



CHURCH & PARISH CENTRE

# **ST NICHOLAS CHURCH SHEPPERTON**

**VESTRY MEETING FOR ELECTION OF  
CHURCHWARDENS**

and

**ANNUAL PAROCHIAL CHURCH MEETING**

***SUNDAY 12<sup>TH</sup> MAY 2024***

## **St. Nicholas Church, Shepperton**

Sunday 12<sup>th</sup> May 2024 at 11.30am in the Church

### **AGENDA**

#### **VESTRY MEETING**

1. Election of Churchwardens
  
2. A.O.B.

#### **ANNUAL PAROCHIAL CHURCH MEETING**

1. Prayer
2. Apologies for Absence
3. Approval of Minutes of the APCM of 14<sup>th</sup> May 2023
4. Reports on the year
  - i) PCC Treasurer's report and presentation of accounts
  - ii) Report on the activities of the PCC 2023/24
  - iii) Churchwardens' Fabric report
  - iv) Spelthorne Deanery Synod report
  - v) Safeguarding Officer's report
  - vi) Friends of St Nicholas Church report
  - vii) Bereavement Café report
  - viii) Rector's report
5. Electoral Roll Officer's Report
6. The Parish Centre – Chairman's Report and overview of accounts for 2023
7. Elections to the Parochial Church Council (4 members)
8. Appointment of Auditors to the Council
9. Open microphone
10. Any Other Business (previously notified)

# Minutes of the Annual Parochial Church Meeting of St Nicholas Church, Shepperton

held on Sunday 14<sup>th</sup> May 2023

## Vestry Meeting

The Rector welcomed everyone to the meeting and opened with a prayer.

### Election of Churchwardens

The purpose of the Vestry meeting is to elect the churchwardens and the Rector reminded those present that last year the rules were changed i.e. the normal expectation to serve was 4 years but that proved to be quite a commitment. It was therefore agreed a churchwarden would serve for a year at a time. The Rector thanked John Child and Carole Walsh who was stepping down after a year and offered her warm thanks for both her support and friendship during her year in position. The Rector then presented Carole with a small token of thanks. There were now two churchwarden vacancies and John Child had agreed to stand for another year – making four in total out of a maximum of six consecutive years allowed. This was proposed by Hilary Dyer and seconded by Fiona Stevens.

Doris Neville-Davies had agreed to take on the second churchwarden role – proposed by John Child and seconded by Hilary Grimes.

The meeting was in unanimous agreement to both appointments.

There being no other business, the Rector declared that the Vestry Meeting was closed.

## Annual Parochial Church Meeting

- Apologies for absence were received from Richard Walsh, Mark Stephen, Maggie Hammond, Bobby Goodman and Roger and Joan Lizars. There were approximately 37 parishioners present.
- Approval of the Minutes of the APCM of 15<sup>th</sup> May 2022 – there were no comments or amendments, thus the minutes were duly accepted by the meeting – proposed by Alastair Nash and seconded by Angela Enock-Shore.
- The Reports of the Year – it was not considered necessary for the individual reports to be read out particularly as they had been available online for the last two weeks.
- PCC Treasurer's Report and presentation of accounts – the Rector confirmed that the accounts had already been approved by the PCC. There were no questions raised to the Treasurer.
- Report on the activities of the PCC 2022-2023 – there were no comments raised.
- Churchwardens' Fabric Report – prior to considering the report, the Rector confirmed that she would be talking in more detail regarding the Tower Restoration and Funding in her presentation. John Child spoke about the fact that there is a 5-year maintenance plan for

the church. Sadly, there is now a gap in covering the Health & Safety aspects – namely PAT (portable appliance testing) compliance following the death of Peter Morley. He urged anyone who could take on this very important role to get in touch. It is a vital role since the church is used by many different groups now. Margaret Bennet queried when the next cycle for PAT starts and John confirmed we were OK until September.

