



## THE PARISH OF MALDEN, ST JOHN THE BAPTIST

11.00am (or as soon thereafter as possible after 9.45 service)  
Sunday 23<sup>rd</sup> May 2021 at St. John the Baptist Church and Via Zoom

1. Opening Prayer
2. Apologies for absence
3. Election of two Churchwardens

### AGENDA FOR ANNUAL PAROCHIAL CHURCH MEETING (APCM) (Immediately following the Vestry Meeting)

1. Minutes of the APCM held on the 25<sup>th</sup> October 2020
2. Matters arising from the minutes
3. Electoral Roll report
4. Fabric, Goods and Ornaments of the Church report
5. PCC committee reports
6. Deanery Synod report
7. 2020 Financial Accounts of the Parochial Church Council
8. Acknowledgement of other written reports
9. Election to the PCC
10. Elections to the Deanery Synod
11. Election of sides people
12. Mission Action Plan
13. Appointment of Independent Examiner of Church accounts
14. Vicar's report
15. AOB plus questions
16. Closing Prayer

**St John the Baptist Parish Church, Malden**  
**Registered charity no - 1145155**

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**THE PARISH CHURCH OF ST JOHN THE BAPTIST, MALDEN**  
**Registered Charity No.1145155**  
**Minutes of the Annual Parish Church Meeting**  
**held after the morning service on Sunday 25 October 2020**  
**and live-streamed. This had been deferred from the usual date in the spring**  
**because of the Covid-19 lockdown**

1. The Vicar opened the meeting with Prayer.

*2. Finance*

The Church Treasurer, Alastair Harris, presented the 2019 accounts. These had been independently examined. That year had ended with a surplus of £5000, but only thanks to a generous anonymous donation of £10,000.

The independent examiner was willing to be appointed for another year.

With pandemic restrictions and the church completely closed for a time, 2020 income was down, although most expenses still had to be met, resulting in costs £1500 over income. The deficit for the year end looked likely to be £16,000. For one year this could be covered from reserves, which St John's was fortunate to have.

Alastair thanked the Vicar, churchwardens and all who helped with the accounts, including Richard Burkett, chair of the Finance Committee and Amy Chan, the Church Administrator.

The 2019 accounts were accepted with thanks to the treasurer.

*3. Churchwarden Mike Broome's Report*

a) *Fabric Report* The most pressing matter highlighted by the Quinquennial report was water ingress with its potential for considerable damage. The church was grateful to the Maintenance Team who dealt with many lesser problems themselves.

b) *Routine Inspection* This had taken place, with the church complimented on its record keeping.

c) *Interregnum* The first round of applications had failed to appoint a new vicar, but a second round resulted in the appointment of Fr Michael Roper, who took up the appointment in September. Through the year without a vicar, Milly and her willing support team had led the church, holding the congregation together well. He expressed the church's gratitude to all involved.

*4. Churchwarden Lynn Sanger*

She expressed the church's welcome and thanks to Fr Michael, who had barely had time to get to know the church before it was closed down by the covid lockdown. While cautious about risks, he was currently holding three services a week.

*5. The Vicar*

He spoke of what people had made possible, including the monthly lunch delivered to people at home and the Angel Project. Looking to the future, the Coop had agreed to support the planned Bereavement Cafe as a local charity of the year. He was particularly concerned about psychological effects of the covid lockdown and the interruption of Children's Ministry. He thanked all those who support the church's ministry in a variety of ways, with a special word of thanks for Amy Chan's work in the church office,

*6. Elections*

Elections for the PCC and for Deanery Synod were being conducted separately.

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Sadly these failed to find new candidates to replace the four who were to retire, but the three Synod representatives, Deborah Harris, Anthony and Liz Pullen agreed to serve a further year, while at their next meeting the PCC coopted Sally Josolyne whose IT skills enabled their meetings.

**Electoral Roll Report**

The new electoral roll, which was prepared in 2019, was unable to be revised in 2020 due to the COVID restrictions.

The number of persons who completed enrolment forms and therefore entered on the roll in 2021 was two and there were also two persons whose names were deleted from the electoral roll leaving the total number of electors unchanged at 121.

A copy of the new roll, together with the Notice is displayed in the Church entrance

The appropriate certificates will be sent to the Diocesan and Deanery Secretaries to inform them of the numbers on the revised roll.

Steven Clark  
Electoral Roll Officer  
17<sup>th</sup> May 2021

**Fabric, Goods and Ornaments of the Church – 2020**

**Author – Mike Broome - Churchwarden**

**Quinquennial Inspection Works**

The Maintenance committee had identified the need for guidance as to the priority of the various tasks, and so Sheppard Architects were commissioned to produce a report detailing where we should focus our attention. In February 2020 we received the report which highlighted the need to address significant damage from water ingress and damp. It is expected that the work will be extensive and expensive with a cost of £700/£800k. The Covid pandemic has restricted progress, and while we have had a plan of action to investigate the source of the damp, it has not been possible at this time to commence the work. It is hoped that limited investigation works can start this summer.

Considering the constrained circumstances our Maintenance Committee has done an excellent job in keeping the building and surrounds in good order, and we are grateful and must thank them for their time and commitment.

**CCTV/Lighting Project**

Our Church has been accepted on a government scheme to install CCTV and appropriate lighting. We must thank Richard Burkett for his work on this project. It is expected that this installation will be completed during the summer months.

**Annual Church Inspection**

Due to Covid our annual church inspection has been held over till next year.

**Summary**

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As predicted in our last Fabric Report, 2020/21 has been one of the most challenging years since the last war. As the first Lockdown was lifted in mid-August, we moved from having no one in Church to risk assessed but limited services. Guidance issued from the Church of England was used to provide eighteen bubbles which could be booked via an online booking system. The Church purchased three automatic hand sanitisers as well as the necessary PPE materials. The Church has also invested in equipment so we have been able to stream our services on YouTube. We are particularly grateful for the expertise and time which Harvey Howlett, Sally Jocelyn and others have put into this task which has been welcomed by so many people. A further Lockdown on Christmas Eve was necessary which was only lifted in April 2021, when we returned to the eighteen bubbles setup for our services.

Fortunately for St Johns Fr Michael has been an inspiration, and has ensured that we remain a strong community pulling together to serve our members and the wider community.

We would also like to thank everyone else who has helped us during the year, in particular the Duty Wardens and Sides people who help make each service run like clockwork and who help each week to ensure everybody is fully welcome at St John's.

**Mike Broome and Lynn Sanger. May 2021**

## **Congregation Committee Report 2020**

For the year 2020/2021, the Congregation Committee consisted of Marilyn Burkett (Chair), Anthony Pullen, Janet Jeal, Sharon Bell, John Eggitt, Louise Hall, Faith Bowers and Charles Spreckley.

The work of the Congregation Committee has been drastically affected by the Covid lockdowns and activities have been curtailed. Shortly after our two 'thank-you' teas in February 2020, St John's was closed and remained so for several months. Hopefully with the easing of lockdown restrictions, our Committee will be able to resume many of our activities and initiate new ones as St John's congregation will need 're-building' and finding new ways to come together.

We look forward to the revised **Mission Action Plan** which will no doubt have a number of tasks which will be relevant to our Committee.

Marilyn Burkett (Chairperson)  
11<sup>th</sup> May 2021

## **Finance Committee Report 2020**

The Committee members are Richard Burkett (Chairman), Alastair Harris (Treasurer), Fr.Michael, Sheri Davis (FWO Officer), Jane Bransgrove and Pauline Armour. We are all very pleased that Fr.Michael joined the Committee to offer his help and guidance. The function of the Committee continues to be setting the budgetary strategy and then managing this for the PCC.

The Committee last met in person in January 2020, and started with the issue of how to deal with the outcome of 2019 in terms of efforts to improve Giving. We had a good meeting with the Diocese in February. However, the actions arising from this have had to be put on hold due to the arrival of the Covid Pandemic. In response to Covid the Committee has met practically every month by Zoom ever since and continues to do so. The Committee provided the PCC with monthly predictions of the possible year end outcome, and during the summer the final year end deficit was predicted to be up to £16,000. Very fortunately, although Giving through the Free Will Offering (FWO) scheme did drop slightly, it was not by as much as was at one time feared. But most importantly, we were extremely fortunate to receive a very significant number of donations (£6,800) and legacies (£3,000) in the later part of the year, which could not have been foreseen, and for which we should all be extremely grateful. As a consequence,

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the final year end deficit is £905. Given the circumstances, this can only be described as a truly remarkable outcome for which we should all be thankful. Compare that with 2019, where without the £10,000 anonymous donation, we would have had a deficit of about £5,000.

