



Parish of Ockham with Hatchford & Downside

Annual Report for the year ended 31 December 2018

Legal and Administrative Information

Parochial name: The Parish of Ockham with Hatchford & Downside
Deanery: Leatherhead
Diocese: Guildford
Addresses: All Saints' Church, Ockham Road North, Ockham, GU23 6NQ
St Michael's Chapel, Downside Common Road, Downside, KT11 3NP
Correspondence: The Rectory, Ockham Lane, Ockham GU23 6NP

The Parochial Church Council is a charity, excepted from registration with the Charity Commission, with three related trusts. The PCC's Gift Aid registration number is X96002.

Members of the PCC who have served in the period of approximately fifteen months since the beginning of the financial year (1 January 2018) until the approval of the accounts in March 2018 are:

Ex-Officio members:

Revd Hugh Grear (Rector from October 2015) (Chairman)
Revd Elisabeth Burke (OLM from 2005)
Clare Bevan (LLM/Reader from June 2018)
Sally Pound (Churchwarden from APCM 2012) (also PCC Secretary)
Jan Winser (Churchwarden from APCM 2018)
David Boothby (Treasurer from 2018)
Alison Boothby (Deanery Synod from APCM 2011)

Elected members:

Malcom Aish (from APCM 2018)
Judith Allen (from APCM 2016)
Fiona Cheese (from APCM 2016)
Maureen Green (from APCM 2015) (Resigned April 2018)
Nick Mellstrom (from APCM 2018)
Richard Peters (from APCM 2017)
Russell Sunderland (from APCM 2016) (Resigned November 2018)

Co-opted members:

David Pappin (co-opted from July 2015)

Bankers: Barclays Bank, 5 Church Street, Leatherhead, Surrey KT22 8DE
NatWest Bank, 9 High Street, Cobham, Surrey KT11 3DJ

Insurers: Ecclesiastical Insurance, Brunswick Road, Gloucester, GL1 1JZ

Architect: Robert Shaw, BA, Dipl Arch, 32 Foster Road, Chiswick, London W4 4NY

Independent Examiner: John Burge, Broughton, Norrels Drive, East Horsley KT24 5DR

Legal Adviser: Vacant

Structure, governance and management

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

Objectives and Activities

The PCC of Ockham with Hatchford & Downside has the responsibility of co-operating with the group ministry clergy, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for All Saints' Church, Ockham, Hatchford Churchyard and St Michael's Chapel, Downside.

Achievements and Performance

There were 111 parishioners on the parish electoral roll during the year (2017: 111), more than half of whom are not resident within the parish. We last revised our electoral roll early in 2013 and are about to do so again in 2019. The average weekly attendance for our two places of worship combined, counted during October, was around 45 adults and anything from two to six children, but this number increased at festivals. Numbers at Christmas were encouraging with 145 attending on Christmas Day the best figure since 2014. The Crib service at St Michael's Chapel on Christmas Eve was once again more than filled to capacity and Carols in the Chapel, which was started only a couple of years ago, attracted double last year's number and filled the Chapel.

RECTOR'S REPORT – Revd Hugh Grear

2018 has been a good year! In particular, and as an example, the numbers attending all our Christmas services were up on previous years, which was wonderful.

We now have two churchwardens, which is brilliant. With **Richard Peters'** support, **Sally Pound** continues to be an absolute star. She is always in the vanguard of helpers at every service and event, and still she sings in the choir, contributes hugely to the flower arranging, visits parishioners, and supports the clergy. If there was a Nobel Prize for churchwardens, she would be leading the field. **Jan Winsor** is an able and willing support, and is learning the ropes from Sally. Jan is particularly good with people, and a natural evangelist. She has agreed to become our new Stewardship Officer, which is very welcome news.

David Boothby as treasurer is fantastic, having worked closely with the last 'temporary' treasurer, Nick Mellstrom, to take on the accounts, and computerise them. Such changeovers are never easy, with delays imposed by banking practises and HMRC red tape. Nevertheless, it has always felt that we are in good hands, and David has been at the forefront of negotiations with the diocese in terms of promises and quotas, and helping to find a peaceful resolution to concerns about Credit Unions. He is also a real and tangible support to me. David continues to work closely with **Nick Mellstrom** regarding the upkeep

of our buildings and Nick supervised the repainting of both church and King Chapel, in January 2019 – thank you!

Revd Elisabeth Burke remains a strong and secure pillar of the church, my ‘right hand woman’, without whom there would be less love, less pastoral care, less wisdom and less progress; thanks as ever! **Clare Bevan**, who was licenced as a lay minister (Reader) in June has gone from strength to strength, and her appetite for learning shows no sign of diminishing. She has continued to study towards her BA in Theology and Ministry, and we are the beneficiaries of her learning.

I continue to depend on my wife and family, who encourage me on a daily basis and keep me on the straight and narrow! **Tina Grear** continues to play the piano for family services, helps Pebbles, and facilitated our **PCC Vision Day**. We brainstormed where we wanted to be in five years’ time, and as a result now have a much clearer sense of our priorities and commitments.

My personal thanks to **Gillie Scarrott-Jones** for her support as my PA/parish administrator, which started part way through 2018, and for all that she does behind the scenes. She helps make up for my deficiencies, and thereby empowers me to greater efficiency! And thank you to the PCC for agreeing to her appointment.

Music – Sheila Mellstrom and the choir continue to lead our worship with skill and sensitivity. Martin McElwee and Tina both take turns in playing each month, which provides welcome support to Sheila. We continue to be grateful to Russell Sunderland for his piano playing in the Chapel.

Bell ringing – John Young continues to run the Bell Tower, and ringing is an important part of church life, but more bell-ringers from the parish are needed. We are also grateful to John for the many other tasks he undertakes for us.

Alpha Course – our course in 2018 was a great success with a number of people from the parish taking part. We are now on our third Group Ministry Alpha course (January 2019) but sadly we only have one participant this time. I have expressed to Renos and Phil that Ockham may need to run its own Alpha course (or other type of course) next year in order to ‘own it’ for ourselves, and gain the confidence to invite new people to participate.

