

Ardleigh and Dedham Parishes

Annual Reports

Year End December 2019



Annual Parochial Church Meetings

dates to be confirmed

*May the God of hope fill you with all joy and peace as you trust in him,
so that you may overflow with hope by the power of the Holy Spirit*

Romans chapter 15 verse 13

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Encouragements this past year as shared by you.....

Fellowship of our church family

Faith in our Ministry Teaching - of God in centre of our lives Fellowship x 6

Good relationship with Methodist Church in Ardleigh

Sunday@3 ReVive@5

Heating Project progress

Love for one another

Ardleigh 8am services

Sense of peace at church

Alpha

Variety of services at both churches

Walk with Bishop Stephen

Hospitality at the Vicarage

Bible Study groups

Quiet day at Bradfield

Confirmations

Outreach to community

Flower festival

Support after bereavement

Increase in younger congregation members

Desire for spiritual growth and study

*Church open for prayer people who don't go to church so feel somebody is
looking after them still*

Vicar's Report for the Benefice

Our Annual Report and meetings give us a chance to celebrate as we look back, and think together about our plans for the next year.

I'm writing this review as we have been in lock down for three weeks. Our lives have been changed in so many ways and while our church buildings are closed we are finding new ways to be church, to serve our communities and share God's love. I hope that when we get to meet for our Annual Meetings we will be able think together about what church will need to look like in the future in the light of the Coronavirus and all that we have learnt. Please pray about this and do send your thoughts into stmarydavicar@gmail.com over the coming weeks.

Looking back we have been trying to shape our ministry and mission in line with the Anglican **Five Marks of Mission**

The Five Anglican Marks of Mission



A few highlights for me have been **sharing the good news** Alpha which has helped a number of people to grow and deepen their faith. It's been a privilege and pleasure to share in the **teaching** of God's word with a gifted team of fellow preachers. It was good to help many explore their SHAPE for ministry in the autumn. It's been humbling to work alongside all those who have got involved with the Coronavirus helpline as we have **responded to the needs of our parishes** at this difficult time. We have gathered to pray for the worldwide church and to intercede for those Christians who are persecuted for their faith. We are taking our responsibility to inhabit our world distinctively by **caring for creation** with signing up to the Eco Church initiatives. The Church of England has pledged to reduce it's net climate emissions to zero by 2030 which will be a challenge for us all.

We had a beautiful Flower Festival in Dedham

in September. It was good to be able to welcome so many visitors and we know they were blessed as they came.

What an amazing team effort, headed up by Helen Sims and her team.



DEDHAM PARISH MAGAZINE *September 2019*



Undergirding all this are the foundations of **prayer, finance, fabric and governance**.

I believe we need to be a church that takes **prayer** more seriously, and so I'm encouraged by the number of people joining us week by week via Zoom for our Wednesday prayer. Maybe this can become a regular feature!

Thank you to all those who work hard behind the scenes to manage our **finances**. As you will see from the reports we face real challenges ahead and will need to work much more closely with all the churches in our deanery as we develop a sustainable plan for ordained ministry in the future.

There have been real encouragements on the **fabric** front. The heating project at Ardleigh finally started in January and is almost complete. The toilets and hospitality project has recently started at Dedham and is well on track. Thank you to all who work on these projects and maintain the churches and churchyards week to week

Governance issues are at times a significant burden – health and safety, GDPR and Safeguarding. I'm grateful to all those who help with these behind the scenes tasks.

In all this it continues to be a privilege to be your Vicar and work with the whole church family, especially all our staff and contractors– thank you for your support!

St Mary's Ardleigh

2019 Annual Report and Accounts

for the Parochial Church Council of St Mary the Virgin, Ardleigh

**The draft accounts within this report were approved by the PCC at its meeting on
17th February 2020**

1. Aim and purposes

St Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Antony Wilson, 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 St Mary's Church.

2. 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 St Mary's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that 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 try to enable ordinary people to live out their faith as part of our parish community through:

- a. Regular public worship, open to all**
- b. The provision of sacred space for worship, personal prayer and contemplation**
- c. Pastoral work, including visiting the sick and the bereaved**
- d. The teaching of Christianity through sermons, courses and small groups**
- e. The taking of religious assemblies in schools and pastoral and evangelist work with children and families**
- f. Working with ecumenical partners in the village**

3. Achievements and performance

a. Regular public worship for all

Sunday Services

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. The service pattern established in 2018 has been consolidated. 8 o'clock services are normally held in the Lady Chapel which is proving to be a more intimate and welcoming context for this smaller service. A new addition has been the monthly Sunday@3 service which has been very successful – see later report.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have celebrated 5 baptisms and 3 weddings and held 9 funerals in our church this year.

Church Membership

The Electoral Roll has been renewed in 2020. Currently there are 27 on the roll, 21 are residents and 6 are non-residents.

Music in worship

We are very grateful for the ministry of Geoffrey Boyle who has played the organ for us at our Sunday services.

Bell Ringers

The numbers ringing at Ardleigh is still very healthy. We can normally ring the 8 for church services on a Sunday. We still are in partnership with Langham for practices every other Tuesday and normally have a good practice. The children from Ardleigh school still attend on a Friday afternoon for there "funky Friday" and there are some promising pupils coming through and hopefully will continue. Unfortunately ringing at Ardleigh has been postponed until the heating etc has been completed but just as we seemed on the winning side covid-19 has struck so at the moment there is no ringing but hopefully we will be able to start up again soon. The ringers at Ardleigh have kept up their practice at other towers so we shouldn't be too rusty when Ardleigh becomes available again.

Robert Barrell, Tower Captain Ardleigh Ringers

Flowers in Church

We have been decorating the Church for Easter, Harvest, Remembrance Day and Christmas. Thank you to the members for all their hard work and commitment throughout the year. Sue Hulbert and Rita Randall make sure that the flowers are presented in the Church as appropriate each week and are kept watered and well maintained.

Sue Hulbert went into Ardleigh Primary School again this year to talk to the year 6 pupils about Church flowers and Flower arranging and also guided the pupils in making their own flower arrangements to take home.

Sue Hulbert

Stewards

The following people have served as welcome stewards over the course of the year. We are grateful to them for their practical support of the running of our services.

Sue Browne Richard Culley Christine Mingay David Wright David Barnard Christina Volkmann	Robin Hill Barbara Hill Elaine Brewster Helen Fontaine Tony Windsor Martin West
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b. The provision of sacred space for worship, personal prayer and contemplation

St Mary's Church

An important part of the PCCs responsibility is to maintain the fabric of the church so that it is open to all for public worship and private prayer.

Fabric Report

We are very grateful to all who help to maintain the fabric of our Church. The support of our parish Council is invaluable - they continue to maintain the churchyard with any works needed, mostly for the trees, and with the regular grass cutting too. The heating project, planned for year 2018-19 was, as you are aware, stopped due to the presence of asbestos in the welds of the old underfloor pipework. It took a very long time, and a huge amount of work, to get the various additional stages co-ordinated with the heating project itself. We all owe Antony, Francis and Gregory a huge vote of thanks for all their very extensive work to bring this whole project to fruition.

The works started just before Christmas and continue. As I write, the gas connection is complete, the heating system is in, and the radiators are being put in place right now. The Victorian floorboards are nearly all back down - just a few replacements needed, and then the floor will be sanded and treated; followed by the pews being put back. The final stage will be a deep clean of the whole church.

We shall be due another Quinquennial Inspection this year and, hopefully, the repairs recommended in the last will be completed before that - as soon as the heating project is completed.

During last summer's heavy rain it became evident that the soak-aways are no longer working [from the rainwater drains off the church roofs]. Our insurance company did a survey and supported us with a comprehensive report. They do not fund replacement soak-aways and so that will be another large project needing undertaking during this financial year, of which the PCC is very aware. The Lychgate guttering, and its downpipe, were also found to be in desperate need of clearing, and considerable damage had been done as a consequence. It has been made safe, but further restoration work will be required in the near future.

David Barnard, Richard and John Culley, David Wright, Francis Perera and Martin West have continued to support us with the minor works and we are very, very grateful - their help is invaluable.

I hope, once the Quinquennial Repairs are completed, to introduce a bi-monthly survey of the fabric of our beautiful church in order to catch damage early - I understand for every £1 spent today on detected damage detected the equivalent would cost £20 in 5 year's time. Let's save money if we can! As Antony mentioned last year, we, the PCC, believe the church would really benefit from a Friends of St Mary's and hope that someone/ a small group will come forward to start the process of creating such a group. I would, also, like to say a huge thank you to all those who volunteer for the church rota roles - without you we'd have no church services - thank you!

Sue Browne, Churchwarden

A church without pews....



c. Pastoral work, including visiting the sick and the bereaved

Our parish continues to be encouraged by the example of Dedham who have had a pastoral group for some time. It was decided that the two groups would meet together every three months or so for encouragement and training in future. One of our members moved to another parish leaving three of us able to attend meetings.

The core of our pastoral work is the Friendship Group and many thanks are due to Pat Newton who holds it all in places as well as providing delicious refreshments aided by her helpers. Several people who have been bereaved have joined this group and, from that beginning, renewed their faith by taking part in services at the church. It now meets every second and fourth Tuesday.

As part of the care of the bereaved we telephone or write to them to offer a follow up visit after the clergy have completed their visits before and after the funeral. Every year those who have lost loved ones are invited to a service at our churches. In 2019 it was the turn of Dedham and Christine Mingay was asked to say a few words at that beautiful service.

This is an area where we all have a ministry and it is good to know members of the congregation listen to and pray for one another in times of trouble. There are many other ways God uses us as we go about our daily life and encounter our neighbours sharing the help and comfort we have received from God.

Christine Mingay

Ardleigh Friendship Group

The Ardleigh Friendship Group continues to thrive. Now meeting on the 2nd and 4th Tuesday of each month, 10am-12noon. Mostly the same people come to both. People look forward to meeting up for a chat and company, also coffee and cake. We usually have 15-20 people with donations to the church of approximately £25. Over the years, some new people have joined us, which is so good to see. Sadly a few are no longer able to come. We are always pleased to see anyone.

In the Summer, we went out for a light meal at Green Island gardens. We were made most welcome and people were able to pay extra and visit the gardens if they wanted to. We had our annual Christmas lunch at Acorn Village, where we were well looked after. As the weather turned colder, we moved to the Methodist church and for the duration of the improvements to St Mary's. We are grateful to our Methodist friends for making this possible, thank you. So we move into another year and hope to see many more people (plus dogs).

Pat Newton

Evangelism Report

Whenever we meet together we share the gospel, the good news of God's love as shown in Jesus Christ. The study of the books of the Bible in the sermon series builds up our faith and our understanding of what the gospel is. Further study, reflection and sharing takes place in the weekly group meetings in the benefice. This together with our meeting for communion is our base from which we share God's love with others among our family, friends and contacts as well as deepen our corporate faith. Together we share our faith with those who occasionally attend our services or come for a special occasion like the service to remember our loved ones.

The benefice Alpha course ran from January till April at both lunch time and evening for the first time in 2019. It is again available in 2020. This is very helpful for those seeking renewal of faith

and for inquirers to come and see. Everyone is built up in faith and new ministries are revealed as individuals move into God's plan for their life. Friendship are made and appreciation of God's grace grows among us. Sunday at 3 once a month provides a place for children and families to get to know the church and the people in it. The school too benefits from the input of Amanda and Antony. Some Ardleigh families come to Rise and Shine.

Ardleigh Christians Together organised 3 informal services last year to which all are invited. Each month on the second Wednesday at 2 pm there is a meeting to pray and prepare. For the second year the group took part in a litter pick around the village in October. Anglicans, Methodist and Catholics all benefit from working together and it is a sign that Christians love one another.

Church at the Boot ran from March till October. In 2019 we were able to cover 2 Sundays each month. Good contacts were made with stall holders and the visitors. We had free literature to give away. Some people stopped by for a chat about life issues, others left a prayer request. We were mainly a praying presence among the many who do not know how much God loves them. Fewer people were available to visit homes inviting people to give feedback on village life. However, each of us have contacts with groups and people in our village. The friendship group, meeting twice monthly is at the centre of what we do to share God's love in the village. Evening prayer continued to take place weekly.