During 2020 a number of steps were further developed or started to make Giving easier. A tablet is now available in church for Contactless Giving and has been well used. Also, giving is now possible through the St. John's website, and it is also possible to implement a "Donate" icon for special individual appeals, such as the Foodbank and the Angel Project to pick just two. Our thanks go to Sally Josolyne, Deborah Barrett and Deborah Harris who have implemented these new and valuable tools. So, if you have not yet used these new ways, please try a donation through the St. John's website. Also, thanks to the Fundraising Team, who despite the inevitable loss of the Maeldune and Christmas Fairs, gave us some novel and fun activities: who could forget the On-line Quiz ? As well as greatly amusing us, these have given us some important income.

It is good to see that St. John's has raised money to help others during this year, and the Foodbank, Angel Project, and Bibles for Malden Parochial School come to mind.

Both of the last two years indicate the underlying problem that regular Giving is simply too low to meet everyday needs.

Furthermore, for a number of reasons, nine people left the Free Will Offering scheme between 2019 and 2020 with the subsequent loss of income. As a consequence we are far too reliant on donations, legacies and the Fairs. Whilst donations and legacies are extremely welcome, we cannot predict them. As was hoped in January 2020, we need to encourage more people to join the Free Will Offering Scheme, and this needs to be addressed when conditions are right. As we face the future, the PCC will need to carry out some major building repair works, and so these issues of Giving and Fund Raising are important and will need attention from the PCC and us all.

I must thank fellow Committee members who have worked hard during this difficult and unprecedented year: in particular Alastair Harris who has, in addition to running the accounts and producing year end figures, has had to produce more figures than usual; to Fr. Michael for his guidance; to Sheri Davis who administers the Free Will Offering Scheme assisted by Pauline Armour; and also to Jane Bransgrove who has arranged the Zoom meetings as well as helping in many other ways.

Richard Burkett

6<sup>th</sup> May 2021

## **Fundraising Committee Report 2020**

During recent lockdowns the fundraising team, for obvious reasons has not been able to organise the usual fairs and jumble sales that support the work of St John's.

These events are very much missed for the community spirit that they bring as part of the St John's year, and also for their financial contribution to parish funds.

Despite these circumstances the team have met up regularly via Zoom to discuss and put together new ways of fundraising.

To this end, we have over the past year contributed to parish funds with such ventures as:

- Designing and launching a successful St John's Online Shop
- Hosting a Virtual Quiz
- Selling plants during the first lockdown
- Using online companies to sell surplus items.
- Organising an Easter Draw

All of these ventures have enabled us as a team to learn new skills along the way.

These fundraisers would not have been possible without those who has helped us in so many ways during the year.

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We would like to thank everyone for their support during these difficult times and look forward to when we can again meet on Plough Green in the sunshine.

Fundraising Team

Debra Barrett  
Lisa Down  
Janet Flemming  
Mary Golletz  
Martina Herpak  
Beth Owen  
Lynn Sanger

## **Outreach Annual Report 2020**

Members: Deborah Harris (Chair), Janet Flemming (Secretary), Fiona Baguley, Franklin Barrington, Anne Beales, Sally Josolyne, Marie McGuire, Anthony Pullen, Liz Pullen

The Outreach Committee oversees, on behalf of the PCC, all those activities in the life of St. John's which reach outside the congregation in acts of service or witness.

Last year's Coronavirus lockdowns brought about substantial changes in St John's outreach activities. **Tea and Chat**, which had seen good numbers attending early in the year, unfortunately had to cease meeting for the time being. A huge thank you is due to Illuska Beaton for keeping the **Sunday Lunch Club** going during lockdown by cooking and delivering meals to people's home, with the help of friends and family. As the **Christmas Day Event** could not take place in the church hall, a hot Christmas dinner and goodies were delivered to those celebrating Christmas on their own. Thanks go to cooks Jill and Kate, lots of drivers and the generosity of those who donated gifts. A special thank you is owed to Pat Lovegrove who continues to provide enormous support for our community activities.

Despite the closure of St John's for much of the year, our **Traidcraft** stall remained open. This was due largely to deliveries made to parishioners by Anne & Chris Beales. Thanks to both of them for all that they do to promote Traidcraft goods. Junior from Zambia and Majabin from Afghanistan continue to be supported with funds from the stall through Action Aid. In the absence of weekly donations to **Kingston Foodbank**, a special online appeal was launched during Harvest Festival which raised over £500. In addition, the Foodbank received a large quantity of goods generously donated by pupils from Malden Parochial School.

During 2020, communicating with the wider parish became increasingly important. St John's' online presence, through the website and social media platforms, provided much needed support and information. The broadcasting of the 9.45 service via St John's YouTube channel has now become an essential part of the worship we offer. Thanks must go to Sally Josolyne, Harvey Howlett and the Ministry Team for the many hours of work this has entailed. **Old Malden News** also remains a key part of our ministry in the Parish and beyond but was available online only for much of the year because of Covid restrictions. It continues to be an excellent read thanks to the efforts of Marilyn Burkett, Amy Chan, Janet Flemming and, of course, the contributors. Amy is due an extra thank you for her splendid **Weekly Mailings**.

Last year's **Heritage Open Days** occurred during a brief window when the St John's could open. Just under 100 visitors were able to see inside the church, some of whom expressed delight at being able to enter St John's having walked by during their daily exercise walks. Thanks to Pat Lovegrove for co-ordinating this important aspect of our outreach. Thanks also to Chris Beales for

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providing an informative display to illustrate the theme of *Hidden Nature*, to Anne Beales for running the Traidcraft stall throughout and to all the welcomers..

In December, the sum of £2000 was distributed to several charities as part of our **Mission Giving**. The **Young Minds Trust, Re-engage**, which supports older people, and **Care International** each received £300. The remainder was donated equally to **Kingston Churches Action on Homelessness, The Fircroft Trust**, a local charity supporting adults living in the community with mental health challenges or learning disabilities, **The Felix Project** which collects then distributes nutritious food which cannot be sold, and the Mothers' Union **'Away from It All'** scheme, giving holidays to needy families recommended by social services or incumbents, or taking women and children on days out from women's refuges. The **Kingston Foodbank** received an additional one-off payment of £250. Year 6 children at Malden Parochial School each received a bible thanks to the £300 donated by the parish. Fr Michael's Christmas **Angel Project** raised a magnificent £2200 worth of Argos tokens for vulnerable children at Malden Manor School and the Children's Centre on the school site.

Looking forward, the local Co-op continues to raise funds for **St John's Bereavement Café** which will open its doors as soon as government regulations allow.

Thanks to all members of the Outreach Committee for their hard work this past year.

Deborah Harris  
April 2021

## **Maintenance Committee report 2020**

### **Members of the Maintenance Committee**

Geoffrey Little (Chair)  
Graham Burley (Sexton & acting Secretary)  
Richard Burkett  
Mike Broome

### **People**

We've been fortunate to retain the existing members of the Maintenance Committee throughout the period of Covid and this has provided continuity and stability. A number of others, Chris Benson and Charles Sheppard (Architect) have been helping and guiding us with advice and input on some of the more complex long term jobs and projects we are addressing including:

- ~ Issues arising from the Quinquennial Inspection(s), e.g. damp problems arising from water ingress both inside and from outside the Church.
- ~ The new camera(s) and light(s) system to improve the security of the Church (people and building).

However, we are always looking for new committee members. The female perspective would certainly add to the quality of our deliberations BUT we would welcome any **anybody** who would like to join us. DIY skills are certainly not a requirement although useful on occasion.

So, please do come and talk to any of the committee members - Mike Broome, Graham Burley, Richard Burkett, or to me, Geoffrey Little - and if you'd prefer to keep a lower profile then **please join our list of volunteers**.

### **The Maintenance Committee**

We meet a minimum of four (4) times a year. The primary purpose and responsibility of the committee is to maintain the fabric of our buildings and plant and the surrounding land within the limits of our personnel and annual budget of circa £6,000.

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An inventory is kept of all equipment belonging to the Parish together with service records and instruction manuals for all parish equipment. Members of the committee and others oversee the regular scheduled servicing and maintenance of equipment as required.

Notwithstanding the effects which Covid has had on our collective worship and communal life the normal scheduled maintenance and work continued throughout 2020.

We have to ensure that we maintain all the equipment used at St John so that we comply with statutory inspection and safety requirements and regulations. We conduct or arrange for tests and inspections on plant and equipment to comply with statutory inspection and safety requirements and regulations, including:

- ~ Electrical circuits every five (5) years and PAT testing of St John's equipment, including plugs and earth.
  - ~ Boiler inspection and servicing (two boilers)
  - ~ Fire extinguishers
  - ~ Water pump - inspection and sump testing.
  - ~ Lighting in the Church and outside both regular lighting and the emergency lights that we hope you'll never have to see or rely on.
  - ~ Lightning conductor (tests and service)
  - ~ Twice yearly inspection and servicing of our venerable Church clock, now well over a hundred years old
- This is just a sample, the list goes on.

