

Annual Report for the year ended 31 December 2020

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 Hatchford Churchyard, Ockham Lane, Hatchford , KT11 1LS
Correspondence:	The Rectory, Ockham Lane, Ockham GU23 6NP
Website:	www.ockhamchurch.org.uk
Facebook:	www.facebook.com/Ockham-Church
YouTube:	www.youtube.com/channel/UCLzU1vSHcGdQ68X5MEabg9Q/

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 2019) until the approval of the accounts by the PCC in March 2020 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)
Richard Peters (Churchwarden from APCM 2020)
David Boothby (Treasurer from 2018)

Elected members:

Malcom Aish (from APCM 2018)
Judith Allen (from APCM 2019)
Fiona Cheese (from APCM 2019)
Madeleine Hewish (from APCM 2020)
Angus Jordan (from APCM 2019)
Toni Thompson (from APCM 2020)

Co-opted members:

David Pappin, Downside representative (co-opted from APCM 2015)
John Young, Deputy Churchwarden (co-opted from APCM 2020)

Bankers: Barclays Bank, 5 Church Street, Leatherhead, Surrey KT22 8DE
NatWest Bank, 1 High Street, Weybridge Surrey KT13 8UA

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

Numbers on our electoral roll stand at 127 (2019: 112), more than half of whom are not resident within the parish. The average weekly attendance in church has varied significantly due to the Covid-19 pandemic, which has shut both places of worship three times during the year and resulted in lower numbers in church buildings due to shielding. However, during lockdown we have successfully developed a regular service on Zoom which attracts up to about 50 people a week. A recording of the service is uploaded to the parish YouTube channel and promoted via the parish Facebook page and this usually attracts 15-20 visitors.

RECTOR'S REPORT – Revd Hugh Grear

I am feeling quite sad that this will be my last Rector's Report for this parish (or indeed any parish). It seems that my early retirement on medical grounds is likely to be approved by the Church of England Pensions Board, and that my last day of paid ministry will be 31st July. We will be moving (bit by bit) down to the *Arctic Star* on the River Medway over the month of August. Do feel free to come and say goodbye!

2020 has been a strange year. The pandemic has overshadowed everything, including church. Relationships have survived, but the lockdowns have been tough, and social distancing / mask wearing / the rule of six / and working from home have changed the landscape. The effects continue to reverberate through the first half of 2021, and the second half of 2021 sees the beginning of another vacancy, when the Parish needs to manage without an Incumbent, perhaps for as long as 18 months.

Virtual church - Although we have had some services in church and chapel, the vast majority have been conducted by Zoom. We managed a lovely Harvest Service and lunch and a Christmas Day service in the car park at All Saints' and both were also beamed 'live' by Zoom to those who couldn't attend. Our Carol Service was run on Zoom with the choir singing, from All Saints'. On Remembrance Sunday our wonderful 'Tech Team' managed to film a small remembrance gathering at the Village War Memorial and Zoom it out to those gathered online. These hybrid events (part live / part by Zoom) have been really encouraging and show us a way forward. But the rest of the services have been entirely online. These seem to be the lessons we have learnt:-

- Keep online services short (one reading, one hymn, short sermon).

- Keep the words of the service fresh (liturgy changes each week).
- People enjoy gathering on line 15 mins before the start of the service to welcome each other and chat, and a bit at the end too, although the call of tea and coffee tends to draw people away.
- Even elderly people can master the new technology! But we had to learn quite quickly to switch our microphones off!
- We have had quite a few people joining our Zoom services from outside the immediate area (internationally this includes New Zealand, Sri Lanka and South Africa; closer to home includes the Isle of Man, Dorset and Yorkshire; locally includes Chessington and Great Bookham.) Many of these are family members, which is excellent. It is very heartening to report that we have grown in numbers over this period.
- Music is difficult on Zoom, and it took a long time to get this right.
- Holy Communion isn't easy online, as we cannot pass the bread and wine over the internet. We have had to grasp that God can nourish us spiritually even if we cannot receive the elements physically. We currently offer Communion once a month by Zoom, with the only person to physically receive being the priest leading the service.

Staff Team - We are so lucky to have such great people to look after the parish during the vacancy, such as Revd Elisabeth (PTO Priest) and Clare Bevan (LLM Lay Reader). Supporting them is David Boothby, not only our Treasurer, but also licensed to preach (Occasional Preacher's Course). Finally, we have recently been joined by Revd Ruth Brothwell (PTO Priest), who lives between Ripley and Send, and who used to work with me in the church at Worplesdon. I have introduced her to everyone in the Zoom service on 7th March. We also have two wonderful and highly experienced Church Wardens in Sally Pound and Richard Peters. The Staff Team (now also incorporating Ruth) has been meeting with me on Monday mornings, to review the services the day before, and plan the week ahead.

Pastoral Team - With most people in small family bubbles in lockdown, and others shielding themselves, we quickly realised that we needed a more formal way of looking after each other. David Boothby agreed to coordinate a new Pastoral Team, and we established names of all those who needed contacting by occasional telephone calls. This service seems to have been appreciated, and looks set to continue in some form or another as we begin to return to normality.

Tech Team - This mainly consists of Richard Peters, David Boothby and Clare Bevan. We are grateful for their commitment, and their willingness to learn, often by trial and error, through experimentation. We are grateful to a local Ockham family who gave a generous gift to the church which allowed us to purchase the equipment needed.

What few of us realised at the outset is that Zoom is intended for human voices, and the software tries to minimise music, thinking that it is background noise. It is also true that Zoom comes in a number of different formats to suit different screens, computers and tablets. Bearing all this in mind, the team have done remarkably well. It is also heartening to see how patient our 'virtual congregations' have been when there have been problems. Our thanks to the Tech Team.

