

## ***St John the Baptist Church, Bishopsteignton***

### ***Reports to the APCM, 15<sup>th</sup> May 2022***

#### **Report of the Church Electoral Roll Officer**

Four names were added to the Roll during 2021: Mr Alan Gillespie, Mrs Marjorie Hodgson, Mr John Stevenson, Mrs Suzanne Stevenson. Sadly, three people died during the year: Mrs Rosemary Martin, Mr Derek Smith and Mr Trevor Trenberth. There were 82 names on the Roll on 31<sup>st</sup> December 2021.

*Roger Avery*

#### **Churchwardens' Report**

2021 proved to be another interesting year. After being allowed to celebrate Christmas and the New Year we went into lockdown again until March 14<sup>th</sup>.

The year started off with the usual exciting Statistics for Mission asking for worshipping numbers for 2020. It was impossible to give an idea of how many people were watching online and how many worshippers we had in a particular age group. The Christmas figures gave a total attendance of 23 people attending altogether on Christmas Eve and Christmas Day!!

Mothering Sunday this year was a great celebration as it was the day we reopened.

Events in Holy Week were mostly able to take place. Palm Sunday took place as usual with the special Holy Communion service and Watch on Maundy Thursday. We had to forego hot cross buns on Good Friday but we had an Hour at the Foot of the Cross thanks to Richard Frost. It was good to be able to celebrate Easter Sunday with packets of seeds from Rev Jane outside the gate for people to take away.

The Archdeacon's visitation took place again by Zoom.

On July 27<sup>th</sup> we attended the Licensing of Rev Carol Green when she was welcomed into the Haldon Team as Priest in Charge.

The churchwardens would like to extend their grateful thanks, yet again, to Rev Jane Frost, Richard Frost and the extended ministry team for all the hard work which they have undertaken to keep church life going and to restore church to what it was before the pandemic. Wonderful online services continued, available on YouTube through the Mission Community website. Services filmed brilliantly by Richard and taken by Jane, Sue and the team. Filmed in all the Team churches, often with Daisy playing an important part.

Hard copy packs of material continued to be sent out to parishioners with ministry updates and prayer ideas. Phone call teams kept in contact with church members. Church opening for Private Prayer was kept going until the end of July when it was

decided to keep the church open all week. The kneelers and seat pads were put back and the church started to feel normal again.

Our Harvest Festival was able to take place and the churchwardens sent out the Harvest Appeal letter which raised an amazing £8178.

Remembrance went ahead as usual, with thanks to Hilary Corlett and her team, and we extend our grateful thanks to Rosy Plumb and Helen Boyd, and their team, for all they did to make the All Souls remembrance service a special and moving occasion.

There could be no Crib Service again this year so a special thankyou to Liz McNamara and her team who organised a wonderful walk through nativity in the Old Commercial – even better with the mulled wine and mince pies!! Thanks to Rev Jane who arranged an enjoyable Christmas Music and Readings evening.

The churchwardens owe a debt of gratitude to all those other groups of people who keep the church alive - the members of the PCC – the Sacristy ladies who have everything ready for the Holy Communion services and who keep the linen and silverware in pristine condition – Fran Edwards and Lady Valerie Ridgway who deliver plants and flowers to those who are unwell in the village – the Open the Book team who have kept in contact with the primary school by making films to send in – the Stewards who have helped us run the church during a very difficult time – Mike and Jeff who do such great work in saving us a small fortune doing fabric repairs – Mike and Jeff for winding the clock every week and keeping it in good time - and especially Nick Gardiner who has always been there to provide music when we were open.

All Church maintenance issues are reported in the Maintenance Committee report. Thanks to Sir Andrew Ridgway for all his efforts with the CMC. He has now relinquished his position as Chair.

Inventory and Terrier report: All the contents of the church are recorded in the NADFAS document. We are not aware of losing anything this year!