- Spelthorne Deanery Synod report - there were no questions arising from the report
- Safeguarding Officer's report – there were no comments or queries.
- Friends of St Nicholas Church report – Julia Jelley reminded people to “please come and join us!”
- Bereavement Cafe report – this initiative was set up in the last two years and has proved to be a very important outreach for St Nicholas. Hilary Dyer asked how many people attend? Angela Enock-Shore spoke about how there 2 people have been who have regularly come during the last 18 months. Others have attended only a couple of times, but the team hope they have gone away with some degree of happiness. It really was quite an unanswerable question but roughly 6 participants would be an average. Hilary also asked about how successful the bereavement walk was? Margaret Bennet – who regularly leads each month – said it was set up mainly to attract men who sometimes find it harder to be in a ‘cafe and chat’ environment. Ideally there should be 2 people leading and so more volunteers are needed. Please speak to Margaret if you could offer a commitment to Monday morning once a month. It was also stressed that there is very good training available several times a year via Princess Alice Hospice and actually the training is a very pleasant experience. However, attendance is definitely lower than the cafe so it's a bit hit and miss.
- The Rector's report – Rev Carole started with an update on the Tower and fundraising. Last year it was decided that the Tower was going to be a priority for the church. Initially it was estimated that £200,000 was going to be the required target for the repairs. However, when the tender came in, it was much more like c£265,000. The repair details are so specific that hopefully that indeed will be the final cost. Since the work could not be started when there was any danger of frost, any hopes of starting in warmer months were curtailed as we hadn't got enough initial funding. However, rather wonderfully and out of the blue, the Diocese awarded us a £50,000 emergency payment. That together with the funds we have already achieved, meant that the PCC had agreed to make a start so we were now in a position to start in July. Scaffolding will be put up and the work should take between 20-22 weeks; optimistically hoping for completion in December. We are still some £70,000 short of the final target and should not get complacent but will be applying for more grants now that we can satisfy percentage self-funding criteria. The Rector reminded everyone that even smaller fundraising events quickly add up!  
Exciting that that Tower project is, the Rector said that we are not here as a management committee and that we have to remember that we should primarily be spreading the message of God to the community of Shepperton. The Mission Action Plan has been considered both at Standing Committee and the PCC.  
The two priorities for the first year have been the Tower but the effect of raising awareness of this issue has meant we have engaged more with the community and people have come

through the door and begun to explore faith for themselves. We shall also be widening out our work with families and young people and there will be more information coming on those ideas in the next 6 months. If we had all the resources we needed, then we could put everything into action now – but we have to be realistic as to what is actually achievable. The Rector then reminded the meeting that Simon Sheldon had been training for the last 3 years to be a Licensed Lay Minister and that his training was now coming to attend. It would be wonderful if people could support him on the evening of 7<sup>th</sup> June – with further details to come.

- Electoral Roll Officer's report – since the printing of the annual review booklet, Doris Neville-Davies wished to amend the roll of 149 following the recent death of a parishioner.
- The Parish Centre – Chairman's report – no comments raised
- Elections to the Parochial Church Council - the Rector wished to thank Simon Sheldon, Margaret Bennet and Maggie Hammond who have stood down after their 3 year tenure. Two nominations had been received:-

Colin Barnard – proposed by Doris Neville-Davies and seconded by Gary Davies  
Hilary Dyer – proposed by Sylvia Carter and seconded by Fiona Stevens

There was also a third vacancy, and the Rector reminded the meeting that this vacancy could be filled at any time and that you didn't have to wait until the next APCM! Please do speak with her or to anyone on the PCC for more information – meetings happen only 6 times a year.

Elections to Deanery Synod – representatives are for a 3-year cycle and Doris Neville-Davies, Guy Blythman and Jo child had completed their term. Due to a drop in our Electoral Roll numbers, we are now only allowed 2 representatives and nominations had been received for:-

Jo child – proposed by Doris Neville-Davies and seconded by M J Stevens  
Guy Blythman – proposed by Terry Shore and seconded by Angela Enock-Shore

- Appointment of Independent Examiner – Heather Powell was willing to continue and was proposed by Simon Sheldon and seconded by Doris Neville-Davies
- Open Microphone – John child requested help with filling a Christian Aid collection slot. Hilary Dyer wished to express thanks to Rev Carole for all the energy that she brings to St Nicholas and also to Kathy Hodge who so quietly and carefully looks after the accounts.
- Any Other Business – previously notified - none

The meeting concluded at 12.15pm.

## St Nicholas Church – Annual Report for 2023-2024

The PCC has the responsibility of co-operating with the incumbent, in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has overall responsibility for the Parish Centre but has delegated the day-to-day running of the centre to a Management Committee.

### Membership

During the year the following served as members of the PCC:

Incumbent	The Reverend Carole George	from September 2021
Churchwardens	John Child	from October 2020
	Doris Neville Davies	from May 2023 – 2024
Representatives on the Deanery Synod	Jo Child	from 1 <sup>st</sup> July 2023 – 30 <sup>th</sup> June 2026
	Guy Blythman	from 1 <sup>st</sup> July 2023 – 30 <sup>th</sup> June 2026

#### Elected Members

Lynn Sutton-Bunnell	from April 2021 - 2024	}	Retiring 2024
Alan Green	from April 2021 - 2024		
Alastair Naish	from April 2021 – 2024		
Angie Enock-Shore	from May 2022 – 2025	}	One Vacancy
Fiona Stevens	from May 2022 – 2025		
Gary Davies	from May 2023 – 2026		
Colin Barnard	from May 2023 – 2026		
Hilary Dyer	from May 2023 – 2026		

Ex Officio	Nik Cook (St Nicholas School)	from Sept 2021
Treasurer	Kathy Hodge	from Sept 2015
Secretary	Mark Steptoe	from May 2022



## **Report of PCC Meetings for the Year 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024**

The PCC is the formal governing body for the Parish. Important matters affecting the running of the Parish have to be formally agreed by the PCC. In addition, other matters are openly discussed and a policy decision or steer is made. Meetings are alternately chaired by the Rector and one of the Churchwardens. All meetings start with an act of worship and conclude with the Grace. The members of the PCC include its activities in their regular prayer life and we would ask parishioners to do likewise.

