



Annual Reports and Accounts
For the year to 31st December 2020

The Parochial Church Council,
St. Bartholomew's Church,
Ducklington

Aim and purposes

St. Bartholomew's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Paul Boddam-Whetham, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church building of St. Bartholomew's, Church Street, Ducklington, to enable our ministry to the community.

Objectives and activities

The PCC is committed to encouraging and enabling as many people as possible to worship at our church and to become part of our parish community at St. Bartholomew's. All members are encouraged to become actively involved both practically and financially in the work of the church. The aim is to enable all members to grow in faith and serve the community by supporting each other through worship, prayer and pastoral care. The PCC maintains an overview of worship and makes suggestions on how our services can involve the different groups that live in and around our parish. Because of the restrictions imposed by the COVID pandemic, necessarily our services and worship have been restricted in the way we have been able to put faith into practice through prayer and scripture, music and sacrament. We have kept the church open for worship from the earliest opportunity and have continued to share Communion through the practice of intinction of the bread in the wine. During the times when the church has been shut by government mandate, we have continued our worship and preaching through the medium of Zoom broadcasting.

When planning our activities for the year, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is not registered with the Charity Commission but is an excepted charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Bartholomew's the membership of the PCC consists of the incumbent (our Rector), churchwardens, the Licenced Lay Ministers, the Lay Pastoral Assistant, Deanery Synod representatives and members elected by those who are on the electoral roll of the church. All those who attend our services and are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The Core Team has met weekly from early March 2020 to ensure continuity of governance. The Core Team includes the Standing Committee plus the Ministry Team of Lay Ministers and the Lay Pastoral Assistant.

Administrative information

St. Bartholomew's Church is situated in Church Street, Ducklington. It is part of the Diocese of Oxford within the Church of England. The correspondence address is The Rectory, 6 Standlake Road, Ducklington, Witney OX29 7XG.

PCC members who have served at any time from 1 January 2020 until the date that this report was approved are:

Ex Officio members:

Incumbent: The Reverend Paul Boddam-Whetham (Chairman)

Licensed Lay Ministers: Dr David Adams, Mr Ian Paul

Lay Pastoral Assistant: Mrs Meg Roberts

Wardens:

Mr Roger Barnes, Mrs Gill Long To APCM 2021

Elected members:

Mrs Angela Williams, rep. on Deanery Synod To APCM 2023

Mrs Nicola Boddam-Whetham, rep. on Deanery Synod resigned from July 2021

Mrs Jenny Pratley, rep. on Deanery Synod To APCM 2023

Mrs Rosie Evans (PCC Secretary) To APCM 2022

Ms Sarah Varnom To APCM 2022

Mrs Paula Taylor Resigned March 2021

Mrs Mary Thorne To APCM 2020

Mrs Faith Truran To APCM 2023

Mrs D Britt To APCM 2021

Mrs Tricia Hughes To APCM 2021

Mr Peter Nichols To APCM 2021

Mr Chris Stoneham To APCM 2022

Mr Edmund Strainge To APCM 2021

Mr Robin Wiltshire To APCM 2020

Mrs Ann Morris To APCM 2023

Mrs Amanda Bennett To APCM 2023

Mrs Maria Skoyles To APCM 2023

Secretary's Report:

Due to the Covid-19 Pandemic our church was closed for a large part of 2020, and restriction imposed on people meeting in groups. Services were therefore conducted in several ways, depending upon the government restrictions; broadcast via Zoom from the Rectory by the Minister; broadcast from within the church with only the Minister, an assistant and musician present; from the church with a limited congregation seated as per the government guidelines and the service also simultaneously broadcast via Zoom. In January 2021 the 'Statistics for Mission' Return for 2020 was completed using estimated figures, and submitted to the Diocese. During the Advent and Christmas period, around 175 people participated in services either in person at the church or via Zoom. We were not permitted to hold the annual Christmas service for the school. The ability of the church to deliver services of Worship throughout 2020 including all the months of lockdown, is a testament to the commitment of the Ministry Team, and the skills, time, talents and commitment from many others.

The PCC met for five meetings during 2020 with an average attendance of 90%, with the January meeting held in the Village Hall. The March meeting was cancelled, however we were able to hold the following four meetings via Zoom. The Standing Committee/Core Team met weekly via Zoom from early March 2020 as lockdown was imposed, to address the ongoing exceptional circumstances and ensure the safety of the Ministry Team, volunteers, visitors, and parishioners in addition to the fabric of the church itself.