How do we get back into church without losing all that we have gained? - The Covid-19 vaccination programme has gone exceedingly well, and public hope and confidence is rising. The Prime Minister has set out a timetable for returning cautiously to something approaching normality, based on medical and scientific advice. Children have returned to schools, and by 12th April shops, hairdressers, gyms and

outdoor hospitality should re-open. 17th May could well see further relaxation of the rules about gatherings and mixing households, with the hope that all restrictions be lifted by 21st June.

We all want to be able to return to our lovely Church and Chapel. But we also want to keep everyone safe in the transition period, and we want to retain the benefits that Zoom Services have given us. We love that our online services have felt truly inclusive, and that everyone is on an equal footing – everyone is visible, anyone can speak, and people can participate from the comfort and safety of their own homes. For example, when we were permitted to be back in church during the Autumn, and we ran our Zoom service from church, on several occasions people led the intercessions from home, and everyone (both in church and online) was able to hear and respond. And perhaps we should take soundings about whether we should still be trying to keep services short? Do we have to have all three readings? How many hymns should we have? Shorter sermons may also be appreciated!

St Michael's Chapel - of our two places of worship, it is clear that Zoom services have appealed less to the usual congregation of the Chapel, and we can therefore quickly return to 9am Chapel Services without worrying about technology. However, Beth, Clare, David and I have had concerns over the period of the pandemic that our normal chapel congregants have not taken easily to social distancing, wearing face masks, using hand-gel etc. So before we are prepared to resume ministry in the chapel, we must gain their re-assurance that they will comply with all current safety guidance and directions. As we reopen the Chapel, and in the light of the coming vacancy, it may well make sense to offer two holy communion services a month, with the other services as non-eucharistic. This enables both Clare and David to conduct services there without the need for a priest.

All Saints' Church - The Churchwardens, Beth and I will need to work together to do a full risk assessment to ensure that we can reopen safely. Equally, we need to work with the Tech Team to ensure that Zoom can once again be operated from the Church, so that those still shielding can join our worship, as well as those who have been zooming in from around the world. The simple set-up of the computer, laptop and internet device in the front pew on the left will be sufficient for a while, but with social distancing this takes up the front three pews. Given that I believe that these hybrid services may be in use for the foreseeable future, the PCC has started to consider having a 'Tech Station' at the back of church. We need a conversation with the Friends, and with diocesan advisors and the Archdeacon. We need to ask whether we will need to add a second fixed camera, and possibly a TV screen or monitor at the front of church. We want to retain the benefits of our online experience, but we also need to protect our lovely historical church, and listen to the views of the congregation and community. A second camera would give us greater flexibility, and be less obtrusive than the camera and tripod arrangement, and the screen would allow us to see and interact with the people on Zoom.

Thanks - Some of you may remember that my last Annual Report (reviewing 2019) was an awfully long list saying 'Thank you' to everyone. The problem with such a report is that you become terrified of leaving someone out, and causing a sense of hurt, or lack of appreciation. In this my last Annual Report, I was assuming that I would include a long list of what else has been happening in church, together with an exceedingly long list of people to thank. However, this would make my report awfully long indeed, and would duplicate what has been written elsewhere.

Suffice to say that I am incredibly grateful that God called me here to Ockham with Hatchford and Downside, and we have been very happy here. Thank you all for all that you do, especially those of you

who do so much! Please do not be too surprised if Tina and I pop back from time to time, whether on Zoom or in person! We shall miss you.

CHURCHWARDENS' REPORT – Sally Pound

As we all found, 2020 was a hugely different year. It started off as normal and then came to a violent halt in March when All Saints' and St Michael's chapel were closed due to the Covid-19 pandemic. Quickly, thanks to David Boothby, Clare Bevan and Richard Peters, Sunday Services were being run on Zoom and available to all the congregation. The technology has improved week by week and members of the congregation have been encouraged to read a lesson and do the intercessions from home. We have continued by Zoom, when we have been allowed back in church, using a camera and 'black box', so can now offer a hybrid service.

Whilst the buildings were closed, they were checked periodically and occasionally cleaned in case needed for funerals which were still permitted. The guidelines were followed, and the Church and Chapel were made Covid-safe for the congregation and the clergy. Planned maintenance was carried out on the organ, fire extinguishers, and everything kept in working order. In the spring birds were found nesting in the roof void over the old vestry at All Saints'. A small amount of damage was done to the roof, making a hole through which some debris fell to the floor below. A search was carried out and some holes under the eaves have been blocked up to stop the birds returning. Time will tell.

Towards the end of September, we were allowed to reopen All Saints' for services, so we started hybrid Services. We were given a donation for new equipment to do Zoom Services, none of which is fixed to the Church building. Apart from the services in the Church, we have even been able to do a Service from the War Memorial in Remembrance Sunday and from the car park on Christmas morning. This one was particularly magical as it was a lovely sunny day with a congregation consisting of families, some of whom brought their dogs with them. Even the sheep in the fields came to have a look and as we were all outside, we were able to sing.

The congregation at the Chapel keep it very well looked after, and the garden outside always looks neat and tidy. The gates at the entrance to All Saints' churchyard have been refurbished by Angus Jordan and the right-hand gate post replaced as it was rotten. We had a collection to have the new post replaced and named the Mellstrom Post, which is carved into it, in recognition of all the work that Nick has done looking after the buildings and being Treasurer for many years and Sheila's long association in charge of all things musical. The collection covered the cost of the post and we were also able to replace the fencing either side as well, apart from a small shortfall which was very kindly covered by The Friends of All Saints. The entrance to the churchyard now looks very inviting and together with the well-kept grass and the paths having been redone with tarmac in recent years, it is now a place of which we can be proud.