Christine Mingay

d. The teaching of Christianity through sermons, courses and small groups

We are grateful to Merv, Christine, Richard and Anne Marie alongside our visiting speakers who have faithfully preached from the Bible during last year.

Richard and Anne Marie have embarked on the Authorised Local Preachers Course.

Several small groups have met in homes throughout the year and have provided fellowship, bible discussion and prayer for those who have attended.

We have journeyed through several different preaching series over the course of the year: Mark's gospel, Proverbs, the Ten Commandments, *alongside the teaching at festivals and the liturgical calendar*.

We joined with churches across the country in *Thy Kingdom Come* initiative at Pentecost.

Alpha took place again in January and has been very successful in helping those who have wanted to explore their faith. Nearly 30 people have gathered at the Vicarage for the 15 week course at lunch and evening, including a day exploring the Holy Spirit.

Shape was a well-received course that helped people to explore how the combination of their Spiritual Gifts, Hearts desire, Abilities, Personality and Experience can equip us for service in God's kingdom.

There have been several prayer station initiatives through the year, and we are grateful to Sue McKinney and Carol Mitson for their work creating these for congregation and visitors, our 'Monday to Friday' congregation.

15 people enjoyed a Quiet morning at Bradfield Church, organised by Sue and Carol, which gave a number of people the chance to make the best use of this time of preparation.

e. Taking of religious assemblies and work with children and families.

Rev Antony and Amanda Watts lead assemblies nearly every week. Amanda organises the programme with the Headteacher.

Ardleigh School

*Children are not just the church of tomorrow.
They are the church of today as well.*



*“Let the children come to Me and don't hinder them, for the kingdom of God belongs to them.”
Matthew 19:14*

2019 has been a busy year in Ardleigh. Sunday at 3 continues on the third Sunday each month allowing families and individuals to explore bible stories in an informal setting using creative storytelling and crafts. Meeting people is also an important part of the afternoon so there is an opportunity to chat over tea/coffee/squash and cake.

We have introduced an additional gathering along the same theme, Half Term Gathering. Our first HTG was held during the Autumn half term where we held a light party. The meeting finished with all of the children, and some of the adults, holding sparklers as the sun was setting. We are planning to continue these gatherings, next planned for February half term. The children's area in the church hasn't had a makeover this year as we are still waiting for the heating project to commence. But I hope this time next year I can report that the children have an appropriate area to call their own.

St Mary's Church of England Voluntary Controlled Primary School, is where I spend most of my time as a Volunteer and a Co-opted Governor. I work closely with the head teacher planning Collective Worship. For the first time, ADD Club chose one of the themes for this year from our Christian Values, the Autumn Term theme Truthfulness. In the Spring Term we had the Christian Value of Forgiveness, Summer Term, Courage. The children take an active role in the school's Collective Worship.

In ADD Club, Ardleigh Discovery Detectives, children plan some of the worship, the prayers and songs, narrate and act out some of the bible stories. There is usually a candle burning during the worship. At the end of the worship, the candle isn't blown out, but changed so the symbol of light stays with us. The children take it in turn to use a candle snuffer to change the flame into smoke which rises up. Rev Antony leads some of the Collective Worship on a Wednesday morning. I am always looking for creative ways to lead the worship and with the help of the children we are always developing and trying new ideas. The children are a pleasure to work with and have amazing ideas.

The school children attend St Mary's Church on several occasions, Easter Service, Year 6 Leavers Service, Harvest Service, Remembrance Service, Christingle Service and a Christmas Show. During the services, the year 6's had the responsibility of the reading. All children read confidently and with respect. The Easter Garden remains by the car park. We had two bright displays of art work in the Church, one at Easter and one at Christmas. These competitions always have lots of children participating.

In September children from class 2,3 and 4 had the opportunity to take part in an activity called Prayer Space in school. Prayer Space enables children to explore life questions and personal reflection in a creative and interactive way. We had 10 stations in the hall where children were free to explore different themes at their own pace. This included a prayer wall, calm jars, big

question parasol, bubble prayers, feely boxes and hope blossom. The children appreciated the “me time” and activities. They approached the experience with respect and enjoyment.

The year 6's continue to learn weekly how to bell ring as part of their Ardleigh Community Award. Some of the children are awarded a level one qualification in bell ringing, some even take up bell ringing out of school. I enjoy listening to the bells being rung as we walk down from the school to attend special services in the Church. They also learn how to do flower arranging. The end product is a beautiful arrangement to be taken home. The children thoroughly enjoy these experiences.

Class 4 were invited to search the grave yard for a missing soldier's grave. The children were able to discover the graves of all soldiers who died on active duty as well as the missing grave. A poppy was placed on each grave.

The school took part in collecting new toys for St Barnardos. This is an annual event where we think of children in the Colchester area who would not be getting many Christmas Presents. As always it was very well supported.

Open the Box, an after-school club continues where a box is used to hide a story from the bible, certain objects are removed as the story unfolds. A craft which is linked to the story is then undertaken. At four o'clock it's time to share the story with parents on their way home.

Both Rev Antony and myself have been to Ardleigh preschool to read Bible stories to the children. I, once again, had the honour of being the narrator for their Nativity Play which took place in the village hall. The children enjoyed the singing. The older children from Ardleigh Preschool continue to attend Ardleigh St Mary's School for some assemblies on a Monday as part of their preparation to joining a primary school in September. I visited Orchard Barns and read them the Nativity Story. They also joined us, along with St Georges School at Great Bromley, in supporting our toys for Barnardo's Appeal.



Good Friday saw another opportunity to make an Easter Garden in Church. The children design their own garden in a round plastic tray, with a sad area, where the tomb is, and a happy area with flowers in. There were other Easter crafts available to be made as well as hot cross buns and chocolate. The sun shone for us and we were able to be outside for the garden making. The event was well attended.

In the summer we held our third Holiday Club where children from both parishes visited Pyramid Rock to encounter the Story of Joseph and to experience how God is a Planner, Helper, Provider, Forgiver and a Special King. This was done through stories, art work, singing, games, listening to each other and a lot of fun. The Dedham Church was transformed into a scene from Egypt complete with the river Nile, pyramids and camels.

Christmas Eve saw the Church nearly full of, parents and individuals and excited children. We were one of over 6,000 Christingle celebrations which took place to raise money for the Children's Society which makes a difference to young people who face dark situations. We raised £272:00 so some children can have a brighter future. One hundred Christingles were given out, enough for every child to receive one. At the service we also heard the Nativity Story and children placed the nativity figures in the stable. The service was very special. There was a special warmth from the glow from the candles and the reading of the well-known Nativity Story.



Once again, I've had a very varied year. I would like to thank all the children for their contribution, their energy and willingness to participate. Their endless amazing challenging questions have kept me focused on my work. Also, I would like to thank the adult helpers, cake bakers and everyone who works behind the scenes. Working with the children in and around Ardleigh is a privilege. Thank you.

Amanda Watts

f. Working with ecumenical partners

Deanery Synod

One member of the PCC sits on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Deanery Synod Report

This year has been most exciting as the deanery engages with the changes coming to our diocese in this new decade.

First our engagement with the different parishes will centre around mission and ministry as we change our name to a MMP or Mission and Ministry Partnership. Our motto is Jesus is our Anchor which is very appropriate for the Deanery of Harwich. The parishes forming our group are the same: Harwich, Dovercourt, Ramsey and Great and Little Oakley in the East; Wrabness, Wix, Beaumont and Tendring in the Centre; Mistley and Bradfield in the Centre; and Dedham, Ardleigh, Lawford, Little Bentley and the Bromleys in the West.

To foster and strengthen our coming together representatives from all the church met at Harwich Church for a fish and chip supper where we heard more about the new way of being together its benefits and demands. The MMP has also chosen Bradfield Church hall to be our central meeting place called the Hub. The way was prepared by the walk from Wrabness to Bradfield with Bishop Stephen in the summer. Since then clergy, lay ministers and church wardens have met there and a course on the Bible, the first of many, has begun.

All this has been very encouraging. However, there are issues to face. First, no longer is it expected that the clergy will do everything in the parish. Already every member ministry is growing and more and more people in the parish are seeing their calling to fulfil different aspects of our corporate mission and ministry. This is transforming the way we do things and the service we can offer to those around.

The final issue is finance. For some time our group of parishes have been unable to provide enough money to cover the cost of our full time clergy and the additional costs related to pensions and the training of the next generation. By 2025 it is expected that as clergy retire the new clergy will not make up the numbers and our parishes will need to grow in financial commitment to attract clergy or have our number of clergy reduced and more parishes grouped together.

All this was explained to the synod of Revd Paul Norrington at the first synod meeting last year. Our other meeting was at Dedham where we looked at our strengths and the many blessings we receive from God. There was quite a list which means as we meet the challenges of the coming decade we can do it with thanksgiving, praise and many petitions to God in our prayers.

Christine Mingay - Ardleigh PCC Representative

Ardleigh Christians Together

Church at the Boot commences again on 8th March, 2020. This year, some members from St John's Colchester, are planning to join the rota.

During 2019 there were three Joint services. These included testimony, teaching, prayer ministry and praise led by a worship group.

In October, over two days and in wet weather we did a litter pick, attended by 16 people. This year's Alpha course commenced on 14th January. Again the course members have the option of lunch time or evening.

Russell Newsom

4. Financial review

Treasurers Report for the year ending 31 December 2019

Introduction

This is my thirteenth report as treasurer. I would like to thank David Wright and his team in ensuring that the weekly collections are banked timely with supporting documentation prepared on a timely basis and my wife in completing the book-keeping. David is a key and invaluable member of the team and his support this past year has been greatly appreciated.

I also offer my thanks to all those who have donated cash and given their time to organise and support fund raising activities. Finally, I thank Mr Phipps for his role as Independent Examiner of the accounts for the year to 31 December 2019.

Overview and Operating Statement

I refer to the operating statement as it is important to communicate the financial results for the year ended 31 December 2019.

To provide clarity and transparency in respect of the Finances of the Church Accounts, the Funds are clearly classified as disclosed in the Statement of Assets with comparatives. Robust financial management principles have continued to be applied.

The reporting format for the year has been restructured to simplify the results reporting and to enable a good understanding of the issues faced by the PCC and Congregation.

For the year, expenses have decreased by 3% from £26,955 to £26,103. Income has decreased by 1% from £29,874 to £29,492 leaving an operating surplus of £1,589 for the year ended 31 December 2019 (Surplus £2,919: 31.12.18). The operating result for the year reflects a decrease in the Parish Share payable to £8,861 for the year (2017: £9,087).

Detailed Review GENERAL FUND

Income

Voluntary Income

Total Income has decreased by 1% to £ 29,492 (2018 £29,874). Voluntary income has decreased by 3%. It is important to note that the level of comparable Total Income for the year ending 31 December 2007 was £46,000. It will be challenging to raise the level of income to these levels but clearly as a congregation we need to take active steps to achieve this aim.

Activities for generating funds

There were no fund-raising activities for the year.

Donations

Donations from the Roman Catholic community amount to £3,700 (2018 £3,360) per annum.

Income from Church Activities

There have been three weddings (2018 -4) and eleven funerals (2018- 12) and net income increased to £5,188.

Income from Investments

This income amounts to £1,608 and is still at historic low levels.

EXPENSES

Ministry and Administrative Expenses

Ministry expenses have decreased by 13% to £6,105 with Secretarial decreasing by 3% to £1,298.

Church Running costs

This has decreased by 2% to £8,922 and comprise mainly non-discretionary spend.

Parish Giving

This is in relation to donations to Beacon House, Children's Society and Combat Stress.

Parish Share

The Parish Fee for the year to 31 December 2019 amounts to £7,140 (2017; £7,462) and assigned fees paid to the Chelmsford Board of Finance (CBoF) amount to £1,721 and both these total £8,861.

The Parish Share for 2020 is expected to be £10,800 and is forecast to be paid in full subject to the projected Income and Expenses for 2020. As reported last year we are still awaiting the conclusions of the working party established by the CBoF in respect of the Parish Share calculations.

Movements in other funds

GENERAL FUND- Non- operational items

A Church calendar was produced in November 2019 to raise funds for a Bench in the church yard, with the net proceeds raised amounting to £750.

