

Agenda item 4:

Report of the Church Electoral Roll Officer

A new Roll was produced and presented to the APCM on 3rd April. Since that time, the name of Richard Frost was added, and two were removed, Sue Nickels on her leaving the village in May and Maggie Sullivan on her death in November. The number of names on the Roll at 31st December 2019 was 87.

Roger Avery

Remaining reports:

Team Rector's Report

I would like to begin by thanking you all for being at your church APCM's and "Thank you" to all of our church members for your part in sharing the in the life and worship of our church communities in this team.

Our churches are all different and unique in their own individual ways with their own problems of financial pressures and maintenance problems but each one is also beautiful and treasured by its community.

During this last year we have all enjoyed getting to know Jane and Richard and we are only just beginning to scratch the surface of the gifts and talents that together they have brought to the life of our churches; they are a great gift to us in this team and bring with them so much that is helping to build up our identity as a team of churches uniquely different but united in our common faith in the risen Lord Jesus. The commitment to working together as a team of churches is something that I have tried to hold firm to knowing from personal experience the strength that it brings when members of one church do something to support and uphold another church and where the clergy try to work for the good of the whole team of churches and it is shown clearly in the commitment of Jane and Richard to building up our churches as a team

Since my own first days as a new Christian disciple in the 1980's I have appreciated the bond of fellowship that turns churches from buildings used for worship into large extended families of committed and like-minded people who know themselves to be a part of the people of God. This sharing of a communal life is beginning to show itself in all of our churches in expressions of faith that are shaped by each church and which strengthen all of our churches.

It is something that we need to keep working towards and engaging with but that is an important part of expressing our faith as a team.

An occasion like the APCM is always an opportunity to thank people for their service but this year I am unable to be present at each APCM and so I would like to use this Rector's report to say thank you to each and every person who attends and contributes to the worship life of our churches and to our church family.

Roderick

Report of the PCC

There are 15 members of the PCC, including the Team Rector who sits *ex officio*. There were 6 regular PCC meetings in 2018, together with a short meeting after the APCM. Average attendance was 82%. The purpose of the PCC is to oversee the day-to-day running of the church and to promote the whole mission of the church in the parish. The Standing Committee sets the Agenda for full PCC meetings, and is empowered to transact any urgent business which might arise in between meetings of the full Church Council. The SC met 7 times (there was an extra meeting on 23rd July) with an average attendance of 89%.

Roger Avery

Churchwardens' Report on church fabric, goods and ornaments

The tasks of a churchwarden are many and varied, ranging from heating to services to wasps. The year started off with problems with the heating which turned out to be a thermostat which had jammed. As a result, Hilary and I learned how the system worked and, also, that the underfloor heating needed flushing out. This took a whole day to complete – but you should all feel warmer. In February we had a meeting with the Tower Captain to sort out bellringer responsibilities. This was followed in March by the archdeacon's Articles of Enquiry. We were able to report again that our Safeguarding and Data protection policies were in place, along with the necessary DBS checks having taken place. The same month we were also privileged to host the Annual Civic Service for the chairman of Teignbridge District Council, Tim Golder.

June saw the sad departure of Stephen and Pippa West who have retired to live in Paignton. They are greatly missed and we all wish them a long and happy retirement.

Once July arrived we could then think about a replacement and meetings began. A church profile and a Team profile had to be written and submitted to the archdeacon for his approval. The advert eventually appearing in December.

In late autumn we had the sound system upgraded with new speakers in the Nave and the addition of a new one in the Chancel. A head microphone for the Vicar and the repositioning of the receiver. The improvements should help those with hearing aids. Also, the choir have no excuse for not listening to the sermons!! During the autumn we had an invasion of wasps followed by some unwanted moles in the churchyard. The wasps had to be removed and Hilary was seen stamping down the mole hills trying to deter the moles – which seemed to work!.

A momentous occasion in October was the licensing in Exeter Cathedral of Dr Ruth Sewell as Reader. This was a very special time for Ruth and those who attended the service. The churchwardens would like to express their appreciation to Ruth for all she has done to help keep the church running during the vacancy, plus meaningful Village Worship every third Sunday and she has quadrupled the number attending Evensong. She has also taken numerous other services including funerals, Holy Communion and Christmas.

We would also like to thank Rev'd Roderick Withnell and the Haldon Team for looking after us and keeping our services covered. It has required a lot of extra organisation on their part.