The PCC meets every other month and met 7 times in 2023/24 including an additional meeting to discuss the Mission Action Plan. We welcomed Gary Davies, Colin Barnard and Hilary Dyer as new members.

Most of the matters dealt with at PCC are dealt with in other reports to this annual meeting so they need not be discussed here. The two main items discussed and which came up regularly at meetings are the Tower Repair and Funding and Shepperton News.

The Tower repair and funding has taken up much of the time of the PCC but to very good effect. The work has been both started and completed in the year under review. Thanks to generous donations and grants, the loan from the diocese has been repaid and the bulk of the funding is in place.

The sad decision has been made to discontinue the print version of Shepperton News because of the costs to the parish and the amount of volunteer time needed to obtain and manage advertisers and to compile and distribute it.

Other matters discussed were. The PCC agreed the financial statements and that our contribution to the Common Fund (our contribution to the diocese) should again remain unchanged due to the need to provide funding for the Tower repairs. We have looked at the skills and interests that PCC members can offer but have agreed to open this out to the rest of the Parish. This is planned to be done at Pentecost. As an initial step sub-committees for Catering and Fund-Raising are being set up. It was also agreed that the pre-existing Parish Centre committee should be a sub-committee of the PCC.

The three-year term on the PCC of Alan Green, Lynn Sutton-Bunnell and Alastair Naish concludes this year. We are very grateful for everything they have done, and we are therefore looking for at least three members of the electoral roll to put themselves forward for election.

**Mark Steptoe**

**PCC Secretary**

**12<sup>th</sup> May 2024**

## St Nicholas Church-Fabric Report -2023-2024

The main focus of 2023 was the Restoration of the Tower which began in July and was completed ahead of schedule at the end of November. The total cost was £275,000 and we are most grateful to all individuals and grant awarding bodies that enabled this work to proceed. At the time of writing we still have a small shortfall, with more fund raising in hand. We wish to record our appreciation not only to Ward & Co, our contractors and Tom their site manager, but also to our architect, Ian Angus whose meticulous planning ensured everything ran smoothly. Additional work was undertaken in and around the Church, including the relaying of paving slabs.

The vestry roof leaks were finally solved when George Woolford completely re-laid the roof and provided us with a 15 year guarantee.

An asbestos survey of the whole church was undertaken before work began on the tower and two radiator covers in the North & South transepts found to contain amosite asbestos were removed. The gutters of both the church and the rectory have been cleaned and we are now members of the diocesan gutter scheme which provides annual maintenance.

A Parish working party in December ensured the interior of the church had a thorough autumn clean in preparation for Christmas services and Bishop Emma's visit to rededicate the tower in January. At the same time work on the churchyard, tackling the overgrown shrubbery adjacent to Ferry Cottage was undertaken by volunteers, some of whom travelled all the way from Southampton!

We hope to repeat this experience twice a year and would always welcome more volunteers. The Churchwardens wish to record their gratitude to our loyal band of church cleaners, who ensure the church is in a pristine condition and to Neville who cuts the grass and keeps our churchyard in such an excellent condition.

A thorough Health & Safety assessment has been undertaken and work will continue to ensure we maintain a safe environment.

We await our next Quinquennial Inspection in May 2024!

**John Child & Doris Neville Davies**



## Spelthorne Deanery Report 2023

Spelthorne Deanery Synod met three times to consider current matters within the Anglican Church; meetings also provide opportunities for sharing news and enjoying fellowship with clergy and lay representatives from the eleven churches in the Spelthorne Deanery. The current three-year term began on 1st July 2023. Clergy moves within the Deanery – Rev Carole George, rector of St Nicholas Shepperton, was appointed as Area Dean in succession to Fr Joseph Fernandes who was appointed a Prebendary of St Paul’s and took up a new appointment as vicar of St Mary’s Acton after serving as Area Dean of Spelthorne and incumbent of St Hilda’s Ashford. Rt Rev Dr Emma Ineson who had just taken up the appointment of Bishop of Kensington joined the February meeting. During a Q&A session she introduced herself, described some of her past experience, particularly her recent role as assistant to Archbishop Justin Welby during 2022/23 when King Charles’ coronation and the late Queen’s funeral took place. She spoke on the content of her book “Failure – what Jesus said about sin, mistakes and messing stuff up”. She also said that Spelthorne was a valued and important area in the diocese and challenged us to examine how we can contribute to Christian mission in the Diocese of London. Rev John Beauchamp, London Diocese Disability Ministry Enabler spoke at the June meeting and stimulated all PCCs to consider how inclusive their churches are so that all people can feel welcome and able to participate in activities bearing in mind that disabilities include not just physical and sensory disabilities but mental health issues and learning disabilities, as well as “hidden” disabilities such as epilepsy, diabetes, arthritis, autism, and various conditions which may cause chronic pain. He drew attention to the wide range of material and support available from the Diocese. The October meeting was addressed by Emma Thompson of the St Alban’s Diocese who spoke passionately about the mission of “Save the Parish”, which was founded in 2021 and is run by volunteers, to give a voice to parishes who felt the strategy of the leadership of the Church of England to amalgamate parishes and reduce the number of clergy in those parishes, was wrong and counterproductive. She mentioned that the parish church forms an important part of many communities even if attendance at services is low. Although the Diocese of London has priests in most parishes and finances are better than other parts of the country, there are no grounds for complacency Annual Finance meetings were hosted by Archdeacon Richard Frank & Rev Mary Spredbury (Diocesan Finance Officer) During the year reports were given by Nick Wood-Dow on issues discussed at the London Diocesan Synod.