LEATHERHEAD DEANERY SYNOD REPORT – Alison Boothby

The only face to face meeting of the year was 4 March which was an opportunity for members to meet The Bishop Andrew and our new Archdeacon, Martin Breadmore. After that, Deanery Synod meetings continued online. The June meeting focused on how parishes were responding to the pandemic and moving to online services – Ockham stood up proudly on this point! In November we focused on discussing the future health and viability of our parishes and how we can best be mission focused.

2020 was the start of a new triennium, which meant the election of new Diocesan Synod members and new Deanery Leadership Team. After 11 years Alison Boothby stepped down from her role as a lay member of our Deanery Synod. As yet, no one has stepped into that role but a one page information sheet is attached to the Annual Report in the hope that someone will answer the call.

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

On 23 March 2020, the nation went into lockdown and we felt a sense of bereavement as we approached Mothering Sunday, Holy Week and Easter and wondered how we could mark these important festivals. A leaflet drop was arranged so that every house in the parish was offered support and we began a phone calling rota too which was greatly appreciated by the majority of people we spoke to.

Some key workers' children continued to attend St Matthew's School and so they were able to make an Easter garden. My large rustic cross was placed in the chapel porch and the notice board changed daily as we marked Holy Week.

We actually had very few requests for baptisms in 2020 but one glorious Sunday, when restrictions had eased, we conducted a baptism with a small altar table placed outside the tower. It felt very special and completely appropriate.

We brought Harvest Festival forward to August. It was the first time we were allowed to come together in larger numbers – outside and socially distanced. A Harvest hat competition and picnic, which our amazing Tech Team 'zoomed' to those staying at home, brought a real sense of community again. It was so good to worship, chat and laugh together.

Although we were able to worship in church, we had to keep socially distanced and we didn't feel it was appropriate to have Family Services with the children all together at the front for an activity story, so they continued to meet every Sunday evening with Pebbles leaders. As winter approached, we returned to restrictions once more and had to rapidly re-think our Christmas services.

The highlight of the year has to be the two community Christmas trees – one by St Michael's Chapel and one in All Saints' car park. Around the one at church, we placed four boxes with ideas for Advent which people of all ages could access and take home to complete. The tree at the chapel was promoted as a community tree and many people visited it, placing decorations, photos and prayers there or just watching the lights come on to brighten the days. We hope it spoke of the Light of Christ which we desperately needed to shine in our lives. This was such a success that it is something we will repeat.

We feel truly blessed by our team and by our congregation and parishioners who have remained faithful in spite of all the difficulties.

Pebbles - What a strange year it turned out to be! But in the end, it has been hugely rewarding as we took Pebbles online. Zoom Pebbles has been highly successful and lots of fun!

Fiona, Tina and Alison, with the help of Hugh each week, have continued to offer an educational and entertaining half hour each Sunday at 5pm. During the first lockdown we had record numbers of 10 -12 children which was fantastic! As life got back to a little bit of normal over the summer, our regular numbers dropped, but we have retained a faithful group of about six with others joining when they can. We have found that with a little advance notice of what is planned for the session, the children have been enthusiastic to complete crafts and challenges and come prepared to 'show and tell'. It is always the highlight of each Pebbles meeting.

In May we were delighted to honour our four oldest Pebbles members with the role of Young Pebbles Leaders. They have really stepped up to support the team and have frequently gone above and beyond in helping with preparation, reading, storytelling, piano playing and creating amazing crafts!

We have been amazed – and heartened - at the levels of engagement, the confidence on screen and the technical wizardry of these small people. It has also been lovely to know that the parents are so supportive of what we have been doing over these last ten months. Thank you to all of you. We appreciate it.

The Pebbles year ended with our Christmas Life-sized Nativity Tableau. Fiona's idea was a big hit! The children each selected a character and created it by drawing round themselves. On the weekend prior to Christmas, we created the display using the lovely Pebbles Cabin as our stable. Several children joined in the fun and proudly presented their creations. The result exceeded our wildest expectations featured on the Diocese of Guildford website and the *Guildford Dragon*, the electronic local newspaper. Christmas morning's family service in the glorious sunshine with the Nativity scene as its backdrop was surely one of the highlights of our church year!

The future - We are always keen to welcome new children and we would still like to recruit additional helpers to bolster the team. Tina leaves us at the end of the summer and we will miss her enormously. Please, please do consider stepping in to fill that void: it is not overly onerous, but it is very rewarding.

These ideas from last year have not been acted on but I think they are strong enough to include again this year.

1. 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. Market Pebbles within the local area – at schools, nurseries and throughout the group ministry.
3. 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.
4. Godparent Sunday is usually early May - 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.

MUSIC – Sheila Mellstrom

One might think that, with the church closed for months and moving to Zoom, there would be little to report on the choir and music at Ockham?! On the contrary, however, I must record that the choir have rallied valiantly whenever the opportunity arose for them to take part in the services. Seated socially distanced and wearing their singing masks and their red jackets, and without the opportunity to rehearse, All Saints' Choir did a remarkable performance for the Carol Service, and also the few services which we could have in the church and in the car park! I was SO a proud of them, and know that when we are allowed back into church, All Saints Choir will have a robust and faithful choir of up to 10 people.

We have acquired a new bass in the person of Russell Hayton who joined us and has attended every week. Welcome Russell (You will be pleased to know that the organist has practised every day to keep the fingers supple and nimble, albeit it on the piano.! The feet may not be quite so good!)