*Keith Hutchings and Liz McNamara*

*Churchwardens*

### **Church Maintenance Committee Report**

Church Roof: The application to the Lottery was unsuccessful and Andrew Ridgway has stood down as Chair of the Committee. Grants were received from Weston Garfield and Devon Historic Churches Trust to the sum of £22,000 but these have now been lost due to time constraints. Until a separate Team can be formed this project will be reported to the PCC under this Committee. New, inspired leadership is required for this tough challenge ahead. Outside Information (Notices) Board: A redesigned board is being considered.

Church Board: A new sign writer was engaged to add the Rector's name and phone number to the board. The result is very pleasing.

Church Cleaning: A new company – Mrs Mopp Cleaning Services , has been engaged and has worked well on a twice monthly basis with church volunteers covering the weeks in between.

Tower Floor Hatch Covers: The two floor hatch covers were identified as in need of repair. Upon inspection, one was deemed urgent, the supporting edges were rotten, so work was undertaken by Dougie Hill immediately. The other cover entails more work and is awaiting a contractor to attend.

Window Grilles: The work to the outside stone work, inside stone work, repair of various glass faults and the removal of all the rusting window grilles has been completed

Minor Works – numerous jobs are undertaken by our volunteers Jeff and Mike and again this year we are very grateful to them for all their attention and always at much reduced cost.

The PAT Testing has been done, with thanks due to Ian Boyd. Next due in Sept 2022.

The Fire Extinguishers were checked in Nov and found to be in good order.

Quinquennial Inspection (Q.I.) Works. The Committee carried out a review of the last QI inspection. They are aware of requirements which have been completed and those which are outstanding but will be done, and those which cannot be carried out due to lack of funding. A new QI will be required to be carried out in 2022.

### **Report of Deanery Synod Representatives**

Kenn Deanery Synod met three times during the year. Amongst the topics discussed were the document *Covenant for Care and Wellbeing of Clergy* and the need for parish representatives on the Devon Historic Churches Fund. The Synod account stood at £1684.88 on 31<sup>st</sup> December

*Liz McNamara & Roger Avery*

### **Reports from Church Organisations**

#### **Bellringing**

Limited ringing for services and Thursday evening practices took place when regulations allowed, with full precautions required at the time. The bells were inspected from time to time to ensure that there had been no deterioration during times when ringing was not possible. Because of the covid restrictions, no AGM was held during the year (the next AGM is scheduled for 31<sup>st</sup> March 2022).

*Roger Avery, Tower Captain*

## **Bishopsteignton United Charities**

*Registered No. 20076*

### **Chair's Report**

*Trustees.* As reported previously, during 2020 Dr Derek Greatorex advised that he wished to step down as a Trustee as soon as a suitable replacement was found. Mrs Judi Thornbury was appointed as a Trustee in May 2021 at which time Dr Greatorex's trusteeship ended. Also in May 2021 Mrs Maureen Oakley joined as an Associate Trustee.

Accordingly, the Board of Trustees at the end of 2021 consisted of Mr Paul Cloke (Chair), Mrs Helen Boyd, Mr John Randall, Mr Robert Gateshill, Rev Jane Frost, Mrs Judi Thornbury and Mrs Maureen Oakley (Associate).

Mrs Yvonne Barnes continued in the role of Clerk to the Trustees.

*Community Support.* A donation of £500 was made to the Bishopsteignton Health & Well Being Group in September toward the purchase of a defibrillator. The Trustees had agreed to support the building of the new village scout hut and, unfortunately, preliminary plans had not processed sufficiently for a donation to be made. Funds are available for such a donation in the future.

*Church Houses.* All the properties were occupied for most of 2021, although one was vacant for a short period (mid-February until 27 March 2021). Helen Boyd and Judi Thornberry take responsibility for contacting the residents on a regular basis. The installation of the new kitchen in Flat 24 was completed to the delight of the resident and the communal areas of the property were repainted during the year. Any necessary repairs to the properties were carried out in a timely and safe manner as required. The Annual Inspection was again postponed due to COVID19 restrictions, but the building has been fully inspected throughout the year. Our maintenance contractor tests the fire alarm system on a weekly basis and the emergency lighting is checked monthly. Day-to-day issues within the building are overseen by John Randall. The gardens have been managed and maintained successfully during the year. All policies and procedures are regularly reviewed to ensure they are current and compliant with national requirements. Sincere thanks go to Helen, Judi and John for their work in this area.