Electoral Roll – My thanks to **Jenny Milligan** for her work as Electoral Roll Officer over many years. We have to completely re-compile our electoral roll this year, and we have been fortunate to find a new electoral roll officer, **Doreen Jones**.

Safeguarding – Our continuing thanks to **Judith Allen** for her work as our Safeguarding Officer. It is a vital but often thankless task, making sure that we are fully trained and compliant, and that all risk assessments are properly done. She helps us achieve that safe and welcoming place, especially for our young people.

Children - Our Pebbles team continues to provide an excellent and enjoyable opportunity for the children of All Saints'. Much the same team, working with the clergy, helps to put on our Family Service, on the fourth Sunday of the month. Pebbles and the Family Service continue to attract new families to the church, but lately we have seen a reduction in regular attendance by some children and their families.

St Matthew's CofE Infant School, Downside - Fiona Cheese, Elisabeth Burke and I remain fully involved with the school, and we have now been joined by **Alison Boothby** as a new Governor. We provide two different kinds of assembly on a fortnightly basis, all of which are truly appreciated by the school community. In addition, the school has a full service at church before both Christmas and Easter. The school remains 'Outstanding', which is a very apt word to describe the headteacher and her wonderful team, supported by the Governors and the PTA. We continue to do everything we can to invite school families to attend our services, but the response is sporadic at best. The children of the school designed and made wreaths for the war memorial on Remembrance Sunday, and a very good number of children were present at our Christmas services, but our regular family service does not seem to click with the school community.

St Michael's Chapel, Downside – Support for our 9am service every Sunday good. However, it is true to say that this beautiful tiny jewel of a chapel would love to reach out to its own local community more successfully. We played our part in the Downside and Hatchford Sports and Family Day by opening the chapel and inviting people to come and have a look inside. This year Elisabeth invited the whole of St Matthew's School to visit the chapel, class by class, for an event in Advent, which she and I enjoyed offering. It was brilliant.

Ockham Fete – David Scotland and his team put on another, yet more ambitious fete, which enjoyed excellent weather, and a great time was had by all. Hugh and family continued to run the wet sponge stall, and many other members of church and community could be seen in action around the Cricket Club.

Open Garden and Plant Sale – This year the Open Garden was provided by Fiona and Peter Cheese, with great support by Clare Bevan and the team. It was a fabulous day, with great fun, great weather, and raising good funds for church. Our thanks to the Cheese family.

WAG and Wisley Airfield – I am a member of the WAG Committee, and my views are well known. However, I do not assume that everyone connected to the church or in the community is against this proposed development, and it is important that we hear all views. Nevertheless, a clear majority are against, and it was good to be part of the appeal hearing, and to speak out on behalf of that majority. We continue to challenge the Council's draft Local Plan. Watch this space!

The Charities Team – David Boothby leads this sub-committee of the PCC which plans and puts on events that are both enjoyable and raise money for charity. We had a 'Through the

Keyhole' event which was well attended and well received. Our thanks to the team for all that they do.

Group Ministry – I continue to work with Renos and Phil, and in 2018 we got the three PCCs together for the first time to meet one another and to see what further cooperation might be possible. As well as wedding preparation and Alpha course, we work together in services in Holy Week (including the Passover Supper) and we hosted a joint service for all three churches on the Sunday after Christmas 2018.

The Friends of All Saints' Church – We are so grateful for all that the Friends do for us; the performance of *The Mikado* in church was a triumph, and raised good funds. We now look forward to *The Pirates of Penzance*!

Officers and Volunteers - We have an excellent team of readers and intercessors, as well as sidespeople/welcomers and those who prepare and serve refreshments after the service. Andrew Jackson puts *The Parishioner* together each month, and Richard Peters manages the website. Gillie Scarrott-Jones has started our Facebook page. Sue Burge faithfully produces and copies the weekly pew sheet. Thank you one and all.

2019 – As per David Boothby's report, we need to increase our giving, and persuade as many as possible to migrate to the Parish Giving Scheme. We are delighted that Jan Winsor as Stewardship Officer and Doreen Jones as Electoral Roll Officer will work closely with David and I (supported, I am sure, by Gillie, Richard and Nick) in improving our finances. We also want to improve the signage to both church and chapel. We continue to explore the possibility of projection in church, and have visited two churches to see how they have implemented this. There is much that we need to research and consider, but in general terms we would like to have the capability of projection, but done in a most sensitive and unobtrusive way.

CHURCHWARDEN'S REPORT – Sally Pound

It has been another good year with no major problems. I am pleased to report that All Saints' Church itself is in good health, and so is St Michael's Chapel.

Early in the year, the lighting around the paths at All Saints' Church was replaced and modernised and, after small problems, it is now working properly. We have a new lamp standard in the car park which matches those within the churchyard. We are grateful to the Friends of All Saints' who helped pay for this work to be done.

We have also resurfaced the paths in the churchyard; the smoother surface enables much easier access for those in wheelchairs and it looks much neater too. We had a generous donation towards this work.

The car park itself has been tidied up. All the nettles and weeds around the edge that were encroaching onto the parking space have been cleared, and Clare Bevan has very kindly sprayed any weeds coming up with weed killer. Wood chippings were put down in the areas where the ground was soft. This now means that, if parked under supervision, we can get 70 cars in the car park and we do not have to disturb Ockham Park for extra space so often.

The Rysbrack monument in the King Chapel has, at last, been cleaned. Our first quote for cleaning was substantial and Lord Lytton, whose family own the monument, was not able to help with the cost. More recently we were lucky enough to find that the son in law of Chris Newman, a PCC member, is a stone mason of some note. He offered to clean the marble at very reasonable cost and we were able to get the Faculty, the permission from the Diocese, to do it. Lord Lytton was able to help towards the costs at this time. Repainting of the church and the King Chapel were also agreed on, with support from the Friends. We were hoping to have this done before the end of the year, but it became impossible, partly due to the difficulty in matching the slightly pink tinted paint used when the Church was last decorated some 30 years ago. It was completed in January 2019.