FABRIC FUND

The Asbestos and Heating project contracts were awarded to successful contractors and are expected to be completed by 31st March 2020. We have been fortunate to receive significant funding from Friends of Essex Churches Trust and the GCG Environmental Trust to enable both projects to complete.

Overall Funds at 31 December 2019

The closing cash balance of the Total Funds amount to £203,474 a decrease of £50 from 31st December 2018.

Conclusion

The Parish share is the single largest item that St Mary's needs to fund and for the year to 31st December 2019 amounted to £8,861. As with all expenses, the outgoings are funded through the General Fund-Revenue Account.

The PCC is taking active steps to ensure the Parish Share for 2020 onwards is calculated on a fair, just and consistent basis, in the light of the implementation of a new basis taking effect from 1 January 2017.

Francis Perera ACA Treasurer

**A copy of the Full Accounts can be found on the website,
or by emailing the Parish Office.**

Independent examiner's report to the PCC of St Mary the Virgin, Ardleigh

I report on the accounts of the PCC for the year ended December 2019.

Respective responsibilities of the PCC and the examiner

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;
- Follow procedures laid down in the general directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

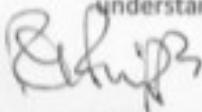
Basis of Independent Examiners Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an opinion on 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 s. 130 of the 2011 Act; or
 - to prepare accounts, which accord with these accounting records 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.



Mr R J Phipps ACMA, PGCE
1 Cherrywoods,
Station Road
Alresford
Essex

28 February 2020

5. Reserves policy

The PCC will be drawing up a Policy for its Reserves in 2020

6. Funds held as custodian trustees on behalf of others

There are no funds held on behalf of others

7. Plans for future periods

PCC objectives for the current year

To explore the Anglican 5 marks of mission to help us understand our purpose as a church

To develop links with Dedham Parish

To develop ecumenical links within the village

To complete the faculty paperwork for sharing the church with the RC congregation

To raise levels of voluntary giving to support our ministry and mission

8. Risk management

Health and Safety

Regular six-monthly meetings continue to take place between the managers/churchwardens of our church buildings – St Mary's, Dedham, St Mary's, Ardleigh, the Duchy Barn and the Assembly Rooms. Thank you to our volunteers for their continued support managing these buildings. Particularly to Sue Browne, Churchwarden of St Mary's, Ardleigh, who has provided her health & safety expertise to create essential risk assessment and fire protection checklists and information grids to assist with the health and safety management of all our buildings.

Claire Arculus

Safeguarding

Since taking the role as Safeguarding representative in July 2018, the register has been maintained and is now fully up to date, the process has been reviewed and all dates diarised for updates to certification/training. The register and data are stored securely on dropbox, accessible by the Vicar and parish office only. DBS applications are now requested on line and ID checks carried out at the time of application to the Diocese. This has been in place for a few months and has been running smoothly with no problems.

Charlotte Parker

9. Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (vicar), churchwardens and members elected by those members of the congregation who are on the electoral roll of the

church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

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.

PCC Report

The PCC meet roughly every two months in the Vicarage and cover a number of agenda items. We normally also meet once or twice a year for a joint benefices PCCs gathering. The meetings start with opening prayers and sharing encouragements with one another. Each time we meet we discuss our ministry and mission under the Five Marks of Mission, The Primary School, The Deanery. We discuss the things that undergird our ministry and mission - Prayer, Finance, Fabric, Governance, Communications, People.

Past PCC minutes are available on the website under *Resources tab*

PCC Membership

Incumbent The Reverend Antony Wilson (Vicar)

Churchwardens

Sue Browne (elected APCM 2019)

Elected members and date of election

Francis Perera (Treasurer) APCM 2018

Richard Culley APCM 2018

Barbara Hill APCM 2017

Christine Mingay (Deanery Synod) APCM 2018

Martin West APCM 2018

Amanda Watts co-opted July 2019

Christina Volkmann co-opted January 2020

Clerk: Charlotte Parker - from June 2018

Administrative information

St Mary's Church is situated in The Street, Ardleigh, CO7 7LD. It is part of the Diocese of Chelmsford within the Church of England. The correspondence address is:

The Parishes Office, The Assembly Rooms, Dedham CO7 6HJ.

The Parish Office

The office opening hours continue to be Tuesdays 9-11am and Thursdays 11am to 1pm. The finance team generally work from the office on a Tuesday. As Parishes Administrator and Volunteers Coordinator, I continue to oversee the office administration for both Dedham and Ardleigh churches but also manage the GDPR and health and safety processes for both churches and church buildings. Charlotte Parker generally assists with administrative duties, clerks both the Dedham and Ardleigh PCC meetings and is the Dedham Parish Magazine Editor. The Office team comprises of myself, Katrina Ablett Charlotte Parker and Sara Marshall Be Burleigh.

Claire Arculus

Communications

Church Chimes is our in house newsheet produced every other week.

Facebook – we now have our own Facebook @dedhamandardleigh – please follow us!

Ardleigh Advertiser Monthly information is sent to advertise services and events.

Website

The website, dedham-and-ardleigh-parishes.org.uk was launched in June 2017. The

website uses the Churchinfo platform which is based on a Content Management System which allows site administrators to update site pages without any programming skills. Features include a media section where sermons and other audio files, such as the Dedham Lecture are stored, a Contact Form which visitors to the site can use to contact the Parish Office, a detailed church calendar which can be printed or sent to a mobile calendar application.

In 2019 there were 188,000 Page Requests compared to 126,000 Page Requests in 2018, around a 50% increase over 2018. Page Requests are the number of web pages requested by visitors to the web site. The average monthly figure is over 15,000 with the highest number recorded in December 2019 when it reached almost 20,000. As far as site visitor location is concerned, the site statistics shows that the USA has the highest number of page requests followed by the UK and then Germany.

The breakdown of the Page requests by website area shows that Articles received 53,396 requests, Media 45,463 and Calendar 14,175. Media shows the most growth over the past year with around three times as many requests as in 2018. Of the media published in 2019, the one with the highest downloads was "Genesis 3.1-13 – The devil made me do it", published on 10/02/2019 with 156 downloads. The most popular overall was "Modelling Godly Character – Clothed with Christ, Collossians 3.12-17" published on 19/09/2017 with 261 downloads.

The website is proving a popular source of information about the Parishes of Dedham and Ardleigh.

John Goldsborough

ANNUAL PAROCHIAL CHURCH MEETING
ST MARY'S CHURCH, ARDLEIGH
MINUTES OF THE MEETING HELD ON SATURDAY 27TH APRIL 2019

Chair: The Revd Antony Wilson

(1) ANNUAL MEETING OF PARISHONERS AGENDA

1. Minutes of last year's Annual Meeting of Parishioners

Revered Antony Wilson drew attention to the minutes for 2018 APCM.

No changes were made.

Christine Mingay proposed acceptance of the minutes and Martin West seconded. All in favour of accepting the minutes of the APCM of 29th April 2018.

2. Elections of Churchwardens for the ecclesiastical parish

Antony confirmed a nomination had been received for the role of Churchwarden for the forthcoming year, for Sue Browne.

As per received nomination forms, Martin West proposed the election of Sue Browne, Richard Culley seconded. All present were in favour of electing the above as churchwarden from April 2019.

Antony noted that there is still one space for a churchwarden. Sue Browne gave her thanks and stated that she will need help in the role and thanks to everyone that gives it. Christine Mingay prayed for Sue.

3. Any other business of general parish concern, or items those attending may wish to be referred to the PCC.

None.

(2) ANNUAL PAROCHIAL CHURCH MEETING AGENDA

1. Opening prayer

2. Apologies for absence received

David Wright, Ian & Jane Young, Tony & June Windsor, Rita Randall.

3. Appointment of Tellers to count the votes of any elections during the meeting if so required

Christine Mingay volunteered to act as Teller

4. Minutes of last years Annual Parochial Church Meeting

(reference page 23 of the Annual Reports 2018-2019)

Antony drew our attention to the minutes from last year.

5. Amendments and adoption of those minutes as an accurate record.

No amendments to 2018 minutes recorded.

Sue Browne proposed acceptance of minutes from 2018, Martin Wright seconded the proposal.

All in favour.

6. Matters Arising

No matters arising.

7. Electoral Roll report on numbers, additions, deletions: *Electoral Roll Officer*

(reference page 29 of the Annual Reports 2018-2019)

Richard Culley confirmed that there are 21 on electoral roll, of which 18 are residents and 3 non-residents.

8. PCC Annual report

Antony gave a short report and drew attention to : Reference to PCC report on Page 21 of the Annual Reports 2018-2019.

Recently Canon Jenny Tomlinson brought a Parish Share presentation to the joint meeting in March. Information is updated on notice boards with approval from the PCC and the minutes will be posted to the website following meetings. A summary of membership was given and Antony commented that there is space for one person to join the PCC. Antony thanked the members

9. Financial Report including:

Francis Perera presented the report *(reference page 16 to 18 of the Annual Reports 2018-2019)*

Note full accounts are available separately.

a) Verbal report on the financial affairs of the parish church/PCC

Parish share – discussion was held around the significant changes in 2017.

The current cost of a clergy person is £63,000, currently the two parishes have budgeted £56,000 towards this so there needs to be greater giving in both. Support from central church will decrease in the future so the cost will increase.

Francis stated that a Diocesan working group is looking into the Parish Share.

He thanked David Wright for his help, and his wife Barbara for doing the book keeping.

Martin commented how encouraging it is to see how many people are requesting to be married at the church. Helen supported this by stating how she had become aware of people coming in and out of the church, however there is nowhere to put a donation. Antony stated that this is on the agenda to discuss at the PCC.

Action: PCC to source a giving box / safe

b) the presentation of the examined or audited accounts

The full accounts have been audited and a copy of the audit report is contained in the Annual Reports 2018-2019 on page 19.

A question was asked why the cash endowment that had been given to the church did not detail the persons name, Antony replied that this was not requested and they would like the name acknowledged when the money is used, possibly in the form of a plaque or visible note.

c) proposal for the formal adoption of the accounts

The adoption was proposed by Martin West, seconded by Helen Fontaine. All were in favour and accounts were adopted.

d) appointment of examiner for the coming year

Appointed by all.

Antony gave thanks to Francis for all his work, supported by David Wright for collecting the cash and banking it and all those that stood in to help.

10. Churchwardens report to include review of the church fabric, goods and ornaments:

Antony Wilson made a brief report in the absence of a churchwarde

Good and ornaments: No changes.

Plan to re-hang the painting 'Christ and little children' is ongoing. It is currently held at Munnings museum who are investigating finding a new frame or restoring the old one.

Fabric:

Received faculty for new notice board, plaque in memory of Michael Simmons

Replacement of North and South aisle lighting completed under List B permission

2015 quinquennial priority works tenders have been received and work due to start soon.

Heating update: Lindsay's began on 26th November 2018, and stopped on the 27th November having found asbestos. The next stage was surveys which have been done and checked the church is safe to use, the floor has been sealed. Ongoing, obtaining quotes to remove asbestos. The heating can not be done until it has been removed. The best quotes for the heating system are being looked at following Lindsay's receivership in December, owing us a considerable amount of money, which we are unlikely to get back. Antony, Francis, Sue and Gregory have this as an ongoing project.

New Bell project – pending further discussion by PCC helping to create a training faculty at the church.

Sharing Agreement (Faculty) with Roman Catholic Congregation. Still outstanding after two years work.

Antony thanked: Helen Fontaine for the co-ordination of people and all that keep the church looking good; David Barnard for his faculty application work; the PCC members.

11. Other verbal reports

Antony commented that the car boot ministry is going well and thanked everyone involved. This is part of Ardleigh Christians together and gives a prayerful presence at the car boot. At the moment it is attended every other week. Anyone that would like to be involved please speak to Christine Mingay.