THE TOWER - John Young

2020 started well with two quarters scored, the latest being for Jean Swan's 100th Birthday [Jan-20]. In Feb we rang a further quarter for the life of Margaret Bale a ringer at Epsom, and at the end of the month a full peal was rung by a band of Visitors from the Kent County Association. In March two further quarters for the Birthdays of Revd Hugh Greer and those of Nick Mellstrom and David Pappin were scored. Service ringing continued as normal during this time, until all national and international ringing ceased on 23rd of March because of Covid-19.

During the first Lockdown with the help of both Tricia and Angus over several visits we attacked the Belfry metalwork with results as in the picture below:-



On August 15th Carol, Tricia, Luca, and myself made some noise for the VJ day 'Celebrations' followed by tolling the Tenor for Peter Skinner's Funeral at 1102am after the country's moment of silence!

Since then all has been relatively quiet at All Saints' because of the virus, but some members of the team have continued to meet regularly, together with our usual visitors, for our Thursday practice time via Zoom, with the use of a hastily developed but very successful program called 'RingingRoom'! This has been great fun, with participants all showing

vast improvements in their method knowledge without the worry of handling a bell rope!

There is still further Tower work to finish off, with further painting in the clock room and its metal striking mechanisms, and also some lath & plaster repairs and re-decoration of the Ringing Room. I am hoping this may be able to be attacked during the spring, once the government allows us more freedom of movement!

Church Clock – The clock had its regular service in the autumn, but without our regular practice attendances in church I am not sure how well it is providing local time. Time will tell eventually once some form of normality returns!

SAFEGUARDING – Rebecca Packard (former safeguarding officer)

There have been no reported safeguarding concerns this year. The Parish continues to adopt and renew 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 the face that safeguarding and its values underpins all the work within the church.

COVID-19 Pandemic -This year has been dominated by the Covid pandemic which has had safeguarding implications for the following:

- Our physical attendance at All Saints Church and Downside Chapel
- Our online Zoom attendance at services and events
- Risk assessments and DBS checks required
- Training
- Children's activities at Pebbles
- St Matthew's School

Physical attendance in All Saints' Church & Downside Chapel - When permitted within the government rules and regulations, the congregation were able to attend church in person on the condition that all government guidelines regarding social distancing were implemented and adhered to. The congregation were informed via email and on the website of the requirements needed: only one family per pew, use of

every other pew only, no singing, masks to be worn at all times unless exempt, no exchanging the Peace or communion, no cash collection (online or via e-card transaction only) readers could remove mask if they preferred, social distancing adhered to on entry and exit, hand sanitising stations available in church and the bathroom, hymn sheets and order of services were printed out for single use only and disposed of at home. No coffee and chatting after the service was permitted either.

The Harvest Festival and Christmas Day Family Service were able to be conducted outside in the church car park. PCC members volunteered to help with parking and offer any assistance where needed. No sharing of food between members of the congregation was allowed at the Harvest Festival lunch but a socially distanced collection of food for the foodbank/charities did happen at the service. For the clergy and any readers, the microphones were wiped between use with antibacterial wipes, readings, hymns and carols were printed, distributed then taken home. Remembrance Service was conducted at the war memorial with social distancing guidelines observed.

No other events that the church was responsible for took place this year. For any new events introduced in 2021 e.g. an organised walk, it needs to be clear who is responsible for the event – the church or an individual. If it is the church, risk assessment documentation will need to be completed.

Information about how to contact the DSA and Parish Safeguarding Officer and how to get help outside the church with child and adult safeguarding issues is displayed within the church (when open) and available on the church website.

Online attendance at services and activities via Zoom - Thanks to the tireless efforts and expertise of the 'Technical Team', church services and events e.g. Pebbles, made a smooth transition over to Zoom and have been very well attended. It has also been possible to provide a hybrid option - to Zoom the live service - ensuring all members of the congregation, whether at home or physically present, could participate safely.

Zoom best practice requires a new meeting identification code and password to be issued for each event and for the host to make use of the 'waiting room' facility. The 'screen sharing' facility is also limited to the host or joint hosts to reduce the possibility of unwanted content being shared. All services and events have implemented this best practice.

Risk assessments & DBS checks required - Risk assessments were undertaken for events and activities this year e.g. Harvest Festival and have been conducted within the government Covid regulations applicable at the time of the event. These requirements were communicated to the congregation via email and the website, and as a result, the events ran smoothly and safely.

DBS checks required - No DBS checks were required to be renewed in 2020 and no new DBS checks have been conducted. In June 2021, the DBS check for Tina Gear will be due for renewal.

No Confidential Declaration Forms were required in 2020.

Pastoral Care team - Due to the COVID-19 pandemic, volunteers from the PCC and congregation have been calling all members of the electoral roll to provide support during these difficult times. At present, due to government restrictions, this contact has been limited to phone calls only, however when restrictions are lifted and visits are allowed, there will be a requirement to provide a job specification and DBS check all volunteers before house calls can be made. At the time of this report, the team comprises Jan Winsor,

Suzanne Lofthouse-Jackson , Sally Pound , Hugh Grear , Clare Fowler , Elisabeth Burke, Judith Allen and David Boothby.

Training - Judith Allen handed over the PSO role to Rebecca Packard in April 2020. Due to Covid, some training modules have been conducted online. Hugh Grear & Rebecca Packard completed 'Safer recruitment' in June 2020. The Diocese anticipate the next module 'Responding to Domestic Abuse' to be available online later this year.