We have had a problem with water coming into St Michael's Chapel toilet due to guttering not being angled correctly. Nick Mellstrom has now managed to get this altered so we hope it will not happen anymore. The garden there looks very much better than times gone by thanks to Chris, her husband, Judy and members of the congregation. They also opened the Chapel when the Fete was taking place. People were encouraged to go and look round it and we had a good number of visitors. This Christmas we had a lit Christmas tree above the door again, which was enjoyed by all. It also helps to show that things are going on there. St Matthews School also use the Chapel for Quiet Times lead by Hugh and Elisabeth.

Hatchford Graveyard is still maintained with the help of the Duddy family and others. It is a very peaceful place, tucked away just off Ockham Lane near Hatchford Park and is still used for burials.

We keep up to date with general maintenance such as organ tuning, checking of fire extinguishers, electrical items, and gutter cleaning etc.

I am coming to the end of my seven year period as Churchwarden which I have very much enjoyed. My particular thanks go to Richard Peters who has looked after the web site and a lot of other things too! There has been help and support all the way round, and I thank everyone for that too. I hope that a volunteer will step forward to replace me so that Jan Winsor is not the sole churchwarden. She will value her support as we move forward with exciting things that are planned for the future.

LEATHERHEAD DEANERY SYNOD REPORT – Alison Boothby

This last year has been about making progress as a Deanery towards our 'One Church' vision: 'Stronger together, moving forward in unity to grow our Lord's Church'. The Deanery

is moving to be strategic and mission-oriented, tapping into the skills and interests of all our churches. Within the Deanery Action Plan there was a main focus on youth and children's ministry (Y&CM). Time has been spent establishing a Mission and Pastoral Committee (MPC) – of which Hugh Grear is a member – whose key objective is to develop a culture of mission planning in the Deanery, and to encourage sharing of ideas, skills and resources. It's all part of the Deanery moving from a 'pastoral' to a 'mission' role.

Leatherhead Deanery Synod had three meetings this year as follows:

1. February: At St Lawrence's, Effingham. This was about Engaging with Housing (ending the Engaging with... theme from 2017).

There are significant housing developments taking place within the deanery at Effingham (Howard of Effingham development) and on the Wisley airfield which affects some parishes in the deanery. The question was posed: what should be the Christian response to new housing development? Neil McDonald, previously involved with housing development as a civil servant, now a consultant in this area and also churchwarden at St. Nicholas, Great Bookham led our discussions giving a very detailed explanation (with charts) showing how the housing crisis has developed. He encouraged those present to discuss in small groups around some of the issues.

In the second part of the evening with the help of David King (chair of Effingham Residents Association) and Revd Hugh Grear, we considered the two developments highlighted for our area. Again we broke into small groups and considered the implications of these large housing developments in our area – and some of the reactions we should have as Christians and citizens.

In the final section of the topic Neil McDonald brought us back to consider the implication of housing development from a Christian perspective. No complete answers on this, but much to think about.

2. June: At St Andrew's Oxshott, this was the big focus of the year and was an open meeting to share ideas and insights on Youth & Children's Ministry.

During this evening there was a mix of table discussion and guest speakers talking about specific projects across the deanery. There is some amazing work being done, but it is inconsistent, and for many individual smaller parishes, impossible to replicate. However, there are many common challenges and there is some enthusiasm for creating a better network of those involved in and interested in developing Youth and Childrens' Ministry (Y&CM).

Some of the general challenges voiced included:

- Competition with Sunday sports (300+ attend W Horsley cricket club!)
- Employing youth workers (also challenging regulations)
- Being relevant to teenagers...as many as 80% may have no Christian faith
- Risk of individual parishes losing out if Y&CM crosses parish borders
- Willingness of parents to commit to Church – attracting both generations including those having children
- Willingness of congregations to embrace (noisy) children in Church
- Creating opportunities to encounter God outside of Church

- Finding the right people in Y&CM with the right skills
- Leader burnout – lack of volunteers and lack of passion
- Availability of funding to maximise Y&CM potential
- Pressure of schoolwork and academic achievement
- Reliance on parents. Even if children are keen, they still need parents to come too
- The tendency to stay at home...the need to make Y&CM fun so people get out
- Belief that Sunday is ‘family time’
- Availability of older youth to support Y&CM when they move away from home.
- No secondary schools in our parish
- The big culture divide between secular society and Church- why would I go? The law of diminishing returns as so many people generally reject Church.

While several of these challenges apply to us here at All Saints’ Ockham, other parishes envy our Pebbles success – even Leatherhead struggle with a pre-school/infant ministry!

We heard some excellent examples of engagement including the Leatherhead Youth Project (LYP) which, with a team of nine staff and 14 volunteers has 18 projects on the go. An ongoing programme of activities is sought with the Youth Café and After School Clubs as the ‘way in’. One-to-one counselling is offered in co-operation with local schools for students who are struggling with behavioural or mental health challenges. Apprenticeships are offered, and services developed based on formal research of youth needs and wants. Ultimately LYP is trying to help young people find their way in the world and transform their lives by finding Jesus. Questions of Christianity are frequently discussed at LYP but not forced on those attending.

The Bookham Youth Project, in which three churches co-fund a youth worker, has also been successful as an offshoot of LYP and has been extended for a further two years after the original three-year commitment. Common ground between the three churches has been easily found ‘Jesus is Lord’, and shared trust has developed in making the Kingdom known in the community. Family fun events are held around five times per year, bringing generations together. Scheduling Y&CM activities late on Sunday afternoon avoids clashes with Sunday sport commitments. The value of ‘feeding the kids’ at such events was also emphasised.

In Ashted (which also has a fruitful partnership with LYP) there are two main youth groups: 11-14 ‘House’ and 15-18 ‘Life’ which combine teaching, activities and Church. Young people are encouraged to grow in discipleship and leadership of the younger members, with a focus on building strong relationships as a foundation. A willingness to try things and accept failures has been nurtured. The focus is on engaging young people rather than entertaining them. Relationships with local schools have been essential and a school youth worker has been funded in co-operation. Sex and relationship teaching has been valued through a ‘Romance Academy’.

