



Clewer St Stephen with Spital,
Parochial Church Council,
WINDSOR



St Stephen & St Agnes Church

Church of England in the Diocese of Oxford
Deanery of Windsor & Maidenhead
Part of the New Windsor Team Ministry

Annual Report and Statement of Financial Affairs of the Parochial Church Council

For the Year Ended 31 December 2023



PREFACE

This annual report combines the requirement to publish the annual statement of the Parochial Church Council and the financial statements of the Church for 2023.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRS 102). The financial statements have been prepared on an Accruals Basis. Valuation of investments assets are shown at market value.

The financial statements were unanimously adopted by the Parochial Church Council at its meeting on 21st March 2024.

Reverend Canon Sally Lodge
Chairman of the PCC



LEGAL AND ADMINISTRATIVE DETAILS

Rector of Windsor

Reverend Canon Sally Lodge

Chairman of the PCC

Reverend Canon Sally Lodge

Vice Chair

Trevor Parsons

Retired Clergy with permission to officiate

Reverend John Quick

Reverend Canon Peter Johnson

Churchwardens

Jane Burr

Trevor Parsons

Treasurer

Diane Betteridge

Secretary

Susan Gallagher (resigned December 2023)

Electoral Roll Officer

Jane Burr

Deanery Synod Members

Jane Burr

Steve Smith

PCC Members

Revd Sally Lodge*

Jane Burr*

Trevor Parsons*

Susan Gallagher*

Steve Smith

Prem Mandimala

Revd John Quick

Trevor Kirby

Ken Boshier

Richard Terrado-Reardon

Stephanie Minici

*Members of the Standing Committee with Diane Betteridge (treasurer)

All members of the PCC are DBS checked

Health and Safety Officer

Alex Akpieyi



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Parish Safeguarding Officer

Laura Betteridge

Safeguarding Verifier and Recruiter

Jane Burr (for the benefice)

Administrator – School Rooms

Stephanie Minici

Address

St Stephen & St Agnes Church
Vansittart Rd
Windsor
SL4 5EA

Bankers

CAF Bank (Charities Aid Foundation)
25 King's Hill Avenue
West Malling ME19 4TA

Accounts Examiner

Frank Hovell FCCA
35 Ruddlesway
Windsor SL4 5SF

Solicitors

Winckworth Sherwood
Minerva House
5 Montague Close
London SE1 9BB

Insurers

Trinitas Insurance
Trinitas Church Insurance Services is a trading style of Stackhouse Poland Limited who are authorised and regulated by the Financial Conduct Authority to sell general insurance products.
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Quinquennial Inspection Architect

Tony Mealing
Garrett McKee
Riley House
Riley Road
Marlow SL7 2PH



OBJECTIVES AND ACTIVITIES

Clewer St Stephen Parochial Church Council (PCC) has the responsibility to promote, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The PCC is also specifically responsible for the maintenance of the Church complex of St Stephen & St Agnes, Vansittart Road, Windsor.

The Responsibilities of the PCC are set out in the Parochial Church Councils (Powers) Measure 1956, the composition and method of election of which is found in the Church Representation Rules 2020 and the 'General Provisions Relating to Church Councils'.

During 2023, the PCC met on 6 occasions throughout the year, not including the short meeting after the APCM. The Standing Committee did not meet in person but carried out business by correspondence.

All meetings were a new arrangement where the first section of the meeting was for all three PCCs in New Windsor to cover common matters and the second section was for individual PCCs.

All meetings were quorate. Each meeting constituted a specific agenda, with updates in the joint session from the Rector, Director of Music, Churchwardens of all churches, Team Administrator, representative of work with children and the Deanery Synod as appropriate. The PCC meeting also included updates from the Treasurer. During 2023, the PCC agenda was sent out as Part 2 with the Part 1 joint agenda.

Website

The main website is now windsorchurches.org.uk which includes a specific section for each church. The section for St Stephen & St Agnes Church can be accessed from the main website or from its web address of ststephenwindsor.org.uk. The website is maintained by the Assistant Team Administrator.

Notice Board

The notice board outside is kept up to date by Jane Burr with thanks from the PCC.

Safeguarding

There were no safeguarding issues reported in 2023.



WORSHIP AND PRAYER

All are welcome to attend our regular services. Since the lockdown, services have been scheduled throughout the month with a regular Sunday 10 a.m. service at one of the four churches.

Electoral Roll:

Historic Numbers on the roll:

2014	66
2015	68
2016	71
2017	66
2018	57
2019	54
2020	52
2021	49
2022	50
2023	50

Attendance:

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Christmas	126	139	121	69	103	138	100	87	61	51
Crib Service	158	134	170	150	61	75	-	-	-	69
Easter	154	120	90	90	90	109	-	138 (+33 on Zoom)	111	32

Services:

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Baptisms	12	10	14	11	20	5	3	14	9	9
Weddings	2	2	2	3	1+1	1	2	1	0	0
Confirmations								0	1	0

The number on the electoral Roll in 2023 was 50 and it has decreased this year to 47 with the loss of more people than those joining. There are many who for one reason or another do not attend and as a result when the roll is renewed will probably not be included.

Since the last APCM Jill Dawson and Betty Doughty have died and Peter Lashbrook has moved to a care home in Old Windsor so is able to attend church there.

I am sure there are many who attend the Sunday services regularly who do not appear on any of the 3 parishes Electoral Roll, so once we become one parish, we may be able to encourage them to join.