This schedule of work is split between committee members, volunteers and a number of other volunteer helpers over the course of the year and we use a number of contractors as and when needed.

In March 2020 (first lock-down) we were required to mothball the Church and turn off all the systems and circuits which would not be need during lock-down.

Naturally, we "woke up" most of these systems when the Church opened to limited attendance but not all, some will remain turned off until we can meet freely without social distancing again - roll on.

**Churchyard:** A lot of work is also involved in maintenance of our rural-style church yard: cutting grass, pruning hedges, clearing blocked drainage etc. Graham Burley, St John's Sexton, has looked after this and many other aspects of ongoing maintenance for a number of years with input from the members of the committee and a number of others too numerous to list.

You will know there are usually a number of "working parties" throughout the year and these are a great opportunity for everyone and anyone to get involved.

As we open up we will be having a few organised work parties and we'd love to see all of you and you will meet new people and have a great time.

In September we had a "socially distanced work party" to pick up the hay/grass in the two "fields" of the churchyard (North Yards) cut by Graham Burley, a big thank you to all those who came and helped us to complete this job.

We did miss our tea and sausage sandwich providers who keep us going BUT we hope to see them and more of you in September 2021.

**Cleaning:** The Committee has responsibility for helping the cleaning team who organise themselves and the cleaning schedules for the church and extension.

**Claire Baptista** leads and runs the Church cleaning team - Saturday mornings.



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**Janet Jeal** organises the rotas for the Extension (coffee lounge) cleaning team - Sunday and Monday mornings.

**Flower team:** You know who you are - thank you.

You don't often see all these vital people at work at St John unless you happen to work with them or visit on a Saturday cleaning morning but we all see and enjoy the benefits and beauty of all of their work every Sunday and during the week too.

Claire and Janet are keen to recruit more people to join one or other (or both) of these cleaning teams. You can commit to being one of a designated cleaning team weekly or as infrequently as once a month or even once every other month; it depends entirely on how much time you are able to give them.

Please talk to or contact Claire and Janet or the Church Wardens at Church or by email if you'd like to find out more about what's involved and/or to help.

Saturday morning - Church cleaning team, contact Claire Baptista.

Email: [clairebaptista@live.co.uk](mailto:clairebaptista@live.co.uk)

Sunday and Monday mornings - Extension (coffee lounge) cleaning team, contact Janet Jeal.

Email: [janet.jeal@yahoo.co.uk](mailto:janet.jeal@yahoo.co.uk)

Come and make new friends or team up with old friends.

2020 has been another busy year for the Maintenance Team and I would like to thank committee members and the many volunteers who have helped us to look after our place of worship. It is not possible in this report to list every job that was completed; the full list is available in the Log Book.

**2020 Review/same again in 2021? I profoundly hope not.**

Upkeep of the church is always going to be expensive, but help from a dedicated team of volunteers hugely reduces the cost. Throughout the year we usually have two working parties, one in spring to fill the pot holes in the church lane and another at the end of summer to clear the cut grass in the church yard.

**Church Lane working party:**

Postponed in 2020 due to Covid, this is now long overdue and complicated by a leak in the lane which was repaired by Thames Water authority on 26th April 2021. We hope to address this work in late June or early July.

The working party is a good opportunity to meet new people and get involved in community action.

**Church yard working party:** A lot of work is done in the church yard throughout the year which culminates in the late summer's annual cut and clearing of the grass in the two North Yards. The churchyards are managed with sympathy for wildlife, having a regime of work suitable for a meadow. This complements the rural character of this conservation area.

**Accessibility Project**

In November 2014, we sought advice and received a detailed report with recommendations.

Accessibility to the upper meeting room has improved following the installation by Associated Stair Lifts of our chairlift in 2018. The Julian Group, following an initial operational hiccup or two (and prior the recent Corona virus epidemic closure of St John) were able to benefit from the use of the stair lift.

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In 2019 we bought a wheelchair/mobility vehicle ramp to improve accessibility to the main body our church and this has been successfully deployed for weddings etc.

This work will continue as funds and circumstances permit.

**Signs – all updated following the appointment of our new Vicar**

**Church Hall Sign**

Successfully replaced and put up in 2019.

**Church Notice Board**

We replaced the centre panel in time for Fr. Michael's installation.

**List of Incumbents**

Fr. Michael has been added to the list of St John's incumbents in the Tower.

**Vandalism**

You will know that St John's War Memorial, main notice board and both West doors were damaged in February 2020. Cleaning, repair of the War Memorial and subsequent weathering-in have restored the notice board panel and much of the patina on the memorial and old church doors. Further work may be needed and this is under continuous review by Fr. Michael and the Church Wardens.

**Quinquennial Inspection (20th July, 2017) – due July 2022**

Every Church of England building must be inspected every five years by an architect or chartered building surveyor approved by the Diocesan Advisory Committee. The purpose of the review is to ensure that church buildings are kept in good repair.

A number of the urgent requirements have been dealt with. The more complex and expensive problems were considered with the help of Charles Sheppard RIBA SCA, Principal, SHEPPARD ARCHITECTS LLP, and classified and prioritised by the Committee members into coherent groups/by type of work.

Charles Sheppard has provided the Committee with a Condition Report to help us to focus on the most urgent problems and to plan, prioritise and estimate the costs of the most necessary remedial work.

We are always looking for members of St John's the congregation who have suitable technical, financial, engineering and project related practical experience/expertise to help St John advance this work.

If you would like to help us progress this long term commitment/project please talk to our Church wardens or any member of the Committee.

Finally, may I commend to you the work of all the members of the committee and of all those volunteers who have done a sterling job over the last 12 months with whom it has been both rewarding and fun to work.

I hope very much we will all continue serving as members for 2021.

**E&OE**

***Geoffrey Little (Chair of Maintenance Committee)***

***May 2021***

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**Children and Young People 2020**

There is no Children's Ministry report this year as due to Covid there has been no children's ministry meetings. But we hope to be starting again soon.

**Church Hall 2020**

St. John's Church Hall  
411 Malden Road Worcester Park KT4 7NY

Registered Charity No. 240542

Chairman's Annual Report

Hon. Chair	Beth Owen
Hon. Treasurer	Brian Whaymand
Secretary	Pat Lovegrove
Bookings Manager	Pat Sutton
Committee	Chester Chan
	Peter Wickenden
	Brian Bowers

The committee have been busy at the hall, considering the pandemic and shut down.

All the evening bookings ceased but the pre-school continued to meet, providing for children of key workers, including through the 2000 Easter holiday. The committee helped by only charging for the cost of services.

From September the pre-school increased their hours and now meet until 3.30pm.

During the summer holiday the lavatories at the rear of the hall were renovated, with new fittings and flooring.

A working party painted the walls of both halls and tidied the grounds.

Our latest expense was new floor covering in the main hall and we are about to have a new mains water pipe laid in to the hall.

From the middle of May, some of our evening groups are returning and as soon as it is considered safe we hope to resume Tea & Chat and The Sunday Lunch Club, both very much missed by our regulars.

As most of you know, Brian Whaymand continues to cover most of the smaller maintenance jobs, quietly getting on with repairs that crop up as well as producing meticulous accounts. All the committee give as much time as they are able to support the hall. Pat Sutton in particular is busy with lettings, looking for new tenants and showing people around the hall.

Final thanks to Nilkunj Dodhia for auditing the accounts, to Rosemary McCann our cleaner and to Brian Bowers, our PCC rep, who is moving to pastures new and will be missed.

Beth Owen – May 2021

**Choir Report 2020**

2020 started well as we celebrated Epiphany and sang Choral Evensong for the Feast of Candlemas. We celebrated Ash Wednesday and preparations for Lent, Holy Week were under way but Covid forced St John's to close from 17<sup>th</sup> March. Although

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Churches did re-open in July on a limited basis, singing was deemed to be 'too dangerous' and so the choir has not been able to meet/sing for regular worship.

However, as Christmas approached – with the technical and artistic skills of Harvey, Paul and Alastair, a 'Virtual Carol Service' was recorded as the choir met once again in Church – all socially distanced of course. It was so wonderful to be able to come together and sing! Although St John's was forced to close again just before Christmas Eve, our 'virtual' service was streamed on our YouTube channel and appreciated by many. That was our 'Christmas' contribution.

We look forward to being able to meet up once again – and to resume our singing as an important part of worship at St John's.

When we do meet up again – there is a definite need for additional voices: altos, tenors, and basses in particular. So if you can read music and hold a tune, we hope you will consider joining us. We thank Amy, our Head Chorister who has now left us for University and hope that she will re-join us in vacations. So we urgently need young choristers to join us too– at the moment we have just ONE junior chorister and one who will be joining the adult choir. So you need to be 7+, able to read well, hold a melody and be able to attend choir practice on Friday evening (6.30pm-7.30pm) and sing at the 9.45am service every Sunday. Our Junior Choristers follow the RSCM 'Voice for Life' courses which enable them to learn to read music with basic theory.

