



**St Leodegar's Church, Hunston
Annual Report for the year 2011**

St Leodegar's Church Hunston

Annual Report and Financial Statements

of the

Parochial Church Council

for the year ended 31 December 2011

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1. Reference and Administrative Information

- 1.1. The PCC is a charity but is excepted from registering with the Charity Commission by the Charities Act 2006
- 1.2. Name of Church: St Leodegar's Church, Hunston
- 1.3. The location of St. Leodegar's Church is: Church Lane, Hunston, Chichester, PO20 1JU
- 1.4. The administration address is: Revd. James Russell, The Rectory, Church Lane, Hunston, Chichester, West Sussex, PO20 1AJ.

2. The Parochial Church Council Membership at 28th March 2011

Priest in charge:	The Revd James Russell
Curate:	The Revd Neil Coleman (from July 2011)
Churchwardens:	Philip Amor and Jo Hutchinson
Lay Reader:	
PCC Secretary:	Mary (T) Smith
Treasurer:	Sue Jarman
Deanery Synod	Joan Duberley
Elected Members:	Joanne Williams, Joan Duberley, Sue Jarman, Ray Harle, Ray Sharman, Barry Hutchinson, Sue Osborne, Chris Munro

Other key job holders:

Child Protection:	Tony Atkins.
Children and Youth:	Cheryl Anwyl
Sunday School:	Chris Munro
Treasure Seekers: (Village Hall)	James and Annabel Russell
Solid Rock: (The Cabin)	Linda Fitzmaurice
Sidespersons:	Peter Williamson
Gift Aid:	Ray Harle

Representatives:

5 Villages Lunch Club	Ray Harle
Mission Working Party	Jean Hilton / Tineke Zwinkels
Hunston Parish Council:	Sharon Gregory
Cathedral Link:	Mary (T) Smith / James Russell

Independent Examiner Jane Adams

Bankers: Barclays Bank PLC, 74-75 East Street, Chichester, PO19 1HR

Local Organisation Reps: NIL



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3. Parish Electoral Roll

- 79 members were registered at 31 Dec 2011.

4. Structure, Governance and Management

- 4.1. The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the **Parochial Church Council Powers Measure**. The PCC is exempted by order from registering with the Charity Commission. The primary objective of St. Leodegar's PCC is the promotion of our Lord Jesus Christ according to the doctrines and practices of the Church of England.
- 4.2. The **PCC (Powers) Measure 1956** states the PCC is to co-operate with the incumbent, the Revd James Russell, within the United Benefice of the Parish of Hunston and the Parish of North Mundham with St Giles, in working together to promote the whole mission of the Church pastoral, evangelistic, social and ecumenical.
- 4.3. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St.Leodegars. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.
- 4.4. When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on **public benefit** and, in particular, the specific guidance on charities for the advancement of religion.
- 4.5. The **United Benefice** is committed to and has adopted a common mission of:
 - Bowing Down, before God in vibrant worship
 - Branching Out, with the good news of Jesus Christ in our community
 - Building People Up, in Christ-like maturity
 - Bring People In, to his community
- 4.6. The appointment of PCC members is governed by and set out in the Church Representation Rules.
 - a. The **Parochial Church Council** - met 6 times in the Calendar Year. The Joint Annual Parochial Church Meeting of St Stephen's, North Mundham and St Leodegar's, Hunston, was held on the 27th March 2011
 - b. **Focus Groups** - The work of the PCC was supported by the Focus groups: Worship and Discipleship, Pastoral Care, Outreach, and Children and Youth. These groups met regularly and contributed to develop the church mission.
 - c. The Stewardship and Finance group was replaced by a Standing Committee which aimed to manage day to day issues in between PCC meetings. Towards the end of the year this was replaced by Parish



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Meetings which are held ahead of PCC meetings and deal with day to day issues, give voice to the wider congregation and prepare issues which need to be put to the full PCC.

- d. Specific aim and objectives in 2011 was to:
- Work together as a United Benefice
 - Welcome and house the new Curate and his family.
 - Retain good control of finance.
 - Undertake the roof restoration project.

5. Achievements and performance

5.1. The **regular services** at St Leodegar's Church throughout a calendar month offer a broad range of different services and the opportunity to worship God. The services were as follows:

- 1st Sunday – 11:00am Family Praise
- 2nd Sunday – 9:30am Parish Communion
- 3rd Sunday – 11:00am Morning Praise
- 4th Sunday – 9:30am Family Communion
- 5th Sunday – 9:30am Parish Communion

5.2. All our welcome to attend services at St. Leodegars. This year **church attendance** was: (2010 figures in brackets)

- Overall attendance: 3103 (2441)
- Overall attendance excluding weddings and funerals: 2648 (2264).
- Average attendance excluding special services e.g. end of school year service was: Parish Communion 40 (33), Family Praise 66 (57), Family Communion 37 (34), Morning Praise 42 (38).
- Children represent 24% (22%) of the congregation.

In addition to the aforementioned services we enable our community to celebrate and thank God at the milestones through life. Additional services to the regular forms of worship open to the whole community include:

- The following number of: Weddings 4 (2), Funerals 1 (2), Baptisms 6 (5), Memorial Service 1, Renewal of Vows 1
- The following number of people attended additional services: Carol Service 49 (83), Crib Service 140 (100), Christmas Day 42 (26), Remembrance 54 (72), Easter Day 87 (94), Harvest 68 (75).

