



St Andrew's Malvern

Partnering with God in the flourishing of our communities

Trustees Annual Report 2022

Annual Report of the Parochial Church Council

For the year 1st January to 31st December 2022



Registered Charity Number: 1128973

Contact PCC Secretary: c/o St Andrew's Church, Churchdown Road, Malvern WR14 3JX

1. Introduction

*'The **Parochial Church Council** or PCC, is the executive body of a Church of England parish. It is constituted as a body corporate by the Church Representation Rules set out in Schedule 3 to the Synodical Government Measure 1969, and consists of the clergy and churchwardens of the parish, together with a number of representatives of the laity principally elected by the annual parochial church meeting of the parish. Its powers and duties are defined by certain Acts of Parliament and other legislation, principally the Parochial Church Councils (Powers) Measure 1956. It has the responsibility of co-operating with the incumbent (rector, vicar or priest) or priest in charge in promoting the mission of the Church in its parish.*

Formally, the PCC is responsible for the financial affairs of the Church and the care and maintenance of the church fabric and its contents. These latter responsibilities are executed primarily by the churchwardens. It also has a voice in the forms of Service used by the church and may make representations to the bishop on matters affecting the welfare of the parish.'

The Church Representation Rules (2020) detail local church governance arrangements and provide the framework under which PCCs and parishes operate to best serve ministry and mission in their contexts.

St Andrew's Church is situated in Poolbrook, Malvern. It is part of the Diocese of Worcester within the Church of England. In September 2014 St Andrew's became part of the Chase Team Ministry which includes St Mary's Pickersleigh and All Saints Malvern Wells & Wyche. The three parishes each have their own Parochial Church Council. The Chase Team has a Team Rector and a Team Vicar (with responsibility for St Mary's in Pickersleigh). The Rector and Team Vicar are remunerated through the Diocese of Worcester.

2. Aims and Purposes

St Andrew's Parochial Church Council (PCC) has the responsibility of cooperating with the Team Rector, 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 and upkeep of the St Andrew's Church Centre complex.

In Autumn 2017 the PCCs of St Andrew's and All Saints agreed a joint mission statement to describe our core purpose:

- **Encountering Jesus** in Worship, Prayer, Word and Spirit.
- **Growing whole-life, life-long disciples.**
- **Seeing lives transformed and communities flourish** as we demonstrate and proclaim God's Kingdom.

This is all under pinned by the strapline '**Partnering with God in the flourishing of our communities**'.

3. Objectives and activities

The PCC believes that St Andrew's provides clear benefit to the public including by:

- providing resources and facilities for public worship, pastoral care and spiritual development for both those living in the Parish and beyond.
- promoting the Christian religion and Christian values for the benefit of individuals and society as a whole.
- making the facilities of the Church Centre available to the wider community (rather like a village hall).

The local community directly benefits from a whole range of activities, services and events that St Andrew's provides. These include toddler groups, young people groups, youth groups, Holiday@Home activities, bereavement support, debt support, the Octagon Coffee Shop and provision of the occasional offices (funerals, weddings, baptisms). The St Andrew's Church Centre is a fantastic community facility available for public hire at reasonable rates.

4. Achievements and Performance

2022 was another unusual year due to the ongoing COVID situation and many of our normal activities had to be curtailed in keeping with Government and Church of England guidelines particularly in the first part of the year. However, we continued to run services throughout the year 'in-person' and online. We have continued to see our congregations grow significantly over the last year which represents more than a 100% increase in worshipping community since 2015.

| | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 |
|-----------------------------|------|------|------|------|------|------|------|------|
| Total Worshipping Community | 160 | 201 | 244 | 261 | 263 | 297 | 326 | 332 |
| 0-17s Worshipping Community | 43 | 55 | 63 | 69 | 66 | 71 | 84 | 75 |

Our 2022 Annual Review (prepared jointly with our sister church All Saints) for the Annual Parochial Church Meetings (available at St Andrew's Church or from our web site www.standrewsandallsaints.org/resources/annual-reviews/), gives a more detailed summary of many of our activities and achievements over the last year.

