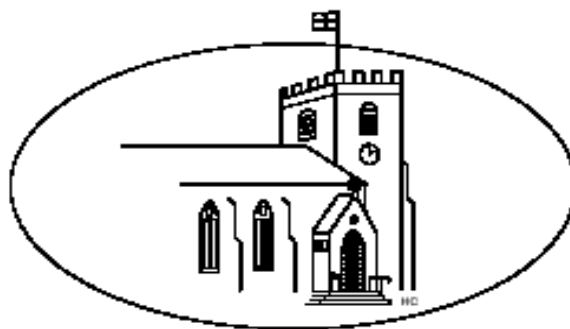


ST MARTIN'S CHURCH, EAST WOODHAY



ANNUAL REPORT & FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31ST DECEMBER 2018

Incumbent:	The Revd. Canon Christine Dale The Rectory, Woolton Hill, RG20 9QZ
Bankers:	National Westminster plc, Newbury Newbury Building Society, Newbury
Insurers:	The Ecclesiastical Insurance Group, Gloucester
Independent Examiner:	Mr N Spencer Hill House, Hollington Cross, Highclere, Hampshire RG20 9SE
Website:	stmartins.church

St Martin's Church, East Woodhay, Annual Report for 2018

Administrative Information

St Martin's Church is situated in the hamlet of East Woodhay, Hampshire. It is part of the Diocese of Winchester within the Church of England. The correspondence address is: The Rectory, Woolton Hill, Nr Newbury, Hampshire RG20 9QZ.

Membership

The PCC is a charity exempted from registration with the Charity Commission; members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

PCC members who have served from 1 January 2018 until the date this report was approved are:

Incumbent:	The Revd. Christine Dale	Chairman
Churchwardens:	Richard Twallin Andrew Colville	
Representatives on the Deanery Synod:	Colin Bonner Ann Harris	
Elected Members:	Annie Aplin, Katherine Cobbe, Sarah Ede (Hon.Sec), Paul Farrington, Kristen Foxon, Mark Horlock, Kathryn Redway (from 19 th March 2018), Toby Ward, Julia Reis (until 19 th March 2018).	
Ex-officio Member:	Katy Bartlett, Head Teacher of St Martin's School	
Honorary Treasurer:	Colin Bonner	

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Terms of Reference were reviewed and approved by the PCC in June 2018 for each of its sub-Committees and these are reviewed on an annual basis.

Objectives and Activities

St Martin's Parochial Church Council (the PCC) has the responsibility of co-operating with the incumbent, the Revd. Christine Dale, in promoting within the ecclesiastical parish of East Woodhay the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It has maintenance responsibilities for the church building of St Martin's.

Committees and Sub-Committees

The PCC alone could not hope to manage all the tasks which arrive on its doorstep and therefore a number of groups and committees are there to assist. The Standing Committee meets between full meetings of the PCC and the others when necessary.

Apart from the Standing Committee, membership of the sub-committees is made up of PCC members and other church members. Sub-committees, other than Standing Committee, may co-opt members from outside the PCC.

Standing Committee

This is the only Committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the council.

From 2006 the work of the Finance Committee, in reviewing financial strategy and recommending new fund-raising and stewardship initiatives to the PCC, formed part of the Standing Committee's remit.

The membership of the Standing Committee during 2018 comprised:

The Rector*, the Churchwardens*, Colin Bonner (Honorary Treasurer), Sarah Ede (Secretary)

* *Ex-officio members*

The Fabric Sub-Committee

This is a committee elected by the PCC which meets as required to care for the fabric: i.e. buildings, fixtures and fittings of St Martin's Church, and to oversee the care of the churchyard.

It also oversees the Quinquennial Inspection and incorporates resulting works and other necessary maintenance into a five-year rolling programme agreed with the PCC. The Fabric Committee reviews the five-year plan annually following the Annual Meeting and presents it to the PCC for approval.

Membership: Toby Ward (Chairman), Don Beaver, Andrew Colville, as Churchwarden, Mick Phillips, Edward Reis and Stephen Harris was co-opted during the year.

Ex-officio: The Rector.

The Benefice Council

The Benefice Council was formed in 2009 at the time of the creation of the North West Hampshire Benefice. It meets three times a year to receive news from the parishes and to discuss matters relating to the Benefice as a whole. Members report back to their respective PCCs after each meeting.

Membership: The Rector (Chair), the Associate Priest, two representatives from each parish (St Martin's representatives being Richard Twallin and Andrew Colville). In addition one lay member of the Ministry Team has been co-opted as a non-voting member.