Contributions of other experiences discussed included:

- We need to respect, and continue to encourage, a range of expressions of faith including the sacraments and worship styles...not just ‘Church-lite’
- The importance of bringing generations together rather than keeping them apart

- Building relationships with local schools allows access and we should go to young people at school
- Encouraging youth to be engaged in everything we're doing (care with dividing)
- Engaging them where they are at and helping them connect with God.

It's good to know that there are people and teams across the deanery who are committed to Y&CM and a general willingness to share ideas and resources for the greater good.

3. October: The final meeting of the year at St Nicholas, Great Bookham reviewed the Deanery achievements and challenges and discussed the priorities for 2019.

Further ideas for consideration were, as well as to consider:

- Running shared marriage preparation courses (perhaps four a year)
- Collaborating on 'Thy Kingdom Come'
- Shared breakfasts (men's and women's), lunches and curry nights
- A joined-up approach to pastoral care
- Shared youth events
- Each parish to offer the deanery one thing they are good at (for further discussion at next meeting)
- A justice/mercy interest group considering the social action challenges expected post-Brexit....with a potential deanery link to Christians Against Poverty.

PEBBLES AND YOUNG PEOPLE'S WORK – Elisabeth Burke & Alison Boothby

We, and many other parishes as we have discovered at clergy meetings, worry about retaining the young families as their children get older and involved with Sunday sport, social events and exams. I feel that the good foundations, fun, welcome, support, prayer and teaching that we provide in our family services and other worship sows a seed which takes root and manifests itself in these requests later in life.

We continue to have lively, engaging and imaginative topics in Family Services thanks to Zœe and Alison's ability to 'think outside the box' and Hugh is always there to support, dress up and round up with some thoughtful words for the adults.

This year we have had 14 children baptised, two of which were at the chapel and one was in an afternoon service at church.

Looking at last year's report I see we still haven't had a teenage-led service this year nor reinstated the termly services at St Matthew's School however our church/school links continue to strengthen thanks to Kathy and Hugh's enthusiasm. Alison has now joined as a Foundation Governor (Fiona is already a governor) to further strengthen the links with St Matthews. A number of families attended on Remembrance Sunday when the children brought up their class wreaths and we had a very moving workshop at the chapel called 'Follow the Star' which all classes and staff attended in groups. Tina and Fiona led a Christmas craft workshop at school in December which again strengthened our links and we hope these occasions will feed back to the parents and encourage them to come to church.

As always, the school had Easter and Carol Services at church to which the whole school and many parents came and we benefited from Cranmore School Junior choir and their families once again in November.

Our Christmas services were very well attended this year. The Crib Service in the Chapel on Christmas Eve was full to capacity followed by the quiet, reflective Carols in the Chapel which had more than 40 people. This is so encouraging, from small beginnings, this service has grown year on year.

Pebbles - has had another busy year providing a varied and stimulating programme for our youngest members. The cabin continues to work very well for us (and is still de-spidered regularly!) and we use the outdoor space and the churchyard too when weather permits.

Perhaps of note this year is that we have had not enjoyed such a consistent flow of regular attendees. Weekly attendance hovers between three and six on average, but we have a pool of some 12-15 over the year. Towards the end of the year we have welcomed one or two new faces too so we hope we will see them more regularly. I am sure that those who do attend enjoy their time with us! Picking up new children from St Matthews would be nice!

Sam and Flo and the Packard sisters are our oldest members, and although we see them less often, they make an extremely valuable contribution and the team (Tina, Fiona and Alison) are mindful of the need to keep them as interested as the much younger ones. It is heartening to hear their observations and answers to questions – it reassures us that they have picked up on so much of value during their early years with us!

As we did last year, and because of the irregular nature of attendance, we have continued to keep a flexible approach to the lectionary, choosing activities, themes and stories that appeal to our very youngest members. We've picked up on key events in the church calendar of course, but also revisited core values and stewardship of God's world.

With most of our children at pre-school age we tend towards craft and game playing rather than drama activity and anything with a gardening theme is always a big hit!

We continue to find ways to brighten our story telling. Some new books were purchased this year for greater inspiration, and we still enjoy using our own 'godly play' style knitted figures and various props in our 'Pebbles Bible' which can house all sorts of objects to prompt discussion and intrigue.

We are extremely grateful to the entire Pebbles team. For the time being we remain a leader team of three (Alison, Fiona and Tina) with Honor and Rebecca Packard as helpers.

We are always keen to welcome new members and new children. Our weekly numbers do fluctuate, but a healthy rolling average of between three and five is the norm rising to 10+ on occasion! We would ideally recruit two additional helpers to bolster the team but with parents in attendance, this has not been a sticking point.

The walkie-talkies (purchased last year) are used somewhat haphazardly – this has been picked up in the safeguarding report - but we will make sure that the team (in and out of the church) know how to use them

Ideas for the coming year:

1. We wonder whether we can develop links with the Downside nursery school to encourage new members who may be keen to move up to St Matthews – worth a chat with Elisabeth, Hugh and Kathy Hutt perhaps?
2. Produce a postcard to be used to market Pebbles within the local area – at schools, nurseries and throughout the group ministry.
3. Post details of Pebbles on the Nextdoor community site every few months.

There are a couple of ideas that are STILL outstanding that could be revisited this year and need agreement of the PCC/Hugh and Elisabeth...

1. The idea of having pebbles with the names of children baptised at All Saints which could stay in the font and be added to over time. Particularly relevant for us as our children's group is called Pebbles.
2. Godparent Sunday is 5th May this year - We haven't done this at All Saints before to my knowledge, but it seems a great opportunity to specifically invite all our baptism families to come along with their godparents. Of course, many of us are also godparents so the theme works for our regulars too.

We look forward to 2019 and pray for God's blessing on our work.

MUSIC – Sheila Mellstrom

All Saints Choir are well named--- they are 'all saints'!!! Faithfully each Sunday this band of five sopranos, two altos, one bass and one tenor(with occasional help from Bill Heath) and our very special member, John Young , turn up to sing at our Sunday service. The choir also sing a 'special' during communion, and, when required, sing at weddings and funerals. The choir meet once a fortnight for choir practice and at the moment we are choosing music to enhance the Good Friday and Easter services.