**As a matter of urgency, please speak with me if you wish to join us.**

So we look forward to meeting up and being able to sing once again.

**With your support, we hope that we shall continue to maintain the strong musical tradition at St John's which enables and enhances our worship.**

Marilyn Burkett  
Choir Director

### **St John's Reading Group**

Despite many activities at St John's having to be curtailed, St John's Reading Group has continued to 'meet virtually' every month with the aid of Skype and Zoom. It has been a brilliant way to keep in touch and we have read quite a variety of books over the year. Of course, it is not the same as meeting and enjoying our coffee and cake together – but hopefully we shall be able to recommence our meetings in person very soon.

Our book titles this year have continued to be varied: from Tracey Chevalier's A Single Thread to Andrew Marr's Elizabethans, from The Thursday Murder Club by Richard Osman to Hamnett by Maggie O'Farrell. Our fifteenth year was a good one, despite the various lockdowns.

Marilyn Burkett

### **St John's Crochet & Knitting Group**

The Crochet & Knitting Group just about celebrated its thirteenth birthday before lockdown – as always, we celebrated in fine style with tea, a special cake with candles and balloon and bunting provided by 'Teas R'Us' John. We did manage to meet in January and February 2020 but have not been able to meet since. However, I know that many in the group have still continued to knit and crochet and hopefully we shall have another good consignment of knitted and crochet children's clothes and blankets for The Romanian Aid Foundation which St John's has supported for nearly 30 years.

There is still a great deal of poverty in Romania so our donations are always put to very good use and we receive regular newsletters and updates. It has been particularly difficult over this past year and Brexit has caused additional difficulties with transport and paperwork so we hope that these issues will be resolved soon.

The group meets on the last Thursday afternoon of the month from 2pm in the Extension Coffee Lounge (except December). We welcome many from the wider community as well as from our own congregation so it is a good example of outreach and welcome.

**APCM**

If you would like to learn to knit or crochet – then come along and join us. There will always be someone there to help you become more creative!

Marilyn Burkett

## **Deanery Synod Report 2020**

Kingston Deanery Synod brings together representatives from the seventeen parishes within RBK to promote the work of God's Church in the Kingston area. The present reps from this parish are Deborah Harris, Tony Pullen and Liz Pullen. Synod's agreed priorities for action are set out in the Deanery Mission Action Plan. Members identified the priority areas as being 1) Poverty and homelessness, 2) Refugees, 3) The environment and climate change, 4) The elderly and social care, and 5) Education.

There have been three meetings of the Kingston Deanery Synod since the last APCM all of which have been via Zoom. Each meeting was chaired by the Area Dean, the Revd Robert Stanier, Vicar of St Andrew's & St Mark's, Surbiton.

On **16<sup>th</sup> June 2020**, tributes were paid to the Revd Peter Holmes, late of St Peter's, Norbiton, who had died of COVID-19 on 25th April. There followed a presentation by the Revd Eils Osgood, Vicar of St John the Divine, New Malden, on the Organisation Christians Against Poverty (CAP), the local branch of which is based at St John's. Starting in 1996, CAP works through local debt centres with those who are facing poverty and homelessness. CAP New Malden started in 2014 with a deanery-wide remit to offer debt counselling, provide food vouchers/parcels and help with school uniforms to local clients. Clients are made aware of the Christian ethos of CAP and invited to pray with volunteers. There is a need to build capacity and increase collaboration between churches. Churches in the deanery were urged to give financially, to volunteer as befrienders and to pray for those struggling with debt.

On **13<sup>th</sup> October 2020**, Synod focussed on the Reigate Archdeaconry's webinar, *Country Lines and Knife Crime*, attended by John Dewhurst, Kingston Deanery's Lay Chair. 'County Lines' is child exploitation by drug gangs as a form of modern slavery, and has strong links to knife crime. This is prevalent even within parts of our deanery and therefore needs following up locally. The Clewer Initiative is mobilising the Anglican Church to help end modern slavery and has a range of excellent resources to raise awareness of the issue. The local police will also be contacted to see what action could be taken by local churches.

On **4<sup>th</sup> February 2021**, there were two important presentations. *New ways of working – sustainable ways of working* was a presentation by Canon Jay Colwill, Canon Missioner, Southwark Diocese. Jay invited those present to consider ways of working within parishes post-COVID, answering the questions 1) What have/are we stopping/letting go of as a result of the past months that can/should be let go of permanently? 2) What have we had to stop/reduce focus on strategically because of the crisis and must now restart? 3) What have we done that was fine for a season and can/should now be lost? 4) What have we been able to do because of the crisis that has strategic value and that we need to hang on to/build on/develop? He suggested that a number of strategic issues should be considered, giving contact addresses at diocesan level: Children & Young People, Food Insecurity / unemployment, Social Justice, Climate Crisis and ecology, and Reaching out to people looking for hope.

Colin Powell from the Southwark Diocesan Board of Education (SDBE), and incidentally, a former headteacher at Malden Parochial School, presented information concerning the proposed C of E secondary school for Kingston. The Diocese of Southwark spans 12 local education authorities with 105 C of E schools, 93% of which score good or better (OFSTED). The SDBE ensures that the schools all meet the needs of the local community. At present there is no C of E secondary school within Kingston thus denying the choice of parents to send their children to an Anglican secondary school. A public consultation was started in November 2017 and a decision would be made on the findings by the elected members of Kingston Council. The proposal was for a co-educational school with six forms of entry serving students from 11 – 16. The proposal also included a specialist resource provision for 20 students with social communication needs. The school would be highly inclusive and have a Christian ethos; would offer its students the opportunity to develop within a broad curriculum framework underpinned by Christian values, and have strong pastoral care and chaplaincy. The school would seek to play an active role in the local community. Following the successful proposal and agreed by Kingston, a site was chosen by RBK and the Department for Education and SDBE were in discussions with the planners. The school would open in September 2024. A second period of on-line consultation was to run during February 2021 to seek further support and to listen to suggestions from the community. *(Since the meeting, the proposal has now been put on hold following objections from the British Humanist Society and all have been strongly recommended to support the proposal. Please see Fr Michael's representation on this in his weekly letter.)*

**APCM**

Thank you for giving Deborah, Tony and myself the opportunity of representing you on Kingston Deanery Synod.

Liz Pullen

10.05.21

**Mother's Union Report**

In February 2020 there was a full calendar of meetings planned for the year. We met on 3 March for Holy Communion, followed by the Coffee Morning and on 10 March for a Lent Meditation led by Father Michael, but then Covid19 lockdown came in and meeting was not possible for the rest of the year. We did not feel online meetings would work well for this group, but tried to keep in pastoral contact with members by phone and post.

Liz and Pauline were able to attend some diocesan meetings on Zoom, and Pauline a diocesan meeting called by Wendy Moss in a garden. Various deanery and diocesan meetings were made available to those members able to go online.

Faith and Liz supplied *Old Malden News* with pieces about the Mothers' Union throughout the year. In lieu of the December meeting, Faith collected contributions from members and produced enough copies of a Christmas booklet, *Joy to the World*, to give to members.

**Vicar's Report**

It has been seven months since our last APCM and we are still navigating the restrictions the Government and Church authorities have put in place during the pandemic. In short we have lost well over a year of our lives, both personally and as St. John's. Our common life together has been largely in suspended animation because we are not allowed to meet as usual. As we emerge from lockdown into greater freedom we will have to work hard to put in place the new normal and ensure we keep one another as safe as possible. It is coming and we will get there, hopefully able to celebrate St. John's Day at the end of June together, and move forward as a congregation united once again.

2020 has been little more than an exercise in survival as a congregation. Our faith is a shared faith and so much of what we do (the Eucharist is a prime example) is done together physically in Church. We cannot underestimate the importance and the role of social interaction in shaping and practising our faith. Covid has deprived us of this vital contact, it has also put on hold all our normal activities and ministries. Several of you have lost a loved one to the virus, others have been ill with it, all of us have been touched by its shadow. The impact on our mental health and wellbeing is immense and will take a long time to deal with. And what is true of us in our congregations is writ large in the community around us. St. John's stands on the edge of what has passed and what is to be. What we do over the next six months to a year will determine the future of our church.

Parishes across the country are preparing to close their doors permanently due to low attendance pre-pandemic and the financial devastation the virus has caused to parish finances and charities at large. Thankfully St. John's has been spared the worst of the financial crisis thus far, due to the continued faithful giving across our membership and the especially generous support of donors giving above and beyond to minimise the deficit we had projected for the year. Unfortunately St. John's is still burning through what reserves we have at an alarming rate, and this will likely have a direct impact on whether we will be able to undertake the works needed to make the church building watertight and stop the crumbling of the Jacobean brickwork of the tower and Lady Chapel. The Diocesan Advisory Committee (DAC) has restricted the exploratory works we can do at this time, and we hope and pray that the damp inside is not substantially rotting the floor, which would be a major undertaking. The truth remains that our lovely building requires significant investment, the bulk of which may be raised by our new Grants Committee.

