

# The Ecclesiastical Parish of St Paul's Egham Hythe



## Annual Report and Financial Accounts of the Parochial Church Council for the year ended 31<sup>st</sup> December 2021

## **St Paul's Egham Hythe Parochial Church Council**

### **Parish Church:**

St Paul's Egham Hythe  
in the Runnymede Deanery  
Diocese of Guildford

### **Address:**

St Paul's Egham Hythe  
Thorpe Road  
Staines  
Middlesex TW18 3HJ  
email: [office@speh.org.uk](mailto:office@speh.org.uk)  
website: [www.speh.org.uk](http://www.speh.org.uk)

### **Incumbent:**

The Revd Rosemary Hoad  
email: [vicar@speh.org.uk](mailto:vicar@speh.org.uk)

### **Bank:**

The Co-operative Bank,  
PO Box 250, Delf House, Southway, Skelmersdale, WN8 6WT  
Account Name: St Paul's Church, Egham Hythe  
Sort Code 08-92-99 Account No: 67215168

Until June 2021 was CAF Bank Limited, 25 Kings Hill Avenue,  
Kings Hill, West Malling, Kent ME194JQ

### **Independent Examiner:**

Moore Accounting Services Ltd  
17 Warwick Close  
Maidenhead  
Berkshire SL6 3AL

On 1<sup>st</sup> July 2019 "The Parochial Church Council of the Ecclesiastical Parish of St Paul, Egham Hythe" was added to the Register of Charities as a separate entity, registration number 1184186. Members of the PCC are trustees of the charity.

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, Revd Rosemary Hoad, in "promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical". The main church building and halls are located at St Paul's Church, Thorpe Road, Staines TW18 3HJ. The accounts relate to the financial year January 2021 to December 2021.

Charity Registration Number: 1184186

## Membership of the PCC

The membership is partly ex-officio and partly elected at the Annual General Meeting in accordance with Church Representation Rules. PCC members are usually elected for a three-year term of office. Membership from the APCM in April 2021 was as follows:

|                    |   |
|--------------------|---|
| Vicar/Chair of PCC | Revd Rosemary Hoad  |
| Associate Clergy   | Revd Sue Loveday<br>Revd Janet Franck   |
| Diocesan Synod     | Revd Rosemary Hoad ( <i>term expires 2024</i> )<br>Steve Baynes ( <i>term expires 2024</i> )  |
| Deanery Synod      | Steve Baynes ( <i>term expires 2023</i> )<br>Derek McGovern ( <i>term expires 2023</i> )  |
| Churchwardens      | Diane Oliver<br>Elizabeth Roshier   |
| PCC Members        | Selwyn Boothe ( <i>term expires 2024</i> )<br>Victoria Diplock ( <i>term expires 2022</i> )<br>Leigh Doe ( <i>term expires 2022</i> )<br>Jackie McGovern ( <i>term expires 2024</i> )<br>Val Monk ( <i>term expires 2023</i> )<br>Christine Oxenham ( <i>term expires 2024</i> )<br>Katharine Stearn ( <i>term expires 2022</i> )<br>Emma Sterry (Treasurer) ( <i>term expires 2023</i> )<br>Nicola Rule ( <i>term expires 2023</i> ) |

The following appointments were made by the PCC:

Lay Vice-Chair of PCC: Steve Baynes

Treasurer: Emma Sterry

PCC Secretary: Vacant (*Diane Oliver office, Val Monk minutes*)

Safeguarding Officer: Alison Hawkins

DBS Evidence Checker: Diane Oliver

Electoral Roll Officer: Derek McGovern

Deputy Wardens: Derek McGovern and Leigh Doe

## **Foreword** (Revd Rosemary Hoad, Vicar)

The second year of the pandemic has been challenging for the small team currently holding the various responsibilities at St Paul's. As a church that is well used to ministries being shared more widely, it's been hard to have that stripped right back, and the commitment and dedication of the wardens, my clergy colleagues and other members of the ministry team cannot be underestimated. Much has had to happen behind the scenes, navigating through many changes, and there's still a way to go.