Not many small churches are fortunate enough to have such a dedicated choir as All Saints'.

We are also very fortunate in having Martin McElwee who plays the organ beautifully for us on the second Sunday of each month, and Tina who is also very gifted and plays the piano for the Family Services making a nice change, so that I can enjoy sitting in the congregation.

BELLS – John Young

During 2018 we only rang for one wedding and had four visiting bands one of which was for a quarter peal which they kindly dedicated to the life of my mother. We also had visits from Diocesan the young ringers group and held three district practice training sessions.

With the regular Thursday practice band we scored a further six quarters to celebrate, the lives lost of two ringers Peter Cranham, [Ash] and Terrie Fisher, [Ockham], two x 80th birthdays, a 100th birthday and two special Services, the Group ministry on Ascension Day, and Clare Bevan's first sermon service after being licenced as a Lay Reader.

With our limited local ringers however Sunday morning Service ringing has been limited to about once a month and only on five bells.

We were unsuccessful in recruiting new learners locally, towards the national aim of replacing the 1400 UK ringers who lost their lives 100 years ago in the Great War.

I still need to organise a working party to wire brush and paint all the ironworks associated to the bells and frame. Perhaps there may be some willing volunteers from the parish to assist when the weather warms up a bit, in the spring.

SAFEGUARDING - Judith Allen

There have been no reported safeguarding concerns during the year. Our Church PCC annually adopts the Church of England's *Promoting a Safer Church* policy statement, national policies and practice guidance approved by the House of Bishops. This is a declaration to maintain and recognise safeguarding as underpinning all the work within the church.

In 2018, the Diocese introduced an annual parish self-assessment audit. This is designed to help us reflect on outstanding areas of safeguarding provision and to report on what we already have in place. An area for us was the lack of an older people's champion. This has been kindly filled by Sheila Mellstrom, who suggests that thought is given to visiting people who can no longer attend church.

There are now helpline numbers for ChildLine, modern day slavery and domestic abuse organisations displayed in the porch.

Risk Assessments - Our risk assessments for children and vulnerable adults have been updated this year. These are designed to minimise risk, for example, to those working alone in the church, those who undertake visits, ring bells and for children's activities in the cabin and around the church. However, if anyone is aware of a new area of possible concern, I am always happy to discuss and to adjust the documents if necessary.

Training - There is an ongoing expectation of and provision for safeguarding training offered by the Diocese. I have attended an evening to update Parish Safeguarding Officers and to

look at future direction and needs. Clare Bevan, Hugh Gear and I have all attended the domestic abuse training module.

Walkie talkie - This has been the first year we have been able to have a dedicated system for communicating with Pebbles' leaders during the Sunday service. There have been some reported teething problems, i.e. the frequency being used by cyclists nearby and an intrusive chirruping in church when it is switched on. Further training/adjustment needed to ensure that it is used to its maximum potential as it is an important safety resource.

School - We have a good relationship with St Matthew's C of E Infant School in Downside. Elisabeth Burke is the school chaplain, while Hugh Gear, Fiona Cheese and Alison Boothby are governors. We participate in regular acts of worship, and the school visit both church and chapel from time to time. Risk assessments have been conducted for these. Hugh, Alison, Fiona and Elisabeth participate in the school's safeguarding training, and Hugh Gear is the chair of the safeguarding committee.

Conclusion - Although there are no known current concerns, the Diocese is very clear on the need for safeguarding to be seen as a whole church responsibility. Huge thanks to the Pebbles leaders and all of you who contribute to the safeguarding process.

CHARITIES COMMITTEE – David Boothby

The Charities Team comprises Elisabeth Burke, David Boothby, Judith Allen and Fiona Cheese - a sub-committee of the PCC.

The charities supported are Rainbow Trust (based in Leatherhead and supporting families who have a child with a life-threatening illness to make the most of their time together, providing practical and emotional support), and Christian Solidarity Worldwide. CSW operates worldwide in support of freedom of religious expression and is based locally from Epsom.

In March 2018 the team's event, *Through The Keyhole*, which shared the histories behind many of the older properties in the parish raised more than £740 for the two charities. An autumn event was postponed until 2019 in favour of allowing The Friends an opportunity to raise funds for their cause - although many thanks were again due to Jenny Milligan at the end of the year who coordinated charitable fundraising from Christmas carol singing at the Parish Rooms and raised £167 - which the team topped up from historic reserves to enable larger donations to each charity in the New Year.

The team has recently been working on a further fund-raising event for the first half of 2019 and will shortly share details of its plans. Further updates will be provided regularly covering progress.

THE FRIENDS OF ALL SAINTS' – Gillian Lachelin

The trustees are very grateful to all those who are continuing to support the Friends with very generous donations.

In October, Opera Anywhere gave a highly successful performance of *The Mikado* in All Saints' church raising £1,355.90 for the Friends. They will return on 12 October 2019 with *The Pirates of Penzance*.

The Friends are contributing to the cost of redecoration of the church this year.

FINANCIAL REPORT AND ACCOUNTS – David Boothby, Hon Treasurer

We have had a reasonable year and are in a sound financial position, for now. However, the excess of our income over payments has significantly reduced over last year (we are 'saved' by the investment income we receive on our deposits with CCLA (Churches, Charities and Local Authorities Investment Management Limited)). In 2018 we achieved an excess of just over £4,000, compared last year to over £16,000.

Change in format of accounts - Since before I took over as Treasurer from Nick Mellstrom in May 2018, it has been an expressed wish to move the accounts on to an electronic basis. This has been achieved this year, and at the same time we decided to move in line with the format of accounting required by the diocese. Practically, most of the headings in our income and expenditure account are similar to those used previously – and elsewhere, there are a few differences in presentation but not really content.