It is now mandatory for all PCC members to undertake at least the basic safeguarding module and there is an online process available for many of the safeguarding requirements through the Diocese website. The last Core One/Basic Awareness training was undertaken in July 2017 and will be due for renewal by members of the clergy, LLM, PSO, Occasional Preachers, PCC Members as mentioned above, Church Wardens, the Vulnerable Adults' Champion and the Tower Captain.

The post of Safeguarding Officer is vacant at present, after Rebecca Packard resigned from the role in November 2020. The Diocese has been made aware of the vacancy.

Children's activities – Pebbles - Due to Covid restrictions, Pebbles has only been online this year. Safeguarding best practice requires more than one adult to be present on each call and the sessions are never recorded or shared. A new meeting identification code and password is provided each week as per Zoom best practice.

A huge thank you to the Pebbles leaders, Tina Grear, Alison Boothby and Fiona Cheese for their tireless efforts to engage, inform and entertain the children every week.

St Matthew's School - We continue to have a good relationship with St Mathew's C of E School in Downside. Elisabeth Burke continues as School Chaplain, Hugh Grear, Alison Boothby and Fiona Cheese are School Governors. Due to Covid, the regular Acts of Worship that we participated in have moved online via Zoom and there have been no school visits to the church or chapel.

Conclusion - The implementation of the government guidelines regarding COVID-19, both online and offline, has been the main safeguarding focus for this year. There have been no reported safeguarding concerns. The Diocese is clear on the need for safeguarding to be seen as a whole church responsibility and are acutely aware of the escalation of risk for men, women and children during lockdown. Again, huge thanks go to the Pebbles leaders, Sheila Mellstrom as the adults' champion and all of you who contribute to the safeguarding process.

CHARITIES COMMITTEE – David Boothby

The Charities Team comprises Elisabeth Burke, David Boothby, Fiona Cheese and Judith Allen - a sub-committee of the PCC. We have been joined on a guest basis by Clare Bevan and Jan Hickson who have provided valuable additional insight. The charities supported are Rainbow Trust (based in Leatherhead and supporting families who have a child with a life-threatening illness) and Christian Solidarity Worldwide. CSW operates globally in support of freedom of religious expression and is based reasonably locally, in Morden. David Boothby is also a volunteer worker with CSW. Fiona Cheese represented us at a virtual event arranged by Rainbow Trust to thank its contributors for all their efforts.

Covid restrictions put paid to our main fund-raising activity proposed for 2020 – involving the receipt of charitable donations in return for pledged services offered and requested by members of the local area –

dog walking, compost brewing, lawn cutting, catered dinner parties, accompanied pony walks and many other kind offers. We hope to revisit this idea in the future as a lot of effort had been made and some wonderful offers received from many in our congregation.

Instead, the main activity for the year became a series of excellent 'open garden' events (in between lockdowns when socially distanced events outside were allowed) at various parishioners' gardens – Fiona Cheese, Clare Bevan, David Boothby, Revd Kerry Tucker (formerly of the parish) and Karen Bradshaw (Nick & Sheila Mellstrom's daughter). Families, couples and individuals turned out in force – many of them visiting more than one or even two gardens – to enjoy good conversation and gardening tips, tea, cake, Pimm's and other refreshments, and even a bit of activity canoeing and kayaking up and down the River Mole. None of the gardeners charged us for the cost of providing their refreshments or efforts and an amazing £3,000 was raised for our two charities – up on 2019's fundraising of £1,700 from our Summer flowering Pots campaign. We also raised £100 from the sale of greetings cards designed and supplied by Collette Clegg – which was gifted to The Eikon Charity which provides help for children in Surrey to access specialist help for mental health issues without delay.

The team has recently started thinking about what events might be possible, in these curious times, for 2021. It is likely that we will at least repeat, to some degree, our 'open gardens' themed fund raiser of 2020 – more gardens and cake please! Further updates will be provided regularly covering progress.

THE FRIENDS OF ALL SAINTS' – Gillian Lachelin

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

Unfortunately, the planned performance of HMS Pinafore by Opera Anywhere had to be postponed because of the Pandemic. It has been rescheduled for 16 October 2021.

FINANCIAL REPORT AND ACCOUNTS – David Boothby, Hon Treasurer

We are grateful to have come through this year in reasonably better shape than last year, and certainly better than we might have foreseen. Last year, I was writing the equivalent of this report while news of the Covid outbreak was launching and church congregations on the brink of falling away. Except for the advent of Zoom and our virtual **increase** in congregation numbers! We are very grateful for the generosity of recent joiners – added to the conspicuous and conscientious efforts of some of our existing givers.

In overall terms, the good news of slightly increased numbers at worship, allied to a few very generous givers, means overall receipts were up by 5%. Our **tax efficient planned giving** increased significantly this year – *alleluia!* – by 12% while collections in church and chapel naturally fell back by due to non-attendance (a rise of £4k against a fall of £2.7k, respectively). To those of you who concertedly upped your game and contributed via direct bank credit or increasing your contributions through our preferred Parish Giving Scheme (details and help to complete forms available from me or Jan Winser, our Parish Stewardship Promoter, as ever 😊) – **THANK YOU!** We lost out this year on the receipt of statutory fees (for weddings, funerals, etc) and on fundraising for the church and chapel themselves, due to being closed – a drop of over £5k – which contribute to an *overall* increase of just under 1½% in total receipts.

Our costs fell during the year, unsurprisingly, even given the investments made in camera technology for Zoom and online payments through a new supplier, Dona, who offer us the payment link you will have seen at the foot of our service sheets and on notices, and the new 'tap to give' terminal placed in the church.