The churchwardens also owe a debt of gratitude to all those other groups of people who keep the church alive – the PCC who give up their time to ensure the church is running well - the Sacristy ladies who make sure that everything is ready for Communion, not only on Sundays but on Wednesdays as well and with the additional burden required during the vacancy - the Coffee Cup team who raise money to buy flowers and plants for Fran and Valerie to visit those who are unwell in the village – the sidespeople for welcoming the congregation as they arrive – the flower girls, the tea and coffee team and the gifted Open the Book team who take the Bible into the village school and especially Nick Gardiner and the choir who keep us singing every week. Also the newly-formed fundraising team with their new ideas and enthusiasm.

All church maintenance issues are reported in the Church Maintenance Committee report. The hard work put in by Sir Andrew Ridgway and the CMC team is greatly appreciated. Especially as the Roof Project is beginning to take off.

Inventory and Terrier Report: In addition to the NADFAS document detailing all the contents of the church we now have a complete electronic inventory, thanks to Hilary, which makes the check on the church goods much easier. We are not aware of losing anything this year!!

We would like to take this opportunity to thank all Sidesmen who help us by carrying out those duties every Sunday, and to Mr Bob Fuell for maintaining the rota. We would also like to thank those that lock and unlock each and every day so that anyone who wishes can visit our church at any time, and also all those church members who so willingly help in so many different ways to enable us to enjoy our worship.

Hilary Corlett and Keith Hutchings

Church Maintenance Committee Report

This has been another very busy year for the Church Maintenance Committee. A major part of its effort has been committed to the delivery of the Immediate Actions identified in last year's Quinquennial Inspection Report. The Committee has now selected Andrew Johnson as the contractor to carry out the repairs to the Grilles on the South wall stained glass windows. The Committee is in discussion with Devon Historic Churches Trust and is in the process of submitting a grant application to contribute to the cost of this work which should be completed in the Summer.

A Project Planning Team to address the major roof repair work identified in the Quinquennial Inspection has been formed under the leadership of Oliver Trice, a Chartered Building Surveyor and experienced Project Manager who lives in the Village. The team includes John Plumb, Ian Boyd and Andrew Ridgway and will report to the Church Maintenance Committee and thence to the PCC. The Planning Team will be responsible, on behalf of the Church Maintenance Committee, for Project Planning, major Grant applications, and communicating progress to the Village community. The need for immediate attention to be given to this work was reinforced in the Summer when there was a major fall of large pieces of plaster from the ceiling above the Nave. Immediate action was taken to secure the sections of the ceiling plasterwork. A request for a Gateway Grant has been submitted to the National Historic Churches Trust to cover the preliminary work necessary in advance of a request for major funding. The preliminary work will include an investigation of different sections of the roof to confirm that the whole roof needs repair. The work will also investigate the possibility of changing the water flow in the valley between the Nave roofs. This will remove the need for rainwater to flow across the first floor room in the Tower. In the meantime the Committee has cleared with the Diocese that the lead lined, wall mounted, water gully could be replaced if it does not prove possible to change the valley water direction of flow. The roof project is going to be at a substantial cost of something in the order of £400,000. The Committee is in discussion with the National Lottery Heritage Fund and is planning to submit a bid for a grant of up to £250,000 to cover a significant part of the cost. Clearly some Matched Funding will be needed and the Committee is working to identify further sources of funds. It will be very important to demonstrate the commitment of the Village community to the project by local fundraising. The money raised by the Open Gardens and during the Harvest Collection is an excellent example of this, as is the money raised by donations for coffee, tea and biscuits after the 10.30 Services on Sundays.

One key feature of any successful bid for funds from the National Lottery Heritage Fund is a demonstration of a wider commitment to Heritage issues. To achieve this the PCC has established a partnership with Bishopsteignton Heritage. This has already delivered Heritage lectures in the Church, involvement of Village School children in the research into the WW1 Servicemen who lost their lives in the war, and the production of Information Boards covering the history of the Church and the graves of Nelson's Admirals that are buried in the Churchyard. We are having some ongoing discussions with the Diocese Advisory Committee before the Boards can be erected! This Heritage activity will be vital in justifying the bid for National Lottery Heritage Funds.