## Safeguarding Report – 2023-2024

I am happy to report that during the last year there have been no safeguarding situations that have required advice from either the Diocese or local social services. As a general reminder, there is a very specific flowchart that the Diocese asks us to follow for any concerns raised. It should also be noted that any issues raised do not necessarily trigger an immediate third-party involvement – our Diocesan Safeguarding Advisor (Caryn Weber) will always advise on what is an appropriate course of action in the first instance.

In November I was able to attend an in-person training event for local Parish Safeguarding Officers which was both informative and a good platform to hear of others' experiences. The monthly online 'Safeguarding Drop In Sessions' also continue to be well attended and a good discussion forum.

We continue to work our way through the rather challenging Parish Safeguarding Dashboard and are now at level 2 with 61% completion. This is an online tool for tracking all our training and safeguarding procedures from which there is no hiding!

The Diocese offers many excellent online safeguarding courses. Churchwardens and PCC members need to undertake specific training but the Diocese recommends anyone who holds a role within the church are encouraged to complete at least the Basic course. The courses can be found at <https://safeguardingtraining.cofeportal.org/>.

As always, a reminder that the issue of safeguarding is everyone's responsibility. So do please raise any concerns privately with either Rev. Carole or myself – my details are available via the Parish Office/website.

**Susan Smith**

**Parish Safeguarding Officer**

**May 2024**

## Report on The Friends of St Nicholas 2024

This year has been somewhat different for The Friends, because our fund raising became merged with that of the the tower fund, and will remain so until that fund is wound up. Also, due to the inevitable aging of our committee, our activities have been scaled down. Unless we can recruit some younger people on to our committee, this trend will sadly increase. We have felt the loss of Stephen Gould who was so reliable helping with our various functions. However, we have held two lunches , including our popular New Years Day lunch, and we paid the £700 of expenses incurred by the Male Voice Choir concert last Autumn, so all the money raised went into the fund. We have funded and arranged the refreshments for many other fund raising events, which so enhance the occasion. In total we managed to donate £25,000 to the tower fund.

**Maggie Hammond**

**Chair**

## Bereavement Café Report 2023

St Nicholas Bereavement Café is now well into its second year. It is one of eighteen such Cafes in the area covered by Princess Alice Hospice, neighbouring meeting places being in Chertsey and Ashford.

Link meetings and Refresher training at the Hospice have revealed how different these Cafes can be despite their common ethos. Whereas Hampton Hill Café opens straight onto the main road ours is off the beaten track which means that reaching out is even more important. Fortunately, the Hospice has a publicity department which will prepare flyers and will soon include us on their Facebook site.

Something we can really celebrate is how blessed we are in having such a strong team of seven Volunteers. \* We aim to provide a relaxed and welcoming atmosphere which isn't difficult in the pleasant environment of our Parish Centre. We appear to be one of the few teams which also runs a Walk & Talk experience, designed to fall between the monthly Cafes, thus offering fortnightly support.

*\*PAH runs Training courses several times a year. If anyone is interested in joining us you will be most welcome.*

**Angie Enock-Shore**

## Rector's Report to the APCM January – December 2023

I began last year's report with these words "As I began to write my report for the APCM, the phrase "Time flies when you are having fun" sprang to mind. Where has the last year gone to?" This year has certainly been no different and time has continued to fly by. It is when I sit down to review the year, I realise how much we do as a parish.

The most outwardly visible achievement this year has been the completion of the restoration of the tower. This has been a major project, eventually costing £275,000 to complete. I want to, once again, express huge thanks to everybody who has donated or helped in any way towards us reaching this target. It is phenomenal that we have been able to raise this amount in such a short space of time and a testimony to how we as a parish, a community and beyond have worked together to achieve this. We have spent much time in fun and fellowship through varied fundraising events. I recognise that this would not have been possible without the award of grants from other organisations too and our thanks go to the Kensington area of London diocese, National Churches Trust, the Benefact Trust and the Congregational and General Charitable Trust. I hope you agree that the tower looks stunning and will, hopefully, last another couple of hundred years before major works are required again.