Jane Burr



RECTOR'S REPORT

Behold how good and pleasant it is to dwell together in unity (Ps 133.1)

In 2023 the parishes of the benefice of New Windsor achieved something which they had been working towards for over 20 years. Unity. The legal process is not yet completed but the “people” side is a long way down the road to togetherness. I would like to begin my report on 2023 by thanking you all for what you have done to reach this milestone. Thank you for your commitment, your resilience, your determination and for the sacrifices I know you have made along the way. Unity is not always easy. Nor was it ever. The words at the top of this report come from the first verse of Psalm 133. The pilgrims approach Jerusalem and the wise among them know that their stay will have its challenges. Arguments and jostling for position may occur. Tensions may explode into conflict. Things could get very difficult. Or, there could be unity. A precious commodity and one for which humanity strives in so many areas of life. Unity makes us strong; together we are the body of Christ. Thank you for your part in this historic achievement.

All three PCCs voted unanimously in favour of becoming a single parish on 19th July 2023. The legal process to put into place the Scheme for Pastoral Re-Organisation began the following day and rumbled on to the end of the year. The hope is that all will be complete by the autumn of 2024. There is much to do both legally, structurally and financially but the process doesn't stand in the way of the practical outworkings of the decision made by the PCCs in July. Our mindset now is one of unity, of being “One Parish” and this is the remarkable legacy of 2023.

Another exciting achievement was the completion of the project to restore the organ in Windsor Parish Church. It had taken 10 years of fund-raising to reach the £210,000 target and the work suffered serious delays due to the pandemic and the aftermath of Brexit. A joy-filled inaugural concert took place on 1st October and I had the pleasure of re-dedicating and blessing the instrument during the Sung Eucharist on the Feast of Christ the King (26th November). Particular thanks must go to John Halsey and Michael Harding for their dedication to this project over many years.

A further successfully completed fund-raising endeavour was the All Saints' Lighting Project. A legacy from former churchwarden Tom Smith was the spur and led to a total of £60,000 raised in less than a year. Work began on 22nd May and on 2nd July, during the Sunday morning service at All Saints' Church, the “Big Switch On” took place to the delight of the fund-raising committee. The new lighting has made a big difference to the welcoming “feel” of the church.

From mid-April to mid-October, Windsor Parish Church hosted Peter Barnes' magnificent “Last Supper”, a sculpture made of fibreglass covered in keys reclaimed from computer keyboards. The sculpture's entrance into the church was challenging but we were all moved by Peter's calming presence and skill as it was manoeuvred into place over three hours. The sculpture was much enjoyed by visitors, including children from our local schools. It felt quite a wrench to see it go!





Palm Sunday fell on 2nd April and we were delighted to welcome Marble the donkey and her friend for the Palm Procession from All Saints to St Stephen & St Agnes via Holy Trinity. What a wonderful witness this was!

Easter Day began with a Dawn Eucharist at St Stephen & St Agnes with full Easter ceremonies and followed by an excellent breakfast where much fellowship was enjoyed. In addition, there was 8am Holy Communion (BCP) at Holy Trinity, 10am Family Eucharist at All Saints and a new service, Easter Praise with Holy Communion, especially aimed at visitors, held at 11.15am at Windsor Parish Church.

A service to commemorate Battle of Britain Day was held in Windsor Parish Church in September for the first time since the pandemic. There were traditional services of remembrance at Holy Trinity Church and Windsor Parish Church on Remembrance Sunday and the Eucharist at St Stephen & St Agnes was followed by an Act of Remembrance at the war memorial.

Other special services held in 2023 include the Feast of Corpus Christi, “In Loving Memory” (Bereavement Service), Baby Loss Awareness Week service, Fauré Requiem Mass for All Souls Day and Taizé Holy Communion at St Stephen & St Agnes Church, and two exceptionally well attended Carols by Candlelight services at Holy Trinity Church.

The daily round of prayer has continued with Morning Prayer every weekday on zoom and in person. (Do join us!) Thank you to our faithful band of pray-ers reminding us that the voice of prayer is never silent.

There were social events too. We had great fun at a “Silly Games” evening in February, enjoyed a sparkling cream tea in the vicarage garden to celebrate the King’s official birthday in June and were overjoyed at the success of the first Christmas Tree Festival.

In 2023 there were 33 baptisms, 7 weddings, 1 renewal of vows and 22 funerals (including 3 memorial services). A successful Marriage Preparation Day was held on 17th April. Thank you as ever to all who assist in the smooth running of these occasional offices. Amongst the departed we mourned the deaths of Maura Erikson, Jill Dawson, Barbara Bridges (SSSA), Mary Evans (WPC) and Christine Jacobsen (HT). May they rest in peace and rise in glory.

Throughout the year, ministry has continued in our schools with regular assemblies taking place at Trinity St Stephen’s, St Edward’s Royal Free, Queen Anne First School and Upton House. I am delighted that the Open the Book team have continued to visit Queen Anne School each Wednesday afternoon. I continued to serve as a foundation governor at Trinity St Stephen School and Queen Anne School and as an associate governor at St Edward’s Royal Free.

As Team Rector, I attended various meetings throughout the year as *ex officio* trustee of 5 charitable trusts. In December 2023, I attended my first meeting of the Diocesan Development Fund Panel, to which I was appointed in September.

My thanks to our six churchwardens, our treasurers, PCC secretaries, to our staff team and to my lay and ordained colleagues. Ministry is about unity. It is a group activity which we do collaboratively and relies on so many people, lay and ordained, carrying out their tasks, often unseen or unacknowledged, efficiently, quietly and without monetary reward. Thank you to all of you for all that you do *together* to make God’s love known in Windsor. Finally, my



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thanks to John for accepting with his customary grace another year of being married to the rector.

Thank you *everybody* for all that you do and all that you are.

May the Lord bless you and give you his peace.