Steve Baynes stood down as churchwarden in April, after six years of outstanding service in that office. He has continued to be a great support, managing the complex demands of the technology needed to keep as many people as possible connected week by week.

Liz Roshier stood as churchwarden for the first time, joining Diane Oliver, and together they have both worked their socks off in practical, prayerful and passionate care for St Paul's, and being generally amazing!

The celebration of 90 years since the consecration of the church took us back to the vision for a church in this community, for the whole community. Marge's story of her family buying a brick to help build the church captured our imagination. The moment when the archdeacon stood outside on the roadside, blessing not just the congregation but the whole area, felt prophetic.

The PCC Church Development Plan areas of prayer and discipleship, hospitality, and children and youth continued to shape our vision. They felt much more tentative amid the continuing strains on finances and scattered lives. This was a year for digging deep in prayer, caring widely about the community we serve and listening to where God was leading us.

Into such a space new life has begun to emerge. Open Space has become a new place to hold our weekday activities in a way that can grow and evolve. Councillor Rob King opened up the possibility of grant money to improve the facilities in the church and further this vision. Some generous sacrificial giving from a few members of the church enabled us to meet our commitments for 2021 and deal with the deficit from 2020. And the diocese obtained funding from the central church for us to have a curate starting in the summer of 2022.

The movement feels like a journey from bricks to living stones, building on Christ our cornerstone for the sake of - and with - the community we serve. It's a journey that means trusting God, staying close and trying to keep up with where he leads us. Thanks be to God!

*<sup>4</sup> Come to him, a living stone, though rejected by mortals  
yet chosen and precious in God's sight,  
and <sup>5</sup>like living stones, let yourselves be built into a spiritual house,  
to be a holy priesthood,  
to offer spiritual sacrifices acceptable to God through Jesus Christ.  
(1 Peter 2: 4-5)*

## **Overview of 2021** *(Revd Rosemary Hoad)*

The early part of 2021 was mostly about continuing to minister through further stages of lockdown. The Rule family Lego Lent creations kept us cheerful on WhatsApp, and zoom worship continued to keep us together during the weeks when the building was closed.

Services in the building resumed at Easter 2021 after the third period of lockdown, and there was much to put in place. Continuing to offer on-line worship while dealing with the different demands of the various stages of restrictions and the technology requirements was quite a challenge, with a lot going on behind the scenes to make it possible. The celebration of our 90 year anniversary of the consecration of St Paul's was a great joy, as we welcomed our archdeacon, Martin Breadmore to lead the service.

Cheesy Church continued to meet on zoom as a space for our younger members of the church to connect, and the 24/7 prayer events helped focus our prayer and led to the Prayer Course being run on zoom in the summer term.

Much work had to be done to prepare the church and hall for regular meetings, and the churchwardens Liz and Di worked tirelessly to do what was necessary. All of the hall lettings contracts needed to be reviewed, with covid protocols in place, and managing different needs and expectations about when - or if - groups wanted to start back.

The Church Development Plan vision for opening the church up during the week was put in place in the Autumn with the launch of 'Open Space'. This includes a Toddler Service and Play Space on a Thursday morning, and Tea and Chat, followed by Communion on a Thursday afternoon. The church is open all day Thursday and Saturday mornings. Hospitality has initially been kept very simple, with the caution around covid, but this is a space with room to develop.

Messy Harvest was the first event back in the building for primary school aged children, with separate tables for family or social groupings enabling some social distancing. We welcomed the uniformed groups back for the Harvest Parade service. For Remembrance Sunday we turned the chairs towards the remembrance window, giving extra space for seating in the chancel, so that even with a full church there was more spacing. The Christmas Tree festival returned, albeit on a scaled down version, and it was good to be able to hold the Christingle Service, and then the Christmas services including two crib services.

Keeping in touch has been important, and with less people meeting face to face we have developed a weekly email using Mailchimp. The printed newsheet is generally ready in time for tea and chat on Thursdays, so it's available for those who don't use the technology. Work has also done to update the church website, and gradually to become more intentional about using social media, though there's still a way to go.