Electoral Roll

The Electoral Roll is a legal requirement of all parishes and is a list of the names and addresses of every person who can vote at the Annual Parochial Church Meeting. It also provides us with us a list of worshippers, which in turn is an indication of the strength of support at St Martin's. Membership is purely voluntary and it is necessary to apply to be enrolled. The roll is amended on an annual basis and a new roll is prepared every six years, along with the rest of the Church of England. The St Martin's roll was renewed in 2014 in time for the 2014 Annual Parochial Church Meeting. As at the 2018 APCM there were 73 names on the Church Electoral Roll.

Deanery Synod

On which the parish is represented by Colin Bonner and Ann Harris, continued under the enthusiastic direction of the new Area Dean, The Revd Craig Marshall of the Bright Waters benefice, to explore ways, for inclusion in the Deanery Mission Action Plan (dMAP), in which the parishes of Whitchurch Deanery can work more closely together to advance the Diocese's fourth Strategic Priority (SP4 – Belonging together in Christ); and continued actively to support the Deanery's links with the Ugandan Diocese of Mityana.

Review of the Year:

The full PCC met four times during the year. The Standing Committee and other sub-Committees met between meetings and the reports of their deliberations were received by the full PCC, discussed and decisions taken where necessary. The full PCC also received regular financial updates from the Honorary Treasurer. Meetings continued to be held in an atmosphere of good heartiness where members are able to speak their mind with decisions being reached in an affable and open way.

Worship:

We have maintained our high standard of liturgical worship during the year and this continues to be the spiritual hub around which the life of St Martin's revolves. The unfailing dedication of our Organist and Choir Master, Hugh Cobbe, and Choir has ensured that our musical tradition continues to make a key contribution to our expression of worship. Festival services continued to be highlights within the year. The overall monthly pattern of services for all our five parishes was adjusted from September 2018, the new schedule delivered for St Martin's the earlier time of 9.30am for the monthly family service, the time feedback had suggested was preferred, it was promoted in the parish and in the school, we continue to promote it outside with the Family Service banner, decorated with handprints by local school children (with thanks to Kristen Foxon for arranging for this to be displayed each month). Numbers for this service have maintained but significant new support has not been realised. Fellowship continues after both Family Services and Benefice Communion with coffee and our thanks to those who enable this to happen.

The PCC is very grateful to all whose commitment contributed to the orderly running of our services during the year: the rota of flower arrangers who continue to enhance the beauty of our church; the bell ringers who summon the congregation to services; the kneeler group whose handiwork brings us comfort and inspiration; and the rota of sidesmen and women, readers, intercessors and sacristans who support and contribute to our services.

The Rector

Choir and Organ in 2018:

The two major events in the year to which the choir contributed were the licensing of Canon Marvin Bamforth at Highclere church on 7th October and the special concert of music related to the first World War at Woolton Hill on the day before Armistice Day. I would like to express our gratitude to Richard Foster and Kathleen Trehwella for standing in as organists during the two-month period in March and April when I was unable to play because of a broken arm. After some initial teething problems, the organ settled down following its overhaul in 2017 and has been sounding robust, with the benefit of its new pedal reed stop (an extension of the Trumpet) making itself felt.

I am glad to recollect that the end of 2018 saw me complete thirty years as organist and choirmaster of St Martin's which has been a great privilege and pleasure.

Hugh Cobbe

Social:

The Social Committee stood down in 2017, so nothing happened in 2018. It is planned however to organise a Garden Safari in June 2019

Toby Ward

Health & Safety:

The fire extinguishers were serviced and a couple replaced.

Electrical inspections of circuits and appliances was carried out in November and a Certificate was produced Aluminium disabled ramps have been made to replace the rotten wooden ones and they are located in the Garden Shed

A new handrail has been installed in the Bell tower for safer access and light bulbs have been replaced

Toby Ward

Property and Fabric Report:

Following on from the last report, the new metal steps were fitted in the spring of 2018 and the roof of the outside lavatory was also repaired at the same time.

Lesley Foden who was using the Bell Tower as a studio has decided to halt proceedings. She did manage however to organise a clear up of the Tower

Colin Thomas and his team carried out their annual gutter check in November and repaired a few slates and tiles on the roofs in the process

The organ was overhauled and given a complete service

An electrical fault with the organ switch was remedied; this had been an ongoing problem

The Autumn work party cleared up the Churchyard and gave the inside of the church a good clean and polish

The next Quinquennial inspection takes place in April 2019. The Fabric Committee Meeting held in September 2018 highlighted a few areas to sort out before the visit.