From a building perspective, we can now turn our attention to improving the sound and projection facilities within the church and looking beyond to 2025 - and when funds permit - to the interior re-decoration of the church.

The Sunday 8am congregation continue to meet on the 2<sup>nd</sup> and 4<sup>th</sup> Sundays of each month and our midweek Eucharist (generally on the third Tuesday of each month at 10.30am) has gained a small but faithful following. The congregation at our 9.30 Parish Eucharist has continued to grow with an increasing number of families attending. We have introduced a dedicated teaching slot based on Godly Play- called SNAP- for our younger members on the 3<sup>rd</sup> Sunday of each month where the children spend some time in the parish centre during the 9.30am service. My thanks to Rev Sue Wood for leading this. The sessions have proven to be very popular with both the children and families and we plan to expand this during the coming year.

Confirmation service – in November we joined with St Hilda's Ashford as 6 members of our congregation were confirmed by the Bishop of Kensington, Rt Rev Dr Emma Ineson. It was a wonderfully joyous occasion as we supported those who were making their public affirmation of belief in Jesus Christ. We already have a Confirmation service booked for this year on 1<sup>st</sup> December at St Nicholas. Details of sessions for those wishing to be confirmed will be announced after the summer.

Throughout the year we also held services giving thanks for our pets, the Coronation of King Charles III, and a Service of Light remembering our loved ones who have died.

The success of Little Fishes, our baby and toddler group, continues and this year saw its frequency double to twice a month on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of the month, 10am-noon. We have a very dedicated band of volunteers who help. We would love to be able to run it every week but would need more people to help out. If you think you could offer help, do talk to Rev Carole.

It's a small, very friendly group, meeting in the church, for a time of play, singing and fellowship and an opportunity to meet other little ones in our neighbourhood. If you have, or look after, pre-school children do come along and join us one Wednesday – no need to book. Tell your neighbours about it too!

School's – I have been very encouraged this year by our continuing involvement with all of the schools in the parish. Both Rev Sue and myself regularly visit St Nicholas School taking assemblies, leading Year group Eucharist's and teaching through Godly Play. The church has welcomed each year group and their parents into church for Christmas and Easter celebrations and individual year groups visit for curriculum-based learning. I welcome Halliford School into church for their Christmas and Easter celebrations and have enjoyed visits to both Manor Mead and Thamesmead schools to join them in their Harvest and Christmas celebrations. This is an invaluable piece of Christian outreach into the community as we tell the good news of the gospel to young people who may never have had the opportunity of hearing this message before.

It goes without saying that prayer is an integral part of any Christian community, and the Prayer Group was established in early 2022. We meet in church, usually on the 4<sup>th</sup> Wednesday of each month at 8pm to pray together for those causes locally, nationally and internationally that are on our hearts. You are all welcome to come and join us either to pray openly or to immerse yourselves in the prayers of others.

The church continues to be open, generally from Monday-Thursday 10am – 4pm for those who want to seek a quiet space to sit, pray or light a candle, or to spend some time immersing themselves in the architectural features of the church building.

Teaching courses were offered during both Lent and Advent in 2023. Lent saw us utilising a course based around the ancient practice of Lectio Divina and introduced many of you to a slightly different way of praying through the bible. For Advent, Elizabeth Greenwood led a course of introduction to the background of the Gospel of St Mark, before we started to read through this Gospel at our Sunday morning Eucharist. My thanks To Elizabeth and to Alan Green for leading the Advent and Lent groups respectively.

Mission Action Plan – during this year, the PCC spent time thinking about what are the priority areas on which we want to focus over the next few years, taking into account our resources, both people and finances. Our ideas culminated in a new Mission Action plan – please do read and pray for the Mission Action Plan; a copy can be found elsewhere in this booklet.

The occasional offices of baptism, weddings and funerals continue to be a large part of my ministry within the parish. It is encouraging to see many families wanting to be baptised into the community of faith here and it is encouraging that some of our baptism families have continued to be a part of our worshipping community. The number of funerals at which we have been asked to officiate this year has continued to grow and sadly we have had to say goodbye to several long-standing members of our own congregation who have died – Peter Carpenter, Patrick Harrison, Janice Wetherell and Diane Roberts - They will all be greatly missed. May they Rest in Peace and rise in glory.