Sally

March 2024



DEANERY SYNOD REPORT

The Maidenhead and Windsor Deanery comprises 14 parishes and benefices. The Deanery Synod comprises all the clergy in the deanery and Lay Representatives elected by their respective parishes for a period of three years. July 2023 marked the start of a new triennium after Synod elections for lay representatives at parish annual meetings earlier in the year. At the end of 2023 the Synod had 68 members. Attendance varied from 31 to 38 over the year.

There were three meetings of the Synod during 2023:

Wednesday 8th February 2023 at All Saints Church, Boyne Hill, Maidenhead:

- Representatives of four Deanery churches shared experiences of studying the Bible
- All Saints Dedworth shared about their Life Groups and their use of the Bible Course by the Bible Society
- St Andrew's Clewer shared about a group which read the whole Bible together over five years, meeting up regularly to discuss what they had read.
- St Mary's Maidenhead shared a personal experience of studying Philipians, and how it had helped in spiritual growth, joy, and dependence on God.
- All Saints Boyne Hill (including an Iranian refugee) shared about their use of a book "Jesus Through Middle Eastern Eyes", interpreting Scripture through first-century eyes, including how Jesus offered new life and gave value to women.

Tuesday 23rd May 2023 at St Michael's Church, Bray:

- General Synod member Gracy Crane gave a detailed report on what had happened at the February 2023 General Synod sessions, in particular the motion and proposed amendments relating to Living in Love and Faith.
- Synod members discussed and gave feedback on their past and present use of online church, with a diverse discussion and many examples of blessings as well as some challenges.

Tuesday 17th October 2023 at the Soltau Centre, Stubbings:

- Bishop Olivia, Bishop of Reading, addressed the Synod under the title of "Our church: where are we and where do we go from here?", sharing her thoughts on history; post-pandemic trends and statistics; tired volunteers and clergy; a recent clergy survey; Living in Love and Faith; the challenge of making Jesus known to unchurched people; and the vision of a "simpler, bolder, humbler" church.
- Synod members shared questions and comments with Bishop Olivia.
- General Synod member Daniel Matovu reported on the range of topics discussed at the July 2023 General Synod sessions.

Thanks to parishes' hard work and generosity, the Deanery paid £ 931,978 of parish share in 2023, against an allocation of £ 1,000,714, which was 93.1% of the requested amount from the diocese. The diocesan average was 94.5%. This was a reduction from the £ 1,019,381 paid in 2022.



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Rod Broad took over the position of Deanery Treasurer in October 2023 and the Deanery would like to thank Jim Tucker for managing the responsibility whilst the position was vacant.

Thomas Walton
Deanery Secretary
Deanery of Maidenhead and Windsor



ST STEPHEN AND ST AGNES CHURCH REPORT

The past year has been dominated by discussion and progress on the 3 parishes of New Windsor becoming one parish which could happen in 2024. However, life at SSSA has continued with Sunday services monthly and there have been some specials and some improvements and repairs being done.

The regular upkeep such as fire extinguisher checking, boiler servicing, and the lightning conductor inspection continued and all passed.

The church has been open every day from about 8am to 5pm but we have no idea how many people come in, but some have said how nice it is to know it is always open.

The cashless giving machine finally arrived and is now in use for anyone who wishes to donate to the work of the church.

During the spring unexpectedly the owner of Little Fingers, the Montessori pre school gave one month's notice she was leaving in March so the hall would not be in use during the day. A great deal of work by Stephanie resulted in a contract being set up with Always Growing a nursery based in the Windsor Boys School who were looking for a bae for their older children. They moved in in August after some work was done and occupy it from 8am to 5pm every weekday. This means we are unable to have evening bookings, but the weekends are still available for church use.

One of the highlights of the year was the 6am dawn service on Easter day. We gathered in the carpark, lit the fire, blessed the new Paschal candle and processed into the dark church. The Eucharist continued with the lighting of all the candles and lights and we gathered round the altar for the Communion. The Lodge family cooked breakfast for everyone which was very much enjoyed and appreciated.

Having had the sound system replaced in 2022 we found the speaker over our Lady was not working and had worn out so that one and the other one at the front of the church were replaced with good effect and the one in the choir was adjusted.

The monthly Family Worship by Trinity St Stephen First School continued with the whole school and some parents present on a Thursday morning and their Easter and Christmas events took place. Easter was celebrated by learning about Palm Sunday and Holy Week at the end of one term and Easter at the beginning of the next. The children made their Christingles in school and brought them to church in paper carrier bags for the service which was very well attended even though it was held on a weekday afternoon and the control of lighted candles was much easier.

The Key stages did their Christmas celebrations separately and again this proved easier to manage and parents could see much better what their child was doing.



There have been no Safeguarding issues answer are now in the second of three stages on the dashboard. Our thanks go to Laura who has kept us up to date with the action we need to take, and we approved a new Safeguarding policy.

The five-year electrical inspection of the church and School Rooms was carried out in August and the few minor works that were needed were done. 2003 was also the year for a Quinquennial Inspection and our as architect had retired a new one was asked to do it. Fairly minor things were found and we will look at those in 2024. We already knew there was a damp problem over the south west window and that was rectified as was the window on the north west side and both will be decorated in 2024.

Both Voci and Quire Voices held well attended Spring and Christmas concerts and both the organ and baby grand were brought into play. They both have concerts booked for 2024. The Glee who rehearse at Windsor Boys School were welcomed at Christmas together with some of the school's band members which really added to the sound and atmosphere. The conductor was able to connect his laptop to the sound system with good effect.

We lost 4 longstanding members of the congregation in 2023, Maura Eriksen, Barbara Bridges, Jill Dawson and Betty Doughty all of whom had their funerals in church and we thanked them for their years of dedication.

We welcomed 2 new young servers who have been able to take over from the older ones, who as they get older, have other responsibilities and commitments but are welcome to serve when they are able and help the younger ones.

