

Annual Report
and
Financial Reports
of the

**Parochial Church Council
of the Ecclesiastical Parish
of St Giles Church, Codicote**

For the Year Ended 31st Dec 2019

Vicar

Revd Philip Waller

4 Bury Lane

Codicote

Herts

SG4 8XT

Bank

The Co-operative Bank plc

1 Balloon Street

Manchester

M60 4EP

Independent Examiner

Mrs Susan Boardman FCA

36 Reynards Road

Welwyn

AL6 9TP

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Parochial Church Council of the Ecclesiastical Parish of Codicote

Annual Report for the year ended 31 December 2019

Aims and Purposes

St. Giles Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Revd Philip Waller, in promoting in the ecclesiastical parish of Codicote the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also responsible for the maintenance of the building of St. Giles Church Codicote, for its churchyard, and for the Parish Centre within the churchyard.

The PCC is also responsible for deciding, with the incumbent, how the church's money is used.

Objectives and Activities

The PCC is committed to enabling as many people as possible to participate in Christian worship, either within the church building or at activities ("Fresh Expressions") elsewhere in the parish. To that end, we support enterprises which share the love of God in word and deed and which call all people to respond to the Gospel of Jesus Christ.

The PCC maintains an overview of worship throughout the parish and suggests how our activities can engage with individual residents and the many groups active in the parish. Our worship enables people to respond to the love of God in Christ through prayer and sacrament, music and scripture, whilst equipping them for service in the world.

When planning our activities for the year, we keep in mind the Charity Commission's directives with respect to public benefit, particularly its guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- worship and prayer; growth in understanding of the Gospel; and deepening their trust in Jesus
- pastoral support to those who live and/or work in the parish
- acts of service in and beyond the parish
- outreach and missionary endeavours

To facilitate this work, it is important that we maintain the fabric of St. Giles Church and its surrounding churchyard and buildings.

Achievements and Performance

Worship and Prayer

All are welcome to attend the services and "Fresh Expressions (of worship)" arranged by St. Giles. Due to a change in personnel resources and a decline in attendance at the weekly 10.30am worship in Church, in July 2019, following a consultation at the APCM in April, St Giles began a new provisional pattern of worship. It was decided that there would only be one service on a Sunday morning, and that the time of the worship would be brought forward to 9.30am to bring it in line with the rest of the Welwyn Team, to allow us to make use of their resources more easily. The pattern would then need to accommodate all styles of worship previously enjoyed by the people who made up the two regular congregations. It was decided that there would be alternate Sundays with Holy Communion accompanied by a robed choir, whilst the other two Sundays would comprise the well-established Café Church on the first Sunday of the month and an informal Morning Worship (Service of the Word) on the third Sunday. Children's work would be provided only within the context of non-Eucharistic worship, to take the pressure off the Sunday School volunteers, who

were finding it difficult with low numbers of children and helpers. Due to popular demand, a Said service with Communion was introduced at 8:00 am on the first Sunday to accommodate those who preferred that style of worship.

The proposed pattern of worship is below:

1st Sunday – 8:00 am Said Communion in Church, 9:30 am Café Church in the Peace Memorial Hall

2nd Sunday – 9:30 am Holy Communion with Choir

3rd Sunday – 9:30 am Morning Worship (with Children’s Activities)

4th Sunday – 9:30 am Holy Communion with Choir

5th Sundays are subject to festivals and holidays, and the decision as to what service is either taken by PCC or at the discretion of the incumbent when the rota is being produced, depending on the time of year.

A review of this new pattern is due in January 2020, giving a 6 month adjustment period.

Due to this switch, average Sunday attendance across the year is now: **42** adults and **4** children. The average attendance is significantly lower than the previous year (**55** adults, **10** children). Some have left to attend churches more local to where they live.

In the light of our change of worship pattern, this can be broken down further to give the averages for pre- and post- July. Pre-July saw an average of **48** adults and **6** children across both services, this changes post-July to **35** adults and **2** children, although due to the number of baptism services, there were only two services on a 3rd Sun that could be counted. There appears to be little disparity between the services on the 2nd, 3rd, and 4th Sundays. The number attending the monthly Said Communion at 8.00am is averaging **11** adults, which is seen as a viable number.