One difference in the presentation of our accounts to the diocese is that we are required to separate items in to *unrestricted* and *restricted* income and expenditure. *Unrestricted* means able to be spent on any purpose deemed fit and *restricted* is money which can only be used for a specific purpose from the outset. This year, we were lucky enough to receive generous donations to cover a significant portion of the costs of cleaning of the statue in the King Chapel, tending the open graveyard at Hatchford and resurfacing of the path at All Saints – these are examples of *restricted* income and related expenditure and are shown under the relevant headings in the accounts.

Parish Share - We have been in discussion with the diocese concerning a move to more directly charge each parish for its underlying running costs. Previously, places of worship with small congregations or historic – and expensive to run and maintain – buildings gained some relief in which the well-off parishes helped financially support those less advantaged. As well as our relatively small and expensive-to-run places of worship, we suffer by not owning a community centre giving us other sources of revenue. Despite this, our quota is due to rise by approximately 40% compared with 2015. The diocese has responded after meetings with them with an offer to defray the full impact of this change over five years, compared with the three years originally on the table. We now need to raise over £46,000 (2015: £35,000). This has been extremely concerning and upsetting for us as it runs against previous conversations held with the diocese.

As stated before, we really need to expand our number of givers and to persuade them to join the Parish Giving Scheme (which enables us to claim Gift Aid immediately, rather than waiting for the annual return, after the end of the year). Just over 40% of our pledged givers have moved over to the PGS and it is very easy to do so (forms are on the notice board at the back of All Saints church).

As mentioned in The Parishioner at the beginning of the year, currently, our average giving from those who are pledged givers in our parish is around £10 per week (£45/month) – compared with

average figures for the Guildford Diocese of just over £19/week (£80/month). Worryingly, just 1 in 5 of our supporters gives the average – £19 (or more) – weekly; could you help us by offering more than this amount? I am very pleased and grateful that Jan Winsor has kindly agreed to take over the role of Parish Stewardship Promoter from me, in addition to her duties as Church Warden – please talk to one of us if we can help you put the paperwork in place for any changes in your financial giving. Please also let us know if you prefer to offer your time or talents towards the smooth running of the parish – we are touched and humbled by those across the parish whose financial means are restricted but whose generosity with their time saves us from incurring other costs, and who bring their talents to making our church, chapel and graveyard such beautiful places to be.

Gift Aid - With a new Gift Aid Coordinator in place last year – Juliette Goad – it was perhaps unsurprising that HMRC took longer than hoped for to enable the change of contact details. Hence, the submission in relation to the year's pledged giving (via direct debits, standing orders or the collection plate – not the PGS which is really efficient) was unavoidably delayed beyond the year end. The claim has now been submitted and we hope that the ~£7,000 Gift Aid payment we hoped to receive in 2018 will arrive soon in 2019 – being able to include this claim in our 2018 accounts would have made the picture far rosier (although still down on the previous year).

Many of our givers make small cash donations, taking advantage of HMRC's Gift Aid Small Donations Scheme (GASDS) that allows cash donations up to £20 to be made without a Gift Aid envelope. Combining the chapel and church we came close to the annual £8k cash limit in the latest return. To ensure we stay within the limit, we asked Gift Aid givers to instead complete the yellow Gift Aid envelopes for donations over £10 – as the amount placed in envelopes provides Gift Aid on top of the £8k GASDS limit (best of all would be if givers would join the PGS scheme!). Thank you to Juliette for her tireless work on her new voluntary job and dealing with the bureaucracy at HMRC.

Other accounting items

- A correction to the previous year's accounts has been made this year. A receipt of £750 we were told was a gift instead turned out to be the cost of a parish burial plot – which needed to be turned over to Ockham Parish Council as an unexpected item of expenditure this year.
- The previous Sundry Account (2017 balance: £54) that was unused in 2018 has been amalgamated in to the Charities Account for ease of future accounting.
- A detailed expenses reconciliation has taken place in the year which has meant £2,700 of expenses relating to previous years (2015, 2016, and 2017) has been an unexpected item of expenditure appearing in the 2018 accounts.
- The market value of our endowment funds (Sanders and Graves Funds) has previously been reported in our accounts and returns to the diocese; instead, having taken recent advice, we have been advised not to include this as part of our financial return to the diocese. Conversely, we have been asked to report the *market* value of our investments in our returns to the diocese, compared to the *cost* value previously submitted (these items more-or-less cancel each other out on the financial return we make to Guildford Diocese).

Looking forward - Our Reserves Policy has been to maintain the **Fabric Reserve Fund** over £100,000. This was achieved in 2017 and has been maintained for 2018. While, as Nick Mellstrom has previously stated, this is not a large sum if anything serious should happen, it is, we trust, a good start. Detailed of the movements in our other restricted funds is shown in the accompanying accounts.

We are moving in to the digital age and **electronic/cashless payments** with the purchase of a bank card reader which will be able to be used in the church and chapel, when data-linked with a mobile phone having reception. This has been tested in 2019 and we are finalising ways to make **contactless** and **Chip and PIN** card payments easy and non-disruptive during or at the end of church services.

Towards the end of 2018 the PCC agreed to open a deposit account with the **West Sussex and Surrey Credit Union**. This provides local loans and saving opportunities – in particular to those disadvantaged people who may otherwise be excluded from mainstream financial services. Our deposits are safely protected in a similar way to those held in a bank account. Several members of the PCC have confidentially asked me to hold funds from their giving in this account, rather than remaining in our current account – until we need to make a withdrawal for the usual operating reasons. Each has put a limit on how much they overall wish to be held in this account – in order to leave us adequate day-to-day funds in our bank account. The credit union operates under the trading name of Boom. Please let me know if you would like any of your giving to be held with them, on similar terms.

In last year's Treasurer's Report, Nick Mellstrom also mentioned some **re-decoration** in our church building and this has taken part in the early part of 2019. The Friends of All Saints' Church have kindly offered to pay for the redecoration in the main body of the church with the PCC agreeing to pay for the King Chapel and toilet. Our thanks to them all.

And finally - I would like to thank Nick for all the support he has shown me in coming to grips with the parish accounts – he has been tireless, positive, helpful and encouraging throughout this year and it would have been nigh on impossible to have achieved the transition without his amazing help. Thank you Nick.