I would like to thank everyone who helps with the presentation of services including the servers, choir, organists, readers, intercessors and technical people without whom the services would not have the same meaning. Stephanie and the sidespeople need thanks for their welcome to people and the preparation, serving and clearing up after coffee following services.

The 22nd of December 2024 marks the sesquicentenary (150 years) since the dedication of the church so we will be celebrating that day.

Jane Burr



SCHOOL ROOMS, CHURCH OFFICE & HALL REPORT

Last Spring Montessori Nursery decided to close their business in Windsor and left us, without a great deal of notice. We advertised locally and soon had a number of other nurseries interested in the hall area. Finally, we decided on Always Growing (who have several businesses locally) and they took up occupation of the hall on 1st September 2023.

We did have to carry out some minor refurbishment work prior to their occupation, but they have installed their own dishwasher in the small kitchen. So far they are proving to be reliable and respectful tenants and the relationship between us is excellent. They negotiated with the Manager of Stepping Stones (who occupy the upstairs area) and have an arrangement to share the Church garden area which seems to work well.

Stepping Stones continue using the upstairs room, although they don't appear to have very many children attending currently.

Heidi Rhodes Ballet School still use the hall for classes on a Saturday morning, although these only run from 9 am until 10.15 am.

The final Saturday Lunch for the Windsor Homeless Project took place on 16th December 2023 and they are now fully installed in their new HQ premises, Alma Beacon. I have an undertaking from the HP to pay for the two kitchen ovens to be professionally cleaned and I am in the process of organising this work.

Trinity St Stephen First School used the hall for a fund raising 'Curry Night' in March 2023 and we always allow them to have the facility FOC to help with the fund raising effort. Apparently the evening was a great success.

Stephanie Minici

5th April 2024.



TEAM APCMs MUSIC REPORT 2023

Music choices

Selection of music for our worship is discussed and agreed between the Rector and the Director of Music. A Music List for the whole Team Ministry is published each month, including hymns, psalms, Communion settings and anthems. The Music List and Choir Diary are published on the Team website.

Music choices are constrained by the limitations of our vocal resources, but I still aim to include new, inspiring and challenging works, which can attract and motivate, particularly on special occasions. For example, we:

- bought copies of Martin How's 'Arise, shine, for thy light is come', and sang this as an anthem with congregational refrain at the 'big switch on' following completion of the All Saints' Lighting Project
- introduced several pieces of music at our first Taizé-style Eucharist at SSSA, and have included some of them in other services since

Collaborations

Musical collaboration across the Team churches is well established. In 2023 we also collaborated more widely at events including:

- Come & Sing Handel's Coronation Anthems, a total of 50 singers and 10 instrumentalists drawn from many RSCM-affiliated choirs and other friends
- Evensong with members of St Andrew's, Clewer
- Fauré Requiem sung liturgically with members of St Peter's, Burnham
- Carol singing at La Planchette and at the Mayor's Charity Dinner with members of the Windsor & Eton Choral Society

Such collaborations bring additional people into both choirstalls and pews. We hope that some of these will come to worship in the Team churches more regularly.

Visiting professional singers and instrumentalists have contributed to several special events, including the 1st hour on Good Friday, our Eastertide Songs of Praise and a few weddings and memorial services.

Choir

The Choir's year had many highlights, including the two Carols-by-Candlelight services, the collaborations and other special events listed above, plus several seasonal choral Evensongs, and many other moving evening services held on holy days, especially Ash Wednesday, Maundy Thursday, Ascension Day and Corpus Christi.

Two members of the Choir have reached age 90. Attendance on Sundays is usually good, but attendance on Friday evenings is sometimes lower, and this needs to increase if the choir is to continue to thrive.



I gave a series of ten theory of music lessons to a small group of choir members and other parishioners in Epiphany and Lent 2023. I also gave several singing lessons to Fr Richard. A most successful and well-attended Choir Christmas Lunch was again held at the Palmer's Arms, Dorney, subsidised by the Choir Fund and by a Team Social Event held earlier in the year.

Organs

Thomas Trotter's triumphant inaugural recital on the restored WPC organ as part of Windsor Festival on 1st October brought to a close over ten years' work. The Bishop & Son organ building team attended and received a warm round of applause. The organ was re-dedicated by Revd Sally on 26th November. A leaflet was published setting out the organ's history and specification, and this leaflet is now freely available in the church. A list of organ appeal donors remains on display in the church. Shortly before completion of the restoration, water ingress caused damage to part of the organ that had been restored and which had to be re-done. Urgent roof repairs were carried out above the organ bay and an adjacent bay. The organ blower electrics were upgraded by the Duplex Organ & Blower Company. Having now spent the £210,000 we fundraised, the organ is insured for £1.4m. We now have a really splendid instrument fit to enhance our worship, for organ practice and teaching, for concerts, and more generally to help build the profile and role of the church in the community.

The organs in AS, SSSA and HT served us well in 2023, although work will soon be required on the AS instrument.

Organists

I have been ably supported during the year by Oliver Lomberg, and by deputising organists including Brian Henry, Nat Keiller, Robert Jones, Luke Saint and Luke Bond.

The funeral of former HT Director of Music and SSSA Organist, Gerald Milne, was held at SSSA in January. Following the death of former deputising organist Jonathan Holl, I dedicated an organ recital at Reading Minster in his memory. Over the years of the WPC organ appeal, the following former WPC Organists have died: Anthony Caesar, M James Gordon and Robin Sheldon. Former WPC Organist Dr Leslie Smith was remembered at a meeting of several of his former students and colleagues in November.