Our financial situation was the cause for much prayer. The exciting possibility of raising money through the buy a brick campaign gained some traction with those coming to Open Space, but didn't really draw as widely through the JustGiving page as had been hoped. It was the generous, sacrificial giving of a few members of the congregation that saw the

answer to prayer of being able to meet our 2021 commitments as well as to pay the Parish Share deficit that we'd been left with in 2020 through the hall being closed for so long. While we are still living with a historic debt of £10,000, the achievement cannot be underestimated.

Having had to let go of the plans we had before covid to improve the facilities in the church, it came as a surprise when we were approached by Councillor Rob King over the summer about working with us to see if we could secure grant money from Your Fund Surrey, and other sources. This has led to us having much wider discussions about the way the church might serve the community, and meetings with other stakeholders in the area. Our lead in the Egham Hythe Task Group has been an important aspect of this. While this is still at early stages, various steps have been made. For example, Sue successfully applied for grants for the Open Space tables and chairs, and towards the work of the architect for the potential project. We've worked on developing our links with various agencies. All this has helped fuel our 'outside in' vision for the way we work with and connect to this community.

Just before Christmas we were approached by the diocese about the possibility of having a stipendiary curate from summer 2022 for a three-year training post. They had successfully applied to the central church for funding, and wanted to offer this to us, particularly at a time when they could see the wider community opportunities Open Space could provide. This constitutes a significant investment in St Paul's and we're delighted that Josh Cleaver and his family will be joining us in the summer.

Throughout the year we've tried to do what we can to connect with people including some trails around the church grounds, which have been beautifully maintained. Starting to have some live music, flowers in church, and refreshments after the service have been gifts – though we're not yet able to do this every week. We're gradually building up the number of people involved in sharing tasks, but there is much to be done.

## **Membership**

The complete revision of the Electoral Roll was in 2019. In April 2021 there were 79 members of the electoral roll recorded.

## **Parochial Church Council Report (April 2021-March 2022) *(Diane Oliver)***

At the APCM in April 2021 Liz Roshier was newly elected as Churchwarden, replacing Steve Baynes who had served faithfully for the maximum term of six years, and Diane Oliver was re-elected. There were also a number of changes to the PCC membership, with Selwyn Booth, Val Monk and Christine Oxenham joining. There were six meetings between April 21 and March 22, plus a vision meeting with the Diocese, and the PCC WhatsApp group continued to allow for quick decisions where necessary.

**PCC meetings** (April 2021 Big PCC awayday on zoom, May 2021 PCC zoom, July 21 zoom, September 21 church, November 21 hall, January 22, hall, and March 22 zoom).

The new PCC year started with the Diocesan Big PCC awayday on zoom in April. Danny Wignall gave very helpful reflections about Seeing with God's Eyes, using a passage from Numbers chapter 13 to think about "what we see, what is the truth, and what is the deeper truth", and Ecclesiastes 3 to think about the "do/don't do dilemma" as we reflected on the changes and transitions brought about by the pandemic. PCCs were invited to go into individual church zoom rooms to look at our interim Church Development Plans.

In May the Safeguarding Policy was tabled and accepted, and the officers were appointed. As PCC membership had remained static during 2020 due to the delay of the APCM till the autumn, the terms of office of the new members were put to a ballot to even out the numbers finishing their term each year. The Church Development Plan was discussed, following the PCC big vision zoom session.

In July it was noted that PCC members are now eligible for enhanced DBS and it was agreed to ask for that in future. The training is being updated at a national level. The plans for the Community Space in September were discussed, and a grant for small tables and chairs had been awarded. Given that any plans to improve the facilities to the church would be longer term, there was a discussion about building a servery area, and we decided to look into this. Following on from Marge's story at the 90<sup>th</sup> Anniversary service a JustGiving campaign to buy a virtual brick was tabled. Parish Share payments were a long way behind, and the wardens and Rosie would meet with Emma to look at this.

In September it was noted that good progress was being made with hall bookings and that there would be no party lettings for the time being. The virtual brick campaign was discussed, with the planned Facebook campaign still awaited. Councillor Rob King had met with the church officers in August, with a proposal to help us to apply for grant money for the improvement of the church facilities for Open Space, and the PCC were asked to draw up a long list of potential users and requirements. Following a discussion about Communion the PCC agreed to continue to offer only bread for the time being.

