

# THE PARISH CHURCH OF ST ANDREW CASTLE COMBE

## ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2016



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### BACKGROUND & OBJECTIVES

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St Andrew's Castle Combe is a parish of the ByBrook Team Ministry. The clergy in the Team are collectively responsible for all ten parishes; Revd Jonathan Philpott as Priest in Charge of the Benefice has been assisted by Revd Sarah Evans (Team Vicar) and Revd Gillian Parkin (Ass.Curate) together with a group of retired clergy and the lay ministry team. At the end of June The Revd Jonathan Philpott moved on to a new Parish in the Diocese of Bath and Wells- Berrow and Bream, and following this in January 2017 The Rev Sarah Evans left us to take up a post as Chaplain at Bristol Cathedral.

The Clustering system continues, Castle Combe is joined with Grittleton & Slaughterford.

Within the overall aims and aspirations of The Team, the Parochial Church Council of St Andrew's has seven specific objectives:

- The PCC in conjunction with the clergy are responsible for promoting the whole mission of the Church for the present time and in the future.
- To provide the opportunity for a variety of regular worship for all members of the parish including the lower and upper village engaging all ages.
- To keep the church open daily throughout the year as a place of inspiration, witness and prayer for parishioners and the thousands of visitors to Castle Combe.
- To support the local community and national charitable organisations through a positive policy of charitable giving.
- To support the mission of weddings and blessings to the local community and wider world.
- Development of the use of the Church and Churchyard.
- Based on a New Vision Statement of Worshipping, Growing and Sharing our desire is:-  
To love, serve and worship God  
To love and serve one another, our local community, and the wider world  
To live and share with others the good news of Jesus Christ  
Because we know that we are loved by God.

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### TRUSTEES

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The Trustees of St Andrew's Church is the Parochial Church Council, which has the responsibility of working with the clergy team in promoting the whole work of the church in the ecclesiastical parish.

**PCC Membership.** Members of the Parochial Church Council are elected by the Annual Parochial Church Meeting in accordance with Church Representation Rules. During the year the following served as members:

*Team Priest in Charge:*

The Revd Jonathan Philpott (until June 2016)

*Team Vicar:*

The Revd Sarah Evans (until January 2017)

*Churchwarden:*

Mrs Sally Constable (*Deanery Synod Representative*)

*Elected Members:*

Mr Michael Constable (*Treasurer & Covenant Secretary*)

Mrs Di Brown (*Secretary*)

Mrs Julie Hare

Mrs Karen Munnings

Mr Mike Roberts

Mr Gerald Ruggles (*Electoral Roll Officer*)

Mrs Sue Wiles-Teoh

*Independent Examiner:*

Mrs Hermina Fleming Castle Combe

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## PERSONNEL

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Up to the end of January 2017 The Revd Sarah Evans has led and guided us through the year along with Grittenham and Slaughterford, the two other churches in our Cluster. We thank her for her support and encouragement through a busy year and wish her well in her new post.

Following this we welcome The Revd Ness Whiffin and The Revd Phill Harrison from the Chippenham Deanery who are now supporting us during The Vacancy.

The Revd Alun Glyn-Jones continues to take our Eucharistic Service on most first Sundays of each month.

We thank him and his wife Chris for their continued enthusiasm, work and support in the life of St Andrews.

We again extend our thanks to Mrs Hermina Fleming for acting as the independent examiner of our accounts.

Thanks must be given also to our church cleaner Caroline Watts and to Liz Taylor who looks after the churchyard. They have both helped to keep our lovely church looking clean and tidy.

We are also indebted to all volunteers from the village that act, on a monthly basis, as, key holders and enable the church to be open every day of the year by opening and closing the church each day.

Mrs Sally Constable was re-elected as the Church Warden. It is still hoped that someone will come forward to act as the second churchwarden in this busy Parish.

