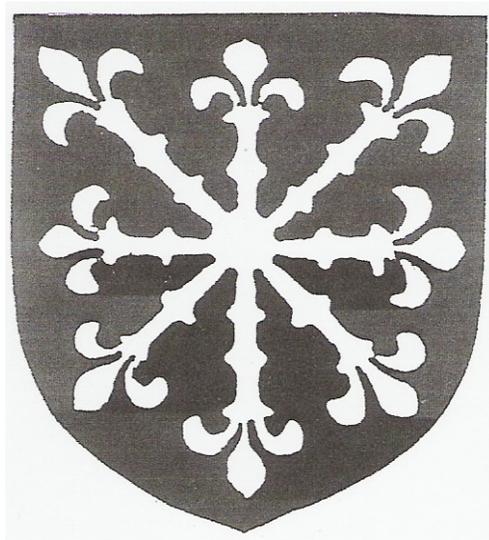


St. Martin's Church West Acton

**Parish Reference Number: 22.14
Registered Charity no. 1132976**



Annual Report 2017

ST MARTIN'S CHURCH, WEST ACTON

Annual Report of the Parochial Church Council for 2017

Administrative information

St. Martin's Church is situated in Hale Gardens, Acton. It is part of the Diocese of London within the Church of England. All correspondence should be sent to: The Parish Office, Rear of Church Hall, Hale Gardens, London W3 9SQ.

The Parochial Church Council Of The Ecclesiastical Parish Of Saint Martin, West Acton is a charity registered with the Charity Commission (registered charity number 1132976). Throughout this report the charity will be referred to as the PCC.

During the year the following served as members of the PCC:

Incumbent: Revd Dr Nicholas Henderson Chair
Licensed SSM: Revd Brandy Pearson (from September 2015)
PTO Priest: Revd Rob Pearson
Commissioned Lay Minister: Mrs Jacqueline Nicholls
Commissioned Lay Minister to the Japanese Anglican Church UK: Mrs Yuki Johnson
Reader: Dr Margaret Jones
Reader Emeritus: Mrs Lynne Armstrong

Churchwardens: Mrs Elizabeth Ambridge
Mr John Wilson

Deputy Churchwarden: Mr Jeremy Thorpe-Woods

Representatives on the Deanery Synod:

Mr Sam Boundy
Mrs Mary Cook
Mrs Bryony Franklin

Elected members:* Mrs Lynne Armstrong
Mrs Tara Bramwell
Mr Kenneth Chan
Mr Bruce Eddy
Mr James Hyde
Mr Jonathan Jones
Mr Ben Mason
Mrs Shelley Merrick Lay Vice Chair
Mrs Jacqueline Nicholls
Mr Lyndon Plant
Miss Angela North
Ms Fiona Stuart
Ms Emma West

Appointed Secretary: Mrs Lynne Armstrong

Other Information:

Representatives on Central Ealing Churches Together; and on Ealing Christian Churches:
Mrs Lynne Armstrong Mrs Jacqueline Nicholls

Sidespeople were:

Arden Anderson	Betty Anderson	Michela Antonello
John Beastall	Jill Burton	Mary Cook
John Holt	Gill Hull	Margaret Jones
Jackie Nicholls	Lyndon Plant	Brenda Ward
Ellen West	John Wilson	

Bank: HSBC, 69 Pall Mall, London SW1Y 5EY

Deposit Account: CCLA Investment Management Ltd, CBF Church of England Funds, 80 Cheapside, London EC2V 6DZ

Independent Examiner

Mr Amandeep Singh Bhogal, 56 Scarle Road, Wembley, Middx HA0 4SN

Structure, governance and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. 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. Members of the PCC with specific responsibilities attend training courses where appropriate. The PCC revises its Risk Assessment Policy on a regular basis.

The members of the Standing Committee were:

The Incumbent, the Churchwardens, the Lay Vice-Chair, Lynne Armstrong, Sam Boundy, John Wilson.

The Disclosure and Barring Service (DBS) Checking Officer was Mrs Shelley Merrick .

The Safeguarding Officer was Dr Bryony Franklin.

The Children's Champion was Mrs Jacqueline Nicholls

The Electoral Roll Officer was Mr Michael Franks.