I would also like to extend our thanks to John Burge for remaining as independent examiner of the accounts.

Matthew 6:21

If our gift is encouraging others, we should devote ourselves to encouraging.

Or, if our gift is giving, we should do so generously.

Or, if our gift is leading others, we should do so diligently.

Or, if our gift is showing caring concern for others, we should do it cheerfully.

2018 Financial Statements - Parish of Ockham with Hatchford and Downside

	2017		2018	
Receipts				
Voluntary receipts	Unrestricted	Restricted	Unrestricted	Restricted
1 - Tax efficient planned giving	£33,636	£0	£32,354	£0
2 - Other planned giving	£0	£0	£0	£0
3 - Collections at services	£14,810	£0	£12,517	£0
4 - All other giving and voluntary receipts, including Special Appeals (recurring and one-off)	£0	£0	£3,635	£3,750
6 - Gift Aid recovered	£11,322	£0	£4,538	£0
7 - Legacies received (capital value)	£0	£0	£0	£0
8 - Grants (recurring and one-off)	£0	£5,000	£0	£500
TOTAL	£59,768	£5,000	£53,044	£4,250
Activities for Generating Funds	Unrestricted	Restricted	Unrestricted	Restricted
9 - Gross receipts from fundraising activities	£2,475	£0	£1,806	£853
Investment income	Unrestricted	Restricted	Unrestricted	Restricted
10 - Dividends, interest, receipts from property etc.	£6,504	£5,562	£7,351	£5,464
Church Activities	Unrestricted	Restricted	Unrestricted	Restricted
11 - Statutory fees retained by the PCC (weddings, funerals etc)	£3,757	£0	£3,011	£0
12 - Gross receipts from trading (e.g. hall lettings, magazine, bookstall). Not fundraising.	£0	£526	£594	£450
Other receipts	Unrestricted	Restricted	Unrestricted	Restricted
13 - Any other receipts not already listed	£0	£0	£122	£0
Monies received to be paid over to GDBF			£224	£0
TOTAL RECEIPTS				
Unrestricted	£72,504		£65,927	
Restricted	£11,088		£11,017	
Total	£83,592		£76,943	

2018 Financial Statements - Parish of Ockham with Hatchford and Downside

	2017		2018	
Payments				
Costs of generating funds	Unrestricted	Restricted	Unrestricted	Restricted
17 - Fund-raising activities (costs and payments)	£0	£0	£0	£113
Church Activities	Unrestricted	Restricted	Unrestricted	Restricted
18 - Mission giving and donations	£835	£0	£60	£1,140
19 - Diocesan parish share	£43,272	£0	£44,292	£0
20 - Salaries, wages and honoraria	£296	£0	£766	£0
21 - Clergy and staff expenses	£1,885	£0	£5,315	£1,505
Church expenses	Unrestricted	Restricted	Unrestricted	Restricted
22 - Church expenses: Mission and evangelism costs	£496	£0	£562	£0
23 - Church running expenses (including Governance)	£9,948	£0	£7,500	£1,750
24 - Church utility bills	£2,612	£0	£1,668	£0
25 - Cost of trading	£0	£0	£0	£0
Major capital expenditure	Unrestricted	Restricted	Unrestricted	Restricted
27 - Major repairs to the church	£0	£0	£368	£0
28 - Major repairs to church hall or other PCC property, including	£0	£0	£5,070	£2,000
29 - New building work to the church, church hall, clergy housing, or other PCC property	£8,080	£0	£0	£0
SUB-TOTAL of all expenditure payments items above:	£67,424	£0	£65,599	£6,508
	Unrestricted	Restricted	Unrestricted	Restricted
99 - Other payments not already	£0	£0	£750	£0
TOTAL PAYMENTS				
Unrestricted	£67,424		£66,349	
Restricted	£0		£6,508	
TOTAL	£67,424		£72,857	
EXCESS OF RECEIPTS OVER PAYMENTS	£16,168		£4,086	

2018 Financial Statements - Parish of Ockham with Hatchford and Downside

	2017		2018	
	Unrestricted	Restricted	Unrestricted	Restricted
Cash and Investment Balances				
31 - Cash and deposit balance as at 31st December	£90,143	£0	£86,934	£0
32 - Investments as at 31st December	£106,815	£128,441	£227,276	£0
TOTAL CASH AND INVESTMENT BALANCES				
Unrestricted	£196,958		£314,210	
Restricted	£128,441		£0	
Total	£325,399		£314,210	
Planned Givers And Legacies				
14 - Number of tax efficient planned givers	68		68	
15 - Number of other planned givers	0		2	
16 - Number of new legacies received	0		0	
Weekly average total planned giving per total planned giver	9		9	
Accounting Basis				
30 - On which basis were the accounts prepared?	<input checked="" type="checkbox"/> Receipts and Payments		<input checked="" type="checkbox"/> Receipts and Payments	
	<input type="checkbox"/> Accruals		<input type="checkbox"/> Accruals	

2018 Financial Statements - Parish of Ockham with Hatchford and Downside

PCC Deposits & Investments Held		31/12/2018	
<u>Barclays Bank account</u>			
	31/12/2017		£31,715
	31/12/2018		£22,935
<u>NatWest account</u>			
	31/12/2017		£9,882
	31/12/2018		£15,212
Total cash at bank			£38,147
Less - monies due to GDBF @year end from fees received during year			-£224
			£37,923
<u>CBF CoE Deposit Fund</u>			
	31/12/2017		£48,546
	31/12/2018		£48,787
Difference between year ends = interest retained within funds:			£241
<u>CBF CoE Investment Fund - Income Shares</u>			
	31/12/2017	Units:	Cost:
		13,666	£106,815
Units purchased during year from dividends, and cost:		442	£7,519
	31/12/2018	14,108	£114,334
Total Net Assets:			£201,044
<u>Represented by:</u>			
General Fund:			£49,858
Fabric Reserves Fund:			£103,680
Sanders Fund:			£33,926
Graves Fund:			£4,575
Downside Charities Fund:			£8,096
Charities Fund:			£910
(Incorporating previous Sundries Fund)			
Total Funds - Parish of Ockham with Hatchford & Downside:			£201,044