Those whose activities support the work of the church:

St. Martin's Flower Group Annual Update for 2018

Lead by: Joanna Bonner, Judy Twallin and Kristen Foxon

Participants: Elaine Bonner, Norma Bridges, Liz Castle, Jeanette Chadwick, Lucy De Albuquerque, Elaine Colville. Sarah Ede, Jo Farrington, Laura Hill, Geraldine Priest, Jenny Sanders and Barbara Walkinshaw

2018 saw the wonderful Joanna Bonner, long term driver and co-leader of the group, go into semi-retirement. Joanna continues to be a very active member of the group offering timely, kind and sage advice to the group. Her many and constant good works are highly commendable - thank you, Joanna.

The group thoroughly enjoyed the beautification of the church this past year. No longer do individual members dress particular window sills, instead the group happily comes together to fill the church with flowers for high days and holidays.

In addition, 2018 saw the group familiarise the new Head of St. Martin's school, Katy Bartlett into the practice of welcoming the children of St. Martin's and their parents into the church on Mothering Sunday through the making of 90 posies at the school prior to the event. The flower ladies supplied all the flowers and were on hand to assist the children with the exciting posy production. Good numbers of families were recorded at that service.

St Martin's Guild

St Martin's Guild was formed in 1908 to raise funds for the "beautification of the Church" by holding an annual Fete. The PCC supports this aim and works in collaboration with St Martin's Guild.

The 2018 Fete was held at Malverleys on 28th May. We would like to thank Georg and Emily von Opel for generously allowing us to use their grounds for the fete.

The Guild committee would like to thank everyone who was involved, not only with their assistance on the day, but also with the setting up and taking down. We have brilliant stallholders, tea ladies and sideshow helpers, without whom we would not be able to put on such a wonderful event. The committee is also very grateful for all those who support the Fete with donations to help with the costs, thus enabling us to raise more money.

The weather was lovely and the day was a huge success and we were able to donate £12,000 to the PCC.

The 2019 fete will be held at Stargroves, by kind permission of Mr and Mrs Dalrymple, on Mon 27th May.

Sarah Leventhorpe (Hon Sec) www.eastwoodhayfete.org.uk

St Martin's Kneeler Group

Sad to say, we have not had any new seats in the church this past year but one has been finished! It has been beautifully made by Jeanette Chadwick and in due course it will be made into a seat. There are five more under construction and the final five kneelers likewise.

Liz Castle

St Martin's East Woodhay Church of England School Report 2018 - 2019

St Martin's CE (Aided) Primary School has had another successful year. We continue to be incredibly proud of our strong Christian ethos and special family atmosphere, which permeates all that we do in our school.

This year we have embedded our School Values of respect, friendship, courage and creativity. These underpin everything we do and are an integral part of the way we celebrate the uniqueness of every child and their individual talents. The school has also focused on the use of prayer through the introduction of prayer pebbles and a prayer wall, which supports children, staff and parents in saying please, thank you and sorry to God. We are very grateful to St Martin's Church for funding a holding cross for all staff and children at the school, which we are using to help focus our thoughts and prayers during our class worships. There is a real community feel at St Martin's School and staff, parents, children, governors, the local church and all stakeholders work collaboratively to support each other. St Martin's School and St Martin's Church have continued their close relationship and the children have benefitted from attending services held at the church to celebrate St Martin's Day and Easter as well as welcoming Revd. Cannon Christine to lead acts of worship in school, including a termly Eucharist service. We believe that by working together we can ensure our children develop into happy and confident individuals, able to meet the challenges and opportunities of the future.

As Headteacher, it is a real privilege to be leading this school and I am incredibly proud of everyone who contributes to our school, ensuring we provide high quality education and a range of amazing opportunities for our children. I am looking forward to the forthcoming year and all that it offers.

Mrs Katy Bartlett

Headteacher

Financial Review 2018

After three years of our Accounts, because of exceptional spending on capital projects and the timing of the receipt of associated grants, showing swings between substantial surpluses and substantial deficits, those for 2018 show a small surplus of just over £350. This is the smallest surplus of normal income over expenditure – i.e. running costs – since the present Treasurer took office (in 2010) because in a year in which our incidental, and historically cyclic, income – from donations, legacies, recordings and fees – was low, our two main income streams, Regular Giving and St Martin's Guild, were only just able to cover our ever rising expenses.