At present there are **67** names on the Church Electoral Roll, **9** of whom are not resident in the parish. **0** names were added during the year and sadly, this is a decrease in **1** name from last year, due to the death of one member.

Parents looking to baptise their child are offered the 3rd Sunday, in line with them previously occurring at the 10:30 am service without Holy Communion. Families are invited to attend at least once before committing to their child’s baptism, and before the baptism takes place a home visit is made by one of the clergy to prepare the family. During 2019, **7** children were baptised at **5** services that were held at St. Giles. Towards the end of 2019, there were 3 baptisms in 3 months, which put a strain on the Morning Worship and especially those who ran the children’s work.

“Play and Praise” took place within the church on alternate Thursdays during term-time. This provided an opportunity specifically for pre-school aged children and their parents/carers to worship and learn about God. Due to a shortage of leaders this Fresh Expression stopped at the end of July 2019. Plans to re-start something similar have been put on hold due to other time pressures on those who would have been involved.

Café Church is a Fresh Expression of church held in the village Peace Memorial Hall one Sunday morning each month. It provides breakfast-style refreshments throughout, and a short act of worship in the middle of

the morning using modern technology. This attracts upwards of 40 adults and 10 children, across a wide age range, some of whom do not come to regular services in church.

Growth in understanding and deepening trust in Jesus

The PCC supports the continuance of small groups meeting together during the week for prayer, study, and mutual support. During Lent 2019, no centralised meetings were held, instead a single resource prepared by the Vicar on the subject of “building a resilient faith” was passed to the homegroups, and people encouraged to join a group over the Lenten period.

Pastoral Support

The ministry team were asked to officiate at **6** funeral services in Church in 2019. In addition, on **5** occasions they supervised the interment of cremated remains in the churchyard. These occasions sometimes require high levels of pastoral support to be offered to bereaved people.

Marriages invite a different form of pastoral support. Weddings at St. Giles are welcomed and the relaxation of rules in recent years over which parish a couple may choose for their marriage brings in a number of enquiries each year. Provided a “qualifying connection” can be proved, the marriage can take place in St. Giles. In 2019, there were **3** marriages at St. Giles.

Much informal pastoral support is given informally by church members: home visits to the sick, hospital transport, shopping. This is gladly given and gratefully received.

Acts of Service

Apart from the pastoral support mentioned above, the PCC applauds the volunteers who staff Giles Coffee Shop in the Peace Memorial Hall every Friday morning. This is a valuable meeting place for young and old.

The PCC supports the Governing Body of Codicote School through its appointed representatives and its incumbent. The School continues to be rated “Outstanding” by OFSTED. The church hosts services for the whole school on 4 occasions each year and readily responds to requests for class visits. (See report)

Much of what would count as an act of service goes on “under the radar” of the PCC, as church members involve themselves in the lives of others who are their neighbours in their street, at work, in village organisations, the local Day Centre, through local, national and international charities. The PCC hopes that it is able to encourage such activities whatever forms they take.

Mission and Outreach

Many of the activities already mentioned form part of our outreach into the local community. Another is the monthly production of the St. Giles Parish magazine, with up to **400** copies delivered monthly for 10 months, with two double issues.

The PCC supported the involvement of St. Giles in a prayer initiative from the Archbishops of Canterbury and York. Under the heading “Thy Kingdom Come”, prayers were held daily between Ascension and Pentecost in church and in members’ homes.

The PCC has extended the 3-year commitment (2017-2019) to support 3 Christian mission agencies beyond the parish by a year, to be reviewed at the end of 2020. We will continue to support The Living Room,

Farming Community Network, and Mercy Ships. It is our agreed policy to distribute 10% of freewill offerings received each year equally among these three charities, signifying our support for God's work in the wider world. Additional collections are made for each of these nominated charities at festival times. The PCC also acknowledges those who give to The Children's Society via home collection boxes and at the annual Christingle service. Occasional special collections are also made in church at times of disasters – these are channelled to places of need through Tear Fund.

Due to staffing and resource changes, the PCC agreed to re-visit and update the Mission Action Plan during 2020. The current MAP (2017) has been kept broadly, with the same overall vision that has served us well for several years – to be seen as a church that is

Growing in faith and number, **Loving** and caring, **Outward-looking**, and **Worshipping** from the heart.