Market Value of PCC Deposits & Investments Held			
Total cash at bank			£38,147
CBF CoE Deposit Fund			£48,787
		Total cash and deposits:	£86,934
<u>CBF CoE Investment Fund - Income Shares</u>			
	31/12/2017	Units:	Market Value:
		13,666	£223,490
Total market value of investments @31/12/2018		14,108	£227,276
		Total:	£314,210



Parish of Ockham with Hatchford & Downside

2018 Financial Statements - Parish of Ockham with Hatchford and Downside Movements in Designated and Restricted Funds during 2018

	Fabric Reserve Fund (a 'designated' Unrestricted fund)	Charities Fund - incorporating previous Sundries Fund (a 'Restricted' fund)	Sanders Fund (a 'Restricted' endowment fund)	Graves Fund (a 'Restricted' endowment fund)	Downside Charities Fund (a 'Restricted' endowment fund)	General Fund	Total (as per financial submission to GDBF)
Opening Balance @31/12/2017	£103,653	£868	£30,554	£4,397	£7,678	£49,808	£196,958
Receipts:							
Grants	£500						
Donations in relation to Major Repairs/ Buildings Work	£2,000						
Interest & Dividends	£4,965	£42	£4,877	£178	£368	£2,386	£12,814
Through The Keyhole		£853					
Field Rent					£450		
All other receipts						£60,326	
Total receipts	£7,465	£894	£4,877	£178	£818	£62,712	£76,943
Less Payments:							
Major Repairs/ Building Works	£7,438						
Through The Keyhole expenses		£113					
Rainbow Trust donation		£370					
Christian Solidarity Worldwide		£370					
Clergy & Staff Expenses			£1,505				
Donation - St Matthews School					£400		
All other payments						£62,662	
Total payments	£7,438	£853	£1,505	£0	£400	£62,662	£72,857
Closing Balance @31/12/2018	£103,680	£910	£33,926	£4,575	£8,096	£49,858	£201,044

Format as required by Guildford Diocesan Board of Finance (GDBF)

A full set of the accounts can be downloaded from the parish website: www.ockhamchurch.org.uk



Parish of Ockham with Hatchford & Downside

Accounting Policies

1. The financial statements are intended to follow the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.
2. The balance of the **Fabric Reserve Fund** (for major works to the church building and other PCC property) is invested mostly in the CBF Church of England Investment Fund managed by CCLA Investment Management Ltd. Some of our reserves are held (for more urgent needs, should they arise) in a CCLA's CBF Church of England Deposit Fund. The fund is a *designated* fund in terms of the aims for its use, yet is also an *unrestricted* fund because the monies in it are not prescribed for specific items of expenditure beforehand.

[CCLA Investment Management Ltd stands for 'Churches, Charities and Local Authorities Investment Management Limited.'].
[CBF stands for the Church of England's Central Board of Finance which is trustee of the funds managed by CCLA].

3. The **Charities Fund** holds money for paying out funds raised to the charities the PCC has decided to support, and is therefore a *restricted* fund by its nature. It also takes a small share of any interest or dividends awarded in relation to our fund holdings, proportionate to its balance.
4. There are three endowment funds, which are also termed *restricted* funds, by their nature. The investment values of these funds are not shown in the accounts submitted to the diocese under GBDF rules as only the income from them is taken in to account:

- a. The **Sanders Fund** arises from a donation by the late Gerald Sanders; in its present form the Sanders Fund is a charity created by a Declaration of Trust dated 4 January 1967. The assets of the Fund at that time comprised £2,800 of stock in James Walker Goldsmith & Silversmith Limited, and 181 units in the CBF Investment Fund.

From the time of the Declaration of Trust, the object of the charity are "such religious and other charitable purposes of the Church of England in the ecclesiastical parish of Ockham with Hatchford as the trustees for the time being of the said charity shall in their absolute discretion determine".

The assets of the charity are vested in the Guildford Diocesan Board of Finance (GDBF) as a custodian trustee (as required by law) with the PCC as the managing trustee. The trustees have the power to apply the income and the capital of the fund, but charity law requires that the income is treated separately from the capital. The former is therefore held in a restricted fund (the 'Sanders Fund').

- b. The **Graves Fund** (comprising the Ady Grave Trust and the Pulling Grave Trust). The capital of both these trusts is a permanent endowment, held in the name of GBDF, the income from which is payable to the PCC so long as the graves are maintained. The income may be used for the maintenance of the church and churchyard, so must be held in a restricted fund (the 'Graves Fund').

- c. The Downside Ecclesiastical Charities Nos 1&2 is the name under which a charity created by a Charity Commission scheme dated 11 Jun 1964 has been known. It related to two charities for ecclesiastical purposes created by the conveyances of two fields adjoining the school at Downside to GDBF in the trust of the PCC, dated 6 April 1949 and 6 March 1950.

The PCC of 'Ockham with Hatchford' is managing trustee of the charity (having formerly been the PCC of Hatchford); GDBF is custodian trustee. The assets of the charity, being land, are a permanent endowment. The (rental) income from the land is accounted for separately as the '**Downside Charities Fund**' together with its share of any interest or dividends awarded in relation to our fund holdings, proportionate to its balance.

Report and accounts approved by the PCC on 12 March 2019

David Boothby
Hon. Treasurer

Revd Hugh Gear
PCC Chairman

Sally Pound
Churchwarden

Parish of Ockham with Hatchford and Downside

I report on the accounts for the year ended 31st December 2018.

Respective responsibilities of the trustees and independent examiner.

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2001 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement.

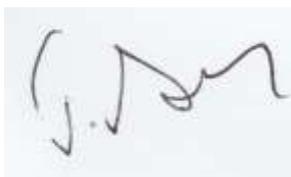
My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanation from the management committee concerning any such matters. The procedures undertaken to not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



John Burge, Date: 9 February 2019
Broughton, Norrels Drive, East Horsley, Surrey KT24 5DR