Amanda Watts spoke about the children at school and church and Sunday@3. This is every Sunday all year round. The Easter Sunday session was held on Good Friday instead and 21

children attended with parent and grandparents. Sometimes there is 1 or 2 children but other times there are 6 or 7 in attendance. There is stories, crafts and refreshments. Amanda does talks to school assemblies every other week and takes lots of photos of what they are doing, working closely with Donna Parker, Headteacher and Antony. Amanda stated that they use ADD (Ardleigh Discovery Detectives), that all children have something to ADD. Christine asked if there were enough helpers to which Amanda stated that there is always rooms for more. Anyone that would like to join would be most welcome, and would need a safeguarding check in place. Sue Browne stated that the notice boards look great and are very eye catching. The school governor stated that the work at the school is so much greater than other schools he has know and thanked Amanda and Antony. Martin stated it is good to have links with the school. Also bell ringing and flower arranging sessions are held at/with the school.

12. Deanery Synod report on the past year: *Deanery Synod representative Christine Mingay*

(reference page 38 of the Annual Reports 2018-2019)

Christine gave her verbal report and asked that any volunteers for the Deanery representative to contact her. Christine also invited everyone along to the next meeting on 16th May.

13. Elections from those entered on the Electoral Roll of the ecclesiastical parish

a) Deanery Synod representative

No new moninations. Christine Mingay elected to serve for 3 years in 2018.

b) PCC representatives

No nominations have been received, again note that members can be co-opted mid-year. Antony gave thanks to the rest of the PCC members for continuing their roles.

14. Vicars report to the Benefice

Antony gave thanks to the ministry team: Merv McKinney, Christine Mingay, Amanda Watts, Claire and Charlotte in the office.

He said that the church needs to do two things well

Maintain – take care of foundations of Kingdom – through our services and pastoral care

Mission - Cooperate with God in growing the Kingdom

He celebrated all that happens in our Services where we are serving each other the teaching, worship, resourcing us together and individually for our mission

He celebrated our serving in the community.

He drew attention to our **responsibility as Charity** for Finance, Governance, Safeguarding, H&S

He spoke about our Mission: *The Local church is hope of the world.*

We need to see our **purpose** as churches to reach out with God's transforming love to all people and to be committed to being good news in our communities and beyond, guided by these challenges which are embraced by the wider Anglican Church across the world *Tell – Teach – Tend – Transform – Treasure*

He spoke about these under each heading with some *examples of what is already happening:*

Tell -To proclaim the Good News of the Kingdom

Alpha, Car Boot, Sunday at 3, Reaching out in schools, us in our workplaces

Teach -To teach, baptise and nurture new believers

Small groups. Preaching

Tend -To respond to human need by loving service

Friendship Group, Duchy Barn coffee mornings, Essex Rose lunches

Transform-To seek to transform unjust structures of society, to challenge violence of every kind and to pursue peace and reconciliation

Could we support persecuted Christians?

Treasure- To strive to safeguard the integrity of creation and sustain and renew the life of the earth

Could we think about how eco friendly our churches are?

Antony gave thanks to Pat for the refreshments.

Christine thanked Antony for his guidance and leadership.

15. Any other business of general parish concern, or items those attending may wish to be referred to the PCC

None

Meeting closed at 11.14am with prayer

St Mary's Church, Ardleigh

AGENDA FOR THE ANNUAL GENERAL MEETING date tbc

The Annual General Meeting consists of two meetings.

1. The Annual Meeting of Parishioners is open to all persons resident in the ecclesiastical parish of the church, and is for the purpose of electing the Churchwardens of the parish. All residents of the parish whose names are entered on the civil Electoral Roll are entitled to vote.

2. The Annual Parochial Church Meeting (APCM) is open to all persons resident in the ecclesiastical parish and those on its electoral roll. Only those whose names are entered on the Electoral Roll of the parish church may speak or vote. This meeting hears reports on the church's maintenance and work over the past year, receives the examined or audited accounts, and elects an Electoral Roll member to serve as the parish representative on the Deanery Synod, and other members to the Parochial Church Council.

The meetings may be chaired by the Rector or in absentia by the Lay-chair of the PCC.

(1) ANNUAL MEETING OF PARISHIONERS AGENDA

1. Minutes of last year's Annual Meeting of Parishioners.

2. Elections of Churchwardens for the ecclesiastical parish.

Note: The Representation Rules state that nominations for this election must have been received by the Rector before the start of the meeting

3. Any other business of general parish concern, or items those attending may wish to be referred to the PCC.

(2) ANNUAL PAROCHIAL CHURCH MEETING AGENDA

1. Opening prayer.

2. Apologies for absence received. (Not assumed apologies for those noticed to be absent)

3. Appointment of Tellers to count the votes of any elections during the meeting if so required.

4. Minutes of last year's Annual Parochial Church Meeting.

5. Amendments and Adoption of those Minutes as an accurate record.

6. Matters Arising.

7. Electoral Roll report on numbers, additions, deletions. *Electoral Roll Officer*

8. PCC Annual report. Number of meetings, main items of business etc. *Churchwarden*

9. Financial report including: a) report on the financial affairs of the parish church/PCC.

b) the presentation of the examined or audited accounts.

c) proposal for the formal adoption of the accounts, including vote from all eligible

d) appointment of auditor for the coming year.

10. Churchwardens report to include review of the church fabric, goods and ornaments.
Churchwardens

11. Other verbal reports
12. Deanery Synod report on the past year. *Deanery Synod Representative*
13. Elections from those entered on the Electoral Roll of the ecclesiastical parish
 - a) Deanery Synod representative
 - b) P.C.C. representatives
14. Vicar's report to the Benefice
15. Any other business of general parish concern, or items those attending may wish to be referred to the PCC. (please notify Chairman before the meeting)

P.C.C. MEETING The AGM is followed by a short meeting of the P.C.C. to elect:

- a) Lay-chair.
- b) Secretary.
- c) Treasurer.
- d) Electoral Roll Officer.
- e) Any co-opted appointments.

The meeting may also consider any urgent business that cannot wait until the next full PCC meeting.

St Mary's Dedham

2019 Trustees Annual Report and Accounts

for the Parochial Church Council of St Mary the Virgin, Dedham

Registered charity number 1130860.

The draft accounts within this report were approved by the PCC at its meeting on

1. Aim and purposes

St Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Antony Wilson, 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 St Mary's Church and the Duchy Barn (*through oversight of its Management Committee*).

2. 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 St Mary's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that 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 Commission's guidance on public benefit and, in particular, the supplementary 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:

- a. Regular public worship, open to all**
- b. The provision of sacred space for worship, personal prayer and contemplation**
- c. Pastoral work, including visiting the sick and the bereaved**
- d. The teaching of Christianity through sermons, courses and small groups**
- e. The taking of religious assemblies in schools**

To facilitate this work, it is important that we maintain the fabric of the Church of St Mary's and the Duchy Barn

3. Achievements and performance

a. Regular public worship for all

Sunday Services

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. The service pattern has remained unchanged through the year, and we continue to provide a wide variety of services through the month – '*something for everyone, every month*'

Following consultation with the congregation we changed the time of the 2nd Sunday Holy Communion to 11am. This started in February and will be for a 6 month trial.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have celebrated 1 baptism and 7 weddings and held 11 funerals in our church this year.

We are grateful to all those who help to run our services, not least our Director of Music, Antony Watson, and the choir; our vergers Gabbie Watson, and service wardens Be Burleigh, Suzanne Woods and Sarah Oakley

Church Membership

As required by church legislation a full revision of the Electoral Roll took place last year when all members are requested to re-apply. This is constantly updated and there are currently 103 on the Electoral Roll, of whom 76 are residents and 27 non-residents. There has been 1 death.

Music in Worship

As I wrote this review for 2019 a year ago, I was reflecting on 20 years as organist and choirmaster at Dedham, which anniversary was marked by the choir and congregation in September 2019, with singing, flowers and a very generous gift to mark this milestone. Thank you to everyone.

As I reflect on the musical life at Dedham Church in 2020, we have seen new membership of the choir, as well as having to say farewell to former members, most notably our wonderful tenor, Edwin Tanner, whose funeral was held only a few weeks ago. I wish to pay tribute to all the choir for their tireless support and commitment, especially on cold winter Fridays, as we meet to practice and prepare the music for worship Sunday by Sunday, and prepare for the coming festivals. Thanks to the adults who support me in safeguarding matters, and to the parents who support our loyal junior members in making in to rehearsals so regularly.

Behind the scenes, there is much administration going on, from the many hours spent carefully choosing the appropriate music and hymns, to seeing wedding couples, and care of the organ. The Organ Group commissioned by the PCC has done extensive research on finding a solution to the replacement of our ailing pipe organ, and we are coming ever close to being able to provide full costings and schemes on a range of options, whilst having a clear mind now on the right proposal to take the matter forward, subject to a PCC decision on the matter, and committed financial support from the church and community. I am very grateful indeed to the Organ Group, whose tireless efforts over two years have brought us to where we are.

I continue to support the music at Dedham Primary School, where I play for assembly each week, and assist in teaching the children new hymns and songs for use in their assemblies and collective acts of worship, which is a wonderful privilege.

As always, we would welcome new singers and would encourage people to think about joining us in the singing fellowship of the choir, or in the music leadership of our Revive@5 service, as we go forward into a busy 2020.

Antony Watson

Bell Ringing

It has been another busy year for the bell ringers at Dedham church. We ring on most Sundays at 9.00am and have a mixture of adults and youngsters. Weddings take centre stage in the summer months. In 2019 we joined many other churches on the country and rang for peace to mark the end of WW1. We will be doing the same this year to mark VE Day on May 8th. Unfortunately, some the ropes have become quite frayed but we're hoping, with some first aid,

they will last for a while. New ringers always welcome!

Anne Lipscomb, Bell Captain

Flowers in Church

Flower Festival 2019- This was the first large scale festival that the team had undertaken for many years and it engendered a great sense of team work and provided a good opportunity for the church to engage with the community. The amount of profit raised was £5248 and it brought approximately 1500 visitors through the door.

Recruitment- 1 person has sadly stepped down due to ill health, but 2 new members have joined. There are 25 members on the rota.

The year ahead- The team are trialling a more eco-friendly way of flower arranging without the use of oasis (blocks of hard foam). This will reduce waste going to landfill. If the system is successful we will use new ornamental containers holding water and where these are used, are likely to be placed on solid plinths. They will be bought out of the flower fund.

Helen Sims

Stewards

During the past year we are grateful to the Stewards who have given their time to welcome people to church on Sundays, receive the offertory and clear up after the service. The following are proposed as stewards for the forthcoming year:

Joan Bunting Be Burleigh Lou Davison David Druitt Nigel Everett Sally Gotelee Maria Johnston Lucy Marshall Andrew McLaughlan Leonie McLaughlan Beth Mitchell	Liz Nickerson Sarah Oakley Lynda Redlich John Reed Liz Reed Anne Rowledge Jill Strangward Paula Watkins June Wilson Suzanne Woods
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Guided Church and Tower Tours

Guided Church and Tower tours are offered throughout the year by advance booking either through the tower tours link on the website or by contacting the Parishes office. Advance notice of bookings is required in order to confirm a guide. Our guides are: Phil Erith and Peter Rowles. Simon Gallup has stepped down due to commitments for tours elsewhere. Due to ill-health Roy Laverick has temporarily stepped down as guide. Prices for guided tours either ground level or tower tours have increased very slightly to £5 per person for a ground floor tour or tower tour to keep in line with tours in other churches. The age of children allowed (accompanied by adults) to book on a tower tour is 8 years of age. A total of 71 adults booked on tower tours in 2019. We would like to thank our very dedicated and well-informed tour guides for the time they give to the tours.

Claire Arculus

b. The provision of sacred space for worship, personal prayer and contemplation

St Mary's Church

An important part of the PCCs responsibility is to maintain the fabric of the church so that it is open to all for public worship and private prayer. Our church is one of the most visited in the Diocese.

Buildings and Fabric Committee

The fabric committee are working to action the issues raised in the 2017 Quinquennial report.

Wall repairs adjacent to the Royal Square, buttress repairs to the south side of the church, drain and gutter repairs are either completed or in course of tender.

Minor redecorating has been completed following an ingress of water.

A contract for the toilets and hospitality units have been placed, and as I write we are waiting for the final faculty approval to begin the works; we hope for completion by the end of May. The next major work is likely to be in relation to the stained-glass windows.

Peter Wilson, Churchwarden

Church Cleaning and Churchyard Maintenance

Reverend Antony Wilson and the Churchwardens take this opportunity to thank Andrew Hodson for his commitment in continuing to maintain the Church and Churchyard to a high level. We also thank Paula Watkins for her voluntary help in keeping the church clean.