The MAP identifies five goals to guide us as a PCC and church in the coming year(s).

In summary these concern becoming more **invitational**, developing better **publicity**, **renovating** the church building, developing more **family-friendly worship**, and **nurturing young people**.

The MAP can be found on pages 17 - 18 of this report.

More details of the activities associated with St. Giles Church, as well as notes from the Deanery Synod and Welwyn Team Council now follow:

School Governors

I represent St Giles as a foundation governor on the school governing body. Foundation governors have the same responsibilities as the elected governors which in simple terms, is to manage the effective running of the school.

Meetings of the governing body are held during each half term. A governor's day in school is held every May when governors are encouraged to go into as many classes as possible. All governors are given different subjects to monitor and mine are maths, English and geography. I spend a day on each subject and make a report back to the governors. The report covers planning, organisation, priority in the school development plan, schemes of work used, how well the subject is doing, staff training, resource levels and notes from classroom visits. I also go to the school on an ad hoc basis to keep in touch with staff and children.

There are several committees which are not attended by all governors. I sit on the personnel, curriculum monitoring and appeals committee. The meetings for these are decided on when issues arise e.g. Curriculum monitoring meet after SATS results are issued so that we can analyse any areas that need to be addressed. SATS results continue to be well above average when compared to county and national results.

This year we had a SIAMS (Statutory Inspection of Anglican and Methodist Schools) inspection, which is the equivalent of an Ofsted inspection but run By the C of E. We had an excellent response and identified as "Exceptional".

Sylvie Lendrum

Coffee Shop

Giles Coffee shop continues to be a success. We weren't getting the mums with young children towards the end of last year, but I'm pleased to say that this year we are getting new mums again, which is nice. Jacquie Manners joined the team and has settled in well.

I had the coffee machine serviced because we had complaints that the coffee was coming out cold, even when we warmed the cups. Following the service everything seems back to normal and the coffee is hot!

Sylvie Lendrum

Admin and Communications Team

The Admin and Communications Team met 2 times during the last 12 months, when we have looked at publicity for main festivals and other church publicity. We are privileged in having Alice Barker on the team, and have benefitted from her advice and experience in designing posters and banners, etc.

We have chosen a new logo to put in all our communications, as branding for St Giles. We designed an insert for The Friends of St Giles brochure, to add information about the current life of the church, to their historical and fabric based perspective. The website is updated and monitored by Emily Griffiths, who initiated our GDPR policy, and along with Philip designed and co-ordinated the return of consent forms. The team is in the process of updating the Health and Safety policy.

Philippa Thompson

Sunday School

No report available

Events Team

The Events Team formed from the Welcome Team in March 2019. Its purpose is to plan and organise a series of different events throughout the year for church members primarily to attend, but to also encourage friends and family to enjoy and increase our church community. We also provide hospitality support for specific church related events and for other teams when required.

In 2019 we assisted the Children's Work Group in providing hospitality and support for the Easter Trail in April and the Superhero Party in October half term. We also organised all the activities and refreshments that took place in church for Codicote Village Day and booked tickets and arranged transport for a summer trip to a Proms concert in the Royal Albert Hall in July.

We have reinstated Church Family meals with the aim to organise two weekday dinners and two Sunday Lunches per year. We also run two Cream Tea sessions over the summer months. To support specific Sunday services, we put together the posies for Mothers' Day and provided chocolates at Christmas.

Our future plans include arranging a coach trip to Bury St Edmunds for a tour of the cathedral and church picnic, and potentially run a 'Christians in Sport' quiz and Summer BBQ to assist in raising funds for the church refurbishment works.

Liz Hounslow

Safeguarding

There have been no concerns raised regarding safeguarding during the year.

DBS checks for all but two PCC members as well as the children's workers have now been completed. I am now recognised as lead recruiter and can therefore carry out the complete process. I am waiting for two of the current PCC members to complete the initial online part of their check so that I can then check ID and forward the details to Thirty One Eight (the independent charity which oversees safeguarding issues in churches).

Ongoing training is provided by the Diocese and I shall be attending further safeguarding training in March as three yearly updating is required. Other members of the children's team and the church warden are not due for their three yearly repeated training as yet.

Most of the current PCC members have completed their online safeguarding training. Again I am reminding a couple of people who are yet to complete this.