Fundraising for our music

The Berkshire Organists' Association contributed £400 to the WPC inaugural organ recital, helping to generate a surplus of £729 from this event. Sale of a violin and bow donated by Prof George Freeman raised £800 towards future works on the AS organ. John Halsey and Benedict Coffin continued to make regular monthly donations towards future works on the AS organ. Michael Harding donated the cost of printing the WPC organ leaflet. La Planchette donated £75 as a thank you for carol singing, and The Prince Philip Trust Fund donated £240, which are both being put towards the costs of our devotional performance of Stainer's Crucifixion on Palm Sunday 2024. Visiting Organists' Associations and The Organ Club made several donations across the three parishes.

John Halsey
Organist & Choirmaster, New Windsor Parish
Director of Music, New Windsor Team Ministry

March 2024



MESSY CHURCH REPORT

Our Messy Church work with children has become embedded in our church life in a short period of time. It is supported by a loyal group from across the churches and truly represents how we are coming together to work as one parish and one community.

Each event is themed with a bible story, singing, presentation, crafting, act of worship ending with a communal meal with the children, parents and helpers. We hold these every 6-8 weeks and past themes have included lots of Bible stories. Teaching is greatly aided by a fuzzy-felt media pack which uses hundreds of images vividly describing stories. The felt was a generous donation from a member of our congregation and has proved central to delivering our children's mission.

Numbers attending in 2023 varied between 5 – 25 children with their parents/carer(s) most of whom stay for the delicious meals served by our catering team which has included such delights as pizzas, roast chicken, baked potatoes and of course, favourite childhood puddings such as apple crumbles and jelly & ice cream. At the end of 2023, there were 72 children registered as having attended at least once.

Our Messy Church brings the Christian message to children through relaxed teaching and participation, the meal is an important opportunity to come together as a community that rounds off the event very nicely.

Penny Wells



TRINITY ST STEPHEN CHURCH OF ENGLAND (AIDED) FIRST SCHOOL REPORT

The school continues to enjoy a close and supportive relationship with the church.

Each year group has enjoyed preparing art work for the porch of St Stephen and St Agnes Church, following the themes of the Christian calendar. The children love coming into the church and spotting their contributions, as do their parents and visitors to the church. We have also provided art work for the Christmas Church magazine.

We have continued to support local charities such as The Windsor Food Share and The Windsor Churches Homeless Charity with the help of the church. Our school council and school community have enjoyed organizing events and collections for these worthy local causes.

Last years, year 4's wanted to hold their Leaver's Service in St Stephen and St Agnes. The children very much value the connection with the church.

The Christingle Service, supporting the Children's Society was a great success. The children love performing some of the songs from Christingle Rock and the lighting of the candles is always a beautiful moment.

The school continued with the relatively new tradition of two Christmas services, both held at St Stephen and St Agnes. The traditional Nativity Service was held in the evening and led by Key Stage One. Year One led the drama and Year 2 read the Christmas readings confidently from the pulpit. The service was put together by Miss Horth and was, again, a special moment for our community and particularly for the children involved.

Key Stage Two, Years three and four, led a Christmas Concert which gave opportunity for different performances. A few children were able to show case their musical ability on the flute and clarinet. Children read Christmas readings. There was also a selection of poems and songs- one of them in French!

Our Year Group Assemblies continue to be held at St Stephen and St Agnes Church, along with regular Family Worship services. These are opportunities for parents and carers to come and see their children and enjoy in a more informal worship. Many thanks go to Miss Burr who organizes coffee for our community after the services.

This year the Harvest Celebration and our Easter Service were held at Holy Trinity Garrison Church. All year groups contributed and the services were very well attended by parents and friends of the school.

The worship team continue to lead worship in school on a weekly basis and provide valuable space for the staff to reflect and pray together. The staff prayers attendance has grown over the course of this year and regularly between eight and ten staff members attend.

This year we have introduced pupil led worship. There is a team of enthusiastic Year 4 pupils who have now led a couple of worships. The first was about treating each other with kindness and focused on the life of Nelson Mandela and the second was on the theme of Patience. This term we hope to hold two more services during the Summer term, led by pupils.



The school has attempted to re establish a connection with our partner school in South India. We were able to make a connection via Zoom in the Autumn Term for shared worship. The children were thrilled to see the headteacher but unfortunately, we were not able to see the children in India and this did detract from the experience for our pupil community. We need to look at ways in which this can be a different kind of experience.

The church continues to support the work of Alisa Whiteland, our Family Link Worker, supplied by East to West (a local Christian Charity). Alisa has established excellent links with the children she sees and their families. This has been very helpful in supporting vulnerable pupils. We also appreciate the donations which have been made to enable families experiencing financial difficulty in being able to attend the Year 4 residential trip.

I am pleased to say this has been another successful year at the school. I would like to thank the Church team for all their support and enabling us to enhance the experience which children have when they attend Trinity St Stephen Church of England First School.

Louise Lovegrove

April 2024



TRINITY ST STEPHEN CHURCH OF ENGLAND (AIDED) FIRST SCHOOL CHARITY
REPORT

Account of funds distributed in 2023

Funds undistributed from 2022	£887.15
Funds transferred from interest in our CCLA Account	£4,999.00
Total funds available for 2023	£5,886.15
<u>Trinity S.Stephen First School</u>	
Amount allocated:	£5,000.00
iSingPoP (agreed 2022 allocated 1 June 2023)	£500.00
Amount distributed (23 November 2023):	£5,000.00
Total amount distributed	£5,500.00

This money was used to support the family link worker (£4,600) and to provide money towards a new projector ((£500).

Clewer S.Stephen (Educational) and Charitable Giving

No further money was distributed in 2023

Total to be carried to 2024 of non-distributed funds: **£386.15**

The trustees met once in November 2023. Although there was over £6,500 available from the deposit account, it was decided to transfer and use under £5,000 as the limit for charities not individually registered.