Some of the key features include:

- Establishment of the new service patterns introduced post COVID with all of our 4 St Andrew's congregations seeing significant growth in the last year.
- Establishment of a monthly midweek lunch after the Thursday service which has built community amongst that congregation.
- Welcoming several families from Ukraine into our community and supporting the set-up of a school for Ukrainian refugees in the Czech Republic with one of our

mission partners.

- Establishing a regular pattern of men's and women's breakfasts
- Continued support of our three local church primary schools including the Parish School having an isingPOP concert at St Andrew's.
- Regular children and young people's ministry including toddler groups, children and youth groups on a Sunday. At the end of the year we merged our CHAOS (14-18s) with Colwall Community Church's Youth Group to enable those young people to continue to have provision.
- Pastoral and spiritual support for members of the congregations and members of the community through the Bereavement Team, Octagon Centre, Christians Against Poverty (CAP) and Holiday@Home activities.
- Supporting the work of our mission partners, both locally, nationally and internationally (including Bible Society, Church Mission Society, Church Army, Bible Society, Urban Neighbours of Hope, Josiah Ventures and Open Doors), donating over £17,000 to these organizations.
- Serving our community through occasional offices: funerals, weddings and baptisms.
- Supporting local people in financial difficulty through the Blessings Fund.
- Developing new leadership structures across our churches, including employing a new Operations Manager and creating 'strategic teams' and 'congregational leadership teams' to lead in different areas of ministry.

5. Future Plans

2023 will be a year of significant transition as we explore the future of the Chase Team in the light of Rev Lynne Sparkes' retirement in January 2023. This is part of a wider Deanery transformation process happening at the same time. We are considering many exciting opportunities to fulfil our call to be 'blessed to be a blessing' to our communities and other churches, and the first half of 2023 will be a significant time of prayer and discernment about this future vision. We also seek to recruit new staff in 2023 to support the ministry and mission further, including an Associate / Team Vicar, and continue to embed the new leadership structures and strategic teams.

The key areas for the coming year will therefore be:

- Recruiting a new Associate / Team Vicar and exploring longer term Youth oversight.
- Exploring the new vision for the Chase Team and St Mary's in the light of Revd Lynne Sparkes' retirement.
- Continuing to embed the new leadership structure and new staff to release others for ministry.
- To seek to explore new 'worshipping communities' – initially at the Octagon to reach those in our community for whom current services are not a good fit.
- Continued support and focus on 'frontline mission' and equipping people to be disciples in their Monday to Saturday lives.
- April – July is to be a time of 'sabbatical' for the Rector and the church as we seek to be refreshed and recharged ready for the new plans in Autumn 2023.

6. Financial Review

Total income from all sources for the year was £269,338 compared to £239,323 in 2021 (a 12.5% increase).

Expenditure in the year was £237,323 (compared to £229,235 in 2021, representing a 2.8% increase).

The net effect of these results produced a £33,476 increase in net resources over the year to £178,180 (£144,704 at 31 December 2021). Of this:

£1,570 (2021 - £1,780) is permanently endowed,

£36,683 (2021 - £30,866) is held for restricted use and

£12,627 (2021 - £10,909) is designated by the Church for specific purposes.

This leaves £129,544 (2021 - £101,160) as unrestricted funds which, after due allowance for tangible fixed assets, gives £123,776 (2020 - £87,832) as freely available reserves for use in the future charitable activities of the Church.

We are very grateful to all those who have (and continue) to give to the work and upkeep of our church and beyond.

7. Reserves and investment policy

It is the policy of the Church that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least three month's running costs (approximately £60,000). The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Church's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Funds balances held in excess of short to medium-term needs are invested with the CBF Church of England Deposit Fund. The endowment investment is held in a CBF Investment (Income) Fund. The church has no loans against these funds.

The trustees have assessed the major risks to which the Church is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

8. Structure, governance and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. Annually, and well in advance of the Annual Parochial Church Council meeting, all members on the electoral roll of St Andrew's are invited to be nominated to sit or re-sit on the PCC for a 3-year period. If too many members are nominated, a simple vote is conducted at the Annual Parochial Church Council meeting.