The close working relationship of the Committee with Bishopsteignton Parish Council has continued during the year and Kim Ford is a much valued member of the Committee. There was a very positive joint inspection of the Churchyard during the Summer. All the gravestones that had been identified as being slightly loose during last year's inspection were checked and all were found to be secure following excellent work by BGS. BGS have continued with their work to maintain the Churchyard and to clear the Ivy from graves at the East end of the Churchyard. This work has been extremely successful and has involved clearing large amounts of Ivy from the Sanctuary Chapel wall. The clearance of the graves has fully exposed the graves of Nelson's Admirals buried in the Churchyard. A grant was made available by Councillor Tim Golder to help with this work. These very important and historic graves need to be fully refurbished and Peter Marsden and Jenny Ridd have agreed to lead a refurbishment project. This will include the bidding for funds from the 1805 Club and will include the publication of Jenny's booklet on the history of the Admirals buried in our Churchyard and which will be available for sale in the Church. Work by BGS has also continued in the Garden of Rest and there has been a major clearance of low tree branches and the removal of some Holme Oak trees and the clearance of moss from the entrance to the Garden. Jeff Gibson and Mike Hurst have continued with their programme of raising the level of the stone slabs and this will continue in the Spring.

A substantial amount of routine work has been carried out, as ever, during the year. Considerable effort has gone into changing Nave light bulbs as well as the spotlight bulbs high in the roof. A solution to the challenge of establishing a downlight to illuminate the entrance to the Churchyard has been found and has recently been fitted. Its effectiveness will be assessed in the forthcoming weeks. The whole microphone and speaker system in the Church has been updated and significantly improved. The West doors to the Nave and the Tower have been repainted and the Funeral Candlesticks have all been completely refurbished. Much of this work has been carried out tirelessly by Jeff Gibson and Mike Hurst, including the endless winding of the Church clock. We really could not manage without them! We are also most grateful to Helen Boyd and her team of volunteer Church cleaners who ensure that our Church is always looking its best; and to our Church Wardens for all that they do in support of Church maintenance on a daily basis.

Sir Andrew Ridgway, Chairman

Annual Report from the Deanery Synod Meetings

There were only two meetings during the year. Proceedings of both were reported to the PCC. We hosted an interesting Synod meeting with a representative from the Devon branch of CPRE...Campaign to Protect Rural England. Last year they launched a competition to celebrate the role of churchyards in our landscape. The speaker made some good points about caring for our church environment. Maybe we should enter St. John's church this year!?

Liz McNamara

Reports from Church Organisations

Bellringing Report

2019 has been a very successful year, and the standard of bellringing has been the best that I have known in the 18 years that I have lived in the village. Practice night on Thursdays regularly attracts ten or more participants. Much of the success is due to the leadership of James Grant, our Practice Night Ringing Master. We have rung for most of the 10.30 services, and for the weddings for which bells were requested. Several peals and quarter peals were rung, including a peal of 5040 Surprise Minor on 1st July to celebrate the arrival of Jane and Richard. Because of the quality of the bells, our tower continues to be a popular venue for visiting ringers, mostly during the summer months.

Roger Avery, Tower Captain

Choir Report

The year 2019 proved to be another busy, varied and musically satisfying one for the choir. The early months saw us working with various members of the clergy team and our Reader, Dr Ruth Sewell. Amongst the most memorable services from that time were the lovely Evensongs with Ruth and the beautiful services in Holy Week with Rev'd Sue Astbury.

June saw the licensing of Rev'd Jane Frost and Richard Frost. It was a fantastic occasion: the church was packed and the singing was tremendous. A few days later we went to St Michael's, Teignmouth to join with the other choristers there for the Songs of Praise service, which marked the end of their Flower Festival.

In August we sang at the funeral of former choir member, Joan Antcliff. It was a particularly moving and inspiring service as we all reflected on her life and missionary work in Africa. A couple of weeks later we were saddened to learn of the death of Bob Stone. Bob had been a great friend of ours and had come over from Shaldon on countless occasions to sing with us.

Autumn saw us return to St Michael's to join again with our friends there to sing some plainsong psalms at the launch of Richard's book on the Rule of St Benedict. A few days later we sang at the memorial service for Henry Tattersall. Our augmented choir sang "God be in my head" and led the closing congregational singing of "You'll never walk alone" to a recording by Andrew Rieu. As we went further into autumn there were lovely Harvest Festival services in Bishopsteignton and Luton, and we sang "Brother James' Air" at the All-Souls service in November.

December services included lots of Advent music and ended with traditional carols and the choir singing "What Child is This?" both here and at Luton.

We are a small, friendly group and always welcome enquiries from potential new members.

Nicholas Gardiner, Organist and Choirmaster

Bishopsteignton Parish Chronicle

Over the last year the Chronicle has maintained its popularity with an increasing number of articles from different organisations in the village. It is obviously recognised as a valuable means of communication. It is great to have articles from the Scouts. If there are children from the Primary School who would like to share their experiences, or something special they have been involved in, I would be pleased to include them in the magazine.