In November the PCC were updated about a very successful meeting with Councillor Rob King, Wendy from the DAC and Mike Staff our quinquennial architect to look at the practicalities of the project to improve the church facilities. Councillor Rob had suggested that as the first step we apply for a small grant to pay for the initial architectural work.

At the January meeting the news that the diocese had secured funding from the central church for an additional stipendiary curate was shared. They would very much like to appoint to St Paul's, should a suitable curate be found, and the PCC discussed and agreed to this. It was also announced that we'd received our Silver Eco-Church award.

The February vision meeting had to be cancelled as a number of people were unable to attend at the last minute, but PCC members were asked to respond to some of the items planned.

In March the meeting went back onto zoom to facilitate better attendance. There were various discussion about worship, activities for children and families, how to encourage more people to use their gifts and ministries, managing our finances, preparations for the

APCM and getting ready for Josh's arrival in the summer after he is ordained deacon. The accounts were received and accepted for presentation to the APCM once the independent examiner had reviewed.

## **Parish Safeguarding Policy Statement**

At the PCC meeting held on 12<sup>th</sup> May 2021 the PCC of St Paul's Egham Hythe adopted the Church of England "Promoting a Safer Church" Policy Statement, national policies and Practice Guidance approved by the House of Bishops. This policy statement actively underpins all safeguarding work within the church, and details are available on our website: <https://speh.org.uk/safeguarding>

The PCC is committed to the safeguarding, care and nurture of everyone within our community, and will ensure that we will

1. Adopt and implement the House of Bishops' safeguarding policy and practice guidance.
2. Promote and publicise the 'Promoting a Safer Church' policy statement and ensure all church officers have access to it.
3. Have a plan in place that sets out, in line with national and local priorities, how the policy will be put into action.
4. Ensure that any person who works with vulnerable groups is aware of and abides by national and local safeguarding guidance.
5. Review the policy regularly to ensure best practice.

"Promoting a Safer Church" sets out the Church of England's commitment to making the church a safer place for all. The Policies and Practice Guidance apply to all Church bodies and officers. All authorised clergy, bishops, archdeacons licensed readers and lay workers, church wardens and PCCs are required by section 5 Clergy Disciplinary Measure to have "due regard" to safeguarding guidance issued by the House of Bishops.

The Policy Statement, Policies, Guidance and Protocols are available to view on the diocesan website at [www.cofeguildford.org.uk/safeguardingpolicy](http://www.cofeguildford.org.uk/safeguardingpolicy)

## **Safeguarding and Inclusion** (*Safeguarding Officer Alison Hawkins*)

### **Roles and responsibilities**

- Safeguarding Officer: Alison Hawkins
- DBS Coordinator: Diane Oliver
- Diocese: Jackie Broadfoot

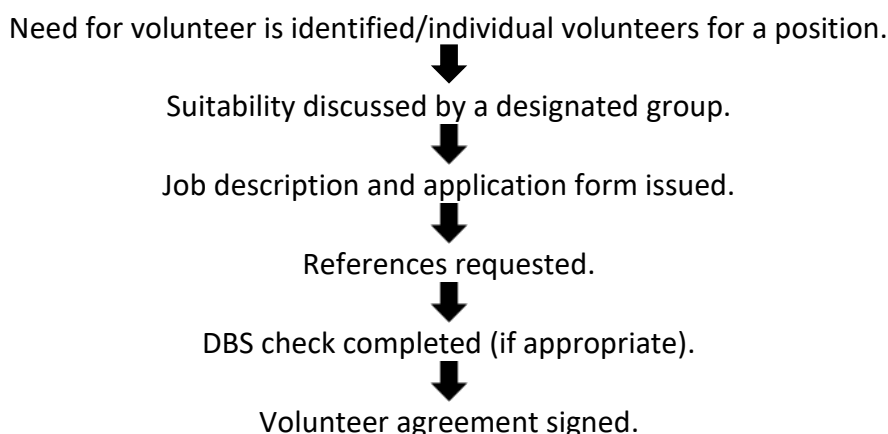
### **Actions taken April 2021 - March 2022**

- There was one safeguarding incident reported this year
- Updating and managing DBS and safer recruitment
- Encouraging PCC to engage with on-line mandatory training
- Engaging with new system and dashboard



## Safer recruiting

### Summary of safer recruiting process:



## Churchwardens Report *(Diane Oliver)*

It's been another challenging year, but we're very grateful for the support of a small but close and efficient team. Christine's help in organising our Welcomers, with all the extra protocols involved and with rearranging the furniture ready for Open Space has been a particular help.