*Finance.* Bob Gateshill takes responsibility for the financial management of the charity. Income and expenditure during the year were in line with the budget, and ongoing careful financial management has included provision for costs arising from the delayed annual inspection as well as ongoing maintenance schedules. The weekly maintenance contribution for residents was increased by a small below-inflation rise with effect from 1 April 2021 but it has been agreed that there will not be an increase in April 2022. Sincere thanks go to Bob for his work as treasurer.

*Governance.* Trustees meet at least quarterly and there is regular involvement and communication in between meetings, not least because of the work of the Clerk, Yvonne Barnes. Particular thanks go to Yvonne for her sterling work as Clerk Rev Jane Frost's active participation as a Trustee is very much appreciated, as is the contribution of Maureen Oakley as Associate Trustee.

*Paul Cloke, on behalf of the current Trustees (Helen Boyd, Jane Frost, Bob Gateshill, John Randall and Judi Thornberry).*

### **Choir Report**

2021 proved to be another difficult year for church music. For several weeks there were no services at all and when they did restart no singing was allowed. This meant that there was just a little organ music at each service.

As the year went on conditions gradually improved. Across the country choirs tentatively started up again. Autumn saw us return to the choir stalls for a number of special occasions. These began with Harvest Festival in mid-October. Six singers made a joyous sound and gave the congregation a strong lead in the traditional harvest hymns.

We sang again in November on two occasions: Remembrance Sunday and Advent Sunday. At Christmas time there was the Carol Service and Christmas Eve.

Although we still have to be cautious with our seating etc, we hope to be able to sing on many more occasions in 2022. We have a great musical heritage and a good tradition of choral singing in our church. Also the chancel has wonderful acoustics.

We are a small, friendly group and always welcome enquiries from potential new members. There is no audition.

*Nicholas Gardiner, Organist and Choirmaster*

### **Flower Report**

2021 wasn't the easiest with Covid-19 restrictions still affecting what we were able to do in Church but when Easter arrived Bindy Wollen did another lovely outdoor feature which stood in the drive and we were pleased to be able to start to put flowers in Church again. We were eventually able to return to having flowers inside and have managed to maintain a welcoming arrangement in the porch, and throughout the summer months we have taken great pleasure in using flowers from our own gardens. We enjoyed doing special arrangements for a wedding and were honoured to be able to provide a pedestal arrangement for 2 funerals as we approached the end of the year.

*Margaret Rawlings*

## Bishopsteignton Parish Chronicle

The beginning of 2021 was another disruptive time for the Chronicle when it had to go online again. Thanks to Richard Frost it could be read on the St John's link through the Mission Community website and on the Village website. As a result the renewal month was changed to July to compensate for the missed months.

However, the Chronicle has maintained its popularity with an amazing number of articles from different organisations in the village. The number of pages has crept up to 40.

Our distribution remains at around 690 copies each month and we have been able to maintain the cost again at 50p per copy. Unfortunately, we cannot include colour pictures inside, unless it is something special, as the printing costs too much. If we want to make the Chronicle look more exciting with increased use of colour the cost of each copy would probably have to go up to £1. The subscription for 2022 will be renewed on 1 July.

Many thanks are due to my wonderful team of distributors who go out in all weathers to deliver between them 690 copies each month. And to Avril Avery and Pam Tate for giving up their time every month to batch them up.

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

*Keith Hutchings*

## Social and Fundraising Report

**Plant Sales and Bric-a-Brac sale.** For a week in May we held an outdoors plant sale at church. We had some lovely plants donated and most found new homes, and the few that remained went to Sustainable Bishop that helped them raise funds. Later in May, by kind permission of Chris & Roger Hunt, we held a Pop-Up 'Plants, books and Bric-A-Brac stalls' event. No prices were stated, and money received was all by donation. As a result, **£499** was raised for church funds.