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## WORSHIP

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There were 28 people on the electoral roll. Our pattern of worship continued, with two Sunday services per month on the 1<sup>st</sup> and 3<sup>rd</sup> Sundays at 11.00am. This is for various reasons and we do hope to be able to give more energy and thought to the children of the village within our Church services in the coming year. We have welcomed the many wedding couples preparing to marry at St Andrews throughout the year and also couples returning after their weddings.

We have also hosted services for local cyclists in April. Our other special services included Mothering Sunday, Easter, Harvest followed by lunch, Remembrance, Christmas Carols, Christmas Eve Holy Communion and The ByBrook School Carol Service.

Experience Easter was displayed in St Andrews church depicting three events during Holy Week – The Garden of Gethsemane, The Last Supper and The Crucifixion and proved very successful.

The content and development of our services will form a vital part of our mission in the church in the coming year. There were 7 Weddings, 3 Blessing, No Baptisms 1 Thanksgiving and 1 Funeral and 2 Ashes during the year. Bookings Weddings/Blessings for 2017 are already at 16 which is a considerable increase on recent years.

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## MISSION AND EVANGELISM

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St Andrews Church has experienced a very busy year in all areas of our Mission.

Firstly and most importantly our numbers at services have been maintained this year and we have 28 people on the church Electoral Roll. Also we have attracted more visitors to experience St Andrews Church.

Our mission also envelopes the many wedding/blessing couples planning to celebrate their marriage within the church. During the time they are regularly worshipping with us, we hope to get to know them better and welcome them into the family of the church. Work this year has very much centred on finalising plans and the fund raising for our proposed building project (an extension to St Andrews containing disabled toilet, small kitchenette area with running water and a new vestry). See special events section for details. With the large number of big services held in St Andrews we badly need these new amenities without giving up space within the church. The old vestry will become part of the Knight's Chapel enhancing a very historic area.

As you see from all of this St Andrews needs to be an adaptable space – one that has peaceful, prayerful and reflective areas, but at the same time a living church that identifies with the community nearer to home and the many thousands that visit each year. The need to be adaptable also flows into our services where we welcome a very diverse congregation many wanting different styles of worship. Whether young and old, families or visitors we need to be creative and aware of the variety of people coming to worship, and also be sensitive to their needs. This is not easy but we hope to make it a priority in the coming year. Many times our vision of worship is suffocated by the time taken looking after the building. We are only a small team and would dearly love more help particularly with the building and fabric of the church.

Finally, our concerns have been this year for the increasing number of older members of the village needing help, many of whom have lived here for a considerable time. The community is a very caring one, supporting one another, but still more can be done for those who are not so able. In today's fast moving world and working lifestyle, the older members of it are often forgotten.

Outreach to visitors remains a major part of the life of the church, and we cater for a large number of visitors as well as those who want to use the church for prayer, quiet reflection and inspiration. The comments and personal prayers they leave shows their appreciation and the visitors book reflects the very high number passing through the church and their impressions of their experience in St Andrew's. These comments often include the peace, tranquillity and spirituality felt within the church. We also hope to have more displays created by the Castle Combe Historic Society within the church in the coming year.

### **Community Area in the Church**

This new area continues as a meeting place for a variety of reasons and for entertaining after services. The construction of this open area with flexible seating and the opportunity to display information about the church, its history with a time line, saleable goods i.e. postcards, religious publications, exhibitions and various other publications for the visitors. Church Trails include NADFAS Children's trail, Churchyard trails and Benefice trail of maps between the nine churches. The visitor's book receives many entries which also gives us feedback as to the experience and inspiration visitors gain from visiting St Andrews. Development of this corner is an ongoing project, and has been used recently for a flower arranging workshop. With the closure of the last shop within the village of Castle Combe the church have extended the range of saleable items encouraging more visitors into the church.

### **Knights Chapel**

Creation of a peaceful, prayerful and reflective area of the church with altar, comfortable chairs and Icon, designed for quiet and prayerful moments in the church and intercessions table where prayers can be left and then included in our intercessions during services. (Candle lit Area) Tomb of The Knight (Sir Walter de-Dunstanville). Special St Andrews prayers leaflet available free of charge plus other prayers leaflets in a variety of languages from Lifewords. Works of Charitable Associations on display. 2017 will be a very interesting time with our project to enhance this area further.

