

**Parish Council of the Ecclesiastical Parish of
Bushey**

Annual Report

**For the year ended 31st
December 2016**



**tred
trust
bushey**



**THE CHURCH OF ENGLAND
DIOCESE OF
ST ALBANS**

The Rector's Reflections

Welcome to the 2016 Annual Report! I'm not really sure where to start when reflecting on 2016. It was a year that saw many exciting and significant things happening. Most memorably, we were honoured to welcome the Countess of Verulam who opened the Flower Festival in St. James's as part of the Bushey Festival. This was a super day and her presence certainly added to the importance of that occasion.

Some months before that the parish had experienced not one, but two Confirmation Services. Holy Trinity welcomed Bishop Alan and St. James's and St. Paul's welcomed Bishop Michael. The last time there were as many confirmations in one year was 1992 in Canon Philip Morgan's time here. Both occasions were memorable and Bishop Michael put his hands to good use that day – he ascended the Ringing Chamber at the end of the Eucharist and blessed the bells – something those of us on the ground watched on the TV screen!


The Red Trust Bushey's work in 2016 saw the work of the Foodbank for Bushey take shape. These included plans for people to come along to St. James's Church House on Friday mornings. At Holy Trinity the pioneering projects continued to grow and take shape, the regular mid-week "Coffee, cake and chat" at St. Paul's sees ever growing numbers of visitors and for many at St. James's a highlight was hosting a Christmas Lunch for any in the community that wished to come along. This attracted a phenomenal amount of volunteers from the wider community, and we look forward to working with some of these people in the coming months.

In the summer of 2016, Fr. Graham began his final full year with us. We have all continued to enjoy the fruits of his ministry, among which have been various opportunities to pray and worship in creative ways, particularly in the seasons of Advent and Lent.

We said farewell to Elena Major and Mel Love who were re-locating due to their husbands' new army postings. However, we welcomed Melanie and Nicola, their relative replacements. Also, due to the increased activity on the financial front, we appointed Deborah Kelly as our new Finance Officer post.

For many, a significant and poignant activity was the sale of Falconer Hall. Letters on file from the 1970s, 1980s and 1990s demonstrate that this possibility has been explored more than once! There have been many things said on this subject so I do not intend to repeat myself. However, we do place on record our gratitude to all those who have used the hall, cared for and maintained the hall over its 125+ years and we look forward to our partnership with the new owners who, like our parish, are committed to serving our community.

With my deep gratitude for all the love, service and commitment shown by so many to our Loving God. May God continue to bless you, those are dear to you, and the work you undertake in His name.

Father Neil -


Administrative information.

The Parish of Bushey is a Registered Charity number 1130540, and has three churches: St James's (the Parish Church) is situated in Bushey High Street, St

Paul's is situated in Bushey Hall Road (WD23 2EQ), and Holy Trinity is situated in Bushey Mill Lane (WD23 2AS). The parish is part of the Diocese of St Albans within the Church of England. The correspondence address is: Parish Office, St James's Church House, High Street, Bushey, Hertfordshire, WD23 1BD.

Website: www.busheyparish.org

Rector: The Revd Neil Kelley

Pioneer Minister: The Revd David Poultney

Assistant Priest: The Revd Mary Kingsley

Assistant Priest: The Revd Verity Harvey

Curate: The Revd Graham Adamson

Pioneer Curate: Revd. Anne Underwood

Ordinand: Ann Poultney

Lay Leaders of Worship: Rob Whitethread & Christine Cocks

Pastoral Assistant: Rob Whitethread

Parish Office Manager: Elena Major (Until August); Melanie Witthuhn (From September)

Rector's PA: Mel Love (Until August); Nicola Golson (From September)

Holy Trinity Administrator: Esther Rasmussen

Youth Worker: Joe Palfreyman

Children's Worker: Amber Baker

Hon PCC Treasurer: Dr Greg Batts

PCC Finance Manager: Stuart Brant

PCC Secretary: Julie Wells

Church Wardens: Catherine Brant & Ann E. White

Pro Wardens:

(Holy Trinity) Vacant

(St James's) Alex Evans (from May), George Crompton, Leon James (until April)

(St Paul's) Ingrid Harris, Marion Golding (Until September 2016)

Deanery Synod Representatives: Christine Cocks.

Elected PCC members: Alex Evans (2016), Jill Macey (2016), Caroline Harper (2016), Roger Prangnell (2016), Len Richards (2015), Betty Greengrass (2015), Gill Onslow (2015), Greg Batts (2014), Maureen Fleming (2014)

Ex officio members of PCC are: Clergy, Parish Churchwardens, Deanery Synod reps. The post of Hon PCC secretary and Hon Treasurer, and those of pro-wardens, do not lead to an automatic place on PCC. Those wishing to be PCC members as well as PCC secretary, Treasurer or prowardens must stand for election in their own right. After serving on the PCC for three years it is currently the parish policy for people to take a year off before standing again.

Chair of Parish Buildings Committee: Roy Golding

Chair of the Falconer Hall Parish Management Committee: None appointed

Health and Safety Officer: John Rose

Safeguarding Co-ordinator: Alex Evans (Vulnerable Adults) & Dani Devanney (Young People); Revd Verity Harvey (Clergy contact in case of Abuse) & Revd. Neil Kelley (Clergy contact for care of offenders)

Parish Bankers; Santander, 52 High Street, Watford, Herts, WD17 2AL

Independent Examiner: Malcolm Lucas, Menzies LLP

Architect: Mr James Ford (Clague LLP)

Day to day management control of the churches is exercised by the Incumbent Revd. Neil Kelley, and the Churchwardens, Catherine Brant, and Ann E White, contactable through the Parish Office, St James's Church House, High Street, Bushey, Hertfordshire, WD23 1BD, Telephone 020 8421 8192.

Structure, Management and Governance

The Parochial Church Council (PCC) is a body corporate established by the Church of England.

The Ecclesiastical Parish of Bushey operates under the Parochial Church Council (Powers) Measure 1956

The PCC is registered with the Charity Commission, number 1130540.

The method of appointment of PCC members is set out in the Church Representation Rules. All those who attend our services are encouraged to register on the Electoral Roll and to stand for election to the PCC. PCC meetings are all public meetings and all members of the congregation are invited to attend.

The PCC held nine meetings during the year, which included an Away-Day. Members are welcomed to attend at all PCC meetings, but do not have a vote.

Issues raised for action at PCC meetings included:

- *Living God's Love* - the Diocesan initiative.
- Our understanding of Christian approaches to Stewardship
- Our understanding of Christian Discipleship
- Developing our Mission
- The merging of three Church Finances and Accounts into one Parish account.
- Arrangements for the annual update of the Safeguarding policy and procedures.
- The summary of the Sustainability Group.

- Reports from the PCC sub committees listed below have been received and considered regularly at PCC meetings.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

The PCC operates the following sub committees that report back to it as necessary and their deliberations are discussed.

PCC Sub-Committees

Standing Committee

Fr. Neil (Rector), Catherine Brant (Parish Warden), Ann E. White (Parish Warden), Len Richards, Jill Macey

Parish Buildings Committee

Margaret Hotchkiss, Roy Golding, Gill Onslow, Len Richards, Ann E White, Keith Durant.

Parish Finance and Stewardship Group

Greg Batts, Stuart Brant, Christine Cocks, Betty Greengrass, Gill Onslow, Mike Young (until November 2016), Rev Dave Poultney, Rev Graham Adamson (from Oct 2016)

Falconer Hall Management Committee

Roy Golding, Sue Baxter, Joanna Hewitt

Church Committees

St James's (*Chair: rotated between Fr Neil, Fr Graham, & Catherine Brant*)

George Crompton (pro/deputy warden), Leon James (pro/deputy warden) (until April), Alex Evans (pro/deputy warden) (from May), Maureen Fleming (pastoral warden), Ann E. White (pastoral warden), Elizabeth Jones (pastoral warden), Catherine Brant (warden for hospitality), Leon Soares, Julie Wells, Frances Hurndall, Rob Whitethread, Salome Jayaratnam, Greg Batts (Treasurer), Ann White, Simon Collier, Becky Pointer, Felicity Cox

Holy Trinity (*Chair: Revd. Dave Poultney*)

Gill Onslow (Treasurer), Stella Nichols, Irene Archer, Ann Poultney, Joan Roft, Esther Rasmussen (Secretary), Russ Edmonds

St Paul's (*Chair: rotated between Fr Neil, Fr Graham, Rev Mary Kingsley & Ann E White*)

Christine Cocks (Deanery Synod), Marion Golding (pro-warden, resigned September 2016), Ingrid Harris (pro-warden), Margaret Hotchkiss (secretary), Mike Young (Treasurer), Jill Macey (PCC), Martyn Lambert, Roy Golding, Ingrid Harris, Brian Walters, Maureen Jones.

PCC members receive information on trustee responsibilities, basic health and safety, risk management and safeguarding procedures.

Church Attendance

The average **Sunday** service attendances are as follows:

Holy Trinity: 50

St. James's: 111

St. Paul's: 21

The average **weekday** service attendances are as follows:

Holy Trinity: 0

St. James's: 20

St. Paul's: 13

Parish Electoral Roll: there are currently **201** people on the Electoral Roll (APCM 2016 = 180)

Occasional Offices

Funerals: 32

Baptisms: 25

Weddings: 13

Burial of Ashes: 15

Fresh Expressions average **monthly** attendance

Holy Trinity: 75

St James's: 36

Statement of Public Benefit

The Parish of Bushey demonstrates public benefit with the following activities

- Regular public worship open to all.
- The provision of sacred space for personal prayer and contemplation.
- Pastoral work, including visiting the sick, frail and bereaved.
- Teaching of Christianity through sermons, courses and small groups.
- Taking of religious assemblies in schools.
- Promotion of Christianity through staging of events and meetings and the distribution of literature.
- Promotion of the whole mission of the church through provision of activities for senior citizens, parents, toddlers, young people and other special needs groups.
- Teaching and discussion of Christian Ethics.
- Environmental/Ethical issues e.g. jumble sales (unsold items recycled), supporting other charities in the UK and overseas.
- Community involvement, including the support of local cultural events (music, artistic, etc) and social action (our foodbank, a free Christmas Lunch, Soup & Chat).

Objectives and Activities

- The Parochial Church Council (Powers) Measure 1956 states that the PCC: is to co-operate with the Minister in providing in the ecclesiastical parish the whole Mission of the Church, pastoral, evangelistic, social and ecumenical.
- In the Parish of Bushey we continue to develop within the Diocesan Living God's Love programme which includes deepening spirituality, outreach to the local community, and a Mission Action Plan.
- Our mission continues to be to proclaim the Gospel according to the doctrines and practices of the Church of England. The PCC maintains an overview of worship throughout the parish and assists in the involvement of the many groups that live within the parish.

Achievements and Performance

- I. Development of opportunities for prayer, reflection and faith sharing.
 - a. Baptism and Marriage preparation provide opportunities for teaching, support and welcome to the church.
 - b. Sunday Schools at St James's (The Lighthouse & Little Sparks), at Holy Trinity (Rock Solid) and Youth Clubs (Club56 and Youth Club) continue to develop and grow.
 - c. Pre-Christmas and pre-Easter workshops for children were held at Holy Trinity and St. James's
 - d. Special Christmas services in each church welcome many families and schools to joyful celebration.
 - e. Regular quiet sessions offer opportunities for the recently bereaved to have a space where they can have peace to reflect.
 - f. A weekly "coffee, cake and chat" operates at St. Paul's which has been very well supported and some stay to share in the Eucharist afterwards
 - g. Lent and Advent Quiet Days have taken place at St. Paul's
 - h. Parish Sunday Evening services include Choral Evensong and Benediction (St James's), Eucharistic Devotions (St. James's) and Sunday Sanctuary – a reflective Taize/Iona style worship (St Paul's), an afternoon service for families once a month (Holy Trinity) and "discussion" Evensong on topical issues monthly (St. Paul's)

2. Planning and development of fundraising activities

Well proven fund raising events - quiz nights, raffles, lunches, suppers, concerts, jumble sales, summer and Christmas sales, stewardship programmes; all provide opportunities to assist with financial support for the parish, and assistance to UK and overseas charities. They also have a social function and draw in members of the local community. A programme of summer lunchtime recitals were good occasions and successful 'fund-raisers' as well as drawing together the wider community.

3. Exploration of Eucharistic and Social Life in ways that lead to growth opportunities.

Lent and other discipleship courses were held across the parish which gave opportunities to learn and worship together in formal and informal settings, and to meet people. Special welcome services and Patronal Festivals and social events are joyful occasions and give opportunities to welcome members of other churches, and our local community.

4. Ecumenical links

Bushey and Oxhey Churches organise a Good Friday service by the Village Green in which the Parish participates. The Week of Prayer for Christian Unity is supported within the Parish. Holy Trinity regularly joins with the other churches in North Bushey for worship, social activities and community involvement.

5. Links with other Faiths

Informal links are maintained with the Hertsmere Forum of Faith and Bushey Interfaith Forum

Approved by the PCC on 27th March 2017 and signed on their behalf by

A handwritten signature in dark ink, appearing to read 'D Poultney', with a large, sweeping flourish at the end.