### Grounds

The church grounds continue to look lovely. Sadly, Jackie has had to step down from maintaining and daily watering, but we're grateful for her dedicated work over a number of years. What she's done in planting and nurturing means we have well established shrubs, requiring less time and effort and providing beautiful foliage for use in church. We're also grateful for Richard's willing support in tidying, planting and clearing, including pruning back the Yew tree to lift it and remove branches over-hanging the pavement (Oct 2021). This allowed the seeding of a variety of wild flowers / vegetation, suitable for woody /shady areas.....watch this space! Gregg and Janet have also helped with advice and care of the grounds, especially the Lavender and rose area. Thanks to all who help, especially those I haven't actually named.

We continue to pay for the grass to be mown (approx. £250 pa). However it was left for "no mow March" and we work closely with the Eco church and implement initiatives to help the wildlife such as not using pesticides or weed-killer, allowing weeds to grow (though not close to the fabric), bird feed in Winter and timely pruning.

### Hall

We really had to focus on letting out the Hall as a key source of income apart from donations, particularly when our main fundraising events couldn't be held. Baby Sensory started back in April 21, but most groups didn't return till the autumn and Staines Musical decided not to return. We met and talked with a number of local groups, some trying out new business ideas borne out of lockdown. Some were successful, others not so much. Bollywood Dancing for children had a temporary trial but didn't continue. A Karate class started in November 21 but stopped at the end of March 22.

Other lets included Surrey Arts who held a number of concerts in the church. And in January 21 after various meetings and negotiations the Film Location Manager for Matalan chose to use the church and hall as their base and filming for two days, which gave our finances a good boost (approx £2000). Councillor Rob King used the hall kitchen to cook over 70 full Christmas Dinners for members of the Community (transporting to the British Legion for the gathering).

We made the decision not to hire for one-off parties due to risks surrounding Covid and the cleaning / maintaining all being done by the Wardens. Risk assessments had to be carried out regularly and with each change in government restrictions, both by us and the hirers.

We have kept our outgoing costs to a minimum. We have not had a paid cleaner for the hall and church since the beginning of lockdown 2020 and suspended the hygiene services for the hall. However it was necessary to have the hall, lobby, toilets and kitchen floors professionally scrubbed, deep cleaned, re-sealed and polished (August 21) in preparation for the groups returning (approx £400). The hall curtains were replaced with grey roller blinds, paid for by donations from some church members.

During the annual service of the hall boiler, it showed a high level of emissions resulting in it being condemned. As this was in October and all our groups were “back to normal” we had to replace it quickly. We discussed options with our Eco group, however due to time constraints and costs, it was decided to replace with a similar but more efficient gas boiler (approx £2110 including fitting and a 10-year warranty). We need to be thinking now about eco-friendly/ non fossil fuel solution for the replacement of the church boiler in the future.

### **Church Fabric Report (April 2021-March 2022) *(Diane Oliver)***

Mandatory services completed:

- Fire Extinguishers serviced including replacement of 1 CO2 and 2 Foam extinguishers (April 2021) (annual)
- Organ Blower serviced (May 2021) (annual)
- Church and Vestry Boilers serviced (September 2021) (annual)
- CCTV serviced (September 2021) (annual)
- PAT testing (November 2021) (every two years)
- Hall boiler serviced and condemned (replacement October 2021) (annual)

The hall floors were scrubbed and re-sealed professionally in August 2021, and the hall and toilets deep cleaned. The hall cooker range is not working. It was serviced in December 2021 but unable to establish the fault and it requires replacement. Funding for this has been offered by Councillor Rob King.

## **Diocesan Synod** *(Steve Baynes, Diocesan Synod Lay Member)*

Diocesan Synod met three times during 2021 – once physically and twice remotely on Zoom.