The wider community will benefit from the return of Tea and Chat and the Sunday Lunch Club. The Bereavement Café will also enable us to meet a real, pressing need in the community. I have also been concerned about our children and young people after so long of not being able to meet in person for Sunday School and Children's Ministry. These are due to resume this summer and

**St John the Baptist Parish Church, Malden**  
**Registered charity no - 1145155**

**APCM**

will need the full support of us all in people power and encouragement. It has been very difficult to equip our young people in their own faith journeys and we have a lot of catching up to do. In order for our activities to start again, we have enacted a full revision and updating of our safeguarding checks (DBS screening) thanks to Lynn Sanger, Vanessa Spreckley, and Marie Mcguire as almost all DBS checks are now out of date.

Lockdown has been a difficult time for many people, putting stress on relationships and family life, as well as further isolating those who live alone. The Ministry Team has faithfully continued throughout, keeping in pastoral contact with members of our congregations who are on their own. We have also supported the sick and the bereaved as much as possible given the limitations on meeting in person. We have had 15 funerals in 2020 and another 5 so far this year, about half have been Covid-related. In all approximately 42 people have died of Covid across the two wards that make up our parish. Sadly we weren't able to hold our annual memorial service last November, but expect to do so this year. The Churchwardens and I have met regularly to keep up to date with parish business and ensure we are complying with the Covid guidance as we reopened and planned for services to resume. Risk assessments have been completed and our Track and Trace system has enabled our limited gatherings for worship to be as safe as possible. The decision to cancel Christmas was a blow, but we felt it was the appropriate thing to do under the circumstances, as the parish was an infection hotspot at that moment in time.

Live-streaming is here to stay, thanks to the team, and has been a lifeline for many. Numbers for the 9:45am service on Sundays, though not full, have been steady. The Late Service at 4:00pm is about half full, with Wednesday's Communion service catering to about 8- 10 people each week. Even with the services and the live-streaming, only a fraction of our membership have been engaging with our worship. It remains to be seen how many people will return to Church when we are able to gather in any number. This question will determine whether or not St. John's survives long-term post-pandemic.

We are in a better position than many parishes, but we need to be realistic and take into account that habits and patterns of behaviour have changed. I daresay some have found that they don't need Church in the way they may have over a year ago. It will be down to us all to provide and facilitate worship and mission that attracts and engages afresh. The old assumptions and routines need to be reappraised in the light of what Covid has changed for us all. The future of Christianity in these islands, and St. John's role in that, depends on the decisions we make and what we do now. If we are to move forward in confidence we must have a full complement of PCC members, Deanery Synod representatives, a revitalised stewardship/Free Will Offering scheme, and everyone actively involved to keep St. John's a giving, loving, healing place for all who turn to us. Covid and the upheaval it has caused has forced our roots to go deeper in these uncertain times. The well of living water continues to feed and sustain us. Let us keep travelling together in confidence knowing that whatever, we face we are not alone.

With every blessing.

Michael.

**Parish Accounts 2020**



**The Parish of St John the Baptist, Old Malden**

*Registered Charity No 1145155*

**Financial Statements of the Parochial Church Council**

**for the year ended**

**31<sup>st</sup> December 2020**

**Incumbent**

*The Reverend Michael Roper  
Vicarage: 5, Vicarage Close, off Paddock Close  
Worcester Park  
KT4 7LZ*

**Banks**

*NatWest Bank plc Worcester Park Branch  
Barclays Bank plc Worcester Park Branch*

**Independent Examiner**

*Nilkunj Dodhia BSc FCA MBA  
13, Mayfair Avenue  
Worcester Park  
KT4 7SH*



**St John the Baptist Parish Church, Malden**  
Registered charity no - 1145155

**APCM**

**Statement of Financial Activities**

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>					
Donations and legacies	89,833	3,297	—	93,130	95,070
Income from charitable activities	828	2,978	—	3,806	1,670
Other trading activities	3,653	98	—	3,750	11,429
Investments	1,318	126	—	1,444	1,374
<b>Total income</b>	<b>95,632</b>	<b>6,498</b>	<b>—</b>	<b>102,130</b>	<b>109,543</b>
<b>Expenditure on:</b>					
Raising funds	264	—	—	264	335
Expenditure on charitable activities	98,496	4,275	—	102,771	103,601
<b>Total expenditure</b>	<b>98,760</b>	<b>4,275</b>	<b>—</b>	<b>103,035</b>	<b>103,936</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(3,128)</b>	<b>2,223</b>	<b>—</b>	<b>(905)</b>	<b>5,607</b>
<b>Transfers</b>					
Gross transfers between funds - in	999	—	—	999	13,518
Gross transfers between funds - out	(999)	—	—	(999)	(13,518)
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>	<b>(3,128)</b>	<b>2,223</b>	<b>—</b>	<b>(905)</b>	<b>5,607</b>
<b>Total funds brought forward</b>	<b>103,145</b>	<b>17,707</b>	<b>3,686</b>	<b>124,538</b>	<b>118,931</b>
<b>Total funds carried forward</b>	<b>100,016</b>	<b>19,930</b>	<b>3,686</b>	<b>123,633</b>	<b>124,538</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
General fund	61,429	—	—	61,429	61,631
<b>Designated</b>					
Christmas Day Event	1,946	—	—	1,946	2,056
Church Building	2,294	—	—	2,294	3,473
Church Building Major Works	9,070	—	—	9,070	10,000
Church Hall	25,000	—	—	25,000	25,000
Churchyard	278	—	—	278	—
Library	—	—	—	—	423
Parish Office Computer	—	—	—	—	212
Vicar's Fund	—	—	—	—	350
<b>Restricted</b>					
Church Building Major Works	—	2,000	—	2,000	—
Organ	—	16,247	—	16,247	16,137
Roy Clough	—	1,683	—	1,683	1,570
<b>Endowment</b>					
Parish Endowment	—	—	3,686	3,686	3,686
<b>Total funds carried forward</b>	<b>100,016</b>	<b>19,930</b>	<b>3,686</b>	<b>123,633</b>	<b>124,538</b>

**St John the Baptist Parish Church, Malden**  
Registered charity no - 1145155

**APCM**

**Balance sheet**

	<b>Total funds</b>	<b>Prior year funds</b>
<b>Fixed assets</b>		
Heritage assets	25,000	25,000
Investments	42,840	42,833
	<b>67,840</b>	<b>67,833</b>
<b>Current assets</b>		
Debtors	6,413	5,707
Cash at bank and in hand	51,025	56,116
	<b>57,438</b>	<b>61,823</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	1,645	5,119
	<b>1,645</b>	<b>5,119</b>
<b>Net current assets less current liabilities</b>	<b>55,793</b>	<b>56,704</b>
<b>Total assets less current liabilities</b>	<b>123,633</b>	<b>124,538</b>
<b>Total net assets less liabilities</b>	<b>123,633</b>	<b>124,538</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	61,429	61,631
<b>Designated</b>		
Church Building Major Works	9,070	10,000
Churchyard	278	—
Church Building	2,294	3,473
Church Hall	25,000	25,000
Library	—	423
Parish Office Computer	—	212
Vicar's Fund	—	350
Christmas Day Event	1,946	2,056
<b>Restricted</b>		
Angel Project Appeal	—	—
Church Building Major Works	2,000	—
Covid-19 Costs Grant	—	—
Harvest Appeal	—	—
MPS School Leavers' Bibles Appeal	—	—
Organ	16,247	16,137
Roy Clough	1,683	1,570
Agency collection	—	—
<b>Endowment</b>		
Parish Endowment	3,686	3,686
<b>Funds of the church</b>	<b>123,633</b>	<b>124,538</b>