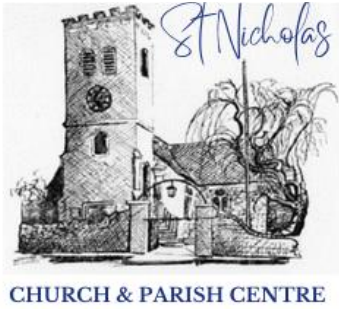
Shepperton News – although strictly not in the year on which I am reporting, I want to mention Shepperton News. After many years – over 3 decades we believe – the PCC took the decision to stop the publication of Shepperton News. It's production, advertising, publishing and coordination of distribution was all in the hands of one individual, Julia, who has been involved with it for all of those three decades. The time for her to step back has coincided with new ways of keeping in touch with the parish. This coupled with the fact printing costs meant it was losing money helped us in our decision to stop production. A coffee morning was held to thank you Julia and all of our distributors, but I want to publicly say a huge thank you again to Julia for keeping this particular show on the road for so many years.

As I have said in previous years, this is generally the point at which I would say my thank you's to various people. I have learnt that if I try to list all the people I need to thank, I will, inevitably, leave out a vital person. So, I just want to say a very big thank you to everybody who has taken on any role within the parish during the past year. We will be saying some slightly more personal thank you's at the APCM meeting.

There is plenty more I could write about what we are planning to do together during the coming months. Our community here in Shepperton is but a small part of the body of Christ. We have all been gifted different skills and talents by God; let us use those talents as we are called to work together to spread the Gospel message and to further the Kingdom of God here in our patch by the River Thames. I am excited to see the possibilities and opportunities that God will offer to us during the coming year.

With my love and prayers

**Rev Carole**



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## MISSION ACTION PLAN

### Our Mission Statement

*“St Nicholas Church is here to encounter the love of God, share the good news of Jesus Christ and respond to the needs of our neighbours”*

### Our Vision Statement

*“St Nicholas is a Christian community seeking to be welcoming and inclusive to all, transforming lives through the love and teachings of Jesus Christ”*

### Our agreed priorities over the next few years

(Whilst there are many other areas of our church life we wish to develop, the PCC have agreed the following priorities taking into account our current finances and resources. The PCC will review our priorities annually.)

#### 1 year priorities

1. Completion of the tower restoration
2. Children and families work
  - i. Grow Little Fishes
  - ii. Develop teaching for and involvement of families at the 9.30am service
  - iii. Develop the monthly Time to Worship Service

#### 3 year priorities

1. Pastoral Care
2. Discipleship and Prayer
3. Stewardship
4. Occasional offices (baptisms, weddings and funerals)

#### 5 year priority

- i. Internal redecoration and reordering of the church building

*This Mission Action Plan was agreed at PCC 4<sup>th</sup> September 2023*



## **Electoral Roll Officer's Report 2023**

At the last APCM there were 144 names on the electoral roll. Since then 11 names have been added. The names of five people, who have either died or moved away from the parish, have been removed, making the total on the 2023 electoral roll 150.

**Doris Neville-Davies**

**Electoral Roll Officer**



## St. Nicholas Parish Centre Report 2023 – 2024

Following the modest financial surplus reported last year, this year we have made an operating loss of £965. We planned to spend £3,800 on new carpet tiles but incurred an unexpected expenditure of £708 for emergency drain work and £936 on car park lighting. All things considered, this was a good result. As the Centre ages, there will inevitably be an increasing number of maintenance issues and associated capital costs to ensure the Centre remains a desirable venue for both the church and its paying guests. Also, the cost of utilities – Gas, Electricity, Water .... is an ever-increasing burden.

Our regular lettings have sustained us well – these include the Friday Group, the Spelthorne Orchestra, the Clarinet group, Pilates sessions, the Bereavement Café, Rosie’s Corner, the Fun Choir, Board Games not forgetting – the Roseacre playgroup.

Unfortunately, we will be losing the Roseacre playgroup in July and I would like to thank them for their patronage over recent years. We are seeking a new regular hire to take their place and several similar groups have approached us. We are hopeful that our discussions will prove fruitful in the near future.

We always welcome new hires and if you are aware of any groups who may be interested, then please tell them about us – and don’t forget, if you are planning a special event such as a birthday celebration, we have great facilities available for you too.

A lot of activity goes on behind the scenes at the Parish Centre to keep it functioning as we would like. Following Julia’s plea, over the past many years, for a ‘handyman’ to assist with small items that need ‘fixing’ around the Parish Centre, I can confirm that the position is still vacant. This is part time (infrequent) with excellent pay and prospects! My thanks to Colin Barnard who has agreed to keep us on the straight and narrow regarding Health & Safety matters.

Finally, my thanks go to the management team comprising Julia, Jean, Liane and John all supported by our scribe Guy. My thanks also to our many volunteers who assist in the smooth running of the Parish Centre.