The PCC is hugely grateful to the generosity of our Regular Givers, to St Martin's Guild and all involved with the Fete and to Lesley Foden, who has taken over Recording arrangements, for keeping us afloat in 2018. As became apparent in the many Treasurers' meetings held across the benefice, the deanery and the diocese during the year, we were, in comparison with many other parishes remarkably fortunate in the size of these three income streams and to have been able to meet our commitments to the wider church, as well as to keep St Martin's active, welcoming and at the heart of our community, without drawing on reserves.

Outlook for 2019

However, fortunate as we are, our present levels of income will not meet the increased planned expenditure for 2019, which includes a Common Mission Fund allocation which increases, at the end of the Diocese's transition period to its Affluence Category/Worshiping Community system, by 14% to £27,664; and the PCC's prudent reluctance to rely on drawing on the £32,700 currently in our banks, to make up any shortfall, is reinforced by the uncertainties of the work, and expenses, which may result from the Quinquennial Inspection due during the year.

In these circumstances, the PCC, as well as investigating further possibilities for fundraising events, has agreed that we need to increase our levels of regular giving to meet a greater proportion of our running costs and will shortly be launching a stewardship campaign to achieve this.

The detailed financial statements can be found later in the report. **(Colin Bonner)**

Reserves Policy

The PCC has not adopted a formal policy on reserves but a financial report monitoring the budget is received by the PCC at each of its meetings. The need for a formal reserves policy remains under review.

Related Trusts and Charities

The late Col. W T Sheppard Trust provides an annual income (£1,138.48 in 2017) which is the major regular contributor to the fund for the upkeep of the churchyard.

Definition of Funds

The table explains the purpose of each fund shown in the accounts.

Name	Type	Purpose
Bell Rope	Restricted	Financing expenditure on the bell ropes
Special Collections	Restricted	Accumulating and disbursing: <ul style="list-style-type: none">• church collections which the congregation is informed are to be allocated to a nominated charity• ‘duplex away’ contributions• other collections (e.g. carol service and Christmas midnight mass) which contributors are told will be used for a specific, external cause.
Organ	Restricted	Accumulating and disbursing money specifically donated for maintenance of the church organ.
Fabric	Restricted	Financing expenditure on the interior and exterior of the church buildings, including the churchyard wall.
Churchyard	Restricted	Financing expenditure relating to the upkeep of the churchyard.
St Martin’s Guild	Restricted	Financing expenditure relating to the beautification, maintenance and wellbeing of the church buildings and the churchyard; and grants to St Martin’s School.
General	Unrestricted	Financing general day-to-day expenditure at the discretion of the PCC.

Support Given during 2018

The PCC supported the following charities from church collections:

- Shelter
- St Martin-in-the-Fields Christmas Appeal
- Children’s Society

and also made donations to:

- St Martin’s School (to provide those leaving for secondary school with bibles; and all pupils with individual wooden crosses)
- The Royal British Legion
- Friends of Winchester Cathedral
- Farming Community Network; from the proceeds of the Harvest Lunch

In conclusion - from the Rector

It is a joy to report that in October we welcomed our new Associate Priest, the Revd Canon Marvin Bamforth, and his wife Sue, as they came to live among us and share our ministry. Marvin has brought with him much experience in parishes at home, and abroad, along with a lively interest in Uganda. My sincere thanks as ever to all my Ministry Team colleagues, all of whom were unstinting in support during the four years we were without a second priest in our team.

There have been some special moments during 2018. Harvest Festival for example followed by a wonderful community lunch in the village hall. Then on Remembrance Sunday we commemorated the centenary of the Armistice with a special extended Act of Remembrance at the memorial on East End green with friends from Woolton Hill, accompanied by the East Woodhay Silver Band. It was a firm reminder of the bonds which unite us, not just across our communities now, but also with those who have gone before. It was a joy therefore to receive on behalf of the church, at the centenary a book from the East Woodhay History Society, given to tell of the lives of those whose names are recorded on our war memorial.

In many ways the more visible parts of our life together: Sunday and Festival services, the Guild Fete and social occasions, school services and event – these are just the tip of an iceberg. There is so much that goes on to enable these which is simply hidden. This report offers insight into all that we work on together - it is clear from the reports presented by members of our church that there is much in which we may rejoice. So thank you to each and every one who has contributed to and made possible our worship and life together this last year.

For me it continues to be a privilege and a joy to share in the life of St Martin's Church, St Martin's School and the parish of East Woodhay.

I commend this report to you.