**St John the Baptist Parish Church, Malden**  
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**APCM**

	This Year	Last Year
<b>Cash in hand</b>		
Christmas Day Event (Designated) -	400	500
General fund (Unrestricted) -	51	51
	<b>451</b>	<b>551</b>
<b>Total for Cash at bank and in hand</b>	<b>51,025</b>	<b>56,116</b>
<b>Debtors</b>		
<b>Accounts Receivable</b>		
Angel Project Appeal (Restricted) -	349	—
Christmas Day Event (Designated) -	10	140
Churchyard (Designated) -	108	—
Covid-19 Costs Grant (Restricted) -	1,297	—
Harvest Appeal (Restricted) -	78	—
MPS School Leavers' Bibles Appeal (Restricted) -	3	—
General fund (Unrestricted) -	4,568	5,567
	<b>6,413</b>	<b>5,707</b>
<b>Total for Debtors</b>	<b>6,413</b>	<b>5,707</b>
<b>Agency accounts</b>		
<b>Agency collections</b>		
Agency collection (Restricted) -	(73)	(1,600)
	<b>(73)</b>	<b>(1,600)</b>
<b>Total for Agency accounts</b>	<b>(73)</b>	<b>(1,600)</b>
<b>Creditors: Amounts falling due in one year</b>		
<b>Accounts Payable</b>		
Christmas Day Event (Designated) -	(386)	(801)
Harvest Appeal (Restricted) -	(30)	—
Library (Designated) -	(50)	(50)
General fund (Unrestricted) -	(1,107)	(2,668)
	<b>(1,572)</b>	<b>(3,519)</b>
<b>Total for Creditors: Amounts falling due in one year</b>	<b>(1,572)</b>	<b>(3,519)</b>
<b>Grand total</b>	<b>123,633</b>	<b>124,538</b>

**St John the Baptist Parish Church, Malden**  
Registered charity no - 1145155

**APCM**

**Fund movement by type**

	<b>Opening</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>Transfers</b>	<b>Gains/losses</b>	<b>Closing</b>
<b>ANGEL - Angel Project Appeal</b>						
Restricted	—	2,200	2,200	—	—	—
<b>Sub-total for ANGEL</b>	<b>—</b>	<b>2,200</b>	<b>2,200</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>ChrchMajWk - Church Building Major</b>						
Designated	10,000	—	930	—	—	9,070
Restricted	—	2,000	—	—	—	2,000
<b>Sub-total for ChrchMajWk</b>	<b>10,000</b>	<b>2,000</b>	<b>930</b>	<b>—</b>	<b>—</b>	<b>11,070</b>
<b>ChrchYd - Churchyard</b>						
Designated	—	528	250	—	—	278
<b>Sub-total for ChrchYd</b>	<b>—</b>	<b>528</b>	<b>250</b>	<b>—</b>	<b>—</b>	<b>278</b>
<b>ChurchBldg - Church Building</b>						
Designated	3,473	159	1,338	—	—	2,294
<b>Sub-total for ChurchBldg</b>	<b>3,473</b>	<b>159</b>	<b>1,338</b>	<b>—</b>	<b>—</b>	<b>2,294</b>
<b>ChurchHall - Church Hall</b>						
Designated	25,000	—	—	—	—	25,000
<b>Sub-total for ChurchHall</b>	<b>25,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>25,000</b>
<b>Covid-19 - Covid-19 Costs Grant</b>						
Restricted	—	1,297	1,297	—	—	—
<b>Sub-total for Covid-19</b>	<b>—</b>	<b>1,297</b>	<b>1,297</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Endowment - Parish Endowment</b>						
Endowment	3,686	—	—	—	—	3,686
<b>Sub-total for Endowment</b>	<b>3,686</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>3,686</b>
<b>Harvest - Harvest Appeal</b>						
Restricted	—	558	558	—	—	—
<b>Sub-total for Harvest</b>	<b>—</b>	<b>558</b>	<b>558</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Library - Library</b>						
Designated	423	65	50	(437)	—	—
<b>Sub-total for Library</b>	<b>423</b>	<b>65</b>	<b>50</b>	<b>(437)</b>	<b>—</b>	<b>—</b>
<b>MPSBIBLES - MPS School Leavers'</b>						
Restricted	—	220	220	—	—	—
<b>Sub-total for MPSBIBLES</b>	<b>—</b>	<b>220</b>	<b>220</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Organ - Organ</b>						
Restricted	16,137	110	—	—	—	16,247
<b>Sub-total for Organ</b>	<b>16,137</b>	<b>110</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>16,247</b>
<b>ParOffCtr - Parish Office Comput</b>						
Designated	212	—	—	(212)	—	—
<b>Sub-total for ParOffCtr</b>	<b>212</b>	<b>—</b>	<b>—</b>	<b>(212)</b>	<b>—</b>	<b>—</b>
<b>RoyClough - Roy Clough</b>						
Restricted	1,570	113	—	—	—	1,683
<b>Sub-total for RoyClough</b>	<b>1,570</b>	<b>113</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,683</b>
<b>Vicars - Vicar's Fund</b>						
Designated	350	—	—	(350)	—	—
<b>Sub-total for Vicars</b>	<b>350</b>	<b>—</b>	<b>—</b>	<b>(350)</b>	<b>—</b>	<b>—</b>
<b>XmasEvent - Christmas Day Event</b>						
Designated	2,056	275	386	—	—	1,946
<b>Sub-total for XmasEvent</b>	<b>2,056</b>	<b>275</b>	<b>386</b>	<b>—</b>	<b>—</b>	<b>1,946</b>
<b>General - General fund</b>						
Unrestricted	61,631	94,605	95,807	999	—	61,429
<b>Sub-total for General</b>	<b>61,631</b>	<b>94,605</b>	<b>95,807</b>	<b>999</b>	<b>—</b>	<b>61,429</b>
<b>Grand total</b>	<b>124,538</b>	<b>102,130</b>	<b>103,035</b>	<b>—</b>	<b>—</b>	<b>123,633</b>

**St John the Baptist Parish Church, Malden**  
Registered charity no - 1145155

**APCM**

**Analysis of income and expenditure**

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total This year</u>	<u>Last year</u>
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
Gift Aid - Bank	54,290	—	—	—	54,290	53,945
Tax recoverable on Gift Aid	17,847	—	—	—	17,847	16,745
Gift Aid - Envelopes	5,593	—	—	—	5,593	4,967
Other Tax-Efficient Planned Giving	—	—	—	—	—	445
Other planned giving	480	—	—	—	480	580
One-off Gift Aid gifts	5,084	—	—	—	5,084	219
One-off Gift Aided Expenses	906	—	—	—	906	—
Donations appeals etc	2,459	65	1,297	—	3,820	11,747
Loose plate collections	1,798	—	—	—	1,798	5,746
Donations by Church Groups	157	—	—	—	157	562
Legacies	1,000	—	2,000	—	3,000	—
Other funds generated	—	155	—	—	155	114
Total	89,614	219	3,297	—	93,130	95,070
<b>Income from charitable activities</b>						
Christmas Day Event Donations	—	275	—	—	275	539
MPS School Leavers' Bibles Appeal	—	—	220	—	220	—
Donati	—	—	—	—	—	—
Harvest Appeal Donations	—	—	558	—	558	—
Angel Project Appeal Donations	—	—	2,200	—	2,200	—
Fees for weddings and funerals	553	—	—	—	553	1,131
Total	553	275	2,978	—	3,806	1,670
<b>Other trading activities</b>						
Maeldune Fair	—	—	—	—	—	3,941
Christmas Fair	—	—	—	—	—	2,118
Other Fund Raising	1,174	—	98	—	1,271	3,401
Online Store	518	—	—	—	518	—
Magazine income - advertising	950	—	—	—	950	918
Parish magazine sales	1,012	—	—	—	1,012	1,051
Total	3,653	—	98	—	3,750	11,429
<b>Investments</b>						
Bank and building society interest	1	5	13	—	19	49
CBF Deposit Interest	784	528	113	—	1,425	1,324
Total	785	533	126	—	1,444	1,374
<b>INCOME TOTAL</b>	<b>94,605</b>	<b>1,027</b>	<b>6,498</b>	<b>—</b>	<b>102,130</b>	<b>109,543</b>

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	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total This year</u>	<u>Last year</u>
<b>EXPENDITURE</b>						
<b>Raising funds</b>						
Fees paid to fund raisers	45	—	—	—	45	2
Costs of fetes & other events	—	—	—	—	—	333
Costs of Other Fund Raising	219	—	—	—	219	—
Total	264	—	—	—	264	335
<b>Expenditure on charitable activities</b>						
Parish Support Fund	72,000	—	—	—	72,000	72,000
Salary of parish administrator	5,810	—	—	—	5,810	6,057
Music	4,689	—	—	—	4,689	4,913
Church maintenance	2,494	1,338	—	—	3,832	2,568
Home mission	335	—	2,978	—	3,312	250
Upkeep of services	925	—	1,297	—	2,222	2,114
Mission giving to charities	2,060	—	—	—	2,060	2,060
Church running - insurance	1,773	—	—	—	1,773	1,736
Administration	1,750	—	—	—	1,750	2,506
Church running - gas	1,079	—	—	—	1,079	1,256
Church running - electricity	897	—	—	—	897	1,189
Upkeep of churchyard	629	250	—	—	879	3,321
Church Major Repairs - Architect's Fees	—	930	—	—	930	—
Working expenses of incumbent	390	—	—	—	390	38
Costs of Christmas Day Event	—	386	—	—	386	924
Organ / piano tuning	278	—	—	—	278	1,306
Working expenses of other ministry team	155	—	—	—	155	223
Children's Ministry	104	—	—	—	104	104
Cleaning	89	—	—	—	89	18
Church running - water	89	—	—	—	89	89
Magazine expenses	—	50	—	—	50	116
Church Annex Furniture & Decoration	—	—	—	—	—	816
Total	95,542	2,953	4,275	—	102,771	103,601
<b>EXPENDITURE TOTAL</b>	<b>95,807</b>	<b>2,953</b>	<b>4,275</b>	<b>—</b>	<b>103,035</b>	<b>103,936</b>
<b>GRAND TOTAL</b>	<b>(1,202)</b>	<b>(1,926)</b>	<b>2,223</b>	<b>—</b>	<b>(905)</b>	<b>5,607</b>

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## **Notes to the Accounts**

### **1. Accounting basis**

These accounts have been prepared using the Historical Cost Convention, under which value of assets on the balance sheet is based on their original cost when acquired. We have also employed accruals-based accounting in which revenues and expenses are recorded when revenue is earned or when expenses are incurred, whether or not cash has been received or paid. Accordingly, we have provided for costs and income relating to 2020 but which had not been paid or received as at the 31<sup>st</sup> of December 2020.