Resource Centre

Be Burleigh and Lou Davison continue to keep the Centre well stocked and attractive to visitors and church members. The sale of items makes a considerable contribution towards church funds and the installation of a safe, specifically for sales, enables an account to be kept of monies raised. Last year 1696 visitors visited the church and signed the book.

Muniment Library

Further to last year's report, the Muniment Society has been relaunched. So far we have had two meetings and a few enthusiasts worked together to 'man' the Muniment Room and a table at the Flower Festival. We also have members writing articles for the Parish News about the history of Dedham.

Help was sought from Professor James Raven who has been very kind and advised us of steps to be taken to preserve the MR library and we have, accordingly, joined the Association of British Theological and Philosophical Libraries and are in touch with one or two other relevant associations.

Thanks once again go to Paula Watkins for her dedication to the MR in the form of climbing the stairs three times a week to empty the dehumidifier and check that all is well.

Suzanne Woods

c. Pastoral work, including visiting the sick and the bereaved

Some members of our parish are unable to attend church due to sickness or age. Reverend Antony Wilson and Merv McKinney have visited all church members who have requested it, to celebrate communion with them either at their homes or in hospital or at Blackbrooke Residential Home.

Pastoral Group

The Pastoral Group will visit people if requested. They often offer lifts to church. Cards are sent to mark a first wedding anniversary and to celebrate a baptism. A lunch club meets every month in The Essex Rose tea rooms in Dedham.

Bereavement Visitors

The Bereavement visiting team are Ann Shaw, Ruth Higginson and Vee Druitt. Ruth or Vee contacts those who live in or close to our parishes to offer support. Ann writes a letter of condolence to those who live too far away for this. Our aim is to keep in touch with the bereaved, offer a listening ear and to share with them information about both church activities and the opportunities that the Pastoral team offer in our community. All are welcomed at the annual church service which takes place each November and focuses on the loss of loved ones.
Vee Druitt

d. The teaching of Christianity through sermons, courses and small groups

We are grateful to Merv, Christine, Richard and Anne Marie alongside our visiting speakers who have faithfully preached from the Bible during last year.

Richard and Anne Marie have embarked on the Authorised Local Preachers Course.

Several small groups have met in homes throughout the year and have provided fellowship, bible discussion and prayer for those who have attended.

We have journeyed through several different preaching series over the course of the year: Mark's gospel, Proverbs, the Ten Commandments, alongside the teaching at festivals and the liturgical calendar.

We joined with churches across the country in *Thy Kingdom Come* initiative at Pentecost.

Alpha took place again in January and has been very successful in helping those who have wanted to explore their faith. Nearly 30 people have gathered at the Vicarage for the 15 week course at lunch and evening, including a day exploring the Holy Spirit.

Shape was a well-received course that helped people to explore how the combination of their Spiritual Gifts, Hearts desire, Abilities, Personality and Experience can equip us for service in God's kingdom.

There have been several prayer station initiatives through the year, and we are grateful to Sue McKinney and Carol Mitson for their work creating these for congregation and visitors, our 'Monday to Friday' congregation.

15 people enjoyed a Quiet morning at Bradfield Church, organised by Sue and Carol, which gave a number of people the chance to make the best use of this time of preparation.

Mission Fundraising

Members

Lynne Al Sad, Ruth Higginson, Liz Reed, Caro McShane, Sylvia Nodder

Activities

We have continued to raise money during the year with our various sales including the regular monthly cake stall during the summer. This year we have raised £2,390 through the continued hard work of our team.

Distribution of funds

The amount we have raised during the year will be split between Beacon House, a homeless charity in Colchester, and the Van de Ruits (the Missionary family we support) in South Africa.

Sue and Richard Van de Ruit visited Dedham in June and Richard spoke at a morning service. Richard and Sue send us regular newsletters which are displayed on the Notice Board at the back of church. We also continue to support Beacon House with collections of toiletries, clothes, and sundries. There is a box at the back of church for these items. Please continue to give these items, as they are always needed. A list of their current needs is posted at the back of Church. A new CEO has started at Beacon House and when he is settled we can ask him to come and talk to us.

Thank you to all who have supported and helped with Mission this year, especially the cake bakers. We are always looking for volunteers to help on the stalls during the year.

Ruth Higginson/Lynne Al Sad

EcoChurch

In our parishes of Dedham and Ardleigh we have now embarked on our *EcoChurch* Project. *EcoChurch* is an organisation inviting "churches of all denominations to care for creation as an integral part of loving their neighbours and following God faithfully". ecochurch.arochoa.org.uk

EcoChurch runs an award scheme which looks at our churches' worship and teaching, at how we look after our buildings and land, and it invites us to consider our personal lifestyles. We currently qualify for the Bronze Award.

EcoChurch ties in with the Church of England's and Chelmsford Diocese's agenda in relation to the environment and climate change. However, at its heart, this project is not about an award or about the Church of England – it is about us. *EcoChurch* in its local expression will be our way of finding out what it means to us to be good stewards of God's creation and then of implementing decisions that we as Christian people make, for example in terms of coming to decisions about our lifestyles that put creation above our own immediate self-interest.

EcoChurch specifically encourages engagement within local communities, and over the next year we intend to engage in conversations both within our worshiping communities as well as with a wider variety of groups that are already thinking about climate-related issues, e.g. our local schools or nature conservation groups.

The project has a dedicated email address – any queries, comments, and suggestions most welcome: stmarydaeco@gmail.com.

Christina Volkmann

e. The taking of religious assemblies in schools and work with children and families

Reverends Antony and Merv have taken regular assemblies at Dedham Primary School. There were very successful termly services held in the church and a Eucharist in school. See below for report from the school.

Rise and Shine continues to attract all ages to our monthly gathering. We enjoy finding creative ways to explore our faith, often through zones where people can explore the topic through different learning styles. We want to promote Rise and Shine more widely with families as we believe it's our best kept secret! Thank you to the whole team who get here early on a Sunday, and especially to Amanda for her creative ideas!

Holiday Club – this year our theme was Secret Agents. We welcomed over 30 children through the week. We had a fantastic time over a week at Dedham Church, exploring the story of Joseph (*of technicolour dreamcoat fame*) and how God helped him through the roller coaster life of experiences that he had.

Here are some of the children's comments

*joyful every minute
amazing crafts
fun filled
great to meet new
people
having fun with my
friends
everything was fantastic*



Open the Book

The team of 8 people who have been going into Dedham Primary School once a month in term time to read and present a Bible story are delighted to have Liz Reed join them. Since Easter 2018 we have been telling some of the stories about Jesus and some of the stories that Jesus told to express truths about God and his love.

- The Greedy Farmer – who built bigger and bigger barns.
- Everyone get the same – the workers in the vineyard who had worked for different lengths of time.
- The Widow's coins – the widow who gave all she had.
- The Storm on the Lake and the Calling of the Fishermen to follow Jesus.
- The Marvelous Picnic, The Big Spender – the prodigal son, and The Kind Stranger – the good Samaritan.

As far as possible we try to tell stories that fit with the Spiritual Value that the school is focusing on for that week, the Spiritual Values the school has are:

Friendship and Teamwork
Honesty and Forgiveness
Responsibility

Confidence and Perseverance
Compassion and Service

Appreciation and Gratitude
Respect and

We involve the children in the actions as often as we can, this helps the school to achieve one of the criteria for Ofsted and it is fun for the children and for us. We have built up a selection of costumes and props that Jean Flewin stores for us which is a great help. If you would like to think about taking part in 'Open the Book', please speak to either Ann Shaw or Sue McKinney, we would love to have more people in the team. You would need to have a brief training about 'Open the Book' and what is expected of team members, and to be cleared by the Disclosure and Barring Service for the Child Protection requirements of the school and Diocese.

Sue McKinney

Youth Report

Dedham Church continues to provide services that suit and appeal to families and young people in our parish. Rise N'Shine offering activities, bible stories and hymns aimed at families and

especially for primary school aged children with refreshments served afterwards by our committed refreshment team. This all-together service at 9.30am on the first Sunday of each month continues to attract regular families as well as new faces each month. Many children of which attended the very successful 'Secret Agents' holiday club at the end of July. The holiday club was filled to capacity and the children enjoyed a variety of games, dramatic bible stories, craft activities finishing with a party with a bouncy castle in the Vicarage on the last day.

ReVive@5 continues on the fourth Sunday of each month at 5pm, starting at 4.30pm with refreshments served by our young people. A more contemporary service – all ages welcome, aimed particularly for high school aged children. The service is informal, friendly and contemporary and a great opportunity to get to know other members of the congregation. Different speakers are arranged each month covering a variety of topics and in May we were fortunate to have Terry Waite speak about his experiences as a hostage in the Middle East in the 1980s. After the service, all high school children are invited back to the Vicarage for pizza and drinks, chat to the speaker and play games. During 2019, we have linked with the parish of Langham with Boxted youth for confirmation classes leading to two candidates being confirmed in July. This Summer, a trip has been organised for our young people to go to the Solid Festival for the day – a Scripture Union led Christian adventure, sporting and worship festival in Greater London. Going forward, the focus is to reinforce links with other local parishes and their young people to enable our youth to meet other young Christians and to grow their faith.

Claire Arculus



Dedham Church of England Primary School

'A lifelong love of learning'

At Dedham Church of England Primary School, we equally value personal, emotional and spiritual development alongside academic progress. We value the individual whilst recognising the importance of contributing as local and global citizens in the world. We work closely with families and the community to equip children with the values and knowledge needed for the next steps in their lives.

Annual Report March 2019 – March 2020

The school now has 209 pupils on roll (205 at the October census) and 32 members of staff, including 11 teachers. School budgets remain a national concern and we continue to be extremely grateful to our Parent Group and local community whose dedication and hard work enable us to provide the opportunities and resources that we do for our children. This year the Dedham Run raised £7000 (September 2019) and the Christmas Market raised over £4500 (December 2019). In December, Kim Spencer organised her final Christmas Market, having been the driving force behind it for twenty years. We thanked her for all of her support at our Christmas Coffee Morning, presenting her with a gift. We are delighted that a current parent of the school, Tracey Cooper, who has been working alongside Kim for a couple of years now, will take on the organisation of the event.

Mr David Larner has now been in post as headteacher for eighteen months now and as reported last year, one of the most significant areas of focus for development in that time has been around pupil and staff wellbeing. We became a Thrive School in February last year and our Thrive practitioner is now working five afternoons a week with individuals and groups of children in our well-resourced and welcoming Thrive Room. The principle behind the Thrive Approach is that all children need to feel valued, involved and appreciated in order to become happy, confident and creative children with curious minds. Sometimes, children can get emotionally thrown off track, either temporarily or over longer periods, and Thrive helps us understand the needs being signalled by children's behaviour and gives us targeted strategies and activities to help them re-engage.

This year's Priority Improvement Plan identifies curriculum development as a key focus area. In September, Ofsted began inspecting under a new framework, in which emphasis is placed on ensuring that schools deliver a broad and balanced curriculum and ensuring that schools can articulate the intent, implementation and impact of their curriculum. We are taking this opportunity to review our curriculum and to ensure that it is meeting the needs of our children and that it is in line with the aims and vision of the school. Our 'mix-up' days where children from all year groups complete activities together are always extremely well reviewed by children and parents and so we also hope to incorporate more of these during the school year.

We continue to be a member of the Constable Collaborative Partnership with Lawford CE Primary School and Highfields Primary School. Already this academic year, teachers have received two joint training sessions on leading curriculum subjects, spent a non-pupil day learning about problem solving in maths, and worked together to moderate writing assessments. The partnership also ensures support for the Senior Leadership Team, who communicate regularly to seek advice and share ideas. The Governing Bodies also come together for training once each term.

We were delighted to be a part of the Dedham Flower Festival in October 2019, when every class in the school created flowers to display in the church and we continue to visit the church regularly for assemblies and events. This includes a harvest festival, our KS2 Carol Service and assemblies at the end of each term. Our Worship Team also spent a morning at the church with Rev Antony learning about leadership. The team this year is made up of twenty-two children from year six and together they lead assemblies in classrooms on a Thursday. The focus for these is reflection and children take time to reflect on the week's theme and respond individually to what they have heard in reflective worship journals.