We have been able to maintain the cost again at 50p per copy. Unfortunately, we cannot include colour pictures inside, unless it is something special, as the printing costs too much.

Thanks are due to Ken Cassidy for looking after the advertisers for the last 9 years. I am very grateful to Anne Whitaker for taking this on.

Many thanks, also, to Hilary Corlett and her wonderful team of distributors who go out in all weathers to deliver between them 700 copies each month. And to Avril Avery and Pam Tate for giving up their time to batch them up.

Long Service medals should be given to Hilary Corlett, Jan Paget, Pam Tate and Paula Townsend who have been delivering for at least 25 years. It is reckoned that Paula Townsend, who delivers 51 copies each month, has delivered approximately 14,500 copies in the last 25 years!! Also to Alan and Sheila Fry, June Grimble and Judith Mudie who have been delivering for at least 15 years.

Special thanks go to Jill Eversett, our printer. She has the patience of a saint and does an amazing job keeping me in order juggling the articles to fit in the required space.

Keith Hutchings

Church Cleaning Report

The church cleaning has run smoothly this year thanks to the very reliable and willing team of volunteers and the efficient services of Bishopsteignton Cleaning Services. I am extremely grateful to them for all their hard work. The system put in place two years ago with BCS doing an in depth clean the first and third weeks in the month and the volunteers doing a 'quick clean' on the other weeks has worked well and will continue.

We held a planning meeting in January and carried out a 'spring clean' in October. This proved to be quite a major task and I think we will need to reconsidered how this is done in future.

In the coming year we will lose three of the team as Hilary and Liz will take on many more duties with Stephen's retirement and Pippa will be leaving us. I am most grateful to them for their commitment and reliability over the past years. I am delighted to report that two members of the congregation have come forward and are willing to join the team. We still have one vacancy.

Window cleaning continues with Adrien of AA windows taking over from his father Tony and he and his partner are keeping the tall windows behind the alter clean inside and out.

Finally, my grateful thanks to all the team of volunteers and to Jemma and her staff for keeping the church looking clean and well cared for throughout the year.

Helen Boyd, Church cleaning coordinator

Flower Report

The flower arrangers have been busy again this year. In addition to making sure there are fresh flowers in Church for the weekly services we have also taken pleasure in doing additional arrangements for special occasions. Sadly for us, Sue Nickels has moved to Bovey Tracey where she is now involved in flowers for the church there although she kindly came back at Christmas to do an outstanding arrangement on the high shelf. Her talents will be missed but we do have some additional helpers so hopefully we will be able to continue with our efforts to keep the arrangements looking good in the Church for most of the year.

As I've said before if there's anyone who would like to come and do an arrangement at any time then we would be very pleased to see them.

Margaret Rawlings

Social and Fundraising

The Silver Chain Singers - An afternoon concert, was an enjoyable time. There were 31 people in the audience, with the majority being St John's and 17 in the Choir. The raffle took £81 and the door £115.50 after deduction of £15 expenses for refreshments, making £196.50 in Total, raising £90 for the Silver Chain Singers to donate to the Dawlish Heart Monitor and **£106.50** for Church Repairs.

Open Gardens 2018 - A very, very big **THANK YOU** to all those involved, in any way, towards making this event such a lovely occasion (even the weather helped!) and a financial success. To the garden owners themselves, who worked tremendously hard to get their garden as good as possible, the cake makers and servers and the organisers, we offer our sincere thanks. It raised **£2,160** toward church building and roof repairs. And what can be said about those scarecrows?? Marvellous – all 30 of them! Special thanks to the organizers – Hilary Corlett, Gill Greateorex, and Caroline Thornton

Summer Concert - Many thanks to Nick Gardiner and the Festival Singers for a very enjoyable Summer Concert. His choice of Scenes from Merrie England gave us an entertaining story to follow and lovely music to enjoy. Teas/coffee/ raffle. The concert also raised a much appreciated **£100** for church funds after expenses.

Summer Fete. Very many thanks to all those who helped with this event in any way, and to those who baked and donated items. To all those who came and enjoyed the delicious teas and made it such a happy occasion. The bonus it raised **£352.26** for church repairs.

Harvest Mouse Hunt – Well done new team with fresh ideas! Saturday morning – what great fun! We estimate 37 children went searching the church for knitted mice– as did several grownups! Prizes for all. Children took part in colouring Mice with book prizes. Homemade cakes, teas, coffees and raffle. Thank you to our 'new' team of organisers and helpers – a lovely morning and great success which in addition raised **£151** for church repairs.