### **2. Gift Aid Tax Reclaims**

During 2020 four quarterly claims were completed, including one relating to donations received in 2019. At the 2020 year-end we have therefore accrued £ in respect of the final claim, for the fourth quarter of 2020. In addition, a claim was completed under the Gift Aid Small Donations Scheme for the tax year 2019-20.

### **3. Parish Support Fund**

The Parish Pledge for 2020 of £72,000 was paid in full for the year. The Pledge for 2021 is £72,000, as approved by the PCC.

### **4. Property**

Property is shown at its historical cost. The hall is owned by the Parish, but day-to-day management and financing is governed by a separate charitable trust and the hall is used for the benefit of the local community, as well as for Parish events.

### **5. Building Works**

Following observations made in the latest quinquennial report the parish is in the early stages of planning a major building works programme. This will require significant funds, which in turn will need specific fundraising. A donation of £10,000 made in late 2019 was designated to start the Fund for these works and a legacy in 2020 was ascribed to the restricted portion of the Fund. Architect's fees of £930 have so far been incurred.

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**6. Investments**

Investments with the Central Board of Finance:

Share Income Investments (shown at historical cost in the accounts)

	<i>Units</i>	<i>Historical Cost</i>	<i>Market Valuation 2020</i>	<i>Market Valuation 2019</i>
		£	£	£
CofE Investment Fund Income Shares	1,000	771	20,487	19,169
Fynes Clinton Grave Trust	732	500	14,967	14,000
<b>Total</b>		1,271	35,454	33,169

Deposit Income Investments

	<i>2020</i>	<i>2019</i>
	£	£
Roy Clough Bequest Fund Deposit	1,569	1,562
General Fund Deposit	40,000	40,000
<b>Total</b>	41,569	41,562

Overall Total Investments

- As shown in the accounts	42,840	42,833
- At market value as at 31/12/2020	77,023	74,731
	119,863	117,564

**7. Debtors**

	<i>2020</i>	<i>2019</i>
	£	£
Gift Aid Tax to be claimed from HMRC	4,708	5,460
Covid Grant	1,297	-
Investment Income	278	-
Sundry Other	80	107
Unrestricted Donations	40	-
Designated Donations – Christmas Day Event	10	140
<b>Overall Total Debtors</b>	6,413	5,707

Debtors of £6,413 on 31 December 2020 relate primarily to the Gift Aid Tax reclaims referred to in Note 2 above, together with a Grant for Covid costs successfully applied for in 2020 and received in 2021, investment income relating to 2020 and received in 2021, together with certain donations and income received or confirmed prior to the year-end but banked or received in early January 2021.

Similarly, debtors of £5,707 on 31 December 2019 relate primarily to the Gift Aid Tax reclaims referred to in Note 2 above, together with certain donations and income received or confirmed prior to the year-end but banked or received in early January 2020.



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**8. Creditors**

	2020	2019
	£	£
<i>Amounts collected on behalf of others ('agency collections')</i>		
Diocesan service fees & other amounts due (1)	73	506
Charitable donations	-	969
Choir Wedding Fees & Verger Fee	-	125
<i>Total Agency Collections</i>	73	1,600
 <i>Deferred Income</i>		
Old Malden Advertising Fees paid in advance	-	75
 <i>Accrued expenditure</i>		
Utilities and Admin costs accrued	357	578
Christmas Day Event Expenses	385	801
Clergy Expenses		37
Outreach payments & Home Mission	30	1,780
Other		48
 <i>Sundry Creditor</i>		
Funeral Director double payment	200	200
<i>Total Accounts Payable</i>	1,572	3,519
 Overall Total	1,645	5,119

(1) Relates to services late in each year.

**9. Maeldune and Christmas Fairs**

	Maeldune Fair		Christmas Fair	
	2020	2019	2020	2019
	£	£	£	£
Gross Income	-	3,941	-	2,118
Gross Expenses	-	289	-	44
Net result	-	3,652	-	2,074

Regrettably, Covid-19 pandemic regulations meant that it was not possible to hold either the Maeldune or the Christmas Fair in 2020.

**10. Christmas Day Event**

	2020	2019
	£	£
Gross Income	275	539
Gross Expenses	386	924
Net	(109)	(385)

This year the Rotary Club maintained their donation to the cost of this event at £250. The PCC invited donations from members of the congregation, which also boosted the overall income for the event by £140, all of which is held within a restricted fund from which all expenses are paid.

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## **Annual Report**

The activities of the Parish in 2020 were severely affected by the Covid-19 pandemic and the associated regulations. The Parish's financial activities have been similarly impacted. We were unable to hold our major fundraising events, the Maeldune and Christmas Fairs, and to run any form of campaign to focus on regular giving. Under such circumstances the Parish has been remarkably blessed in receiving significant one-off donations to help cover the inevitable potential shortfall in income over costs. In turn our costs, many of which are fixed, have been pegged back as far as possible in response to circumstances. Significantly, the Parish made several successful appeals during the year, which have boosted the ability of the Parish to support local good causes. The Parish maintained the same contribution to the Diocese's Parish Support Fund as had been made in 2019, i.e. £72,000. Following the introduction of the first lockdown in March 2020 the Finance Committee met every month to monitor and discuss the financial status of the Parish and to report and make recommendations to the PCC. The PCC approved a revised budget during the year for 2020 and has approved a similar budget for 2021, which indicates a deficit in the region of £20,000. Whilst not desirable, the PCC considers this to be sustainable for the year as a 'worst case scenario' while we manage the situation. The Parish's reserves allow for this approach and as a result the Parish must be considered a 'going concern'.

### ***Income***

#### ***Donations***

Regular donations to the Parish by bank or envelope have risen slightly on 2019 levels, despite the uncertainties of the pandemic and the loss of a small number of donors for varying reasons. The PCC was not in a position to undertake a significant 'campaign' or review of regular giving by members of the congregation in 2020. However, the Finance Committee on behalf of the PCC gave frequent updates and made requests for members to consider making special, one-off donations or to raise regular giving, and members responded generously.

One-off Gift aid gifts and Donations in combination provided almost £9,000 during the year. This includes a number of one-off donations of £500 and £1,000 along with a Covid-19 grant successfully applied for at the end of the year and received in 2021. In late 2019 a single generous donation of £10,000 was made which enabled the Parish to avoid falling into deficit that year.

In 2020 Loose plate collections fell away very significantly, as to be expected, having already fallen in 2019.

The parish's level of gift-aiding remains very high, despite the drop in loose plate collections (which limited the extent of our claim during 2019 under the Gift Aid Small Donations Scheme 'GASDS'), as many one-off gifts were made under gift-aid. We continue to claim quarterly, and necessarily in arrears after donations have been received. In 2020 we again submitted and received three quarterly claims for that year within the year but the fourth quarter's claim could only be made early in 2021 and this has therefore been accrued for in the accounts for 2020.

The PCC recorded its great gratitude for the generous donations made in 2020 which have helped to cover costs and thereby restrict the deficit to a minimum.

'Donations by Church Groups' from the various parish groups including Toddlers, Crochet and Playtime, together with coffee & tea net takings have understandably been severely restricted as the groups have, sadly, largely been unable to meet.

During the year the Parish has moved to contactless and cashless giving using contactless kit in church and donate buttons on the Parish website, and through the services of the providers SumUp and GiveALittle, as recommended by the Church of England. Although this development was already part of Parish plans, as with

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so many other social trends, the pandemic accelerated these as the move away from cash increased along with the reduced ability to attend church in person.