Our school values are now firmly embedded in the life of the school and continue to form the basis of weekly assemblies. Assemblies in school are led by Mr Larner, Miss Valentine and Rev Antony Wilson (fortnightly). We

are also very fortunate to have other visitors leading assemblies including Pastor Eric Blowes, Rev Merv McKinney and the Open the Book team. Since Christmas, other teachers in the school have also planned and led assemblies following a staff meeting on Collective Worship led by Helen Craig our Diocesan Advisor.



Open the Book assemblies

Our assemblies explore the Christian viewpoint on each of the values and also incorporate more global and topical themes. During the autumn term, Kierran Pearce from the Multi-Schools Council led an assembly entitled 'Celebrating Difference' and he led workshops with every class on breaking down perceptions of special educational needs and disabilities. Last year we also received a visit from Refugee Action Colchester and the children listened to a young man called Zak talk about his experiences as a child refugee in this country. This led to a whole school art exhibition to which parents were invited after school one day.

We are now in our fourth year of the Understanding Christianity project. This Church of England Education Office project aims to help all teachers support pupils in developing their own thinking and understanding of Christianity. Throughout the year, we hold Understanding Christianity days where children explore questions like: What do Christians learn from the story of The Lost Sheep? Did God have a plan for Jesus' life? Why do we call it Good Friday? We have six Understanding Christianity days during the year: Creation & Fall (September), People of God (October), Incarnation (December), Gospel (February), Salvation (April) and Kingdom of God (May).

Through the continued generosity of the Dedham Lectureship Trust, last summer, Class 5 children were once again able to visit Elizabeth Selby Infant School in Tower Hamlets and St Paul's Cathedral. The visit to Elizabeth Selby School provides children with the opportunity to visit a school in a contrasting locality to Dedham and enables children from both schools to develop relationships with children of different faiths and cultures. We had a wonderful afternoon at St Paul's Cathedral and after a fascinating guided tour, we climbed to the Stone Gallery. We look forward to welcoming Elizabeth Selby's year two children to Dedham later in the year.



The KS2 Choir took part in the village carol service again this year and older members of the KS2 Choir performed Christmas carols at Blackbrook House Residential Care Home. Thank you to the Friends of Dedham Church for continuing to finance the transport for this visit. We are delighted to be developing the partnership with Blackbrook further. In April 2019, a group of children from KS2 spent an afternoon making Easter crafts with the residents and another visit is planned for Easter 2020. As well as this, residents came to watch our Nativity play and a special sports day for some KS1 children will take place at the care home in June. A successful application to the East of England Co-op for some funding will help to cover the cost of hiring a minibus.

At Dedham Primary School, we are extremely proud of the strong and successful relationships that we have with Dedham Church and the community. We appreciate the support that we receive as a school and look forward to continuing to work together next year to provide the very best education for all of our children.

f. Working with ecumenical partners

Deanery Synod

This year has been most exciting as the deanery engages with the changes coming to our diocese in this new decade.

First our engagement with the different parishes will centre round mission and ministry as we change our name to a MMP or Mission and Ministry Partnership. Our motto is Jesus is our Anchor which is very appropriate for the Deanery of Harwich. The parishes forming our group are the same: Harwich, Dovercourt, Ramsey and Great and Little Oakley in the East; Wrabness, Wix, Beaumont and Tendring in the Centre; Mistley and Bradfield in the Centre; and Dedham, Ardleigh, Lawford, Little Bentley and the Bromleys in the West.

To foster and strengthen our coming together representatives from all the church met at Harwich Church for a fish and chip supper where we heard more about the new way of being together its benefits and demands. The MMP has also chosen Bradfield Church hall to be our central meeting place called the Hub. The way was prepared by the walk from Wrabness to Bradfield with Bishop Stephen in the summer. Since then clergy, lay ministers and church wardens have met there and a course on the Bible, the first of many, has begun.

All this has been very encouraging. However, there are issues to face. First no longer is it expected that the clergy will do everything in the parish. Already every member ministry is growing and more and more people in the parish are seeing their calling to fulfil different aspects of our corporate mission and ministry. This is transforming the way we do things and the service we can offer to those around.

The final issue is finance. For some time our group of parishes have been unable to provide enough money to cover the cost of our full time clergy and the additional costs related to pensions and the training of the next generation. By 2025 it is expected that as clergy retire the new clergy will not make up the numbers and our parishes will need to grow in financial commitment to attract clergy or have our number of clergy reduced and more parishes grouped together.

All this was explained to the synod of Revd Paul Norrington at the first synod meeting last year. Our other meeting was at Dedham where we looked at our strengths and the many blessings we receive from God. There was quite a list which means as we meet the challenges of the coming decade we can do it with thanksgiving, praise and many petitions to God in our prayers.

Christine Mingay

4. Financial review

Management:

The PCC Finance Committee met on 4 occasions in 2019 and has 4 members, David Druitt (*Chairman*), David Jewell, Sara Marshall (*Financial Administrator*) & Reverend Antony Wilson with the Churchwardens attending meetings as and when they can.

The PCC is registered with the Charity Commission under charity number 1130860 and the annual returns are available via the Commission's website (www.charitycommission.gov.uk) and on the Church website.

Income It is encouraging to report that regular "Giving" increased on a year on year basis by just over 12% but overall "Giving" was down on 2018 because of the Appeal held that year that raised £14,655. In September a very successful Flower Festival was held and the money raised enabled us to pay an additional £4,574 towards our Parish Share and to carry forward £8,366 to 2020 which is well above the minimum of £5,000 that the Committee had set for the carry forward and had assumed when setting the 2020 Budget. Our overall Parish Share payment of £52,574 was lower than that paid in 2018 and considerably less, having taken taking

Ardleigh's contribution into account, than the combined Benefice had been asked to pay by the Diocese (£82,650). Income from fees was slightly down due to fewer weddings & funerals held during the year and all other areas of income were broadly in line with budget. During 2019, grants were received from the Dedham Ecclesiastical Lectureship Trust (£25,143), the Parish Council (£2,012) and the Friends of Dedham Church (£4,624) and this income assisted, in the main, in defraying ongoing costs that the PCC would otherwise have had to find ways of paying.

Expenditure: Expenses were very tightly controlled through the year and were lower than budget as no major Fabric work was completed during the year.

Reserves: An initial glance at the 2019 Accounts would suggest that the finances are reasonably healthy. The Church has a Balance Sheet reporting net assets of £307,220 (down from £308,723 at the end of 2018), however 97.3% of these assets are held in Designated, Restricted or Endowment funds with consequent restrictions on how they, or the income earned by the funds, can be used. The Unrestricted Reserves, or the General Fund, from which the costs of Ministry must be funded, totalled £8,366 having decreased by £632 during the year. During the year there were some significant gains in individual fund values, notably the Heath Fund, as a result of positive investment returns and these offset the difference between income and expenditure across all funds. In May 2018, the PCC adopted a Reserves policy of 6 months of expenditure on staff costs, payable from the General Fund, and this was sustained through 2019.

Stewardship: A Giving Appeal was held in June and very grateful thanks to those Church members who increased their regular committed Giving or donated a one-off amount as a result of this.

Priorities for 2020: It is quite clear that finding ways of increasing the regular income of the Church is of paramount importance as is maintaining a very tight control over expenditure. Together with Ardleigh, the 2020 Parish Share committed to the Diocese does not cover the direct costs of Ministry, let alone contribute to the wider Diocesan costs, and the implications of this are very serious indeed.

Lastly a very big thank you to the members of the Committee for their work through 2019 and in particular to Sara Marshall and Katrina Ablett for the huge amount of work they do in supporting the Committee and for keeping the Church finances running so smoothly.

David Druitt

A copy of the Full Accounts can be found on the website, or by emailing the Parish office

INDEPENDENT EXAMINER'S REPORT
for the financial year ended 31st December 2019

Report to Dedham Parish Church - Parochial Church Council [PCC]
Charity Number: 1130860

I report on the accounts of the PCC for the year ended 31 December 2019, which are set on pages 3 to 12 of the Full Annual Accounts.

Respective responsibilities of PCC and Examiner:

The PCC is responsible for the preparation of the accounts. The PCC considers that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that only an independent examination is needed.

It is my responsibility to:

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

Basis of the Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 or 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 2011 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.

Name of Independent Financial Examiner:
Date:


Philip Strangward
20 March 2020

Fundraising Team

Members: *Jill Strangward, Lou Davison, Vee Druitt, Ruth Higginson, Beth Mitchell, Ann Shaw and Pam Tanner*

Activities this year included the following events, which were held in 2018 and raised the following amounts for the Church.

- We assisted with the Flower Festival in September and our refreshments made £1451.86. The Flower Festival overall made £7481.37
- The Big Breakfast in November made just in excess of £1000.

5. Reserves policy

In May 2018, the Finance Committee recommended to the PCC that this should be 6 months of expenditure on staff (employees and contractors) costs (maximum £20,000) to be covered from General Funds (unrestricted and designated) and this was sustained through 2019.

6. Funds held as custodian trustees on behalf of others

There are no funds held on behalf of others

7. Plans for future periods

PCC objectives for the current year

To continue to explore the Anglican 5 marks of mission as we understand our purpose as a church

To continue to develop links with Ardleigh Parish

To develop ways to reach out to children and families

To implement recommendations from recent reports seeking to support the governance of the PCC, including a Risk Management Policy

To increase income from giving to develop a healthier financial position

To develop plans for a hospitality area and toilet within the church (in conjunction with the Friends of Dedham Church)

To develop a plan for the replacement of the current organ

8. Risk management

Health and Safety

Regular six-monthly meetings continue to take place between the managers/churchwardens of our church buildings – St Mary's, Dedham, St Mary's, Ardleigh, the Duchy Barn and the Assembly Rooms. Thank you to our volunteers for their continued support managing these buildings. Particularly to Sue Browne, Churchwarden of St Mary's, Ardleigh, who has provided her health & safety expertise to create essential risk assessment and fire protection checklists and information grids to assist with the health and safety management of all our buildings.

Claire Arculus

Safeguarding

Since taking the role as Safeguarding representative in July 2018, the register has been maintained and is now fully up to date, the process has been reviewed and all dates diarised for updates to certification/training. The register and data are stored securely on dropbox, accessible by the Vicar and parish office only. DBS applications are now requested on line and ID checks carried out at the time of application to the Diocese. This has been in place for a few months and has been running smoothly with no problems.

Charlotte Parker

9. Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our Vicar), churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

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.

PCC Report

The PCC meets roughly every two months in the Vicarage and cover a number of agenda items. We normally also meet once or twice a year for a joint benefices PCCs gathering. The meetings start with opening prayers and sharing encouragements with one another. Each time we meet we discuss our ministry and mission under the Five Marks of Mission, The Primary School, The Deanery. We discuss the things that undergird our ministry and mission - Prayer, Finance, Fabric, Governance, Communications, People.

Other items are discussed as and when they arise and for which are necessary for discussion and approval by the PCC.

Past PCC minutes are available from the website under *Resources tab*

PCC Membership

PCC members who have served at any time from the last APCM on 28th April 2019 until the date this report was approved are:

Ex Officio members:

Incumbent - Reverend Antony Wilson (Vicar)

Churchwardens

Suzanne Woods (elected April 2019)

Peter Wilson (elected April 2019)

Elected members and date of election

Vee Druitt 2017

Gabbie Watson 2018

Lynne Al-Sad 2018

Christine Frost 2018

John Reed 2018

Clerk Charlotte Parker from June 2018

The Duchy Barn

The Duchy Barn continues to be well used by the local community with a continuation of the regular activities i.e coffee mornings, Dedham Bridge, the Water Colour painting group and the Dedham Youth Club (DYC).

The coffee mornings are staffed by 2 volunteers drawn from a rota on Tuesday, Thursday and Friday mornings – locals and visitors alike are given a warm welcome and the donations are a useful source of ‘petty cash’ income. Thursday mornings prove to be particularly popular and in the summer months all mornings can be quite busy! The Comrades in Arms group now meets less regularly than it used to because sadly of declining numbers but they are aware that Barn is there for them on Friday mornings as and when they wish to meet up. We are grateful to Eve Jones for organising the rota and are pleased that we have ‘recruited’ 2 new volunteers in recent months – more would always be welcome.