Mrs R Evans, PCC Secretary May 2021.

Achievements and performance

- Worship and prayer

Our current practice to accommodate COVID restrictions is a revised monthly pattern of alternating Holy Communion with a Service of the Word at 10:30 every Sunday. Where possible these are conducted in church and also broadcast on Zoom. When congregational worship has been restricted than a small worship team led by the Rector in church, has broadcast to the congregation at home.

Baptisms have been curtailed over the year but new enquiries have been received. Daily Morning Prayer was extended in March 2020 to be offered on Monday to Saturday and is attended regularly by a committed group of 4-6 attendees..

At present there are 103 parishioners on the Church Electoral Roll. The number of regular worshippers has been sustained at around 60, with a range in church of approximately 20 and 40 on zoom The average weekly attendance and special service figures are irrelevant because of the fluctuating location of attendance.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. However in 2020 we have only been able to hold 15 funerals in church, crematorium or at the grave-side.

- Deanery Synod

The Witney Deanery has met several times during the year via Zoom. The meetings are led by the Area Dean, Rev'd Dr. Tess Kuin-Lawton. There are 38 churches within the Witney Deanery.

The six areas of Common Vision emerged from various areas of Mission and Ministry following meetings with Bishop Steven which were discussed with parishes and deaneries. These were:

- . Environmental action
- . Christian Discipleship
- . New growth
- . Schools, children and young people
- . Addressing poverty and inequality
- . Celebrate and bless Milton Keynes

The Deanery Synod passed the motion," to strive to safeguard the integrity of creation and sustain and renew life on earth." This motion was then passed by the Diocesan Synod in March 2020.

During the last meeting three clergy gave an overview of their current worship during this Covid 19 pandemic namely, Rev'd Tom Putt, Rev'd Paul Boddham-Whetham and Rev'd Toby Wright. It is worth noting that the parish of Ducklington has paid its Parish Share for 2020 in full.

Mrs. Angela Williams May 2021

- Volunteers:

There are many volunteers contributing their time and talents to further the objectives of the church. The PCC is extremely grateful and would like to thank all the volunteers who work so hard to make our church the lively and vibrant community that it is. Particular thanks are given to our wardens Mr Roger Barnes and Mrs Gill Long for their guidance during the pandemic and to Mr Martin and Mrs Jane Dines for their technical management of our worship services through PowerPoint presentations and on Zoom.

Fabric and Church Building

Due to the pandemic and the difficulty in engaging contractors, none of the items identified for immediate attention in the 2019 Quinquennial report were actioned. These items are starting to be addressed in 2021.

The professional cleaning of the encaustic floor tiles was the only significant fabric work undertaken during the year, the cost of which was partly met by a generous donation.

Roger Barnes Churchwarden May 2021

Pastoral Team Care

Pastoral team support has mostly been confined to phone calls during the past year of Covid lockdowns. One or two people have been visited briefly during the 'open' times, with suitable precautions. We have continued to send cards to the families of those who have lost loved ones, and when we have been informed, to those who have been unwell. We have been accepting requests for transport and a few people have been taken to appointments locally. Thanks are due to those who volunteered to take Weekly Notices to those without email access and to those who agreed to phone people who have not been in contact with the church during the pandemic. My thanks to Paul for all the Pastoral support he has given many people during his time here. I encourage every member of the Fellowship that is our church family to support each other and to let the Pastoral Team know if they ,or anyone they know, would benefit from support.

Mrs. Meg Roberts May 2021

- St Bartholomew's Mothers' Union Branch

The branch formed by Christine Winter in 1990, has been struggling to find new members for many years and there has been no one able to take over the Leader, Treasurer or Secretary roles, so at the beginning of last year I informed the members and the Diocesan leadership that I could not continue past the end of 2020. Consequently the Branch was closed at the end of the year. Four or five people have become Diocesan members, meaning that we receive news mailings three or four times a year. We have had a few Zoom meetings, there are several Diocesan meetings each year, and we are free to attend any Branch meetings when they are taking place. If anyone is interested in supporting the Mothers' Union in this way I can give them details.

Mrs Meg Roberts May 20201

PCC Safeguarding Report

The PCC monitors and reports on any safeguarding issues at every PCC meeting. Our safeguarding policy is reviewed and updated annually in May.