I have set up online a Parish Dashboard which prompts us about the steps that need to be taken to ensure safe practice within our church activities involving children or vulnerable adults. We are well on the way to reviewing our activities and their safeguarding requirements. Risk assessments for some of our activities and role descriptions for children's leaders and helpers are yet to be drawn up.

Liz Waller

PCC

The PCC met 7 times in 2019, and many topics were discussed. Focus was given to the vestry renovation project as well as changing our pattern of worship due to a significant change in staffing and resources. We held a consultation, analysed the results, and made the decision to implement a pattern that reflected the whole church body while recognising the limitations involved. A review is scheduled for early 2020. The global wave of prayer initiative: Thy Kingdom Come continued as an annual event for us. How St Giles marks significant events such as Lent, Easter, Harvest, Christmas, and Village Day all came before the PCC, as well as keeping an eye on GDPR considerations. We are trying to engage with our wider community in different ways, with Village Day, as well as running children's events in half terms to try and engage families. Café Church has decreased in numbers, and remains in need of more help, but is still our most popular service by some margin. The PCC were also kept abreast of discussions held at the Welwyn Team Council and Deanery Synod meetings throughout the year.

Emily Griffiths

Welwyn Team

The Welwyn Team met 4 times in 2019, and the attendance of PCC members continued to be on a voluntary basis rather than an appointed representative. The meetings looked at topics ranging from GDPR, and safeguarding to whether a qualifying connection, such as that used for weddings, was a suitable measure for baptism. Susannah went on Sabbatical for 3 months over the summer. Church high days and holidays were discussed, as well as more local matters such as the summer Evensong programme.

Emily Griffiths

Deanery Synod

Meetings were attended on 22nd May, 17th October and 12th February with information shared on the Diocesan and General Synod Reports; the Lambeth 2020 Conference; developments at St John's Hilltop Church by Rev Andrew Gardner; Living God's Love 2020-2025; The Big Conversation in Vocations with our very own Rev Philip Waller; Safeguarding training and Data Protection.

Jane Palmer and Gill Fletcher

Volunteers

We would like to thank all our wonderful volunteers who give up their time to keep the church, and churchyard clean, organised, and vibrant. We are particularly grateful to Hedley Evans for his care of the sheep on a daily basis, and to Chris Coxell for ensuring that the bells have been rung at various times throughout the year.

Churchwarden's / Fabric Report

The Fabric Team met on 6th April and 9th November, and Working Party Days were held on 6th April and 9th November, with good progress made, and many tasks undertaken between.

Graveyard and Exterior Maintenance

We are grateful to Hedley Evans and our team of mowers for their dedication and hard work in keeping the churchyard trim and beautiful through the growing season; and to those who joined the working party days held on 6th April and 9th November to complete some designated tasks and seasonal gardening and cleaning.

Thanks to a grant from the Parish Council, maintenance and upkeep of the visited section of the graveyard has been undertaken by James Price Gardens, who have completed the work reliably and effectively throughout the year. Thanks are also due to regular volunteers who contribute to this section of the churchyard and help to keep it as a place of peace for all.

The church was complimented on the good upkeep of the graveyard at the Archdeacon's Visitation in September, which is "just as it should be", with another commendation passed on "that it's looking at its best ever".

We had an unexpected visitor to the church in August, on the Friday evening of Goatfest. Fortunately the intruder on the roof was seen off by a lively chorister, and steps are being taken to improve our roof security alarm, with a new system to be installed on 2nd April with the support of the Friends of St. Giles, Beds and Herts Historic Churches Trust and All Churches Trust Grant

Interior

Thanks to Colin Beck for assisting in overseeing the electrical remedial work which was undertaken by Lodge in July, following recommendations from the electrical inspection done in 2018. With most upgrades completed we now have our Safety Certification.

Special thanks go to Bron Wild for masterminding her whizzy team of cleaners who magically remove much dust, grit, insect carcasses and cobwebs which accumulate at times; and to our flower arrangers, led by Margaret Connold who brighten up our church with their colourful and imaginative creations.

A Church Maintenance Plan has been introduced to calendar regular maintenance and to link to the Quinquennial Inspection schedule so that we continue to progress those.