In total, our excess of receipts over payments made during the year increased by 11% to £13½k [phewee!] although not back to the levels pre-2018 (2017: >£16k).

As I have mentioned before, we are desperately relieved by the returns on our investment funds – our investment income has held up (both on the funds we ‘own’ ourselves due to historic prudence, and from those funds set up in our name and held on our behalf by Guildford Diocese with the investment income coming to us quarterly – our ‘restricted’ funds (see below for further information)). More encouragingly, as at year end, the value of our in-house (‘unrestricted’ funds) saw an investment return of 17% (2019: 8%) – although we must remember these are somewhat turbulent times for the stock market and despite the cautious approach taken by CCLA (Churches, Charities and Local Authorities Investment Management Limited) we must remain cautious, in case of change.

At these difficult times for many, we retain our commitment to the support offered in the community by the ‘Boom’ Credit Union – supporting underserved borrowers in Surrey and Sussex. We retain the £5,000 from our funds held with them which is guaranteed by the Financial Services Compensation Scheme (FSCS) although, as with our current accounts which (remain at a healthy balance) do not attract a regular interest payment.

Format of accounts - One aspect to 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, our fundraising activities on behalf of our supported charities – Christian Solidarity Worldwide and the Rainbow Trust (both locally based) and dividend income from the historic Sanders fund (held by Guildford Diocese in trust for us) appear as restricted items with the majority of all other fundraising and costs appearing as unrestricted items. Payments towards the upkeep of the graveyard at All Saints church were split this year between our unrestricted funds and the restricted **Graves Fund**.

The interest and investment returns received during the year is allocated across all *our* funds in proportion to their year-commencing balances.

Other accounting items

- Our **parish quota** appears slightly lower this year than last! However, this is due to the planned increase being offset by three grants we applied to during the year in order to compensate for the loss of church collections. They totalled £2,500.
- As mentioned above, we have invested during the year (mostly thanks to a bequest) in **new technology** – camera, software interface, microphones and screens – for use in ‘hybrid’ (Zoom + physically-present) services. The kind parent of one parishioner has donated a nearly new laptop to save the Tech Team from dragging their kit around the place. We also researched and invested in an online payments provider to help givers during the pandemic – and also purchased the aforementioned ‘tap to give’ terminal which is situated in the church. This new interface also allows very straightforward gift-aid to be added on.
- Our **energy usage** appears, per the accounts (which are completed literally on a *cash in-and-out* basis) to have increased yet again this year, by 25% (being compared to an increase of over 20% in the prior year). Thankfully, this appears to be mostly due to a fault on the automated meter reading system which meant estimated usage was being charged rather than actual. British Gas (who also provide our electricity) were incredulous when, tired of this, I insisted on providing a meter reading at year end which reveals they have overcharged us by ~£500 during the year. This negates nearly all of the apparent increase but due to our method of accounting will be revealed in the 2021 accounts.
- We contributed £1500 to **St Matthew’s School** from the restricted **Downside Charities Fund** to pay for a thorough overall and extension of their library of reading books. They really are a top-notch school (as evidenced by their exemplary official ratings) and first-rate team who deal with the challenges presented to them exceptionally professionally and competently.
- As reported elsewhere, our **Charities Fund** raised record funds and made record gifts this year – in line with the strategy to only maintain a small positive balance therein, and not a significant *holding* balance.

- A very great number of our parishioners joined our appeal to recognise the sterling efforts of the Mellstrom family to the life of our church. Nick passed on the treasurer's mantle to me several years ago and the role of maintaining the fabric of the church and chapel to Angus. Clare has taken on the coordination of upkeep to our graveyards and carpark. Sheila is a valued member as Director of Music (and choir mistress). 'A Pillar of Strength' is how they were jointly recognised on the reverse side of **The Mellstrom Post** which replaced a rotten item and strengthens our entrance to the church. The (matched) funds and costs are being recorded in and out of the Fabric Reserve Fund for ease of identification. Thank you to all who donated to cover the costs of this and the replaced fencing either side of the main gates, which Angus refurbished as a labour of love!

Looking forward: We plan to consolidate our learnings from the provision of **broadcast services** from the church (and carpark and war memorial!) into a better position within the church so that the front pews do not remain blocked in future. This may mean some additional costs in the forthcoming period – but with the aim of adjusting to the 'new-normal'.

The **Parish Quota** has thankfully been fixed at 2020 levels for 2021 due to the ongoing impact of Covid. It will not be lessened even while we remain in vacancy after Hugh retires in the summer.

Our Reserves Policy has been to maintain the **Fabric Reserve Fund** over £100,000. This was achieved in 2017 and has been maintained since then, including for 2020, such that this balance now approaches £114,000. While this is not a truly massive sum if anything serious should happen, it is, we pray, a good start. We remain extremely grateful to The Friends for their fundraising under their own name, and ongoing support of the church fabric.

And finally, I would like to thank Juliette (Gift Aid Coordinator) and Karen (cash collections and banking). This has been a trying year, yet both give freely of their time and it would be impossible to manage the finances of our wonderful church, chapel and graveyards without them. THANK YOU!

Please also let Angus Jordan or me know if you would be able to **offer your time or talents** towards helping with the smooth running of the buildings and grounds – 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.

Very finally (!) and certainly last but not least, I would also like to further extend my, and our, thanks to the ever-positive and kind John Burge for remaining as independent examiner of the accounts, and for his helpful advice and comments when reviewing this and last year's accounts. He is a star.

