 that is given.

To enable us to do this, please complete this declaration form and return it to one of the people listed below.

GIFT AID DECLARATION - Commencing: 6th April 2019

Until I notify you otherwise, please treat all donations made to **Christ Church, Warley**, as eligible for Gift Aid.

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in a tax year it is my responsibility to pay any difference.

I understand that other taxes such as VAT and Council Tax do not qualify as Income Tax.

Full Name:

Address:

Postcode:

Signed:

Date:

Please return form to, either:
Mr John Kettlewell,
or Mr Brendon Horrocks

Please notify Christ Church if you:

- Want to cancel this declaration
- Change your name or home address
- No longer pay sufficient tax on your income and/or capital gains

If you pay Income Tax at the higher or additional rate and want to receive the additional tax due to you, you must include all your Gift Aid donations on your Self Assessment Tax Return or ask HM Revenue and Customs to adjust your tax code.