After discussion, it was agreed that the money was requested and appreciated by the school, but that donations to assist with other children or young person needs could be made if the trustees became aware of any such need.

Susan Gallagher (Treasurer)

March 2024



CURATES HOUSE TRUST REPORT

BACKGROUND & OBJECTIVES

The Clewer St Stephen Curate's House Charity was established by a declaration of Trust dated 29th May 1958 ("The Trust Deed") subsequently updated 4th April 2001.

The purpose of the charity being to hold and manage the freehold property known as 4 River Way, Barry Avenue, Windsor, in order to provide a home of reasonable standard for a Curate of the Parish of Clewer St Stephen with Spital, or if no Curate is appointed, to rent out the property as the trustees see fit. Surplus income from the Charity may be used for the benefit of such charitable purposes within the Parish of Clewer St Stephen with Spital as the trustees, in their absolute discretion, see fit. The trustees must be satisfied that such donations do not leave the charity at risk.

For many years the PCC of Clewer St Stephen with Spital managed the charity.

In May 2017 under advisement by the Oxford Diocese a decision was taken by the PCC to separate the charity's management from the PCC.

TRUSTEES DURING 2023

Rev Mrs S N Lodge (Ex Officio Trustee) (Chairman) (Appointed 29 July 2019)

Miss E J Burr (reappointed January 2021 – Term ends 2025)

Rev J M Quick (reappointed January 2022 – Term ends 2026)

Mrs S K Smith (reappointed March 2023 – Term ends 2027) (Administrator)

STRUCTURE GOVERNANCE & MANAGEMENT

The Charity is managed by its trustees,

Trustees are appointed by the PCC of Clewer St Stephen with Spital.

Trustees hold office for a four-year term.

The trustees met regularly during 2023.

The Administrator is responsible for implementing the decisions of the trustees.

All trustees give of their time freely and no trustee's remuneration or expenses were paid in the year.

ACTIVITY DURING 2023

All costs incurred during the year were funded by the letting income produced.

A new tenant family moved into the property in mid-January 2023.

The garden shed was replaced in the Autumn due to water ingress.

During the year a donation was made to Trinity St Stephen School to enable the whole school to benefit from the singing workshops of iSingPop whose songs are based on Christian values. The project culminated in a concert at St Stephens & St Agnes church on Ascension Day.

A Curates Rent Support Fund was created so that should a Curate be taken on in the parish & the existing property not be suitable for their needs the charity could provide some financial support towards their rent of an alternative.



PLANNED ACTIVITY FOR 2024

Net income for 2024 should be about the same as 2023, providing there is no change of tenant.

The property currently has an EPC rating of D. Due to the cost of living crisis the government has not moved forward on its proposal to raise the Energy Performance Certificate rating for rented properties to level C

EXPENDITURE POLICY AND FINANCIAL REVIEW

Trustees are not remunerated.

As a registered charity the charity is not liable to pay tax on its income or any increase in the capital value of its investments.

In the year under review total income was £21,850, less general expenditure of £7,620 & donations of £500, leaving a net income of £13,730.

As at 31 December 2023 funds available in the General Fund totalled £27,583.

RISK MANAGEMENT

The trustees confirm that they have assessed the risks to which this charity is exposed

GOING CONCERN

The Trustees have considered all available information as to the future of the charity and the guidance issued by the Financial Reporting Council as to going concern and liquidity risks. They are satisfied that the current and future assets and liabilities of the charity are such that the charity will be able to continue in operation. They have identified no material uncertainties that may cast significant doubt about the ability of the charity to continue as a going concern.

RESERVES POLICY

The charity believes that its financial reserves and anticipated annual income is sufficient to meet current requirements.

INVESTMENTS

The main asset of the charity is the property at 4 River Way. The charity is reliant on the letting income from this property, for its income.

National Westminster Bank plc is the charity's principal banker.

The charity has no investment adviser.

THE FUTURE

The trustees are satisfied that the activities of the charity will continue to meet important needs within the life of the parish and that these needs will continue in the future.

If on reading this report you would like further information please contact the administrator:

Mrs Stephanie Smith
The Clewer St Stephen Curate's House Charity
129 Maidenhead Road
Windsor
SL4 5EY
Email: stef@newton-kyme.co.uk

January 2024



BECOMING ONE PARISH – EXECUTIVE SUMMARY

Vision – Our vision is to “Make God’s Love known in Windsor”. Becoming one parish will enable us to pursue that vision in a more focussed and united way. This is not just about the mechanics and process involved; these must always be at the service of God’s vision for Windsor.

Benefits – We already worship as a single community, and our pastoral, social and outreach activities are increasingly organised across the Team. By becoming one parish we can become more efficient, with less time spent on administration and governance, a streamlined structure, less duplication, and more energy to focus on mission and engagement with our community.

Community – the analysis shows that with an overall population of around 12,000, the current 3 parishes equate to one average sized parish; albeit with a high number of visitors, but one which has four major churches instead of one or two.

PCC Structure – the proposed structure is for 8 Churchwardens (2 for each church) with 12 elected PCC members, 3 Deanery Synod Reps and one or two co-opted members. The Churchwardens and PCC members would all need to be elected at a Special Meeting at the start of the new parish and re-elected at subsequent APCM’s. There is no automatic continuity from the existing PCCs although it is possible that many current members will seek election.

PCC Committees – in addition to the PCC there will be a number of committees – Standing Committee, Liturgy & Music, Fabric & Property, Finance, Community Engagement, Governance etc. These will be comprised of a mix of staff team, churchwardens, and PCC members and possibly some co-opted members. Some will have delegated authority to make decisions, others will report back to the PCC for decisions.