The Water Colour painting group hires the Barn on most Monday mornings throughout the year as do the ‘Bridge at Dedham’ groups on Wednesday afternoons and Thursday evenings – the latter are facilitated by Judith Anderson-Fowles, and continue to be well attended.

Dedham Youth Club, now managed and run by the YMCA and which meets on Friday evenings has relocated for the autumn and winter months to the Assembly Rooms which provide greater indoor space. It will be returning to the Barn after Easter for the late spring/summer months when the youngsters can be outside some of the time in the lighter evenings. The club committee members have tidied up the storage cupboard providing a great deal more space in there which is much appreciated.

Other groups that hire the Barn for meetings include the Dedham Parish Council (first Monday of each month), Dedham Allotment Association (twice a year), the Dedham Players and on occasions the Dedham WEA group. The Barn remains available for private hire for small parties and social functions.

Regarding maintenance, the overall fabric of the building is pretty sound with external decoration and some woodwork repairs having been completed last summer. However it is likely that the brick wall near to the path that leads to the Barn entrance will need some attention in the near future. The small garden area saw the installation of a bench seat last year in memory of Daphne Langton and her husband, by their family who paid for this from private funds after discussion with the relevant parties. Mr and Mrs Langton were Dedham residents for a great number years and it was Daphne who initiated the coffee mornings at the Barn. The interior is still in good order following the refurbishment carried out by the East of England Co-op but there is some minor work needed to be done to small areas of the plaster work. Some of the

chairs need to be replaced and the cutlery drawer needs to be restocked. New coffee mugs and a new water urn have been purchased recently. All electrical equipment and fire extinguishers are tested in accordance with H&S requirements, and the gas boiler and security system are serviced on an annual basis. All of these issues, including H&S and liability insurance requirements as they affect volunteers and hirers of the Barn are considered and discussed by the Duchy Barn committee that meets approximately every two months.

Thanks to all of our volunteers and committee members, and to Anne Rowledge our treasurer who deals with much of the day to day transactions, also to the staff at the Parish Office for maintaining our accounts and budgets. A special thank you to Beth Mitchell who has been chairman of the Barn Committee for several years – far longer than she anticipated - but who decided to step down at the end of October last year. Colin Biggins was ‘voted in’ as acting Chair (he will continue for the time being as secretary as well) until the AGM in May 2020, when new elections take place.

Colin Biggins

Communications

Parish Office

The office opening hours continue to be Tuesdays 9-11am and Thursdays 11am to 1pm. The finance team generally work from the office on a Tuesday. As Parishes Administrator and Volunteers Coordinator, I continue to oversee the office administration for both Dedham and Ardleigh churches but also manage the GDPR (ensuring we are adherent to the General Data Protection Regulation implemented May 2018) and health and safety processes (in line with Ecclesiastical Insurance Guidelines) for both churches and church buildings and manage the tower and church tour bookings in Dedham. Charlotte Parker generally assists with administrative duties, clerks both the Dedham and Ardleigh PCC meetings and is the Dedham Parish Magazine Editor. The Office team comprises of myself, Katrina Ablett, Charlotte Parker and Sara Marshall (Financial Administrators), Be Burleigh (Administration Assistant).

Claire Arculus

Parish Magazine

I took over as Editor of the Dedham Parish magazine in May/June 2018. The magazine is funded by the advertising pages and is distributed to houses throughout the whole of Dedham. 1250 copies are printed each month which are distributed to every house in Dedham, with copies in local business and Dedham and Ardleigh churches. The magazine continues to grow, with monthly input from the church, Dedham school, the Parish council, doctor's surgery and a number of local clubs and groups, along with features from our regular and one-off writers.

Charlotte Parker

Website

The website, dedham-and-ardleigh-parishes.org.uk was launched in June 2017. The website uses the Church info platform which is based on a Content Management System which allows site administrators to update site pages without any programming skills. Features include a media section where sermons and other audio files, such as the Dedham Lecture are stored, a Contact Form which visitors to the site can use to contact the Parish Office, a detailed church calendar which can be printed or sent to a mobile calendar application.

In 2019 there were 188,000 Page Requests compared to 126,000 Page Requests in 2018, around a 50% increase over 2018. Page Requests are the number of web pages requested by visitors to the web site. The average monthly figure is over 15,000 with the highest number recorded in December 2019 when it reached almost 20,000. As far as site visitor location is

concerned, the site statistics shows that the USA has the highest number of page requests followed by the UK and then Germany.

The breakdown of the Page requests by website area shows that Articles received 53,396 requests, Media 45,463 and Calendar 14,175. Media shows the most growth over the past year with around three times as many requests as in 2018. Of the media published in 2019, the one with the highest downloads was "Genesis 3.1-13 – The devil made me do it", published on 10/02/2019 with 156 downloads. The most popular overall was "Modelling Godly Character – Clothed with Christ, Colossians 3.12-17" published on 19/09/2017 with 261 downloads.

The website is proving a popular source of information about the Parishes of Dedham and Ardleigh.

John Goldsborough

Face book

We now have a Facebook page @dedhamandardleigh which is a good way to keep in touch

Do like the page and follow us!

10. Reports from Charities whose activities are closely related to those of the PCC

Friends of Dedham Church

The Friends of Dedham Church continue to prosper with active members comprising both members and non-members of the church congregation who are interested in supporting the structure and integrity of the church building. The Friends hold a number of events throughout the year with the main fund-raising event being the annual Dedham Ball, and as a result of these activities the Friends retain a very healthy balance sheet.

The friends assisted towards the repair of the wall adjoining Royal Square and the repair to the buttresses to the south side of the church. WE have also committed to contribute substantial amounts to the toilets and hospitality unit as well as the repair of the church gutters. As we look to the future it is important that we are able to persuade some younger people to join us and ensure continuity of the Friends for the future.

Peter Wilson

Dedham Ecclesiastical Lectureship Trust (DELT)

During the year the Trust supported the Vicar & Lecturer and the PCC by making the following financial contributions:

- the cost of 6 hours a week of the Parish Office Secretarial staff
- costs relating to the Children & Families worker & for materials purchased for use by young people in Church
- a contribution towards clergy retreats and courses
- Christmas and Easter reading material available free in Church for Parishioners and Visitors to take
- a donation to the Community of the Resurrection for Brother Oswin who stayed in the Parish for Easter week
- the costs of the Summer Music community event
- support for the Alpha course
- costs of the Children's Summer Holiday Club

- travel expenses for Jonathan Aitken for his talk in January and a small donation to his charity which helps prisoners.



The Trust also helped to host a very successful talk by Terry Waite in April which attracted nearly 200 people to church to hear his story

The Trustees are aware that the PCC is extremely grateful for the financial support it gives and if the Trust had not made these payments, they would all have fallen to the PCC to try and find ways to fund them from its general account out of the income it receives.

As reported last year, the Charity Commission finally agreed, at the end of 2018, for Burkitt's Charity to be merged with the Lectureship Trust however the funds which were transferred, £49,424, were not invested in the CBF Church of England Investment Fund managed by CCLA, which the Trust's existing investments are with, until after the 1st April 2019.

In May the Venerable Ruth Patten, was installed as Archdeacon of Colchester. She is an ex-officio Trustee of the Lectureship Trust and it was a pleasure to welcome her to her first meeting of the Trust in June.

David Druitt
Chairman

Assembly Rooms

Who runs it? The Vicar is sole trustee of the Assembly Rooms and with the Churchwardens, as co-trustees, he is responsible for the *Hewitt Memorial Fund*. The Clerk to the Trust manages the rooms and the trusts. The building is looked after on a daily basis with dedicated care by a small team of caretakers, cleaners and gardeners. Their hard work and commitment is very much appreciated.

How is it funded? The Hewitt Memorial Fund was established by the will of William Wilkins Hewitt, of Lower Park, Dedham, former Churchwarden of Dedham Parish Church, in 1917. He left the sum of £3000 for the upkeep of the Hewitt Memorial Hall (as it had been renamed in memory of his late brother), together with a further £500 for Parish Church chancel repairs. Hewitt Cottage was sold in 2004 and the proceeds invested to provide a long term maintenance fund. Day-to-day maintenance, insurance and running costs are covered by income from charges, all users pay to use the rooms but the full cost of community and charity use is heavily subsidised by others. An application has been submitted to the Charity Commission to amalgamate the two trusts in a new trust called the Dedham Assembly Rooms Trust.

Use. During the early part of the year, following the heavy use the Rooms experienced during the relocation of the Duchy Barn groups, some redecoration of the side rooms was carried out and the wooden floors were sanded and re-varnished. The Rooms continue to be available for

community use on most days with regular Art classes, Dancing classes, Choral practice, Brownie meetings and Speech sessions for pre school children. The Horticultural Society hold their monthly meetings at the rooms and their twice yearly shows. There is a monthly film screening and twice yearly productions by Dedham Players. In addition to this the Rooms host monthly Antiques sales and other sales and fairs throughout the year. In addition to this community use the rooms are used for private events such as Wedding receptions, family parties, baby showers, christening parties and funeral receptions. We try to accommodate anyone who would like to use the Rooms for their event. During the year ahead the trustees are planning redecoration of the Hewitt Hall and resurfacing to the car park.

Tracy Woods

Littlegarth Cottages

Trustees The Vicar, Churchwardens *ex officio*, and Arthur Carter

Clerk Tracy Woods

History

The four ancient Littlegarth Cottages in Princel Lane, Dedham, were the gift of the late Betty Mallett to this community. All income is used to maintain and improve the cottages. The terms of the Trust Deed include provision: *"to house those in need or those who are elderly and in need or to use them for the furtherance of religious and other charitable works of the Church of England in the Ecclesiastical parish of Dedham"*

Residents

The past year has been a relatively peaceful one for our tenants. We started the year fitting a new boiler in one of the cottages and ended the year by replacing the other 3 boilers. The tenant of the flat moved on following a period of support living within the village. We welcomed a new tenant just in time for Christmas. Looking forward to 2020 we are planning external redecoration of the properties.

Tracy Woods

Administrative information

St Mary's Church is situated in The High Street, Dedham. It is part of the Diocese of Chelmsford within the Church of England. The correspondence address is:

The Parishes Office, The Assembly Rooms, Dedham CO7 6HJ.

Registered charity number 1130860.

ANNUAL PAROCHIAL CHURCH MEETING
ST MARY'S CHURCH, DEDHAM
MINUTES OF THE MEETING HELD ON SUNDAY 28TH APRIL 2019

(1) ANNUAL MEETING OF PARISHONERS AGENDA

1. Minutes of last year's Annual Meeting of Parishioners

Revered Antony Wilson drew attention to the minutes for 2018 APCM.

No changes were made.

Ann Shaw proposed acceptance of the minutes and Sarah Oakley seconded. All in favour of accepting the minutes of the APCM of 22nd April 2018.

2. Elections of Churchwardens for the ecclesiastical parish

Antony confirmed two nominations had been received for the role of Churchwarden for the forthcoming year, Suzanne Woods and Peter Wilson.

As per received nomination forms, Liz Maythan proposed the re-election of Suzanne Woods, Vee Druitt seconded. Liz Maythan proposed the re-election of Peter Wilson, David Druitt seconded. All present were in favour of electing the above as churchwardens from April 2019.

3. Any other business of general parish concern, or items those attending may wish to be referred to the PCC.

None.

(2) ANNUAL PAROCHIAL CHURCH MEETING AGENDA

1. Opening prayer

2. Apologies for absence received

Merv & Sue McKinney, Liz Maythan, Brian & Christine Moor, Suzanne Woods, Vee Druitt, Christine Frost, Sally Buchanan

Revered Antony Wilson drew attention to the minutes for 2018 APCM.

3. Appointment of Tellers to count the votes of any elections during the meeting if so required

Liz Nicholson volunteered to act as Teller.

4. Minutes of last years Annual Parochial Church Meeting

(reference page 48 of the Annual Reports 2018-2019)

Antony drew our attention to the minutes from last year.

5. Amendments and adoption of those minutes as an accurate record.

No amendments to 2018 minutes recorded.

Jean Flewin proposed acceptance of minutes from 2017, Elizabeth Mitchell seconded the proposal. All in favour.