The Stewardship Officer was Mrs Denise Taylor

Objectives and Activities

St Martin's PCC has the responsibility of co-operating with the incumbent, the Revd Nicholas Henderson, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Achievements and Performance

The APCM 2017 recorded 215 parishioners on the Church Electoral Roll. The average weekly attendance, counted during October 2017, was 75 adults and 20 children and young people. This number increased at festivals.

A PCC Digest follows later in this report. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

Other group reports contained within this booklet detail their respective achievements during the year.

Financial Review

Total receipts on ordinary restricted and unrestricted funds were £183,281 and are detailed in the Statement of Financial Activities (SoFA).

£179,924 was spent to provide the Christian ministry from St Martin's Church, including the contribution to the Diocesan Common Fund (£79,284), which largely provides the stipends, pension and housing for the clergy.

The net result for the year was a surplus in income over expenditure of £3,357. After adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December for restricted and unrestricted funds totalled £29,876.

Reserves policy

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately six months unrestricted payments, to cover emergency situations that may arise from time to time.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund

Approved by the APCM on 25th February 2018 and signed on their behalf by Revd Dr Nicholas Henderson (PCC chairman)

and PCC member Shelley Merrick (PCC Lay Vice Chair)

**St Martin's Annual Parochial Church Meeting Sunday 25th February
2018
Vicar's Report 2017-18**

This has been a good year not least in the good congregations we have enjoyed and a strong sense of common purpose and progress.

As ever we have had burdensome tasks associated with the building but some significant steps have been taken in improving and upgrading the Church Hall. The old kitchen had become worn out and unacceptable so we started on a serious upgrade in essentially three phases.

First, a substantial reordering of the architectural space including a larger kitchen area and better storage together with an extremely useful new access from the church clergy vestry passage. We are very grateful to Phil Barnes for overseeing this important work, which was completed at the end of 2017. The work also included a full rewiring of the electrical system for the Hall and Hall lobby and toilets bringing the system up to full modern electrical standard.

Secondly, we embarked on the installation of new kitchen facilities to bring us up to full modern requirements. Thanks go to Ken Chan for arranging this. Completion is expected Easter 2018.

Lastly, and as an aspiration for the future we may now quite easily remove the stage (currently only used as a storage area) connect to the vestries through the new entrance and build new bespoke storage either side with fold-back staging. This will increase Hall area by some 15-20%.

This work has necessitated significant fundraising and the congregation has responded magnificently though the 32.5K Fund organised by Ellen West, the emergency SOS kitchen Fund and a lottery grant of £10,000.00 organised by Rosemary Milne. Grappling with such endeavours has raised spirits and challenged us in a positive way. There are other substantial works ahead such as the rewiring of the church and vestries but large buildings always present challenges.

Nevertheless, our primary task must always be the proclamation of the Gospel and I am pleased that our emphasis on lay leadership and participation has been to the fore as we reach out to the wider community.

This will be my last Vicar's Report after some 32 years with you. These have been happiest days of my life and ministry and I am only sorry that Church regulations mean that I must retire on my 70th birthday on 3rd April. I have known so many wonderful people both new and longstanding and the privilege of being amongst you is a memory to be cherished.

An interregnum will now follow during which my clergy colleagues Brandy and Rob will serve you as priests and the Churchwardens Liza and John will oversee life, work and witness. I have no doubt that I am leaving what is a flourishing church and community. My successor will be assured of a warm welcome and you will all be in my thoughts and prayers for the next exciting stage of life at St Martin's.

May God bless you all,

Nicholas

ST MARTIN'S CHURCH, WEST ACTON PAROCHIAL CHURCH COUNCIL DIGEST 2017/18

January 2017:

- The Vicar and Jean Cook had spent time clearing the rubbish and paper from the orhan loft, thus reducing the fire hazards. The PCC agreed a vote of thanks
- The plans for reordering the Hall Kitchen facilities are to be referred to the Church Architect for review and comment

March 2017

- The cupboard housing the Hall boiler had been rebuilt so that it conforms to the latest safety regulations
- Eleven new applications for the electoral Roll were approved
- A proposal to setup a new Pastoral Team from January 2018, to be led by Bryony Franklin, was proposed by the Vicar and approved by the PCC

April 2017:

- The accounts were approved prior to presentation at the APCM

May 2017

- The new PCC first meeting
- The PCC welcomed the Brownie/Guides to St Martins. They will meet weekly in the Church Hall, and will be joining us in church for Parades and special services.
- The Parish Profile was nearing finalisation.
- The new bicycle racks have been installed in the Church grounds.
- The building works for the Hall kitchen will be carried out during the summer holidays.