Electoral Roll – the new parish will have an initial electoral roll consisting of the rolls of the former parishes combined to form a single roll. This will be updated in accordance with the normal Church Representation Rules.

Finances – there will be a single accounting system with all current bank accounts closed and funds transferred to the new parish, with a single treasurer (with some assistance).

- All giving, income, collections, donations, and gifts will be collected by the new parish treasurer.
- All expenditure, costs, salaries etc. will be paid by the parish treasurer.
- All reserves, savings, investments, trusts etc. currently owned by individual parishes will transfer to the new parish, (subject to a review of the current arrangements).
- Any existing fund restrictions – relating to gifts and legacies will be honoured; this includes the current “Friends of...” funds.
- Since the old PCCs and parishes will no longer legally exist, they will not be able to maintain separate funds or trusts (depending on who the trustees are).

Timescales – The individual PCC’s need to agree a proposal to be completed during mid-2023 which is then sent for Deanery approval, which. This then passes to the Diocese for approval, and legal dissolution of the existing parishes and creation of the new parish. This may take 6-12 months, at the end of which a Go-Live date will be agreed and the Special Meeting arranged.

The paper “Becoming One Parish - PCC Members Information” dated 21.03.2023 provides greater detail for each of these headings. Please read this document if you need any further information or explanations



Clewer St Stephen & St Agnes Spital PCC

**Analysis of income and expenditure
Selected period: 01 January 2023 to 31 December 2023**

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Incoming resources						
<i>Incoming resources from generated funds</i>						
0101 - Gift Aid - Bank & Parish Giving Scheme	12,443.63	—	75.00	—	12,518.63	12,960.37
0110 - Gift Aid - envelopes and collection	1,764.00	—	—	—	1,764.00	2,233.00
0201 - Non Gift Aid Parish Giving	400.00	—	—	—	400.00	400.00
0401 - GADS income - collection	1,789.32	—	—	—	1,789.32	1,658.72
0501 - One-off Gift Aid donations	—	—	—	—	—	6,000.00
0550 - Other donations	720.44	—	—	—	720.44	1,596.70
0601 - Tax refund Incl Parish Giving Scheme	4,050.21	—	—	—	4,050.21	5,719.08
0701 - Legacies	—	—	3,000.00	—	3,000.00	—
0901 - Extraordinary Income inc LPOW VAT Refund	—	—	—	—	—	1,740.00
1240 - School Room Lettings	5,606.00	—	—	—	5,606.00	6,668.24
1241 - LittleFingers/AlwaysGrowing	10,010.00	—	—	—	10,010.00	10,904.00
1242 - School Room Stepping Stones	7,560.00	—	—	—	7,560.00	7,465.00
0650 - Curates House Charity	—	—	—	—	—	2,351.76
1001 - Dividends and interest	6,148.10	—	—	—	6,148.10	6,424.92
1020 - Gains or losses on investments	13,596.00	—	—	—	13,596.00	(30,357.26)
1030 - Car park rent	11,640.00	—	—	—	11,640.00	11,544.00
Incoming resources from generated funds Totals	75,727.70	—	3,075.00	—	78,802.70	47,308.53
<i>Incoming resources from charitable activities</i>						
1101 - Fees	363.00	—	—	—	363.00	—
Incoming resources from charitable activities Totals	363.00	—	—	—	363.00	—
<i>Other incoming resources</i>						
0450 - Church letting income	1,630.00	—	—	—	1,630.00	2,025.00
Other incoming resources Totals	1,630.00	—	—	—	1,630.00	2,025.00
Incoming resources Grand totals	77,720.70	—	3,075.00	—	80,795.70	49,333.53
Resources used						
<i>Charitable activities</i>						
1801 - Outreach -Home & missionary societies	32.83	—	—	—	32.83	—
1850 - Outreach 2023 Donation All Saints Lighti	1,000.00	—	—	—	1,000.00	500.00
1910 - Parish share	28,140.00	—	—	—	28,140.00	29,472.00
2050 - Team staff expenditure	5,856.00	—	—	—	5,856.00	5,580.00
2301 - Church insurance	3,525.51	—	—	—	3,525.51	3,077.60
2320 - Church expenses	1,458.21	—	—	—	1,458.21	1,755.12
2330 - Minor repairs and maintenance	6,653.38	—	—	—	6,653.38	1,376.42
2340 - Sanctuary	1,489.68	—	—	—	1,489.68	1,488.09
2401 - Church electric	1,506.21	—	—	—	1,506.21	844.78
2410 - Church gas	4,501.71	—	—	—	4,501.71	1,713.19



STATEMENT OF ACCOUNTS

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2420 - Church water	213.07	—	—	—	213.07	187.07
2500 - Church & Hall Broadband	559.83	—	—	—	559.83	494.40
2520 - School rooms cleaner	1,920.00	—	—	—	1,920.00	2,240.00
2530 - School rooms electricity	1,750.11	—	—	—	1,750.11	943.05
2540 - School rooms gas	3,646.56	—	—	—	3,646.56	1,961.78
2550 - School rooms insurance	705.14	—	—	—	705.14	615.52
2560 - School rooms repairs	4,231.21	—	—	—	4,231.21	501.76
2565 - School rooms consumables	439.27	—	—	—	439.27	473.65
2580 - School rooms water	768.85	—	—	—	768.85	371.36
2590 - School rooms waste disposal	976.12	—	—	—	976.12	909.92
2701 - Church Major Repairs & Expenditure	1,632.00	—	—	—	1,632.00	22,123.82
Charitable activities Totals	71,005.69	—	—	—	71,005.69	76,629.53
Governance costs						
2101 - Children & Families Worker Fund	4,296.00	—	—	—	4,296.00	4,296.00
2601 - Audit fee	180.00	—	—	—	180.00	180.00
Governance costs Totals	4,476.00	—	—	—	4,476.00	4,476.00
Resources used Grand totals	75,481.69	—	—	—	75,481.69	81,105.53