**Michael J Wood**

**Chairman, St Nicholas Parish Centre**

## ST NICHOLAS PARISH CENTRE INCOME & EXPENDITURE ACCOUNT

### FOR THE YEAR ENDING 31<sup>ST</sup> December 2023

<u>2022</u>	<u>INCOME</u>	<u>2023</u>	<u>2022</u>	<u>EXPENDITURE</u>	<u>2023</u>
10,620	Commercial	11,215	3778	Gas	4129
2,400	Private	3,215	1498	Electricity	1848
22	Interest	126	2695	Cleaning	3045
1,514	Church & Misc	2,373	230	Water Rates	282
441	Donations	200	178	Telephone	148
3243	<b>Deficit in 2023</b>	(965)	867	Housekeeping	300
			335	Refuse Collection	653
			2173	Maintenance	7,689
			-		
<b><u>14,997</u></b>		<b>18,094</b>	<b>14,997</b>		<b>18,094</b>

### BALANCE SHEET AS AT 31<sup>ST</sup> DECEMBER 2023

Opening Balance 1/1/23	16,962	Nat West current a/c	5,411
Deficit for 2023	965	Business Reserve	10,586
	<b>15,997</b>		<b>15,997</b>

John Child (Hon Treasurer) 6.1.24

Accounts now examined as part of St Nicholas Church Council account



# Your Meeting Notes



**St. Nicholas Church, Shepperton**

**Annual Report**

**&**

**Financial Statements of the Parochial Church Council**

**for the Year Ended 31<sup>st</sup> December 2023**

**Incumbent**

The Revd. Carole George  
The Rectory  
Church Square  
Shepperton  
Middlesex  
TW17 9JY

**Bankers**

Barclays Bank Plc  
8-12 Bridge Street  
Walton-on-Thames  
Surrey  
KT12 2YW

NatWest Bank  
73 High Street  
Walton-on-Thames  
KT12 1DW

**Independent Examiner**

Heather Powell  
Avon Lodge  
Station Approach  
Shepperton  
TW17 8AL

## Treasurer's Report

### 2023 Accounts

The financial focus in 2023 obviously had to be the tower repair project. During the year we were very fortunate to be awarded grants from Benefact Trust, Congregational and General Charitable Trust, National Churches Trust and Shepperton Parish Charities. There was also an amazing response from the congregation and the wider community, both with generous donations and support for all the fundraising events. We are very grateful to all those who organised, hosted or helped at these events, their hard work certainly paid dividends. As a result of all this, we are confident that the appeal will reach its target by May 2024 when the final invoice for the building work is due to be paid.

Ending the year with a General Fund deficit of £14,704 was disappointing. The drop in income was largely due to a reduction in fee income (the work on the tower probably had an impact on the number of weddings) and the loss made on producing Shepperton News. The Gift Aid tax claim is submitted twice a year but the second amount was not received until early 2024, hence the lower than usual amount of tax recovered. This will balance out in the coming year.

On the advice of the Diocesan Finance Advisor, the Parish Centre income and expenditure is now included in the church accounts. The PCC agreed that this should be distinguished by being a Designated Fund rather than incorporated in to the General Fund.

In the light of the deficit, the PCC regretfully decided that our contribution of £52,000 to the Diocesan Common Fund could not be increased at the present time. The Parish Standard Cost figure set by the Diocese for 2024 is £91,300. The PCC remains committed to increasing our contribution when the financial situation allows.

We are grateful to everyone who supports our church financially. If you are able to give by regular Standing Order it greatly assists our budgeting. If you are a tax payer and have not signed a Gift Aid declaration, please do consider this as it increases your giving by 25% at no extra cost to yourself. Please remember that you should notify us if your circumstances change and you no longer pay enough Income or Capital Gains Tax to cover the Gift Aid claimed on your donations. Do contact me if you have any questions about the scheme.

Finally, my personal thanks as always, to the loyal team - Fiona, Hilary, Joan, Jeremy and Nicky - who count and bank the collections or keep the stewardship records and submit the Gift Aid claims.

Kathy Hodge  
PCC Treasurer  
April 2024

**St. Nicholas Church Shepperton**  
**Financial Statements for the Year Ended 31 December 2023**

(Registered Charity No. 1138021)