### **Children's Corner**

An area provided for children with table and seating Books toys etc. are provided for children to use during services. Children's intercessions book on altar. Proposed library of children's religious books being formulated. Variety of musical instruments are available for family services. Colouring in and puzzle worksheets are available at each service for children to use.

### **Trails**

The three trails that have been introduced –Internal Children's Trail composed as part of the Junior N.A.D.F.A.S. programme and sponsorship. This has been enjoyed by many including the Bybrook Junior School. The second Trail illustrates walks between the Churches of the Benefice. Thirdly as part of our conservation plan, a nature trail in and around the Churchyard has also been developed and enjoyed by old and young. In short this embraces wild flora being re-introduced into the churchyard and the encouragement of small mammals, birdlife life, bats and insects to inhabit the area in and around the Church.

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## **RESOURCES and FABRIC**

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### **1<sup>st</sup> Phase of Roof Works, Northern Slopes.**

Great News in 2016 we completed the reroofing of the slopes of the north transept. The work took just over 5 months and fortunately caused very little disturbance during this time. The PCC thank everyone whether involved on the building side or the financing of these major works.

Contractors –West Country Tiling and Mr Toby Pitt.

Architect – Mr Jonathan Saunders of Caroe and Partners.

Oure sincere thanks to grant bodies:

Listed Places of Worship Scheme, National Churches Trust, Wiltshire Historic Churches Trust.

Also to all those locally who contributed and help with fund rising to make the repairs possible. Full details of the financing of the roof are included in the financial report.

### **“Make History Appeal” Amenities Project**

With the roof works to northern slopes complete we are actively moving through to the second stage with our Amenities project. All approvals are now in place for a small extension to the northern side of the church to accommodate a toilet, small kitchen and relocate the vestry. This will enable us to enhance the Knights Chapel and create great display areas for historic interest as the church is open every day of the year to locals and visitors. We are close to securing the funding for this project through grants, generous donations and fund raising. With tendering in we are hopeful that work can commence in the autumn of 2017.

This is the biggest project within the church for over 160 years and will add to the rich story of this place.

Further financial details are included in our Financial Report.

The Turret Clock is still working well but our specialist clock makers have indicated that due to wear a major job on the clock will be required, hopefully grants will be available at that time. Our thanks to Adrian Bishop who has kept a close eye on the clock to ensure it keeps good time for many years but has this year now stepped down from this role. The interest in this very fine example of a 14th century medieval clock is considerable amongst our visitors and there are many comments recorded in the visitor's book.

## **Risk Management and Health and Safety.**

The PCC has completed a fire risk assessment and the findings of this exercise have been implemented. This runs parallel with Health and Safety assessments which are constantly reviewed. During the year there have been works to the footpaths and installation of a railing to the lower churchyard which became a H & S risk. New caution signage is in place for uneven and possibly slippery paths.

Two very large trees in the churchyard have had major tree surgery at a cost of £2,000.

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## **EVENTS throughout the Year**

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- Cluster Candlemas Service January 31<sup>st</sup> was successful and well attended.
- Attended Marriage Preparation Day and met with couples over the lunch break.
- A number from St Andrews are attending and enjoying the Lent Course organised by SE and GP.
- Our second newsletter January to post Easter has been well received with added names to our data base.
- Two very large trees which were becoming a problem in the churchyard have had major tree surgery and reduced in size by approximately 50%. An expensive job at £2K.
- Lent Lunch in the Village Hall Monday March 14<sup>th</sup> £313 raised for Local Refugee Charity which is still being finalised.
- Easter Programme started with our Palm Sunday Service 11.00am Compline Service on the Tuesday of Holy Week at 9.00 pm & Sunday Easter Communion which was well supported.
- Easter Week from March 20<sup>th</sup> Displays in church “Easter Experience”
- Volunteers manning Gate Collection at Boot Fair on Racing Circuit – Sunday 3<sup>rd</sup> April to raise money for Village Hall and St Andrews.
- Re roofing of main North slopes of the church has been ongoing for the past two months and is expected to last another two months.
- Cyclist Service Sunday 10<sup>th</sup> April taken by Roger Clifton. Cyclists arrive from all over the county
- Spring Fair and Super Plant Sale Saturday May 21<sup>st</sup> 12 – 4.00pm £1700 raised for the Roof Repairs and “Make History” project. We were so pleased to welcome The Archdeacon, Christine and David her husband to the Fair.
- Sunday 12<sup>th</sup> June Special Celebration Service for Queen Elizabeth’s 90<sup>th</sup> Birthday. At the end of the service we toasted “Her Majesty” and planted a Commemorative Tree in Churchyard.
- Group Service Sunday June 26<sup>th</sup> 10.00 am.
- Sunday 10<sup>th</sup> July 2.00 to 4.00pm Nelson Recorder Trio played in the church.
- Animal Service in Churchyard Sunday July 17<sup>th</sup> 11.00 am. Well attended by many four legged and feathered friends.
- PCC members met with George Rendell Transition Manager for Bristol Diocese August 17<sup>th</sup> in St Andrews.
- Sunday October 16<sup>th</sup> 11.00 am Harvest Service followed by lunch in the Village Hall supporting World Vision and provisions to Doorway in Chippenham.  
Choir from Dublin visiting Castle Combe joined us to sing at the service.
- Middle Cluster Service Sunday October 30<sup>th</sup> 11.00am at St Andrews. Communion Service celebrating “All Saints Day”.
- Member of our PCC attended National Churches Trust seminar with Heritage Lottery at Wareham. It was a useful and informative day.
- Sunday November 13<sup>th</sup> Remembrance Service 10.50am at the Memorial & then into St Andrews with Royal Corps of Signals. A large number joined us on a beautiful morning.
- Saturday November 26<sup>th</sup> Our Advent Fair in the Church. Well supported by villagers and visitors. Raised £2000 for our “Make History” Appeal.
- December 15<sup>th</sup> Bybrook School Carol Service held in St Andrews at 1.30pm.
- Sunday December 18<sup>th</sup> Candlelit Carol Service 6.00pm. Our Victorian Theme was a great success.
- Christmas Eve Communion 11.00pm – a full Church.
- National Churches have awarded St Andrews with a Grant of £10k towards our amenities project. With tenders in our funds secured to date are at about 70% of the £200K required.
- First wedding of the year on 7<sup>th</sup> January is a local village couple.

## **Communication**

Our website which is linked to the village website is regularly updated and received a large number of hits throughout the year. Our thanks to John Mackeldon for all his assistance in maintaining it for us.

Our quarterly newsletter has been well received and reaches locals as well as a data base of over 200 people who have past connections with St Andrews. Our thanks to Nigel Evans who helps with the formatting of it.

## **DONATIONS**

During the year the PCC made donations of £1466.00 to the following organisations:-

Royal British Legion,    Biblelands,    Wiltshire Historic Churches Trust,    Spring Board Chippenham,  
Bat Conservation Trust,    World Vision Refugees Appeal

## **FINANCIAL REVIEW**

The Financial Statement of the PCC has been prepared in accordance with the Church Accounting Regulations and SORPS 2005. The accounts are based on receipt and payment rather than accrual accounting.

The accounts were approved by the PCC at their meeting on 21<sup>st</sup> February 2015 and examined by Mrs Hermina Flemming.

Our full accounts and report are included in a separate document  
“Financial Information for the year end 31<sup>st</sup> December 2016”.

In addition to our day to day costs of running the church there has been considerable financial activity with the roof works and the fund raising for the Amenities project.

To meet just our commitments (excluding major repairs or project costs) we need an unrestricted income of approximately £33,000 or **£634 per week for very week of the year**.

**We are in a very exciting and challenging time. St Andrews requires considerable commitment, hard work, planning and prayer for both the development of our worship and the Church building. “The Make History Appeal” is the biggest project here at St Andrews for over 160 years and will add to the rich story of this place.**