David Boothby
Hon Treasurer

March 2021

*Each of you must bring a gift in proportion to the way the LORD your God has blessed you.
Deuteronomy 16:17*

*Honour the Lord with your wealth and with the first fruits of all your produce; then your barns will be filled with
plenty, and your vats will be bursting with wine. Proverbs 3:9-10*

2020 Financial Statements - Parish of Ockham with Hatchford and Downside

	2019		2020	
Receipts				
Voluntary receipts	Unrestricted	Restricted	Unrestricted	Restricted
1 - Tax efficient planned giving	£32,201	£0	£35,968	£0
2 - Other planned giving	£0	£0	£0	£0
3 - Collections at services	£12,344	£0	£9,638	£0
4 - All other giving and voluntary receipts, including Special Appeals (recurring and one-off)	£466	£0	£1,440	£4,669
6 - Gift Aid recovered	£11,725	£0	£12,262	£0
7 - Legacies received (capital value)	£0	£0	£0	£0
8 - Grants (recurring and one-off)	£0	£0	£0	£0
TOTAL	£56,736	£0	£59,309	£4,669
Activities for Generating Funds	Unrestricted	Restricted	Unrestricted	Restricted
9 - Gross receipts from fundraising activities	£1,226	£2,200	£0	£0
Investment income	Unrestricted	Restricted	Unrestricted	Restricted
10 - Dividends, interest, receipts from property etc.	£8,239	£5,712	£8,946	£5,282
Church Activities	Unrestricted	Restricted	Unrestricted	Restricted
11 - Statutory fees retained by the PCC (weddings, funerals etc)	£4,947	£0	£3,087	£0
12 - Gross receipts from trading (e.g. hall lettings, magazine, bookstall). Not fundraising.	£1,081	£450	£369	£0
Other receipts	Unrestricted	Restricted	Unrestricted	Restricted
13 - Any other receipts not already listed	£10	£0	£28	£0
Monies received to be paid over to GDBF / others	£356	£0	£257	£0
TOTAL RECEIPTS				
Unrestricted	£72,239		£71,739	
Restricted	£8,362		£9,952	
Total	£80,601		£81,691	
Payments				
Costs of generating funds	Unrestricted	Restricted	Unrestricted	Restricted
17 - Fund-raising activities (costs and payments)	£0	£153	£0	£0
Church Activities	Unrestricted	Restricted	Unrestricted	Restricted
18 - Mission giving and donations	£60	£2,315	£60	£5,079
19 - Diocesan parish share contribution	£46,121	£0	£45,542	£0
20 - Salaries, wages and honoraria	£893	£0	£1,406	£0

21 - Clergy and staff expenses	£4,242	£1,155	£2,343	£840
Church expenses	Unrestricted	Restricted	Unrestricted	Restricted
22 - Church expenses: Mission and evangelism costs	£300	£0	£65	£0
23 - Church running expenses (<i>including Governance</i>)	£8,814	£0	£7,912	£575
24 - Church utility bills	£2,188	£0	£2,746	£0
25 - Cost of trading	£36	£0	£0	£0
Major capital expenditure	Unrestricted	Restricted	Unrestricted	Restricted
27 - Major repairs to the church building	£300	£0	£0	£0
28 - Major repairs to church hall or other PCC property, including redecoration	£32	£0	£0	£658
29 - New building work to the church, church hall, clergy housing, or other PCC property	£1,250	£0	£873	£0
SUB-TOTAL of all expenditure payments items above:	£64,236	£3,623	£60,947	£7,152
	Unrestricted	Restricted	Unrestricted	Restricted
99 - Other payments not already listed	£0	£500	£0	£0
TOTAL PAYMENTS				
Unrestricted	£64,236		£60,947	
Restricted	£4,123		£7,152	
TOTAL	£68,359		£68,099	
EXCESS OF RECEIPTS OVER PAYMENTS	£12,243		£13,592	

Cash and Investment Balances

	Unrestricted	Restricted	Unrestricted	Restricted
31 - Cash and deposit balance as at 31st December	£65,597	£0	£69,914	£0
32 - Investments as at 31st December	£287,569	£0	£336,520	£0

TOTAL CASH AND INVESTMENT BALANCES

Unrestricted	£353,166		£406,435	
Restricted	£0		£0	
Total	£353,166		£406,435	

Planned Givers and Legacies

14 - Number of tax efficient planned givers	66		67	
15 - Number of other planned givers	0		0	
16 - Number of new legacies received	0		0	
Weekly average total planned giving per total planned giver	9		10	

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	

PCC Deposits & Investments Held		31/12/2019	
<u>Barclays Bank account</u>			
	31/12/2019		£7,057
	31/12/2020		£10,015
<u>NatWest account</u>			
	31/12/2019		£4,743
	31/12/2020		£5,794
<u>Boom Credit Union deposit account</u>			
	31/12/2019		£5,000
	31/12/2020		£5,000
Total cash at bank			£20,809
Less - o/s fees due to GDBF/others @year end			£257
			£20,552
<u>CBF CoE Deposit Fund</u>			
	31/12/2019		£49,154
	31/12/2020		£49,362
Difference between year ends = interest retained within funds:			£209
<u>CBF CoE Investment Fund - Income Shares</u>			
		Units:	Cost:
	31/12/2019	15,980	£147,690
Units purchased during year from dividends, and cost:		479	£9,275
	31/12/2020	16,458	£156,965
Total Net Assets:			£226,879
Represented by:			
	General Fund:		£58,718
	Fabric Reserves Fund:		£113,650
	Sanders Fund:		£41,535
	Graves Fund:		£4,370
	Downside Charities Fund:		£8,065
	Charities Fund:		£542
Total Funds - Parish of Ockham with Hatchford & Downside:			£226,879