September 2017

- The Hall kitchen building works were complete. The electrical wiring has been checked and renewed, and the Hall now has an electrical safety certificate.
- Acton Care Centre has been privatised, and there the Chaplaincy will no longer be funded. The PCC agreed that Brandy and Nick would continue to provide chaplaincy services free of charge, in order to continue to support the on-going needs of the Care Centre residents.
- A new lease for the Montessori School hire of the church hall has been agreed and signed with Mrs Garg, the new owner of the school.

October 2017

- A special meeting of the PCC was convened to agree the terms and conditions and accept an offer of an interest-free loan of £20,00 from the Diocese, to cover the initial the cash-flow issues associated with the purchase and installation of the new kitchen in the church hall. Repayments will start beginning no later than one year from the initial drawdown on the loan.

January 2018

- the faculty to affix memorial plaques on the font and flagpole in memory of Bill Ward and Phyllis Cook has been approved – we have 6 months to get the work done.
- the Fenton memorial plaque – being considered by the DAC on 30th January
- The new kitchen in the Hall is to be installed over the half term week.
- Montessori School, request for a 'forest school base camp': "The PCC formally agreed that the Montessori School could have permission to establish a Forest school base camp in the area agreed, on the proviso that Mrs Garg is responsible for the set up and maintenance with no permanent changes or fixtures allowed and no damage to the area".
- Pastoral Welcome Team: an initial meeting of the team involved had agreed process including that they will have monthly catch ups on potential new visitors and/or existing members who may not have been for a while.
- General Data Protection Register (GDPR) –the issue of needing a data officer was raised; – Jonathan Jones agreed to take on the role of data officer.

CHURCHWARDENS' REPORT 2017 ON THE FABRIC OF THE CHURCH

The Churchwardens are required to report to the Annual Meeting on the fabric and ornaments of the Church. We have pleasure in complying with this requirement for another year.

The Church

The church has, fortunately, not required any major items of maintenance during the past year. As usual there has been the replacement of light bulbs, general tidying up, and checking and occasional replacement of tiles on the roof. The gutters are cleaned and checked regularly under the Diocesan Gutter Maintenance contract. The organ, considering its age, continues (with regular maintenance) to play its part in general worship.

The Cottage

It is fortunate that, following the major renovation of the Cottage in 2016, there have been no significant repairs required.

The Church Hall

The Hall kitchen has needed replacing, as it was no longer fit for purpose. Accordingly, there has been a major re-ordering of the hall kitchen area, to give space for the installation of a better quality, higher specification kitchen. The new kitchen will conform to current Health and Safety standards, and will provide a much improved facility for users of the Hall. A complete check and necessary re-wiring formed part of the building works.

The Church Grounds

The gardens continue to be maintained in good order. Our garden contractor continues to provide an excellent service, and the grounds provide a very pleasant outlook.

The Future

We look forward to the completion and dedication of the new kitchen facilities in the Church Hall. We also plan to replace the frontage to the Hall entrance, putting in a double-glazed wall and entrance that allows for improved disabled access. We still have to deal with some other fairly major maintenance items, including repairs to the flat roofs over the Church porch and the Hall toilet block, plus the essential appraisal and upgrading of the entire electrical installation within the church. We will be facing significant costs, at a time of financial constraints. We pray that we are able to maintain and manage the finances effectively so that we can find the funds to undertake all this very necessary work.

Finally we offer our sincere thanks to everyone who in their own way has helped to keep St Martin's in very good order over the past year.