Exeter Police & Community Choir presented a most enjoyable 'Christmas Concert' Mince pies, warm Mulled wine, and raffle was enjoyed by all. Raised **£342.00** for Church repairs. Well done everyone and Thank you!

Christmas Tea with Stalls – a lovely sociable afternoon full of chat, tea and mince pies. Chocolate tombola, Bottle tombola, Fancy goods, Christmas cards and misc items, guess the weight of Christmas cake, and fabulous raffle. Well done to all the volunteers. It raised around **£430** for church repairs.

Thank you everyone! Total raised £3,641

Finella Whitehorn and helpers

The Welcome Pack

The Welcome Pack scheme has been running for 15 Years, 744 packs have been delivered to newcomers up to December 2019. Volunteers deliver the Packs which is always done in person to give a Christian welcome to the village. The Packs are always well received and appreciated. 38 Welcome Packs were delivered in 2019. The Pack is kept current with 6 monthly reviews by a diligent team of volunteers, Gillian, Ken, Anne, Hilary, Fran, Margaret and Sarah. We rely on members of the Church and Villagers to let us know about any newcomers, the Village Shop is particularly helpful.

The costs in producing the Welcome Packs are met from the Parish Chronicles income.

Many thanks to those who deliver the packs, advise us of newcomers, and the 'checking team ' for keeping the packs up to date.

Tony Corlett, Welcome Pack Co-ordinator

Annual Report of the Parochial Church Council (PCC)

Administrative Information:

St. John the Baptist Church is part of the Haldon Team Ministry, Kenn Deanery in the Diocese of Exeter. The correspondence address is The Vicarage, 3, Moors Park, Bishopsteignton, TQ14 9RH.

The PCC Membership:

The PCC comprises ex-officio, elected, and co-opted members in accordance with The Church Representation Rules. During the subject year, the PCC members were as follows:-

Team Rector: The Rev'd Roderick Withnell.

Team Vicar: The Rev'd Jane Frost (from July)

Church Wardens: Mr Keith Hutchings and Mrs Liz McNamara.

PCC Treasurer: Mr John Plumb,

PCC Secretary: Dr Roger Avery

Team Readers Dr Ruth Sewell, Mr Richard Frost (from July)

Deanery Synod Representatives: Mrs E McNamara and Mrs P Morris (also *Safeguarding Officer*)

Elected Members: Mr J Gibson, Mrs S Nickels (until May), Mrs M Sanders, Mrs J Paget, Sir A Ridgway, Mrs J Williamson, Mrs F Whitehorn, Mrs Belinda Wollen (from April).

Structure, governance and management

The PCC comprises ex-officio, elected, and co-opted members in accordance with The Church Representation Rules and operates under the Parochial Church Council Powers Measure. It is a *body corporate* established by the Church of England. A 3 Year Term of Office applies to elected members.

All church attendees are encouraged to register on the Church Electoral Roll and stand for election to the PCC.

The PCC is a charity excepted from registration with The Charity Commission.

Safeguarding

The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.). A copy of the church's Safeguarding Policy is displayed on the Notice Board.

Committees

The PCC operates through a 'Standing Committee' which meets between meetings of the full PCC. and has the authority to transact church business subject to any directions of the Council. The Church Maintenance Committee with The Church Architects, Benjamin and Beauchamp manages the major works required to the church. This committee reports directly to the PCC.

Written reports from other committees, sub-committees, and organisations involved in church activities are submitted at PCC meetings and the APCM.

Objectives and activities

The Parochial Church Council (PCC) is responsible for co-operating with the Team Rector and the Team Vicar in promoting, within the ecclesiastical Parish, the mission of the Church, pastoral and ecumenical.

Achievements and performance

Church Membership: As at 31st Dec 2019 the Church Electoral Roll stood at 87. The Sunday attendance during 2019 averaged xx adults, figures taken for a normal (i.e. not Festival) Sunday.

Review of the Year 2019

The PCC held 6 regular meetings during the year, with a short meeting following the APCM and one Extraordinary Meeting. Average attendance at regular meetings was about 75% of members. The PCC have met the full Common Fund request of £xx,xxx in 2019. Social & Fund Raising events continued to be held throughout the year.

The Rev'd Jane Frost
Team Vicar

Keith Hutchings
Churchwarden

Liz McNamara
Churchwarden