The Revd Canon Christine Dale

Independent Examiner's Report to the members/trustees of St Martin's Church, East Woodhay, Parochial Church Council

I report on the accounts for the year ended 31 December 2018 which are set out on pages 9 to 10

Respective responsibilities of the Trustees and Independent 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 the 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 Examiner's 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 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 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 audit 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:

(a) to keep accounting records in accordance with section 130 of the 2011 Act; or

(b) to prepare accounts which accord with the 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.

(Signed) *N Spencer*

Dated: 22 March 2019

N Spencer

Hill House, Hollington Cross, Highclere, Hampshire, RG20 9SE

Independent Examiner

ANALYSIS OF RECIEPTS - YEAR ENDED 31st DECEMBER 2018

	2017 Total	2018 Total	General Fund	Special collections	Fabric Fund	Churchyard Fund	St Martin's Guild Fund	Organ Fund	Bellrope Fund
Direct Giving									
Regular Giving (excluding Duplex)	11,837.76	12,101.84	11,751.84			350.00			
Duplex Home	436.72	215.62	215.62						
Duplex Away	28.20	10.00		10.00					
Gift Aid Recovered	4,369.20	6,600.42	4,489.88	181.79				1,928.75	
Offerings									
Collections	3,737.43	2,462.32	2,462.32						
Special collections	850.07	936.12		936.12					
Other Income									
Interest	92.69	81.09	81.09						
Dividends	1,138.48	1,163.09				1,163.09			
Donations	11,451.54	2,633.83	1,826.33		792.50	15.00			
St Martins Guild	12,000.00	11,000.00					11,000.00		
Fees to PCC	3,183.00	1,365.00	1,365.00						
Recording fees	460.00	1,950.00	1,950.00						
Fund raising									
Art Exhibition	900.00	482.00	482.00						
Other		219.76		219.76					
Grants	12,748.39	1,346.31	670.49		675.82				
Miscellaneous		750.00	750.00						
Total	63,233.48	43,317.40	26,044.57	1,347.67	1,468.32	1,528.09	11,000.00	1,928.75	0.00

ANALYSIS OF PAYMENTS - YEAR ENDING 31st DECEMBER 2018

	2017 Total	2018 Total	General Fund	Special collections	Fabric Fund	Churchyard Fund	St Martin's Guild Fund	Organ Fund	Bellrope Fund
Church running costs									
Clergy expenses	332.83	746.43	746.43						
Visiting clergy costs									
Deanery Synod fees									
Other service expenses	2,228.54	1,823.01	1,823.01						
Visiting organist fees	60.00	210.00	210.00						
Common Mission Fund	23,155.00	24,315.00	24,315.00						
Restricted Funds									
Oil	1,059.72	1,504.97					1,504.97		
Electricity & Water	1,154.41	796.44					796.44		
Cleaning	487.01	509.20					509.20		
Maintenance/repairs	7,559.74	8,989.74	1,500.00		500.00	1,555.00	3,829.71	1,605.03	
Grant to St Martin's School	944.66	329.87					329.87		
Insurance	2,354.80	2,399.01					2,399.01		
Other payments									
Fund raising expenses	10.00								
Charity payments	3,140.00	1,268.00		1,268.00					
Miscellaneous	101.77	74.20	74.20						
Sub-total	42,588.48	42,965.87	28,668.64	1,268.00	500.00	1,555.00	9,369.20	1,605.03	0.00
Extraordinary expenditure									
Roof Repairs	3,636.00								
Organ	30,575.38								
Total	76,799.86	42,965.87	28,668.64	1,268.00	500.00	1,555.00	9,369.20	1,605.03	0.00

St. Martin's Church, East Woodhay.

Summary of Accounts for year ended 31st December 2018

Funds	Balance 1 Jan 18	Receipts	Payments	Balance at 31 Dec 18
General Fund	23131.46	26044.57	28668.64	20507.39
Special collections	48.94	1347.67	1268.00	128.61
Organ Fund	606.64	1928.75	1605.03	930.36
St Martin's Guild Fund	4559.23	11000.00	9369.20	6190.03
Fabric Fund	1793.90	1468.32	500.00	2762.22
Churchyard Fund	1369.62	1528.09	1555.00	1342.71
Bellrope Fund	834.58	0.00	0.00	834.58
TOTAL	32,344.37	43,317.40	42,965.87	32,695.90
Represented by:				
Nat West Current Account				20,833.10
Newbury Building Society				11,862.80
TOTAL				32,695.90

C E G Bonner
Hon Treasurer

N Spencer
Hon Independent Examiner