Vestry/Servery/Accessible WC project

The Project Team continue to progress proposals for the reconfigured Vestry, Accessible WC, kitchen and servery and welcome area. Telephone discussions and a meeting with the architect at the church on 21st September have resulted in changes to the plans which are being further defined.

Following advice given by the Church Buildings Council that the Victorian vestry screen would not make a suitable backdrop for the kitchen servery, we re-considered options. Conservation and relocation of the screen was explored. Drainage surveys have been provided by Lodge and Drain Detectives, identifying depths and position of current drains to inform future planning. An application was made for funding for the work to level the porch floor under a Repairs Grant Scheme, but in view of the detail required for Diocesan approval this was dropped. Revised plans are to reposition the proposed 'kitchen', turning it 90 degrees to sit beneath the window, with a separate mobile servery cupboard. The new focus is on the vestry, WC, kitchen, servery and welcome areas, retaining the vestry screen in its current position to serve the purpose for which it was designed. The plans to relocate the font and sound desk and level the porch will move into a second or third phase of development. When fully agreed at PCC, we will ask the architect to amend and illustrate the plans and then seek Diocesan approval.

Thanks to the Project Team for their research and development of these improvements

Financial Review

2019 was another challenging year for the finances of St Giles with a shortfall being posted although it is a reduced shortfall year on year. The Church continues to provide valuable support to its nominated mission partners, with our tithing of 10% of income. An increased Parish Share as well as other costs year on year has seen General Fund ('day-to-day') expenditure increase by over £2,000 (excluding major repairs) resulting in a surplus of £52 which is significantly better than the budgeted loss.

Parish Share

We met our full Parish Share (request for payment to the Diocese) in 2019 of £36,239. The Parish Share for 2020 will be £37,469 (an increase of 3.39%) which we expect to meet in full.

Income

A positive year with regards to our general fund income with total income of £59,153 in 2019. With planned giving increasing year on year from £28,194 in 2018 to £30,215 in 2019 and non planned giving including collections up year on year from £5,855 in 2018 to £7,487 in 2019. We continue to be grateful to the 30+ regular donors, most of whom give by BACS payments – this £2k approx. monthly income allows us to budget with more certainty. We are also able to claim tax back on the Gift Aid Small Donations Scheme. With an increase in this giving there has been an increase in the amount of money recovered from gift aid with this income increasing from £7,002 to £8,435.

In 2019 there was a significant decrease in (net) income from PCC fees from £8,044 to £3,207. We always expect fluctuations in the number of weddings, funerals etc we conduct, and in 2019 there were 6 funeral services in church and none at the crematorium. In addition, clergy presided over the interment of ashes in the graveyard on 5 separate occasions. There were also 3 weddings in church in 2019.

There was an increase overall in the income we received from trading activities which includes hire of the Parish Centre – used every morning in term time by Pre-School. Giles Coffee Shop and Worship4U continued to provide a net surplus within the specific restricted fund, but PCC agreed at the July meeting that GCS/W4U monies could be de-restricted and included in the general fund of the church as needed.

Grants and legacies received during the year helped to ensure that the year on year income increased.

Giving in Faith

Our stewardship project towards the end of 2019 resulted in 40+ responses and indications of possible increase of income of £5k in a full year which we hope comes to fruition during 2020.

Expenditure

The level of expenses in the year excluding capital projects and major repairs has increased year on year with total expenditure of £59,101 excluding capital projects. These costs are made up of the following:

Parish Share has increased year on year by £1,257 (3.59%); this represents around 61% of our general fund expenditure and as noted above we met our Parish Share request of £36,239 in full in 2019.

Salaries and wages and expenses of clergy and staff have reduced from £1,407 to £1,360.

Church running costs and utility bills are the second largest set of expenditure and have increased slightly year on year by £328 to £10,264.

Several areas of expenditure are seen as important parts of our life as a church and it is important that the activity of the church helps the chosen mission partners with our regular monthly mission giving increased from £5,880 to £6,300.

In 2019 we continued to support our existing mission partners Farming Community Network, Mercy Ships and The Living Room. In addition to supporting those 3 on festival occasions of Easter, Harvest and Christmas, during the last 2 Christmas periods, St Giles has been pleased to donate collections to specific local families.