6. Matters Arising

No matters arising.

7. Electoral Roll report on numbers, additions, deletions: *Electoral Roll Officer*

(reference page 29 of the Annual Reports 2018-2019)

Be Burleigh (ER Officer) was not at the meeting so Antony confirmed that there are 99 on electoral roll, of which 72 are residents and 27 non-residents. There has been 1 death in the last year.

8. PCC Annual report

Peter Wilson reported on the frequency that the PCC met and areas which are discussed at each meeting. *Reference to PCC report on Page 43 of the Annual Reports 2018-2019.*

9. Financial Report including:

David Druitt presented the report *(reference page 39 of the Annual Reports 2018-2019)*

a) report on the financial affairs of the parish church/PCC

David gave thanks to David Jewell, Sara Marshall and Katrina Ablett for all their hard work and support and also thanks to all the organisations that assist in getting together the financial reports.

David asked to note that whilst the capital reserves of the church look healthy at a little over £300,000 most of this is in restricted funds. The challenge for us as a church is to increase giving to the general fund. One major expenditure is the parish share. If Dedham and Ardleigh cannot cover the minimum requested then the diocese may have to share our clergy across more parishes to spread the cost. David made a suggestion that one way to help is that all giving be increased by 10%.

A question was asked about the £25,000 one off grant from the Lectureship Trust. This was to assist the church in repairs and maintenance under the terms of the DELT application of income.

A question was asked as to why the Music director was paid less this year than the previous year and are the church paying this role enough? Some discussion followed.

ACTION: *David Druitt to examine in more detail.*

ACTION: *Dedham PCC to review/consider.*

b) the presentation of the examined or audited accounts

The full accounts have been audited and a copy of the audit report is contained in the Annual Reports 2018-2019 on page 41.

c) proposal for the formal adoption of the accounts

The accounts were proposed by Sarah Oakley, seconded by Liz Reed. This was confirmed by all present who signed a declaration confirming that they were happy to approve minutes.

ACTION: *David Druitt, accounts to be lodged with the Charity commission and diocese on time.*

10. Churchwardens report to include review of the church fabric, goods and ornaments:

Peter Wilson presented the church wardens report.

Finance: Peter stated the key was to support Antony including administration. Financially he noted last year's successful autumn appeal, however if we continue as we are, we will need another appeal in 2019.

Fabric: The churchyard pathway has been re-ordered.

The toilet/hospitality project is nearing its start. The Fabric Sub Ctt are looking at plans and in preparation for the faculty application. We are hoping it will be ready in time for the Flower Festival in September and the toilets for completion later in the year.

The stained-glass windows are in need of repair and estimated cost £85,000.

The boiler is functioning well but could stop working at any moment as it is getting old, estimated cost £50,000+.

Quinquennial 2015 works: Work is commencing on the wall and buttresses in the next few weeks.

On behalf of the Church wardens, Peter thanked Antony for all he does. He also thanked the members of the Fabric Sub Ctt.

A question was asked if the organ and pipes would be covered for preservation? Peter stated that everything including the organ is considered before work starts.

11. Other verbal reports

None received.

12. Deanery Synod report on the past year: *Deanery Synod representative Christine Mingay*

(reference page 38 of the Annual Reports 2018-2019)

Christine gave her verbal report and asked that any volunteers for the Deanery representative to contact her. Christine also invited everyone along to the next meeting on 16th May.

13. Elections from those entered on the Electoral Roll of the ecclesiastical parish

a) Deanery Synod representative

Antony gave thanks to Christine for being Deanery Synod representative and announced that there had been no nomination to be a representative but for the congregation to consider the role. Note that members can be co-opted mid-year.

b) PCC representatives

Antony gave thanks to Ruth Higginson and David Jewell who are both standing down from the PCC, and thanks to all they brought to the meetings. No nominations have been received, again note that members can be co-opted mid-year. Antony gave thanks to the rest of the PCC members for continuing their roles.

14. Vicars report to the Benefice

Antony gave thanks to the ministry team: Merv and Sue McKinney, Christine Mingay, Amanda Watts, Sally Buchanan, Claire and Charlotte in the office, with Katrina and Sara, Andrew Hodson as caretaker.

He said that the church needs to do two things well

Maintain – take care of foundations of Kingdom – through our services and pastoral care

Mission - Cooperate with God in growing the Kingdom

He celebrated all that happens in our Services where we are serving each other the teaching, worship, resourcing us together and individually for our mission

He celebrated our serving in the community.

He drew attention to our **responsibility as Charity for Finance, Governance, Safeguarding, H&S**

He spoke about our Mission: *The Local church is hope of the world.*

We need to see our **purpose** as churches to reach out with God's transforming love to all people and to be committed to being good news in our communities and beyond, guided by these challenges which are embraced by the wider Anglican Church across the world *Tell – Teach – Tend – Transform – Treasure*

He spoke about these under each heading with some *examples of what is already happening:*

Tell -To proclaim the Good News of the Kingdom

Alpha, Car Boot, Sunday at 3, Reaching out in schools, us in our workplaces

Teach -To teach, baptise and nurture new believers

Small groups. Preaching

Tend -To respond to human need by loving service

Friendship Group, Duchy Barn coffee mornings, Essex Rose lunches

Transform-To seek to transform unjust structures of society, to challenge violence of every kind and to pursue peace and reconciliation

Could we support persecuted Christians?

Treasure- To strive to safeguard the integrity of creation and sustain and renew the life of the earth

Could we think about how eco friendly our churches are?

15. Any other business of general parish concern, or items those attending may wish to be referred to the PCC

None

Meeting closed at 12 o'clock with prayer

St Mary's Church Dedham

AGENDA FOR THE ANNUAL GENERAL MEETING date tbc

The Annual General Meeting consists of two meetings.

1. The Annual Meeting of Parishioners is open to all persons resident in the ecclesiastical parish of the church, and is for the purpose of electing the Churchwardens of the parish. All residents of the parish whose names are entered on the civil Electoral Roll are entitled to vote.

2. The Annual Parochial Church Meeting (APCM) is open to all persons resident in the ecclesiastical parish and those on its electoral roll. Only those whose names are entered on the Electoral Roll of the parish church may speak or vote. This meeting hears reports on the church's maintenance and work over the past year, receives the examined or audited accounts, and elects an Electoral Roll member to serve as the parish representative on the Deanery Synod, and other members to the Parochial Church Council.

The meetings may be chaired by the Rector or in absentia by the Lay-chair of the PCC.

(1) ANNUAL MEETING OF PARISHIONERS AGENDA

1. Minutes of last year's Annual Meeting of Parishioners.

2. Elections of Churchwardens for the ecclesiastical parish.

Note: The Representation Rules state that nominations for this election must have been received by the Rector before the start of the meeting

3. Any other business of general parish concern, or items those attending may wish to be referred to the PCC.

(2) ANNUAL PAROCHIAL CHURCH MEETING AGENDA

1. Opening prayer.

2. Apologies for absence received. (Not assumed apologies for those noticed to be absent)

3. Appointment of Tellers to count the votes of any elections during the meeting if so required.

4. Minutes of last year's Annual Parochial Church Meeting.

5. Amendments and Adoption of those Minutes as an accurate record.

6. Matters Arising.

7. Electoral Roll report on numbers, additions, deletions. *Electoral Roll Officer*

8. PCC Annual report. Number of meetings, main items of business etc. *Churchwarden*

9. Financial report including: a) report on the financial affairs of the parish church/PCC.

b) the presentation of the examined or audited accounts.

c) proposal for the formal adoption of the accounts, including vote from all eligible

d) appointment of auditor for the coming year.

10. Churchwardens report to include review of the church fabric, goods and ornaments.
Churchwardens

11. Other verbal reports

12. Deanery Synod report on the past year. *Deanery Synod Representative*

13. Elections from those entered on the Electoral Roll of the ecclesiastical parish

a) Deanery Synod representative

b) P.C.C. representatives

14. Vicar's report to the Benefice

15. Any other business of general parish concern, or items those attending may wish to be referred to the PCC. (please notify Chairman before the meeting)

P.C.C. MEETING The AGM is followed by a short meeting of the P.C.C. to elect:

a) Lay-chair.

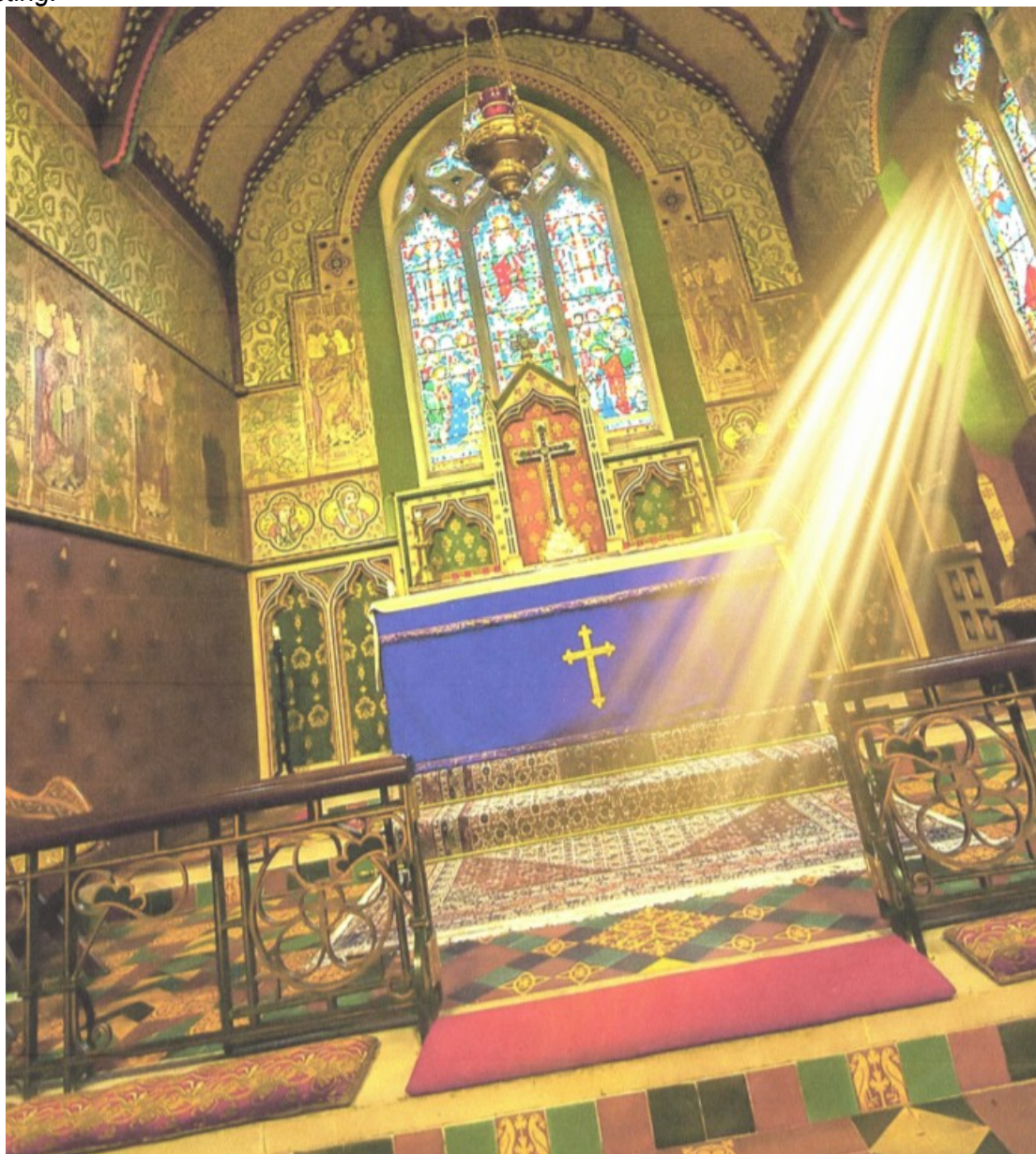
b) Secretary.

c) Treasurer.

d) Electoral Roll Officer.

e) Any co-opted appointments.

The meeting may also consider any urgent business that cannot wait until the next full PCC meeting.



Sunrays in St Mary's Ardleigh