Market Value of PCC Deposits & Investments Held			
Total cash at bank			£20,552
CBF CoE Deposit Fund			£49,362
		Total cash and deposits:	£69,914
CBF CoE Investment Fund - Income Shares		Units:	Market Value:
	31/12/2019	16,458	£287,569
Total market value of investments @31/12/2020			£336,520
Total:			£406,435

Restricted Endowment Funds Held on Behalf of the Parish:

SANDERS FUND (Held in trust by GDBF)		Units:	Market Value:
<u>CBF CoE Investment Fund - Income Shares</u>			
	31/12/2019	3,762	£71,592
	31/12/2020	3,762	£76,920
<u>CBF CoE Fixed Interest Securities Fund - Income Shares</u>			
	31/12/2019	7,528	£12,306
	31/12/2020	7,528	£12,734
<u>M&G Charifund</u>			
	31/12/2019	2,956	£49,090
	31/12/2020	2,956	£40,573
	Total:		£130,227

* Note: income paid directly into fund

GRAVES FUND (Held in trust by GDBF)		Units:	Market Value:
<u>CBF CoE Investment Fund - Income Shares</u>			
	31/12/2019	327	£6,254
	31/12/2020	327	£6,423

* Note: income paid directly into fund

Downside Charities Fund (Held in trust)		Cost:
	held at cost value:	£400.00

* Note: field rent paid directly into fund

For reporting in 2020 Accounts submission

	Unrestricted	Restricted
31 - Cash and deposit balance as at 31st December	£69,914	£0
32 - Investments as at 31st December	£336,520	£0
TOTAL	£406,435	

2020 Financial Statements - Parish of Ockham with Hatchford and Downside
Movements in Designated and Restricted Funds during 2020

	Fabric Reserve Fund (a 'designated' Unrestricted fund)	Charities 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
Opening Balance @31/12/2019	£107,162	£691	£37,817	£4,757	£8,980	£53,880
Receipts:						
Open Gardens' fundraising		£3,112				
'For the Poor' donation		£250				
Donations to gate post & fencing	£1,192					
Field rent					£115	
Interest & Dividends	£5,953	£38	£4,557	£188	£499	£2,993
All other receipts						£62,793
Total receipts	£7,145	£3,401	£4,557	£188	£614	£65,786
Less Payments:						
Graves maintenance				£575		
Books for St. Matthew's School					£1,529	
Charity fundraising expenses		£0				
Christian Solidarity Worldwide		£1,600				
Rainbow Trust donations		£1,600				
The Eikon Charity [Mental Health]		£100				
Oasis Childcare Centre ('FtP' don.)		£125				
Cobham Food Bank ('FtP' don.)		£125				
Clergy & Staff Expenses			£840			
[Partial] gate post/fencing costs	£658					
All other payments						£60,947
Total payments	£658	£3,550	£840	£575	£1,529	£60,947
Closing Balance @31/12/2020	£113,650	£542	£41,535	£4,370	£8,065	£58,718

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

Independent Examiners Report – 2020

I report on the accounts for the year ended 31st December 2020.

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 do 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: 11th March 2021

'Broughton'
Norrels Drive
East Horsley
Surrey KT24 5DR

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 into 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 is "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 ?? March 2021

David Boothby
Hon. Treasurer

Revd Hugh Gear
PCC Chairman

Sally Pound
Churchwarden

Appendix A

Stronger together, working in unity to grow our Lord's Church

What's the purpose of a Deanery?

"Primarily, Deaneries provide an opportunity for individual parishes to resource leadership, collaborate in mission, and support each other in ministry in a way that is not possible on the micro-scale of the parish or on the macro-scale of the diocese."
(Deanery Handbook, p5)

Introducing Leatherhead Deanery

The Leatherhead Deanery is a group of 12 Parishes in the wider Leatherhead area covering a population of approximately 75,000 of whom about 2,000 regularly attend our churches on Sunday. The *Deanery Synod* is a forum for both lay and clergy representatives of the Deanery.



What does Deanery Synod do?

We meet three times a year on a Wednesday evening, mainly to address issues of relevance to the work of the local churches, and sometimes to share in the decision making of the national church. We see a strong role for Synod members in enabling the work of the local churches and supporting each other in our collective efforts across the Deanery.

Who *can* be a member of the Deanery Synod?

All local licensed clergy are automatically members of the Deanery Synod. The number of lay members is determined by the number of people on the Electoral Roll of each church in the Deanery, with each church agreeing at its Annual Parochial Church Meeting who will serve as members of the Deanery Synod for a period of three years. Deanery Synod members are also automatically members of their own Parochial Church Council (PCC) although they do not need to be on a PCC prior to being elected on to Deanery Synod.

Who *should* be a member of the Deanery Synod?

Those who serve should have a reasonable awareness of what is happening in their own church and also a willingness to report back to their own church relevant matters from the Deanery Synod. We particularly welcome members who are willing to engage in critical thinking concerning how the Deanery can best support the work of the churches. There may also be a role for Deanery Synod members in helping to implement the actions arising from the work of the Deanery Synod.

How is the Deanery Synod led?

Leadership of the Deanery Synod is shared between the Area Dean and the Lay Chair. To progress the work of the Synod between meetings, a *Deanery Leadership Team* will be formed which will comprise both clergy and laity and which will meet between each Synod meeting.

Still interested?

Why not speak with your local clergy or current lay members? The current Area Dean (Alan Jenkins: alan.jenkins@stnicolasbookham.org.uk) and Lay Chair (Bill King: w.king7@ntlworld.com) would also be delighted to talk further with you.