



St Andrew's Malvern

Partnering with God in the flourishing of our communities

Trustees Annual Report 2023

Annual Report of the Parochial Church Council

For the year 1st January to 31st December 2023



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 Vicar in The Chase Team (currently vacant). The Rector and the 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's 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 and is well used.

4. Achievements and Performance

2023 was the first full 'normal' year after COVID and most of our usual activities were again underway. However, it was also the year where our Rector had his planned 3-month sabbatical and subsequently, very unfortunately, had an extended period of illness which meant that some things did not move forwards as much as we had hoped. Nevertheless, we continued to run our regular services throughout the year 'in-person' (mid-week, Early Birds, Sunday morning and The Six on Sunday evening) 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	2023
Total Worshipping Community	160	201	244	261	263	297	326	332	377
0-17s Worshipping Community	43	55	63	69	66	71	84	75	103

Our 2023 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:

- Continued growth of our different congregations.
- Regular children and young people's ministry including toddler groups, children and youth groups on a Sunday. We now have over 100 under 18s in our worshipping community.
- A weekend away organized for our youth.

- Increased involvement in our Church of England Primary Schools including running 'Experience Easter', and 'The Lord's Prayer Workshop.'
- Regular speakers at our men's breakfasts.
- A successful Alpha Course.
- Appointment of an Assistant Children and Families minister to run parenting courses in the church and community.
- Pastoral and spiritual support for members of the congregations and members of the community through the Bereavement Team, Octagon Centre, Christians Against Poverty (CAP).
- 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.
- Continuing to developing leadership structures, 'strategic teams' and 'congregational leadership teams' to lead in different areas of ministry.

5. Future Plans

2024 will be a year of significant transition as work to fully realise the potential of the Chase Team, including appointing a new Vicar in the Chase Team and the starting in post of a new Youth Ministry Leader. There are many exciting opportunities to fulfil our call to be 'blessed to be a blessing' to our communities and other churches, and the 2024 will be a significant time of prayer and discernment about this future vision whilst we embed the new leadership structures and strategic teams.

The key areas for the coming year will therefore be:

- Recruiting a new Vicar in the Chase Team.
- Re-integrating St Mary's into the Chase Team and developing new support for the Pickersleigh Community.
- A new Youth Minister starting April 2024, to continue to develop our ministry among Young People.
- Continuing to embed the new leadership structure and new staff to release others for ministry.
- To seek to explore new 'worshipping communities' – at the Octagon and with St Mary's, 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.
- Continued involvement with our Church of England Schools including input into the Christian Vision, Parenting Courses and assemblies and lessons.

6. Financial Review

Total income from all sources for the year was £364,304, compared to £269,338 in 2022, representing a 35% increase.

Expenditure in the year was £284,346, compared to £235,652 in 2022, representing a 21% increase.

The net effect of these results produced a £80,106 increase in net resources over the year to £258,286 (£178,180 at 31 December 2022). Of this:

£1,718 (2022 - £1,570) is permanently endowed,

£88,439 (2022 - £36,683) is held for restricted use and

£13,298 (2022 - £10,383) is designated by the Church for specific purposes.

This leaves £154,831 (2022 - £129,544) as unrestricted funds which, after due allowance for tangible fixed assets, gives £153,029 (2022 - £123,776) 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 months' 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. 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, a new Youth Ministry Leader has been appointed and is due to start in April 2024.
- A Children and Families Ministry Leader (part time) and an Assistant Children and Families Ministry Leader (part time – fixed term appointment).
- Part time Office Administrators / Personal Assistant. Two Office Administrators (each part time) throughout most of 2023 with one (part time) and a Personal Assistant to the Rector (part time fixed term) in 2024.

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 confirm their eligibility to be a Charity Trustee and 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 complied with its duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

During 2023, 39 members of the churches have completed DBS checks and 44 members have completed safeguarding training at various levels. We are the first church in the Diocese to have delivered the 'Raising Awareness of Domestic Abuse' training face-to-face.

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

Rector:

Revd Dave Bruce

Vicar in The Chase Team:

Currently vacant

Retired Clergy:

Revd David Ritchie

Revd Jo Vickery

Revd Helen Wilkinson

Revd Mark Slater

Operations Manager

Liz Saunders

Youth Ministry Leader:

Vacant through 2023

Children and Families Ministry Leader: Helen Attree

Assistant Children and Families Ministry Leader: Ruth Wharton

Wardens:

Nick Fane (to 16th April 2023)

Chris Mesley (from 16th April 2023)

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 to 16th April 2023)
Chris Mesley (Churchwarden from 16th April 2023)
Lis Whybrow (Churchwarden)
Andy Lymer (Treasurer)
Derham Cook
Nick Fane (from 16th April 2023)
Val Fane
Alan Holmes (to 16th April 2023)
Virginia Jones (to 16th April 2023)
Anna Laidler
Chris Mesley (to 16th April 2023)
Tristan Mitchell
Jane Mortimore
Carole Nicholls
Ellie Noble
Simon Noble
Jennifer Oakley
Beth Reed (from 16th April 2023)
Colin Robbins
Heather Williamson
Helen Wilkinson

11. Declaration:

The Trustees (PCC) declare that they have approved this Trustees Annual Report at their meeting on the 11th April 2024. Signed on behalf of the PCC:



Revd Dave Bruce MA
Chair



Dr Derek Barnes
Deputy Chair