**Receipts and Payments Account**

2022	2022	2022		2023	2023	2023
General	Restricted	Designated		General	Restricted	Designated
£	£	£		£	£	£
45,702	-	-	<b>Receipts</b>	46,336	-	-
5,582	-	-	Stewardship	6,318	-	-
6,187	34,719	-	Collections	3,823	20,399	-
9,891	-	-	Donations	5,603	33,236	-
-	-	-	Tax Recovered	-	35,000	-
-	-	-	Loan received	-	69,750	-
400	41	40	Grants received	400	358	447
8,067	-	-	Interest and Income from property	5,228	-	-
8,576	-	-	Fees	3,850	-	-
-	5,227	-	Income from trading and advertising (Shepperton News and sale of engraved plaques)	-	17,301	-
30	-	-	Fundraising	38	-	-
-	-	500	Flowers	-	5,000	500
-	-	-	Other incoming resources	-	-	17,972
-	-	82	Parish Centre income	-	-	-
<b>84,435</b>	<b>39,987</b>	<b>622</b>	Sequestration account	-	-	-
			<b>TOTAL</b>	<b>71,596</b>	<b>181,044</b>	<b>18,919</b>
			<b>Payments</b>			
52,000	-	-	Diocesan Fund	52,000	-	-
1296	-	-	Salaries	8246	-	-
3,730	-	-	Organists' Fees	3,290	-	-
589	-	-	Clergy and Rectory expenses	776	-	-
1,757	492	-	Ministry	2,478	-	-
50	-	-	Flowers	-	50	-
9,717	-	-	Running expenses	9,782	152	-
1,258	-	-	Utility bills	2,692	-	-
6,112	-	-	Cost of trading and advertising (Shepperton News and sale of engraved plaques)	6,336	-	-
20	453	-	Cost of fundraising	20	1,135	-
180	57	500	Outward giving	180	-	1200
500	-	-	Transfer to Rectory Maintenance fund	500	-	-
-	-	-	Transfer to Fabric Fund	-	-	5,000
-	2,408	240	Repairs, Alterations and Maintenance	-	247,415	-
<b>77,209</b>	<b>3,410</b>	<b>740</b>	Parish Centre expenditure	-	-	18,937
			<b>TOTAL</b>	<b>86,300</b>	<b>248,752</b>	<b>25,137</b>
<b>7,226</b>	<b>36,577</b>	<b>-118</b>	<b>Deficit</b>	<b>-14,704</b>	<b>-67,708</b>	<b>-6,218</b>
surplus	surplus					
1,609	revenue		Net loss from Shepperton News	-2,880		
855			Net revenue from supplying plaques	394		

**Outward Giving for the year ended 31 December 2023**

<b>General Fund</b>	180
Plan International - advances children's rights around the world	
<b>Designated Funds</b>	
Faith Awareness in Children	1,200
<b>Special Collections</b>	
DEC Earthquake Appeal	337
World Day of Prayer	15
Lent lunches - Diocesan Lent Appeal	274
Royal British Legion Industries	101
<b>Donations from the Breakfast Club</b>	
Bags of Food foodbank	50
Crisis	150
Shooting Star Children's Hospice	75







## Summary of Restricted/Designated Funds for the Year Ended 31 December 2023

	£		£
<b>ALMA</b>		<b>Designated-Maintain Rectory</b>	
Balance at 1st January 2023	1,641	Balance at 1st January 2023	1,685
Interest	13	Receipts	500
<b>Balance at 31 December 2023</b>	<b>1,654</b>	Payments	0
		Interest	13
<b>Churchyard</b>		<b>Balance at 31 December 2023</b>	<b>2,198</b>
Balance at 1st January 2023	1,799	<b>Designated-Mission &amp; Ministry</b>	
Payments	-500	Balance at 1st January 2023	50,275
Interest	9	Payments	-6,200
<b>Balance at 31 December 2023</b>	<b>1,308</b>	Interest	434
<b>Fabric</b>		<b>Balance at 31 December 2023</b>	<b>44,509</b>
Balance at 1st January 2023	867	<b>Designated-Parish Centre</b>	
Receipts	6,360	Balance at 1st January 2023	16,963
Payments	-4,502	Receipts	17,972
<b>Balance at 31 December 2023</b>	<b>2,725</b>	Payments	-18,937
<b>Organ and Music</b>		<b>Balance at 31st December 2023</b>	<b>15,998</b>
Balance at 1st January 2023	7,237	<b>TOTAL RESTRICTED FUNDS</b>	
Receipts	0	<b>TOTAL DESIGNATED FUNDS</b>	
Payments	-198		<b>-12,218</b>
Interest	62		<b>62,705</b>
<b>Balance at 31 December 2023</b>	<b>7,101</b>		<b>50,487</b>
<b>Tower and Restoration Fund</b>			
Balance at 1st January 2023	43,297		
Receipts	175,595		
Payments	-244,710		
Interest	274		
<b>Balance at 31 December 2023</b>	<b>-25,544</b>		
<b>Bereavement Café</b>			
Balance at 1st January 2023	320		
Receipts	0		
Payments	-120		
<b>Balance at 31 December 2023</b>	<b>200</b>		
<b>Little Fishes Baby &amp; Toddler Group</b>			
Balance at 1st January 2023	329		
Receipts	91		
Payments	-82		
<b>Balance at 31 December 2023</b>	<b>338</b>		

## Independent examiner's report to the trustees of St Nicholas Church, Shepperton

I report to the trustees on my examination of the accounts of the St Nicholas Church, Shepperton for the year ended 31 December 2023.

### Responsibilities and basis of report

As the charity trustees of the St Nicholas Church, Shepperton you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the St Nicholas Church, Shepperton accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the St Nicholas Church, Shepperton as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Name: Heather Powell

Relevant professional qualification or membership of professional bodies : Fellow of the Institute of Chartered Accountants in England and Wales

Address: Avon Lodge, Station Approach, Shepperton

Date:

