



Parish of Witney APCM Reports

21 April 2024

1.1.1 Proceedings of the PCC

Since the last APCM in March 2023 the PCC has held four full meetings and additional joint meetings.

In the last 12 months

The PCC has received regular reports from our Safeguarding Officer, and monitors risk assessments for church buildings and activities

Faculty applications were submitted for work to stone crosses and guttering at Holy Trinity and Hailey, and a bike rack outside St Mary's.

The PCC has monitored the financial position of the parish and each DCC, agreed the budget and supported a Parish appeal.

The Privileged Access Policy; DCC Terms of Reference; Health & Safety Policy; and Safeguarding policy have been reviewed. The Marriage Policy has been updated to reflect changes in EU status. The Data Protection policy has been updated to include the new Diocesan Privacy Notice.

A new Churchyard Regulations & Burial Policy, and Finance Policy & Governance have been approved.

The Revd Canon David Tyler, Archdeacon, reviewed the work that had taken place since his report last year and wrote: The PCC is one of the most effective and professional that I have met. You have a clear vision, and you do a great job of seeking to discern what God is doing, and of joining in.

Kate Lockwood, Witney PCC Secretary

1.1.2 Safeguarding Report

Over the last year the parish has continued to develop and review its safeguarding policies and practices for both in person and online events, for adults and children.

Training has been held in person and online for those who need it. The Diocese encourages anyone who wants to, to undertake basic level training. This - along with foundation and domestic abuse training - is compulsory for PCC/DCC members, children's workers, pastoral visitors, and other roles.

We use the Parish Dashboard system to record much of this work and have gained level 3 (the highest level). We are looking at using the new the new Safeguarding dashboard as well to record training.

Concerns have continued to be reported and dealt with, asking the help of the Diocesan team when needed.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

Alison Spicer, Parish Safeguarding Officer

1.1.3 Fabric Report

St Mary's Fabric Report

Compared to 2022, the last year has been relatively quiet in terms of enhancements to the fabric of St Mary's. The most significant change was the consecration of our new altar last September, carved from the wood reclaimed from the cedar of Lebanon tree that had to be felled in the churchyard pre Covid. The new altar, which forms part of the dais, adds considerably to the beauty of the building.

Work was progressed on the design of new exterior doors for both the North porch and the Winchester Room and also an interior porch for the West door. These new doors will not only improve the aesthetics of the building, but also its accessibility.

Fortunately, no emergency repairs were required to the building; our regular programme of servicing and maintenance continued as normal.

Jeremy Lasman, Churchwarden

Holy Trinity Fabric Report

After delays for bat surveys in the summer, the work on the new north roof started at the beginning of October. Wet weather has not helped progress and the work is now scheduled to finish in April.

After the reviewing of trees in the churchyard, the Town Council removed 2 small conifers and a laburnum. The grass in the churchyard is being cut less frequently and more spring flowers are appearing.

All the usual servicing has been carried out and repairs to the heaters and boiler have been completed. Because the organ needed protection during the work on the roof, the tuning was delayed.

Dair Henderson & Charlotte Tremain, Deputy Wardens

Hailey Fabric Report

Fabric: 2022 saw the chancel cross falling off, and then a further piece broke away. The area around the base of the outside of the chancel was made safe and cordoned off for many months. We are now at the stage where Ecclesiastical have agreed to cover the replacement under our insurance, minus the excess. The DAC have agreed the schedule of work. The contractor is confirmed and so is the stone mason they are using. The DAC have stipulated the stone and fixative needs to be signed off by the QI Architect, so we are now at this point of the process. He has been contacted and we are now waiting for the contractor to send the materials the architect has asked to see.

A member of the congregation tripped and fell on a proud piece of the concrete slab making up part of the church path. The path has been repaired, as have two other parts of the church pathway that were potential trip hazards. The member who fell is fine.

The guttering on the north aisle is still a live project but at an earlier stage. The DAC have rejected the earlier proposals, one contractor has put forward the closest to what the DAC are asking for. The QI architect was suggested to be involved with this too and he will make a detailed work specification for us to submit to the DAC also under list B. The downside is that this will now cost substantially more, and charitable grants will need to be applied for, but we are not ready with sufficient details about the work or cost, to reach out for that funding yet. It is likely to be this year. The stained-glass windows in the church have all been repaired.

Churchyard: 2023 was a difficult time for the management of the churchyard but the volunteers once again were invaluable in maintaining it. The domination of the grass and how one manages it was always front and central, and a combination of volunteers and one commercial contractor cut managed to keep the levels neat and tidy, while we all enjoyed the summer blossom especially the pyramidal orchids and maiden's bed straws once again. We had no formal biodiversity visit this year, but we held a day when a number of residents and their families came on a lovely sunny day to identify as many plant species as our phone apps could find.

Volunteer work parties also helped with the raking and removal of grass clippings, as well as more enjoyable tasks such as planting hundreds of bulbs, bluebells, snakes head fritillary and daffodils. A mixed wild hedge whips bundles were planted to supplement the existing hedges.

This year we hope to be employing a new contractor to mow the churchyard in accordance with e Caring for God's Acre advice about managing different heights of grasses.

Robin Carr

Curbridge Fabric Report

The fabric remains in quite good condition. We have undertaken all necessary repairs and maintenance ourselves at no cost to the parish.

We are fortunate in having a reliable and competent gardener to care for the churchyard at reasonable cost.

Ian Galletley, Deputy Warden

1.1.5 Electoral Roll

Electoral Roll on 7th April 2024

St. Mary's:	119	(from 116 in 2023)
Holy Trinity:	57	(from 56 in 2023)
Hailey:	34	(from 39 in 2023)
Curbridge:	7	(from 6 in 2023)
Total:	217	(from 217 in 2023)

1.1.6 Rector's report

Friends, it has been an immense joy and privilege to serve as your Rector, for approaching 15 years in this wonderful Benefice for the parishes of Minster Lovell and Witney. In my sermon for my interview here, I spoke on the text 'Food glorious food!' and what a time of nourishing and blessing it has been. Not just the Eucharistic food, the bread of angels, which has nourished and supported so much; not just the amazing Food Festival, started by the mighty team from Hailey; but also, the daily crumbs of living and sharing alongside one another.

As I leave to take up my new post at Wells Cathedral, I go knowing that so much has been shared, and I have been formed and blest by countless moments and encounters along the path we have shared. I came here with one child aged 18 months, and I leave with two teenagers and a few more grey hairs! Both Sally and I have been so fortunate to walk the path of faith and life with you, and we will be forever grateful.

Each year as I have written for the APCM, I have thanked those who share in the daily round of prayer across the benefice, for this is what sustains our common life and deepens our trust in God. As one of the Church Father's Ignatius of Antioch said in the first century, 'you have all been

formed into one choir, to...sing God's song together and praise the father with one voice through Jesus Christ'. As I go to join the singing at Wells, I leave with deep gratitude and sadness as what we will leave behind, but in the joyful expectation that we will one day be reunited along with the celestial choir as we join in the song of the angels.

For all that has been, thanks. For all that will be, yes!

With deep gratitude.

Grace and Peace



Toby Wright, Rector of Witney & Vicar of Minster Lovell

1.1.7 Deanery Synod report

Meetings were held on 17 July and 23 November 2023 and 5 March 2024

In July new members were welcomed and some appointments made. We discussed Psalm 27 – Dwelling in the Word.

In November it was decided to give a 2% rebate to each parish for their 2024 share to the Deanery. Help will also be given to parishes needing to install Wi-Fi and to provide card readers for donations.

Hannah Ling- Diocesan Social Justice Advisor gave a presentation and talk on poverty, inequality and loneliness.

In March Yvonne Morris, Discipleship Enabler & Diocesan Children's and Family Ministry Adviser, gave us a presentation. She talked about the new vision for the church – becoming a church which is younger and more diverse and engaging all parts of families.

The national vision is to double the number of active young disciples by 2030.

We have vacancies for a lay chair, lay vice-chair and a lay representative on the General Synod.

Sue Hodges, Deanery Synod Member

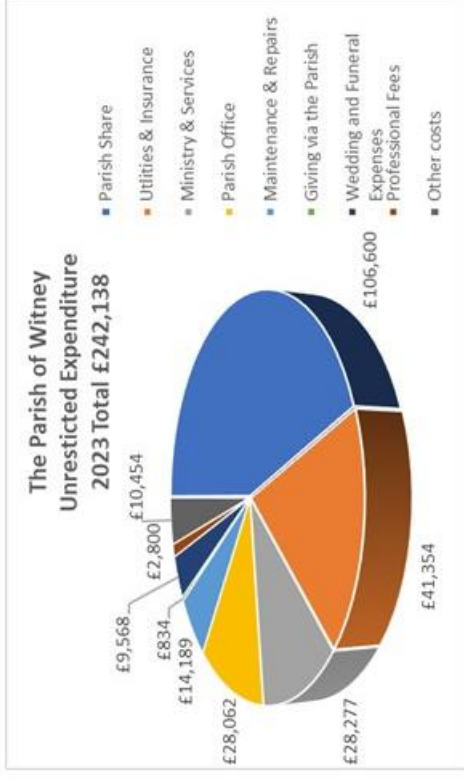
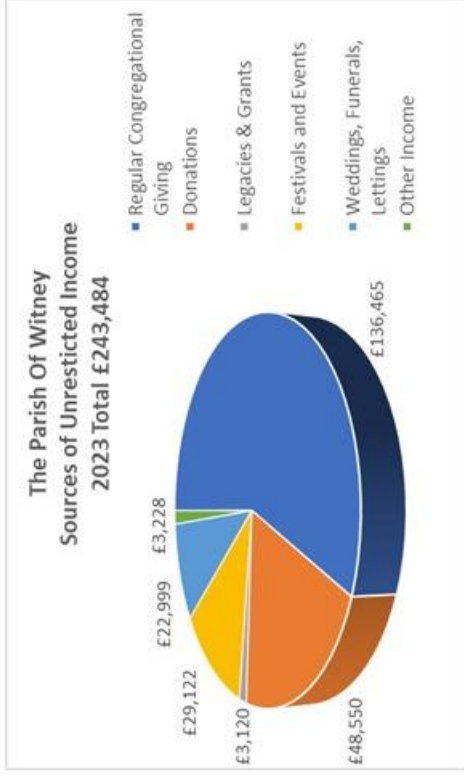
1.2 Churchwardens' Report

As reported in other sections in this review, the last year has been another one of growth and deepening of so many ministries across the Parish. We are enormously grateful for all the many volunteers who give of their time and talents in so many different ways; contributing to our worship, cleaning and maintaining our buildings, ensuring that they are beautifully presented to all who visit or make use of them, running or contributing to the many groups that take place each week in the parish, and volunteering as part of the teams that organise the festivals and events that help us serve our community.

We must also thank Toby and Sally for their inspirational leadership, love and support, which has made it so exciting (and demanding!) to serve in the Parish of Witney, as a place of acceptance and exploration, wherever you are in your journey of faith. We will miss them, and Caspar and Felicity, hugely, but wish them every blessing as they move to Wells.

Kate Banks & Jeremy Lasman, Witney Churchwardens

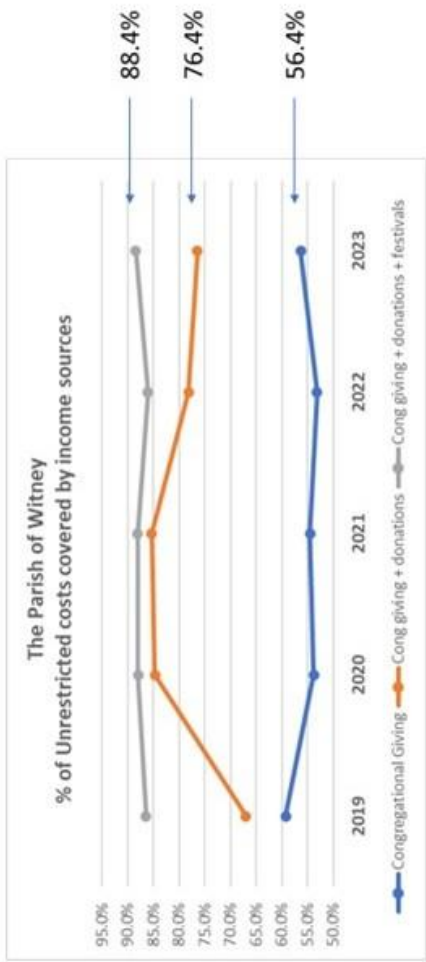
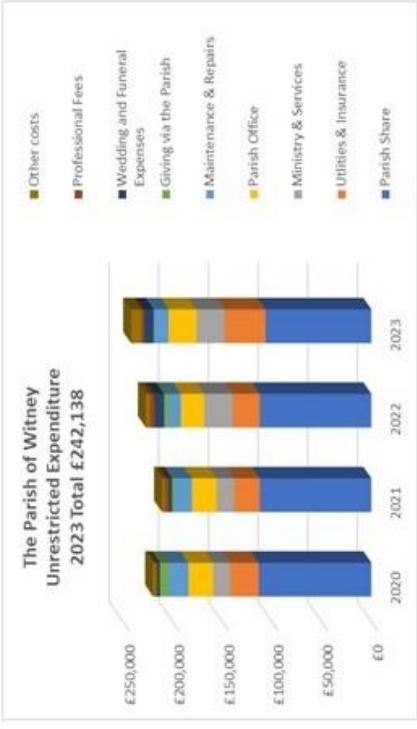
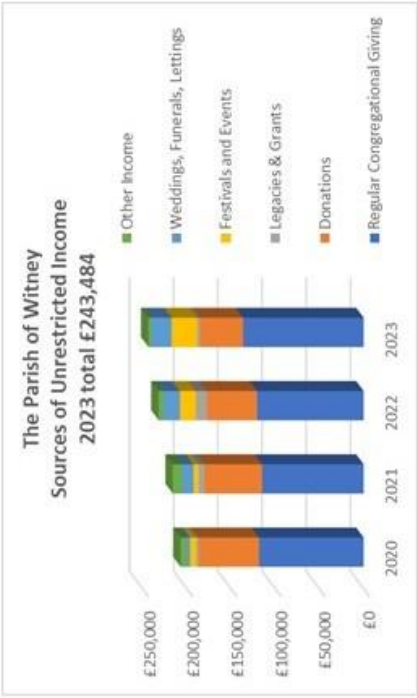
The Parish of Witney : 2023 Financial Summary



- The income for the year ended 31st December 2023 totalled £319,194, with total expenditure of £412,882.. These totals include Restricted and Unrestricted Funds.
- Unrestricted income totalled £243,484, while costs amounted to £242,138, resulting in an operating surplus of £1,346.
- This result reflects the continued generosity of our congregations both in terms of regular giving and also in response to an appeal for one off donations to enable the Parish to meet its operating budget. This is the fourth year that such an appeal has had to be launched.
- 2023 income benefitted from a number of highly successful festivals and events.. Income from weddings and (sadly) funerals increased substantially.
- Our operating costs increased by 6.6% despite inflation running as high as 10%, and a substantial increase in our energy costs, as a result of the ending of a favourable three year fixed rate for the supply of gas and electricity in January 2023.
- A deficit of £95,034 in restricted funds primarily reflects expenditure on the new altar in St Mary's and the repairs to the roof at Holy Trinity

The Parish of Witney : 2023 Financial Summary

Historic trends





The Parish of Witney : 2023 Financial Summary

Fund Movements

Witney Parish Group Fund Movement by Type	As at 31/12/22	Incoming funds	Outgoing Funds	Transfers	As at 31/12/23
General fund	45,185	243,484	241,738	0	46,931
PCC Restricted Funds					
Asylum Fund	-4,370	12,505	8,517	1,000	619
Hardship Fund	7,427	2,911	6,074	-1,000	3,264
Friends of Curbridge restricted	3,381	0	713	0	2,668
Pioneer Outreach	1,321	-1,321	0	0	0
Youth Worker PCC	34,549	11,000	31,820	0	13,729
PCC Restricted Fund	210	0	0	0	210
PCC Charitable Giving	0	1,052	1,110	0	-58
Total PCC Restricted Funds	42,518	26,147	48,234	0	20,432
Holy Trinity Rest/Des Funds					
HT Appeals for major renovations	60,833	24,656	32,104	0	53,386
HT Roof Appeal Designated	18,000	0	0	0	18,000
HT Charitable Giving	0	2,775	2,895	0	-121
Total Holy Trinity Rest/Des Funds	78,833	27,431	34,999	0	71,265
St John Hailey Restricted Funds					
St John Hailey Rest Funds	1,286	1,318	0	0	2,604
St John Hailey Charitable Giving	0	463	624	0	-160
St John Hailey Appeal Fund	1,286	1,781	624	0	2,444
St Mary's Appeal Fund	50,763	19,586	56,212	0	14,138
St Mary's Restricted Funds					
St Mary's Choir and Music Fund	1,301	0	68	0	1,233
St Mary's Charitable Giving	0	765	607	0	150
Total St Mary's Funds	1,301	765	675	0	1,392
Total Restricted Funds	156,701	75,711	140,743	0	91,669
Total Designated Funds	18,000	0	0	0	18,000
Total Funds	219,886	319,195	382,481	0	156,600

Financial Policy requires a minimum of £22,000 in General (Unrestricted) Funds

Running expenditure now funded through general funds: 6th church
 £15k from the Batt School Trust received in 2024

HT Roof renovation costs (including an accrual of £30k for work completed in 2023 but invoiced in 2024

Charitable giving now flowing through Restricted Funds; deficits as a result of timing of expenditure claims over year end (all highlighted items

New dias and altar costs, plus some residual AV installation/maintenance costs and design work for new doors

The Parish of Witney : 2023 Financial Summary Unrestricted Income/Expenditure movements

Witney Parish Group Income and Expenditure	As at 31/12/2023	As at 31/12/2022
General and Unrestricted Income		
0101 Gift aid - bank	96,361	86,494
0110 Gift aid - envelopes	-	20
0201 Other planned giving	3,805	3,634
0301 Loose plate collections	12,080	11,181
0501 One-off gift aid gifts	140	194
0550 Donations appeals etc	39,794	47,570
0601 Tax recoverable on gift aid	32,834	28,473
0701 Legacies	-	5,500
0801 Recurring grants	450	450
08A1 Non-recurring one-off grants	2,670	6,330
0902 Income from refreshments	853	-
0901 Other funds generated	-	200
0902 Income from refreshments	-	703
0910 Fundraising events own funds	26,602	12,934
0912 Fundraising for other charities	-	3,759
0915 Subscriptions income 200 club	1,658	1,733
0917 Income from sale of goods	-	423
1020 Bank and deposit account interest	101	6
1101 Fees for weddings and funerals	22,999	19,739
1105 Fees for use of church organ	720	-
1240 Church lettings - fund raising	1,800	1,360
1310 Insurance Claims	-	-
1315 Unallocated miscellaneous credits	451	2,133
Prior year adjustment	166	-
Total General and Unrestricted Income	243,484	232,836

The Parish of Witney : 2023 Financial Summary

Unrestricted Income/Expenditure movements



Witney Parish Group Income and Expenditure	As at 31/12/2023	As at 31/12/2022
General and Unrestricted Expenditure		
1730 Costs of fetes & other events	7,339	2,147
1732 Cost of goods purchased for resale	1,440	115
1801 Giving to missionary societies	100	136
1830 Giving - relief and development agencies	-	3,651
1850 Home mission	734	1,107
1852 Ministry fees + subscriptions	2,879	2,927
1910 Parish share	106,600	112,471
2001 Organists staff	9,020	8,646
2005 Other organists	910	1,120
2050 Salary of parish administrator	13,562	13,810
2101 Clergy expenses	9,504	9,955
2201 Parish training	1,265	105
2301 Church running - insurance	17,522	16,024
2305 Office costs	5,515	5,494
2310 Church office - telephone	4,500	2,077
2320 Organ / piano tuning	294	507
2330 Church maintenance	8,818	4,093
2331 Cleaning	4,172	3,970
2340 Upkeep of services	4,600	5,732
2342 Upkeep of services flowers	100	122
2350 Upkeep of churchyard	1,109	878
2360 Administration	2,962	187
2362 Software	1,522	1,882
2365 Catering costs	386	72
2401 Funeral expenses	3,466	1,977
2402 Wedding expenses	1,596	2,503
2403 Odbf fees	4,506	5,496
2420 Church running - water & waste disposal	1,054	525
2440 Church running - heating and lighting	22,778	7,680
2441 Church running expenses - other	-	3,242
2450 Depreciation charge	995	1,108
2601 Governance costs examination/audit fee	2,400	2,184
2701 Church major repairs - structure	90	2,865
2852 Architects & other professional fees	-	2,359
Total General and Unrestricted Expenditure	241,738	227,167