The PCC locally manages St Andrew's Church building, the St Andrew's Church Centre and the grounds on behalf of the Diocese of Worcester. This includes short and long term maintenance and enhancement of the assets.

The administrative and support costs and clergy expenses for St Andrew's & All Saints are shared between the two PCCs. The clergy stipends are met by the Church Commissioners.

St Andrew's employs a part time cleaner and, jointly with All Saints, employs:

- An Operations Manager. Appointed from late August 2022 to oversee and manage all of the practical, administrative and operational aspects of church life and play a vital role in supporting our leadership and congregations.
- A Youth Ministry Leader. This key post was filled until August 2021 when the role holder completed their agreed 3-year term and, following several advertisements, no one has been re-appointed to the role.
- A Children and Families Ministry Leader (part time).
- Part time Office Administrators. One throughout 2022 and the other up to and including July 2022.

The PCC typically meets approximately seven times per year. Between meetings, any urgent day to day business of the PCC is undertaken by a Standing Committee consisting of Chair, Vice-Chair, Churchwardens, Deputy Churchwarden, Parish Safeguarding Officer and Treasurer. Any decisions taken by the Standing Committee are summarised at the subsequent PCC Meeting.

When appointed, new PCC members are provided with an introduction to their role, typically including how the PCC operates, the importance of being a Charity Trustee and a Church financial introduction/overview.

The PCC responds positively and implements all appropriate legislation linked with health and safety and disability. Examples include:

- A Health & Safety Policy is in place, supported by an appropriate set of responsibilities, rules and risk assessments. This includes a fire risk assessment and appropriate test procedures, e.g. fire alarms, emergency lighting, gas and electrics.
- The new build provides level access to virtually all areas and provides fully compliant disabled facilities.

9. Safeguarding

The PCC has fully complied with its duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

During 2022, 27 church members have completed DBS checks. 54 members have completed safeguarding training at various levels.

A few safeguarding concerns have arisen during the year, which have been addressed promptly by the Rector and the Parish Safeguarding Officer. Support and advice have been sought from the Diocese.

All required documents and procedures are in place and good practice is being implemented. The final elements of the new Safer Recruitment Guidance are in the process of being implemented.

10. Administrative Information

Full Name:

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Malvern.

Charity Registration Number: 1128973.

The Church is an unincorporated charity constituted as detailed earlier in this report.

Address

St. Andrew's Church, Churchdown Road, Malvern, WR14 3JX

Secretary - currently vacant.

Being covered by the Operations Manager, c/o St. Andrew's Church, Churchdown Road, Malvern, WR14 3JX.

Leadership

| | |
|--|---|
| Incumbent: | Revd Dave Bruce |
| Team Vicar: | Revd Lynne Sparkes |
| Retired Clergy: | Revd David Ritchie Revd Jo Vickery Revd Helen Wilkinson |
| Operations Manager | Liz Saunders |
| Youth Ministry Leader: | Vacant and been re-advertised |
| Children and Families Ministry Leader: | Helen Attree |
| Wardens: | Nick Fane Lis Whybrow |
| Readers: | Derham Cook Judith Keene Heather Williamson |
| Representatives on Deanery Synod: | Jane Mortimore Carole Nicholls |

Trustees (PCC Members)

The trustees (PCC Members) who served during the year were:

Dave Bruce (Chair)
Derek Barnes (Vice Chair)
Nick Fane (Churchwarden)
Lis Whybrow (Churchwarden)
Andy Lymer (Treasurer)
Derham Cook
Val Fane
Alan Holmes
Virginia Jones
Anna Laidler
Chris Mesley
Tristan Mitchell (from 3rd April 2022)
Jane Mortimore
Carole Nicholls
Simon Noble
Jennifer Oakley
Ellie Noble
Colin Robbins
Heather Williamson
Helen Wilkinson

11. Declaration:

The Trustees (PCC) declare that they have approved this annual report at their meeting on the 30th March 2023. Signed on behalf of the PCC:



Revd Dave Bruce MA
Chair



Dr Derek Barnes
Deputy Chair