**A Summer Tea** – This event on Sat 14<sup>th</sup> August in the Community Centre was a total success! We estimate approx. 60 people attended. The weather was wonderful and people enjoyed being able to socialise but outside. The event raised **£402**. This event also saw the launch of the sale of draw tickets for the painting of the church painted and kindly donated by Ken Irvin.

**Christmas Fayre.** This was a most enjoyable occasion on Sat. 20<sup>th</sup> Nov 2021 in The Community Centre. It was very well supported by the community, including The Cockhaven Arms and The Vineyard who donated vouchers, enabling a total of **£840** to be added to church funds.

On Friday 17<sup>th</sup> Dec, at the Community Carol service in church, the draw took place for Ken Irvin's painting. It was won by a delighted local person, and the total raised was £810. We are very grateful to Ken Irvin for his generous gift.

**Christingle** – As part of the 'Walk-by-Nativity' held on Sat 18<sup>th</sup> Dec, in The Old Commercial pub garden, 'D.I.Y. Christingle goody-bags was available for children for a donation. As a result, £92 was sent to The Children's Society.

*Bindy Wollen, Finella Whitehorn & Hilary Corlett*

### **The Welcome Pack**

The Welcome Pack scheme has been running for 17 Years, 809 packs have been delivered to newcomers up to December 2021. Volunteers deliver the Packs which is always done in person to give a Christian welcome to the village. The Packs are always well received and appreciated. 36 Welcome Packs were delivered in 2021. We rely on members of the Church and Villagers to let us know about any newcomers. In normal times we aim to do a revision of the wording and phone numbers every 6 months to ensure the contents are relevant.

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

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

*Tony Corlett*

### **Annual Report of the Parochial Church Council (PCC)**

#### **Administrative Information:**

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

PCC Membership:

Since it was not possible to hold an APCM in April or May, the members of the PCC who were in office on 1<sup>st</sup> January continued until the APCM on 16<sup>th</sup> October. From that time the composition of the PCC was

*Team Rector:* The Rev'd Carol Green

*Team Vicar:* The Rev'd Jane Frost

*Team Reader:* Mr Richard Frost

*Church Wardens:* Mr Keith Hutchings (who also has responsibility for *Safeguarding*) and Mrs Liz McNamara

*PCC Treasurer:* Mr John Plumb

*PCC Secretary:* Dr Roger Avery

*Elected Members:* Mr Alan Gillespie, Sir Andrew Ridgway, Mrs Belinda Wollen

*Co-opted Members:* Mr Jeff Gibson, Mrs Finella Whitehorn

The *Deanery Synod Representatives* of the PCC are Mrs Liz McNamara and Dr Roger Avery.

### **Structure, governance and management**

The PCC comprises ex-officio, elected and co-opted members in accordance with The Church Representation Rules and operates under the Parochial Church Council Powers Measure. It is a *body corporate* established by the Church of England. A 3 year term of office applies to elected members. It is a charity excepted from registration with the Charity Commission.

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

### **Safeguarding**

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

### **Committees**

The Church Maintenance Committee, with The Church Architects, Benjamin and Beauchamp, manages the major works required to the church. This committee reports directly to the PCC.

### **Objectives and activities**

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

### **Achievements and performance**

Church Membership: As at 31<sup>st</sup> Dec 2021 the Church Electoral Roll stood at 82. Because of disruption caused by "lockdowns" and the restrictions imposed in response to the pandemic, Sunday and other attendances (where they were possible) are not recorded here because they cannot usefully be compared with data for previous years.

### **Review of the Year 2021**

The PCC held 3 meetings by Zoom and 4 physical meetings (with full covid precautions) during the year with an average attendance of just over 90%. Voting on matters of importance which occurred between meetings was conducted by the Secretary using email. All Zoom meetings were minuted in the usual way, and business conducted by the Secretary on email between meetings was recorded and copies are deposited in the Minute Book.

The PCC have met the full Common Fund request of £33,469 in 2021. Social & Fund Raising events continued to be held, although at a reduced level compared with previous years.

*The Rev'd Jane Frost*  
Team Vicar

*Keith Hutchings*  
Churchwarden

*Liz McNamara*  
Churchwarden