Liza Ambridge

John Wilson

Jeremy Thorpe-Woods

SUNDAY SCHOOL/JUNIOR CHURCH REPORT

The Junior Church continues to be well supported. Junior church sessions run every Sunday throughout the year except when there is an all-age service. During school term time we usually have about 15-20 children attending, with lower numbers during school holidays. We are continuing to invite the children to share with the congregation what they have done each week to help the children feel integrated and an important part of the church. The children also continue to contribute to all-age services by writing and reading prayers, and scripture readings. The children and young people are always very keen to contribute ideas for worship and church events, suggesting that they feel valued and well integrated into the church community. We have maintained our Diocese of London Children's Charter status, following our commitment to achieve a number of new objectives each year around the four areas of welcome, worship, nurture and mission for children and young people. There are twelve volunteer leaders who participate on a rota in the leadership of junior church sessions. All in all, this is a thriving part of the Church, and a source of optimism for the future; consideration should be given to how best to support our older children and teens as we move forwards.

Bryony Franklin, Tara Bramwell, Jackie Nicholls

SAFEGUARDING REPORT

The Diocese of London introduced a safeguarding policy in 2012, which was then updated in 2015. In line with this policy, we review its implementation and all associated procedures and good practice annually. Copies of the full policy are kept by The Parish Office, Bryony Dean Franklin, Jackie Nicholls and with the church Log Book; a copy is also available on the Diocese of London website. A summary of the policy is available on the notice boards in the church porch and in the hall. The safeguarding policy requires that a full annual report be presented to the parochial church council (PCC) by the Church Safeguarding Officer, at the first PCC each year after the Annual PCC meeting. A more detailed annual report will therefore be presented at the next PCC meeting. However, below is a brief summary of the key points:

- There have been no allegations or concerns relating to the safeguarding of children or vulnerable adults.
- The annual safeguarding audit required by the Diocese has been completed, with no actions outstanding.
- The Diocese safeguarding policy requires that each parish appoint a safeguarding officer, a children's champion and one or more evidence checkers for those applying for a Disclosure and Barring Service (DBS) check. Bryony Dean Franklin is our safeguarding officer, and Jackie Nicholls is our children's champion. Shelley Merrick and Bryony Dean Franklin are nominated evidence checkers.
- All staff of the church are up to date with safeguarding training and have up to date DBS checks as needed.
- All twelve of the current junior church volunteers have DBS checks, volunteer agreements and all associated paperwork.
- The PCC will need to identify a new safeguarding officer before May 2019 when Bryony Franklin will have to step down from this role.

Bryony Dean Franklin, Parish safeguarding officer

EALING DEANERY SYNOD REPORT

The March 2017 meeting focused on the **Vacancy in See Consultation** following the retirement of Bishop Richard.

Members at the meeting were handed a sheet of 6 questions to consider:

- 1 What are the challenges you all face, which you need the new Bishop of London to help you with?
- 2 Which of these challenges aren't addressed sufficiently in the Diocese's Capital Vision priorities?
- 3 What leadership characteristics, qualities and skills in Bishop Richard's ministry have helped you all to grow in being Christ-centred and outward looking?
- 4 What in addition to those characteristics, qualities and skills will his successor require to help you all to grow?
- 5 What particular characteristics, qualities and skills will the new Bishop of London need to fulfil the regional, national and international responsibilities of the role?
- 6 Are there any other important points for the Vacancy in See Committee to know?

All thoughts were gathered up to be summarised to forward to the Vacancy in See Committee.

The May 2017 meeting focused on the **Archdeacon's Visitation**.

In July 2017 the meeting considered the projects seeking grants for the **Mission Fund 2017**. Ten parishes presented their projects which were discussed and agreed at the meeting.

The October 2017 meeting focused on **education**.

Dame Alice Hudson, Executive Head Teacher, spoke of the success of William Perkin School in serving the local community with close connections to Holy Cross Church. Although now in its' 5th year, a Christian school and attended by many faiths, there was no watering-down of Christianity at William Perkin. Not one child had opted out of the Christian-based assembly, where Bible stories are used to relate to life. Everyone is valued and although we all get things wrong, everyone is encouraged not to stay in a bad place.

Following on from the success of the two schools in the Twyford CofE Academies Trust, a third school is in the making, to be called Ada Lovelace CofE High School, which will open in 2018 although the new building will not be ready until 2020. In the meantime, the new students will be based at William Perkin for the first two years.

Ealing Fields, a small school in need of help has become part of the trust and, when rebuilding has taken place, will be located at the old St Anne's Convent in Little Ealing Lane

Your Representatives are: Sam Boundy, Bryony Franklin and Mary Cook.