Restoration/Improvement

During 2019 the various building works discussed were being expanded and pulled together in one project (as encouraged by DAC/Diocese) including refurbishment and improvement with restoration of flooring. To enable payment of bills due to be paid, it was agreed to open an 'improvement fund' as a sub account of the Restoration Fund and £3,000 was transferred accordingly. The flooring cost will be funded by Restoration Fund monies and any excess remaining from the transfer of £3,000 will be repaid to the Restoration Fund.

We are grateful, as ever, for the support of the Friends of St Giles and we will continue dialogue with them on exploring work on restoration work on the church and ensuring the structure of the church is kept to a high standard.

Reserves Policy

No changes have been made to the reserves policy adopted by the PCC in 2012 and the PCC will continue to hold in reserve three months' worth of budgeted costs.

The intention is that in the event that the income from members needed to be diverted to another cause (for example a building project) or the church would otherwise be unable to meet its financial obligations (for example due to an emergency), the reserves would provide the funds to allow the church to continue to meet its obligations with no impact on the mission objectives or work of the church.

This reserve will be held as a designated amount, i.e. it is still available to be spent at the discretion of the PCC (which may be delegated to a standing committee), if they feel it meets the intention for which it is designated.

The PCC recognise that it may take time to be able to build up these reserves, and so in the short term will exclude parish share from any calculation of reserves (since this will result in a lower target). This is on the basis that in an emergency, Parish Share payments can be postponed until later in the year and if required, a case can be presented to the Diocese. While it is the intention

that in the long term, Parish Share will be included in the reserve calculation, these reserves are not designed to meet shortfalls in Parish Share contributions.

Recommended Level for 2019: at the year ending 31st December 2019, the Finance Team recommended that this fund remains at £6,500.

Structure, governance and management

Members of the PCC are either *ex-officio* or elected at the Annual Parochial Church Meeting in accordance with the Church Representation Rules. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. Given its wide responsibilities, the PCC operates through a number of Teams and Committees, most of which meet on a regular basis.

Administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity currently excepted from registration with the Charity Commission.

Correspondence Address

Mrs Emily Griffiths

116 High Street

Codicote

SG4 8XE

PCC Members who have served at any time from 1st Jan 2019 until the date this report was approved are:

Ex Officio Members

Vicar

Revd Philip Waller

Lay Readers

Mr Colin Beck

Mr Paul Evenett (resigned in 2019)

Warden¹

Mrs Jane Palmer (2018 – present)

Deanery Synod Representatives¹

Mrs Jane Palmer (2017-present)

Mrs Gillian Thwaites (2017- present)

Elected PCC Members¹

Mrs Emily Griffiths (2017- present)

Mr Bryan Hillan (2016 – 2019)

Mr Malcom Dawn (2016 – 2019)

Mrs Janet Reddish (2017 – present)

Mrs Mary Henn (2018 – present)

Dr Robert Griffiths (2019 – present)

Mrs Philippa Thompson (2019 – present)

Jill Pearce (2019 – present)

Nicole May (2019 – present)

Co-opted Members¹

Mr Ian Macfarlane

¹*Dates run from APCM to APCM*

Officers

Lay Vice-Chair	Mr Paul Evenett (until May 2019)
PCC Secretary	Mrs Emily Griffiths
PCC Treasurer	Mr Ian Macfarlane
Electoral Roll Officer	Mrs Jill Pearce (on PCC from 2019)

Standing Committee and Leadership Team

Revd Philip Waller, Philippa Thompson, Paul Evenett (until resignation), Jane Palmer

Events Team

Sylvie Lendrum, Pamela Kehoe, Gill Thwaites, Liz Hounslow

Admin and Communications Team

Philippa Thompson, Emily Griffiths, Audrey Rigby, Bryan Hillan (until April 2019), Alice Barker, Nicole May

Fabric Team

Janet Reddish, Mary Henn, Colin Beck, Bryan Hillan, Malcolm Dawn, Hedley Evans, Jane Palmer

Finance Team

Ian Macfarlane, Rich Redfern, Derek Fletcher, Mary Henn

Approved by the PCC on 09/Sep/2020 and signed on their behalf by Revd Philip Waller

Sig
(Revd Philip Waller, PCC Chairman)

Mission Action Plan (MAP)

Our last MAP was **adopted** by PCC and **presented** to the APCM in **April 2014**. An initial review of this MAP by the Leadership Team was presented to the PCC on 8/3/17. In May 2017, members of the congregation were asked to complete a brief questionnaire. This update seeks to incorporate views expressed by church members and the notes from the PCC Away Day in July 2016. This MAP was approved by PCC and APCM in 2018. Due to a change in staffing, resources and circumstances we will be reviewing again in Autumn 2020.