Names to remember

- Parish Safeguarding Officer (PSO) and Verifier: Sarah Varnom
- Deputy PSO (to contact if the PSO is unavailable): Paul Boddam-Whetham (from July 2021 – Gill Long)
- Pastoral Leader: Faith Truran
- Junior Church: TBA

Training

- All PCC members have a current DBS check and have completed the necessary online diocesan training.
- All members of the parish who support our junior church have a current DBS check.
- All junior Church helpers have completed the necessary online diocesan training.
- A number of additional church officers also attended diocesan training.
- All members of the parish who support vulnerable adults have a current DBS check.
- Our music group leaders have current DBS check.
- Our bell tower captain has a current DBS check.

Leadership Training

- A new leadership programme was introduced last year for all clergy and lay leaders. This has been completed by our clergy and lay readers.
- The PSO, church wardens, and leaders of activities with children and/or adults who may be vulnerable have attended the appropriate leadership training sessions.
- The PSO regularly attends meetings for local PSOs.

Safeguarding Information displayed in church

- A formal statement of adoption of the House of Bishops' 'Promoting a Safer Church; safeguarding policy statement'.
- Contact details of the PSO, church wardens and any other local leaders.
- Information about where to get help with child and adult safeguarding issues e.g. local authority contact details; key helplines such as 'ChildLine'.
- Access to the Parish Safeguarding Handbook.

Past Case Review. Spring 2021

- The Church of England required all churches to participate and report against the "Past Cases Review" on safeguarding matters. This is to confirm that St Bartholomew's has fully participated in this check.

Sarah Varnom, Parish Safeguarding Officer April 2021

Children's Work and School Involvement

Children's weekly work has dwindled during the pandemic. Although we began offering a weekly thought and activity, this was not usually taken up. It has been sad to lose regular contact with some children, especially as numbers were just beginning to grow, pre Covid. We have been able to support some children from a distance, particularly when illness or change in circumstances struck.

Christmas gave us an opportunity to invite the school children to the Church, to enjoy the Christmas Experience, a series of tableaux telling the Christmas story. Together with the Easter Experience into 2021, these opportunities enabled the school to have their only two outings of the year. Part of the value of these trips to church is that the children and staff form a closer relationship with us, paving the way for later discussions and assemblies, when that is possible.

Mrs. N Boddam-Whetham, May 2021.

Discipleship, Mission and evangelism

The fortnightly evening Home Group continued on Zoom throughout the year. This serves 10-12 individuals and has been using Tom Wright's commentaries to open up the gospels.

Helping those in need is a demonstration of our faith. This is currently done through support of local appeals and, when an international disaster appeal is made we respond through "Bucket Appeals". At present, we do not budget to commit a proportion of our income for charitable purposes.

Financial Review 2020

- Total receipts on unrestricted (General) funds were £47,466, a decrease of 12% on the previous year, due mainly to the effects of the Coronavirus pandemic and the resultant loss of income from fundraising and weddings. £25,392 was unrestricted planned voluntary donations, and a further £7,929 was from Gift Aid.
- The planned giving to unrestricted funds through banker's orders and the Parish Giving Scheme decreased by 0.6%. Plate collections increased by 10%, the result of some generous donations by members of the congregation.
- Expenditure on the General Fund decreased considerably on 2019 from ££54,743 to ££48,670 (11%) as a result of lower energy costs and costs relating to fundraising and services.
- Total receipts on restricted (Fabric) funds were £4,869, an increase of 18% on 2019 – mainly the result of one -off donations to cover specific projects. Income from the Friend's scheme remained constant, and we sincerely thank them for their contributions.
- Fabric Fund expenditure was £1,309 (down 87%) as although work was outstanding from the Quinquennial report it was difficult to engage contractors due to the pandemic.
- It is pleasing to report that the Deanery Parish Share was met, with St. Bartholomew's contributing £35,620.

- Net movement in funds on unrestricted funds was a decrease of £1,204. During the year, the total fund balances, including cash in hand, increased from £26,194 to £28,550 of which £12,795 is unrestricted.

Reserves Policy

We have yet to initiate and implement any policy concerned with maintaining our balance on unrestricted funds. We invest the short-term investment fund balances with the CBF Church of England Deposit Fund.

R. Barnes, Treasurer. May 2021

Approved by the PCC on 20 May 2021

Signed on their behalf by:

A handwritten signature in black ink that reads "Paul Boddam-Whetham". The signature is written in a cursive style with a large initial 'P'.

Reverend Paul Boddam-Whetham (PCC Chairman)