JAPANESE ANGLICAN CHURCH (UK)

2017 was a most memorable year for the JAC(UK) with many unforgettable events.

In February we attended the Bray Day service held by USPG (United Society Partners in the Gospel), visiting their offices to see the stained glass commemorating Bishop Motoda, who was the first Japanese Anglican bishop. We were joined by his great-granddaughter.

In May we celebrated our 10th Anniversary Service and in the same month I undertook a Ministerial Development Review and was recommended to explore, with the Warden of Lay Ministry, the question of whether my ministry as leader of this congregation is more in the

nature of Licensed Lay Ministry than as a Commissioned Lay Minister. Since then I have been on a discernment process to decide the way forward.

Sadly our long term spiritual helper, Mr Nathanael Sonoda, passed away last September. During his last days, I made ten trips to visit him at his house in New Malden and led six short services, with our members, at his bedside. As most of our members are not Christians it was quite a challenge to help them understand the Christian meaning of death. We had a wonderful thanksgiving service for his life in October at St Martin's, with more than 140 people, many from other Japanese worship groups and communities, and this was a good opportunity to get know these groups and their leaders.

In December we had our first Christmas Carol Service proclaiming the true meaning of Christmas, particularly to those who are unfamiliar with the Christian story. Since last summer, with Jackie's help, we have also started The Pilgrim Course with two small groups. Throughout the year I have attended various meetings and consultations concerning other groups based in London. Finally, we will really miss Nick very much as he has offered such wonderful guidance, encouragement and support to us over the years.

Yuki Johnson, Commissioned Lay Minister

INTERCESSIONS ROTA REPORT

We are fortunate to have a faithful group people who lead the prayers of intercession at the morning Eucharist. I know that the congregation is grateful for the careful thought which goes into the preparation of the prayers and the sensitive way in which they are delivered.

Once again I should like to thank Liza Ambridge, Lynne Armstrong, John Beastall, John Clark, Sam Boundy, Bryony Franklin, Sean Galpin, Rosemary Hart, Gill Hull, Jackie Nicholls, Karen Staartjes and John Wilson who have all led our prayers in 2017.

Margaret Jones

OFFERTORY COUNTERS

During 2017 we introduced a rota of people to undertake counting the offertory after the 10am Sunday service. This has been a new initiative, and I am grateful and extend my thanks to all those members of the congregation who have agreed to undertake this task. It took several iterations to develop a simple step by step guidance document to make the task as easy as possible, and I thank everyone who has provided feedback and help in revising the guidance notes. This is still, to an extent, a work in progress, but we are now taking small steps rather than giant leaps. We would welcome more people to join the rota. Please talk to the churchwardens about what is involved if you are interested in volunteering for this very important task.

Liza Ambridge

SIDESPEOPLE

I wish to record thanks to all the loyal band of volunteers who perform the invaluable duties of sidespeople Sunday by Sunday. They are the welcoming face of St Martin's to all who attend, both regulars and visitors, and I know that people new to us find their kindness and generosity of spirit encouraging. We would welcome more people to join the rota, so if there are any other members of the congregation who would like to assist then please let me know. The duties are not onerous, and you will be rewarded with a warm heart and the thanks of the churchwardens.

Liza Ambridge

REPORT FROM THE DIRECTOR OF MUSIC

As ever, I have great pleasure in extending my thanks to our choristers once again for their continued support Sunday by Sunday, and for other occasional services as and when they arise. The annual Service of Nine Lessons and Carols on December 20th was, once more, a great success.

Once again I would like to say that we rejoice in any new addition to our ranks. We do encourage others to come and sing with us: any age, any stage! Singing music to the greater glory of God is not just good for the soul; it's great fun too!

Ken Bartram

COFFEE ROTA

The coffee rota runs on every Sunday after the 10 am Morning service. I rotate the rota over a 3 month cycle, so the volunteers will do it one morning every 3 months. They work as a team together serving the congregation and Sunday school.

There are a few people who have left the rota who have helped for years and can no longer do it. But then there are new members who have joined, especially from the Sunday school. It is a great way for new members of the church to meet more of the congregation and feel part of the service.

The coffee rota is an important part of the Sunday Service and people do tend to stay longer if there is a lovely cake or biscuits. Whenever Camilla makes a cake for after the service, there is definitely a big crowd .

Fiona Stuart