5.3. The **new Curate**, Neil Coleman and his family joined our church family in June 2011. Neil is living in Runcton.

A Curate is a major commitment for us all when we consider that we are helping to shape Neil's development through his experience of our local church life and the wider community. This is also a major development for James as he takes on the additional responsibility of mentoring and supporting Neil through the next three to four years.

I am pleased to report that Neil and Jenny have settled in quickly and are already very active in many areas of church life. Their time with us is likely to



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bring great benefit to our Parish.

- 5.4. The **Back to Church Sunday** coincided with Harvest Festival. I am very disappointed to have to report that the congregation was less than the year before.

6. Ministry, Mission, Outreach and Pastoral Work

- a. The **Sunday School** (GEMS) for primary children met on the second, third, fourth and fifth Sunday of the month in term time. It continued to be very popular attracting 6 to 12 children. A number of adult helpers undertook a specially arranged first aid course.
- b. The **Choir** led by our organist and choirmaster enriched our regular services.
- c. The after church refreshment/coffee time remained very popular and provided **Christian fellowship** for the congregation. This offered a good opportunity to meet new people and encourage visitors to join the church.
- d. The **Puppets for Praise** were used to support biblical teaching during several services. The medium was well received, with people saying they enjoyed the performances which encouraged worship in a modern way.
- e. **House groups** remained popular and thrived. These small groups met in various homes to learn more about the Bible and discuss issues of faith, worship and mission.
- f. During the year a weekend was designated as a Mission **WASH** (Water, Sanitation and Hygiene) project. Over £500 was raised through involving a large number of people and the youth in a sponsored car wash as well as a sponsored walk.
- g. There was a strong **pastoral care group** undertaking work quietly behind the scenes. There was a strong network of support for those who were ill or distressed. Home communion was available for those unable to attend church. The Curate will be a welcome extra resource to meet this need.
- h. Work was undertaken to recruit church attendees to the **electoral roll** and bring the list up to date. Being on the Church Electoral roll entitles people to take a more active role in the church and have a voice in decisions that are taken.
- i. There were a number of opportunities to work with St Stephens including the: Rogation Service, APCM, New Comers Supper, Harvest Barbecue, PCC Away Day, Solid Rock Youth Group.
- j. The PCC Away Day in February was an opportunity for the PCC and others who have an interest in the development of the church to spend time together and explore and develop ideas and closer ties.
- k. Our monthly **Parish Newsletter** contained regular articles about Faith in our Community as well as other articles of general interest was available and delivered to those who subscribe. In addition free copies were available at the church and a special April edition was printed and sent to all Parishioners.
- l. The **Five Villages Lunch Club** continued to prosper and was a popular facility offering lunches for all on the fourth Thursday of the month in Hunston Village Hall.



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- m. We supported the following charities and missions:
Christian Aid; Emmanuel International; FEBA; Historic Churches; Release International; The Bible Society; The Chichester Christian Care Association; The Children's Society; The Royal British Legion; CMS.

7. Fabric and Fundraising.

- 7.1. **Voluntary support** kept the cost of minor repairs and maintenance to a minimum through working parties and individuals who have undertaken cleaning, grass cutting, weeding and replacing and repairing minor internal fittings.
- 7.2. The heating and lighting to the church was upgraded. The additional load was accommodated with the installation of a three phase distribution board, effectively reducing the slight overload on the existing single phase supply. The heating being controlled by a seven day time clock which only switches the heating on for Sunday morning services.
- 7.3 Others works undertaken included repairs to the church wall, the painting of the interior of the church, a general spring clean and the replacement of the church organ the original have been extensively damaged by rodents.

8. Recognition

- a. Our gratitude goes to everyone involved in the life of our church who give their time, talents and money so generously. Many have given voluntary support through participation in services, fundraising, finance and management, administration, running children's groups, providing refreshments, preparing church flowers, hosting house groups and visiting within the Parish.

9. The Future

- **Working together** with St Stephens's, North Mundham as a United Benefice, our mission is to remain strong and provide opportunity for all to worship, develop faith and participate in the varied activity of church life.
- In 2012 a focus on **finance** and income generation will be a high priority to ensure the broad range of activity and opportunity is provided in a safe environment for all.
- In 2012 the PCC will be presented with an annual review of the **child protection policy**.



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10. Financial Review 2011

- 10.1. Receipts to the general fund were £20,283.00 against payments of £19,822.00. Regular giving and collections remained constant compared with 2010.
- 10.2. The largest area of expenditure was payment to the Diocese to cover ministry costs, church insurance, training and some central costs. St Leodegar's Church met 70% of the costs allocated by the Diocese at a cost of £12,960.00.
- 10.3. The PCC has committed to training a curate within the parishes of Hunston and North Mundham. £11,520 was spent during the year funded by donations restricted to this purpose.

11. Reserves Policy

- 11.1. It is PCC policy to maintain a balance on the general unrestricted funds which equates to approximately six months' worth of unrestricted payments as contingency against unforeseen situations and fluctuations in bank balances. The current reserve of £18,000.00 represents 12 months' of expenditure.
- 11.2. Balances held in restricted and designated funds are retained for planned projects or other purposes identified by the PCC, the cost of which cannot be met from normal income
- 11.3. Balances held in both the designated and restricted fabric funds have been held towards the costs of repairs identified in the quinquennial fabric report.
- 11.4. It is PCC policy to invest fund balances with the CBF Church of England Deposit fund.

Annexes

- Financial Statements for the year ended 31st December 2011.
- Independent Examiner's Comments

Signed on behalf of St. Leodegar's PCC the Revd James Russell

(Chairman).....

Date.....