Clewer St Stephen & St Agnes Spital PCC

Balance Sheet detailed

	As at 31/12/2023	As at 31/12/2022
Current assets		
6501: Bank current account	—	—
6502: CAF current account	20,014.39	18,448.28
6510: CCLA (CBF) deposit account	8,219.03	17,110.86
6520: Organ Fund	—	—
6530: CBF Fixed Interest Fund	67,082.94	63,537.62
6531: CBF Investment Fund	95,162.21	86,978.92
6532: CBF UK Equity Fund	29,993.93	27,108.75
6533: CBF Property Fund	15,566.71	16,584.50
6534: Other investments	—	—
6540: HMRC	1,015.91	2,568.00
6541: Prepaid insurance	994.74	850.92
6542: All Saints	—	—
6543: Organ deposit paid	—	—
6544: prepaid parish share	—	—
6550: Traidcraft stock	—	—
6590: Cash	—	—
Z05: Accounts Receivable	—	—
Total Current assets	238,049.86	233,187.85
Liabilities		
6690: Accrued energy	—	—
6691: Car park creditor	1,010.00	962.00
6692: Photocopying accrual	—	—
6693: Water accrual	—	—
6694: Waste collection accrued	—	—
6695: New Riverway licence	—	—
6696: Accrued Calvary repairs	—	—
6697: Lady Chapel provision	1,407.00	1,407.00
6698: Quinquennial	500.00	1,000.00
6699: Agency collections	—	—
Z04: Accounts Payable	—	—
Total Liabilities	2,917.00	3,369.00
Net Asset surplus (deficit)	235,132.86	229,818.85



STATEMENT OF ACCOUNTS

	As at 31/12/2023	As at 31/12/2022
Reserves		
Excess / (deficit) to date	5,314.01	(31,772.00)
Z01: Starting balances	229,818.85	261,590.85
Z03: Gains and losses own use	—	—
Total Reserves	235,132.86	229,818.85

Represented by Funds		
Unrestricted	232,057.86	229,818.85
Designated	—	—
Restricted	3,075.00	—
Endowment	—	—
Total	235,132.86	229,818.85



TREASURER'S REPORT

Clewer St Stephen with Spital PCC.

Financial Report Year End 2023

1. Basis of accounts preparation

Our accounts are prepared on an “accruals” basis. Therefore we account for items received but not yet paid for (e.g Gas & Electricity) and for money due that has not yet been received (e.g Tax Refund for Gift Aid)

2. Analysis of Income

The Parish Giving Scheme has not gained any new givers in 2023. I would like to thank all those who give in this way and for those who are signed up for the annual automatic increase. If we amalgamate our giving codes 0101, 0110, 0201, & 0401 our giving @ Church and through the Bank totals £16,471.95 as opposed to £17,252.09 in 2022 (a decrease on 2022 of just under £800).

Code (0601): “Tax Refund”-this now includes the monthly gift aid on the Parish Giving Scheme along with any claims received in other ways. Thanks to Lisa we are now on top of this and the claim has been made to the 31/12/23 and is shown in the accounts-we just await payment from HMRC. The income for 2023 is less than 2022 as we were able to claim the gift aid on the one off donation of £6,000.00 in 2022.

Code (1020)“Gains or losses on Investments”. After 3 years of gains on our investments it was obviously disappointing, but not surprising, that the value of our investments decreased in 2022 and the loss for that year was £30,357.26. This wiped out the gains in 2021 of £14,517.56, 2020 of £6,575.32 and 2019 of £19,369.24. 2023 has seen gains in three out of our four investments and that is reflected in the figure of £13,596.00. They were re-valued at the 31/12/23 as £207,805.79 from £194,209.79 in 2022 and 224,567.05 in 2021. Their value may have changed since then and as seen can go up and down.

They also brought in income of £5,872.04 (part of code 1001)

3. Analysis of Expenditure.

The main items that need explanation are as follows:

Cost of Gas & Electricity increased in 2023 in comparison with 2022 as was expected.

Our agreement that now runs for 2 years has lower prices so hopefully it will reflect in 2024's accounts.



Code (2330): Minor Repairs & Maintenance. £6,653.38 includes boiler services for 2022 & 2023, new boiler control, repairs to church roof, 5year electricity check and Quinquennial report.

Code (2560): School Room Repairs. £4,231.21 includes repairs to Hall heating & boiler, and new flooring and redecoration.

Code (2701): Major Repairs and Expenditure. The figure of £22,123.82 for 2022 is made up of £13,986.00 for the Sound Equipment. £6,427.82 for the camera and £1,710.00 for contactless equipment. 2023 has seen expenditure for some new speakers.

4. School room lettings and car park fees.

For 2022 Montessori and Stepping Stones remained a fundamental part of our school room income. Montessori left us during the early part of 2023 to be replaced in September with Always Growing without a drop in our income. We owe Stephanie Minici a great vote of thanks for acting as our lettings manager. Car park rent brought in £11,640.00. The lease has been renewed for 2 years until 31/10/2025 @ £3,030.00 per quarter. Renting and letting fees are reviewed every September.

5. Summary

As @ 31/12/2023 the value of our assets stands at £235,132.86. This is an increase of £5,314.01 from 31/12/2022 (Income £80,795.70 less Expenditure £75,481.69)

Once, again, I would like to record my grateful thanks to Lisa for her valuable guidance, and to Laura for all the support she gives me throughout the year.

Diane Betteridge
03/05/2024