*Income from Charitable Activities*

In a change from previous years the parish ran several very successful campaigns, largely online and on a cashless basis, for the Kingston Foodbank, the Malden Parochial School Leavers Bibles (a cause supported in many previous years) and the Christmas Angel Project for local school children. The online nature of these appeals, using SumUp and GiveALittle lent themselves to gift aid donation and the income and expenditure for each of these now feature as both income and expenditure under the general banner of Home Mission.

Christmas Day Event Donations comprise a donation from Rotary New Malden and two contributions from guests or others.

Fees for weddings, funerals and burials of ashes are set by the Church of England and are charged accordingly; in a change from previous years, parishes now receive no income from funerals conducted purely at crematoria, the these are passed to the Diocese in full (other than small donations paid by funeral directors to cover incidental costs such as travel). Other than crematoria funerals, such services were very restricted in 2020 owing to the Pandemic.

*Other 'Trading' Activities*

Sadly, neither the Maeldune nor the Christmas Fairs could take place in 2020. The Fundraising Team worked hard to raise funds by other means, taking opportunities when they could and raising creditable amounts, along with eth annual Story Tent, which went online with great success and a truly live global reach. Our twice-yearly organ recitals regrettably had to be shelved because of pandemic restrictions. However, in an interesting and innovative development, the Fundraising Team created an Online Store, which has proved very successful and popular, again mainly using SumUp and the website.

Sales and advertising from Old Malden News both held up very well, having dropped in 2019 when we lost some advertisers; paper copies proved less popular; and the magazines continued to be available online.

*Investment income*

Investment income remains buoyant as our various CBF/CCLA deposits performed well, although bank interest has fallen in line with the lowering of credit interest rates.

Overall, income has fallen by some £7,400 since 2019, as a result of pandemic restrictions on Parish activities.

***Expenditure***

*General Comments*

In order to meet its commitments and the changing circumstances of the pandemic, the PCC amended its original budget for 2020 to forecast a significant deficit for the year and this guided the PCC and its Finance Committee as they managed the finances through the year. The more notable variances between 2019 and 2020 are drawn out below.

*Parish Support Fund (Diocesan Contribution)*

Having decided to increase the Parish's contribution to the Diocese from £69,965 to £72,000 in 2018, and this has now remained the Parish's commitment in the successive three years. Payments were made in full (as referenced in note 3 to the accounts) and given the budgetary challenges our pledge for 2021 remains at £72,000. Meanwhile the average cost to the Diocese for a parish priest, including accommodation, pension, training and all the parish support that we receive, has risen beyond £82,000. The shortfall in our contribution to the full

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estimated cost remains a concern for the PCC, but there is little that can be done to amend this situation in the short term.

*Parish Administrator*

The PCC agreed an inflationary rise of 2% for the salary of our Administrator, who also worked a significant amount of overtime in 2019 during the summer and then in the autumn to support Fr Michael as he began his incumbency with us. The Parish remains very grateful to the Administrator for her commitment during a difficult year.

*Music*

The PCC agreed an inflationary rise of 2% for the honoraria of our Choir Director and Organist, to whom the Parish remains very grateful during a difficult year. Other music costs were heavily restricted as very few costs were incurred in the absence of musical provision for most of the year. Organ maintenance was reduced to the minimum necessary to ensure the organ remained viable.

*Upkeep of Churchyard*

This category also includes the costs associated with the maintenance of grounds within the vicarage curtilage but outside the vicarage garden *per se*. In 2019 we renewed the Plough Green Notice and amended the lettering on the church noticeboard at a combined cost c£1,400 and incurred one-off costs of £700 to clear the private footpath and to remove a redundant shed. In 2020 churchyard costs were pegged back to a minimum.

It should be noted that during late 2020 the Parish was successful in applying to a Government scheme for the installation of security lighting and camera surveillance. This exciting development, which is expected to be carried out in mind-2021, will bring significant benefits to a church such as St John's which is relatively isolated and suffered some distressing surface vandalism during 2020. The cost to the parish will be some 20% (c£3,650 of the total).

*Administration*

In 2020 our administrative costs fell as a direct result of our partially reduced activities.

*Church Maintenance*

Exceptional costs in 2020 included the replacement of the kitchen boiler, emergency electrical work and emergency work on the main boiler. In 2019, exceptional costs included the 5-year Electrical test, some asbestos removal from the boiler room and a callout to sort out the main boiler.

*Upkeep of Services*

In 2020 our ongoing costs for services were very low, however costs in this category include expenses for reopening the church and the costs of kit for livestreaming services, all of which are covered by the Covid-19 grant referred to in the income review. In 2019 we incurred costs of £400 for visiting clergy during the interregnum.

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*Mission Giving*

The charitable and mission giving payments that we undertook during the year as approved by the PCC were:

	2020		2019
	£		£
<i><u>From general funds as our mission giving</u></i>			
Care International	300	Humanity First	300
Young Minds	300	Young Minds	300
Re-Engage	300	The Lily Foundation	300
The Fircroft Trust	275	The Fircroft Trust	220
KCAH	275	KCAH	220
The Felix Project	275	The Daniel Spargo-Mabbs Foundation	220
Southwark MU 'Away From It All' Scheme	275	Southwark MU 'Away From It All' Scheme	220
		Malden Manor Community	220
	<u>2,000</u>		<u>2,000</u>
The Royal British Legion, Worcester Park	60	The Royal British Legion, Worcester Park	60
	<u>2060</u>		<u>2,060</u>
<i><u>Home Mission collections and appeals</u></i>			
Angel Appeal	2,200	Malden Parochial School Prayer Garden	250
Harvest Appeal for Kingston Foodbank	558		
MPS Bibles	305		
Spring Foodbank Donation	250		
	<u>3,312</u>		<u>250</u>
<i><u>Agency Funds (not included in our income and expenditure)</u></i>			
Bishop's Lent Appeal	136	Bishop's Lent Appeal	706
		Carol Singing for Princess Alice Hospice	110
		Christian Aid including 'Big Brekkie'	859
	<u>136</u>		<u>1,675</u>

In 2019 the collection for and settlement to MPS for school bibles was managed outside the Parish accounts.

*Church Running – Insurance*

During 2018 we negotiated improved charges for a fixed three-year term with our insurers, Ecclesiastical Insurance. Year-on year risks are inflationary and in mid-2021 we will renegotiate the arrangement.

*Working Expenses of the Incumbent*

An accrual has been made to cover anticipated expense claims by the Vicar for 2020.

*Organ & Piano Tuning*

Maintenance of the organ was restricted in 2020 to a single tuning visit, in contrast with 2019 when a full programme of tuning and maintenance was undertaken. The piano was last tuned in 2019.

*Church Running – Gas & Electricity*

Costs for the year were held down through restricted use of the church building as well as through the terms negotiated by Parish Buying, the buying service for the Church of England and the Church in Wales, which we choose to use for the provision of bulk-buying terms for parishes.

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*Working Expenses of Other Ministry Team and Children's Ministry*

Members of the ministry team have long been encouraged to claim for expenses they incur in carrying out their duties, as allowed for in the parish budget. This year claims have been restrained in general cost management.

*Magazine Expenses*

In previous years a calculation was made to estimate the cost of producing the Parish Magazine, Old Malden News and this figure was split from the cost of Parish Administration. In 2017 the decision was made not to conduct this exercise for a number of reasons – allocation of costs is difficult to estimate and subjective; there is no doubt the magazine generates income (c£2,000) that, although falling in recent years, exceeds costs; the PCC may choose to continue to produce the magazine for outreach purposes even if it were a net cost to the Parish; the magazine is increasingly read online, with commensurately lower costs attached. The magazine expenses noted for 2019 and 2020 are those directly identifiable and solely attributable to Old Malden News, namely postage stamps and bookbinding.

Overall, the Parish managed contain expenditure to remarkably similar levels seen in 2017, 2018 and 2019, despite extraordinary costs not budgeted for, including the new kitchen boiler, emergency electrical work and the costs of reopening and making safe the church building during the pandemic. Regular giving held up reasonably well over the year as a whole.

As a result, and after allowing for significant one-off gifts and legacies, we have incurred a small overall deficit in 2020, including a deficit of £3,128 in the combined, unrestricted funds. We remained significantly reliant on excellent fundraising activities during the year to cover some of our day-to-day expenses.

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**Independent Examiner's Report to the PCC of St John the Baptist Church, Old Malden**

**Basis of this Report**

This report on the financial statements of the PCC for the year ended 31 December 2020, which are set out on the accompanying pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the regulations') and section 145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the Examiner**

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (2) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 (5) of the Act and to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by 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 Act; and
  - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

Signed.....  
Nilkunj Dodhia BSc FCA MBA  
Independent Examiner  
Date.....

Signed.....  
Alastair G Harris BA FCCA MCISI  
Parish Treasurer  
Date.....

Signed.....

PCC Chairman  
Date.....

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