The main topic covered in March, led by Bishop Jo was the Church of England's national vision and strategy and how the diocese could connect with this. This has resulted in the Bishop's Leadership Team undertaking an overview of the Transforming Church, Transforming Lives (TCTL) goals in order to make them more relevant for the post pandemic.

In June Alex Tear, Head of Education for the Diocese, and Bishop Jo led a discussion and feedback around education and the role of the church in their schools in the Diocese. The draft budget for 2022 was approved and the 2020 Report and Accounts were received.

In November we were able to gather in person at St John's Egham where Archdeacon Paul served the Eucharist. Bishop Andrew was able to share feedback from the review of TCTL which has resulted in a focus on eight core strategies. Steve Roberts (Chair of the Diocesan Board of Finance) presented the final 2022 budget which was approved.

2022 Synod dates were set for 12 March, 29 June and an October date is being arranged.

## **Runnymede Deanery Synod** *(Steve Baynes, Deanery Synod Lay Member)*

Deanery Synod met twice during 2021 – both were held remotely on Zoom and the October meeting was postponed.

The main topics covered in March were

- How to support Guildford Diocese's commitment to net zero by 2030. This was led by Clem Jones from St John's Egham who is the Deanery's Climate champion.
- Living in Love and Faith which was led by Bishop Jo who is a member of the National Working Group created to answer the challenge of engaging the CofE in the many controversial topics around relationships and marriage.

In June we discussed how churches could best respond to the challenge of coming out of the pandemic. This piece of work was led by Dave Welch, Head of Mission Enabling for the Diocese.

All of these discussions were interactive with suggestions and comments being taken and feedback.

Finances are where they are expected to be with all parishes having paid their contributions. The Deanery were able to support urgent medical treatment in the UK for Bishop Edmund from our link with Kebbi in Nigeria.

2022 Open Synod dates were set as 24 March, (Egham Hythe), 21 June (Virginia Water) and 5 October.

## **Finance** (Emma Sterry, Treasurer)

We are always thankful for the effort our community make to help keep the doors of St Paul's open and 2021 was no exception. As the Covid-19 pandemic continued we were still faced with reduced attendance in church and families juggling their finances as some people still found finding work was just as challenging. Whilst we were able to reopen the church and hall for some events, we took the decision to delay accepting party bookings because the level of cleaning required between each event to continue to be Covid safe meant they were not viable. In 2020 we received a credit to our parish share to offset some of the reduction in income, but in 2021 the Diocese were not in a position to offer this.

The PCC were concerned about how the 2021 parish share would be paid as our income was struggling. Some significant gifts from members of the congregation, including a very generous offer by one person to match fund other donations received during a specific time, enabled us to pay our 2021 parish share in full, as well as to catch up on our 2020 payments. There continues to be more work to be done, with our 2022 commitments as well as dealing with a more historic debt of £10k.

During 2021 we moved our banking from CAF Bank to The Co-operative Bank due to CAF Bank fees of £8 per month as PCC and therefore Trustees we felt it was not a good use of our funds. The Co-operative Bank do not charge for community or charitable accounts. The CAF bank account is not yet closed, awaiting some Standing Orders to be moved.

## **Planned Giving / Stewardship**

Regular giving to St Paul's enables the PCC to plan, and we are grateful to those who support ministry here so faithfully. The change of bank was an opportunity to contact our planned giving members and ask them to change the way they give. Most have moved over to the Parish Giving Scheme. If you would like to join the Parish Giving Scheme you can find out more at [www.parishgiving.org.uk](http://www.parishgiving.org.uk) (our details are Egham Hythe St Paul PGS 170617192). For the donor there is no difference between giving via standing order or joining the Parish Giving Scheme – the parish pay no fee and the Parish Giving Scheme collects and pays us the tax on Gift Aid donations on a monthly basis, which is really helpful.

Please consider joining those who support St Paul's Church. If you would like more information please contact [treasurer@speh.org.uk](mailto:treasurer@speh.org.uk) or [office@speh.org.uk](mailto:office@speh.org.uk) and we can help you decide on which option is most suitable for you.