Our Looking

What progress have you made with the Goals from your previous MAP, and what do you want to celebrate?

1. Giles Coffee Shop has recruited more helpers and has continued seamlessly as the Church went through a clergy vacancy.
2. Worship4U has also continued to be a significant Sunday gathering once a month, drawing in people of all ages who don't attend traditional Church services. Regular review is becoming part of its development.
3. During the vacancy, and since, more people have taken on roles within the Church.
4. The continuance of strong links between the Church and Codicote School.
5. Although not one of the Goals in the last MAP, we want to celebrate the launch of Play and Praise, and the fortnightly Church activity it provides for those caring for pre-School aged children in the daytime.

What Goals did you set where you saw less progress than you would have liked? - what do you think are the reason(s) for this?

1. There have been no parenting or marriage courses run in the parish since our previous incumbent left. No one has been identified to lead such courses.
2. There has been no faith-sharing course for Coffee Shop volunteers, or anyone else in the Church, because of lack of leadership in this area.

Things seen about our local community - what concerns / needs / issues have you identified?

1. People take pride in the village and value its sense of community. Potential new housing plans are felt as a threat to a very pleasant environment (e.g. increased traffic, overload of infrastructure, loss of green space, potential swamping of existing population with new residents uninterested in village life).
2. Many younger people have little spare time or money, as housing costs are high and working hours are long (often with significant commuting times)
3. Active older people find plenty of opportunities for social engagement; opportunities for less active members of the community are restricted by lack of public transport.

How have we begun to **engage with these concerns / needs / issues?**

1. The Church runs Giles Coffee Shop, every Friday morning in the Peace Memorial Hall on the village High Street. This provides a good meeting place for people from all walks of life.
2. The Church has identified ways of caring pastorally for its core members, and some on the edge of its orbit.
3. We aim to engage people in supporting the life of the Church through small teams focused on specific activities, as this way of working is more attractive to a time-poor population than large committee meetings.

Things seen about our Church

1. People find us hospitable, accepting, friendly and caring.
2. We offer a broad range of worship, including Fresh Expressions, so there is "something for everyone".

3. The interior of the Church is in need of some attention.

Our Discerning

Vision

(How do you want to be described in five years' time, in terms of faith and discipleship, nurture of new disciples and service to your community?)

We want to be seen as a Christian community which is:

Growing in faith and number

Loving and caring

Outward-looking

Worshipping from the heart

Some may find it helpful to remember this vision by the acronym GLOW.

Current Situation

From our Parish Statistics for Mission, we see that we are

A Church whose Sunday attendances have held steady for several years. The numbers of children and young people in church remain lower than we would expect.

Priorities

In the light of our Looking, our Vision and our Statistics for Mission, our Priorities for the next five years are:

1. Create more opportunities for people to explore, learn, and practise the Christian faith.
2. Sustain and develop our community engagement through Giles Coffee Shop and Worship4U
3. Enhance the environment and content of our regular worship
4. Experiment with different forms of Church – like Play and Praise – to attract and keep families, especially those with children at Codicote School.
5. Develop work with young people of secondary school age

Goals

Our five key SMART Goals for the next year or more

1. Embed a culture of invitation into our Church life so that more people are offered opportunities to engage with the Christian faith
2. Create a more coherent plan for publicity, encouraging cross-over between different church activities
3. Complete renovation of Church vestry and toilet, followed by re-decoration throughout
4. Seek to establish a pattern of worship that attracts more families
5. Put in place a consistent programme of Christian nurture for children moving into secondary school.

Independent Examiners Report to the Parochial Church Council of St. Giles Church, Codicote

I report on the accounts of the PCC for the year ended 31 December 2019, which are set out on pages to .

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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

SUSAN BOARDMAN FCA
Chartered Accountant

36 Reynards Road
Welwyn
Hertfordshire
AL6 9TP

April 2020