Revd. Dave Poultney, Associate Vicar

2016 Reports

Ministry, Worship and Service Reports

REPORT FOR ST. JAMES'S CHURCH 2016

2016 has seen good attendance throughout the year. Throughout 2016 a range of Pilgrim and Discipleship courses took place. These were extremely well attended and proved very popular. Feedback is that they were both informative and fun!

Meeting and greeting has been well received by our congregation, by those visiting for the first time. Many of the newcomers are young people and families. The compliments received make our position in the welcome area a worthwhile one and we have noticed many of the younger newcomers have become regulars, also making themselves available where possible to get involved in various areas of the church.

The recital season in 2016 was an overwhelming success, so much so that guest recitalists and the public have asked for a longer season in 2017. Many of the recitalists have asked if they can return for another booking. The comments received by the public have been very favourable they say they are made to feel welcome and are well looked after.

2016 saw an increase in local schools using St James's Church for their Christmas carol concerts. Teacher, staff and parents expressed how well they were assisted and looked after on arrival. It looks as though Christmas 2017 could be even busier

We were honoured to be asked by Hertsmere to host the Annual Civic Service and this took place in October.

In June this year, we were delighted to welcome Michael, Bishop of Hertford, to celebrate the first Confirmation Service in St James's for 25 years. On that day, Bishop Michael also blessed the new Bells and Ringing Chamber – something watched on TV by the congregation below!

Events and socialising

The fairs throughout 2016 were very well attended.

Due to a generous donation, we hosted a Christmas lunch for our seniors. This was an immense success with good food, good company and some wonderful carol singing after lunch. Other events included quiz nights, barbecues and get-togethers in the Rectory garden on many occasions which are very much appreciated. We are thankful to Fr. Neil for allowing us to trample all over his garden.!

Several members of St James's went on the parish pilgrimage to Walsingham in October. They found this to be a wonderful experience and a further visit is planned on 2017.

Community work

Christmas Day 2016 saw our first Community Christmas Lunch. This was well attended, and we were heartened by the wider community's response for extra help and donations. We were most grateful for those, and look forward to this becoming an annual event, together with Soup and Chat also launching in the new year.

George Michael RIP

Following George Michael's untimely death on Christmas Day, St James's became the focus for the local community to pray and pay their respects to a local boy who went to Bushey Meads School. A large number of people came to pay their respects and sign the visitors book, many of them from outside Bushey.

Church House

During 2016 this was well used by a range of community groups and also for St James's and Parish events. At the end of 2016 negotiations took place to relocate Buzykidz nursery into Church House from Falconer Hall. We are delighted to welcome the nursery into Church House from the beginning of January 2017.

Thanks

In conclusion, we must thank everyone who has given their time and effort in 2016, from the entire clergy team to those who have helped in any way possible towards the running of St James's church and its facilities.

Alex Evans and George Crompton Deputy Wardens, St James's

REPORT FOR ST. PAUL'S CHURCH 2016

St. Paul's congregation is blessed with a church that can easily be adapted to accommodate a variety of services, events and functions. The Sunday Sanctuary service (4th Sunday of the month) attracts a relatively small number but the service, usually held in the small chancel area, is peaceful and atmospheric and at 6.30pm is a great end/start to the week.

The Discussion Evensong service (1st Sunday of the month) is well-received and is attended by worshippers from all three churches in our Parish and by members of other neighbouring churches. We are grateful to our visiting preachers.

The 12.30 Eucharist service on Wednesdays is proving more popular than the previous mid-week evening service, regularly attracting between 9 and 18 worshippers. We're extremely thankful for the diversity and flexibility that our new monthly structure provides.

The St Pauls' Committee also chose to join with St James's in becoming an affiliated member of the Inclusive Church Network. This step publicly reinforces the welcome we extend to all our Community.

Five members of our congregation joined the Parish Pilgrimage to Walsingham in October, returning with an icon of St. Paul which is now prominently displayed in church.

The Wednesday Coffee & Chat mornings continue to be much appreciated by people seeking company, a few hours break from caring for a loved one or catching up with friends and we are pleased to report that we have been open EVERY Wednesday since its inception nearly 2 years ago!

St. Paul's remains proud of its charitable and fundraising activities and we are pleased to report another successful year.

A total of 8 Proms were organised during the year. Each concert raises a good sum for a nominated charity and we are very grateful to the performers - both amateur and professional - who offer their time and talents to give us these special events. Thanks also go to those who prepare the church and provide refreshments.

Our jumble sales continue to be blessed with both an incredible number of attendees and volunteers. The 7 sales raised around £2,600 in total and continue to provide items for our Christmas Fair and Wednesday 'bargain' table. The short prayer before the sale and the open 'manned' church (for which we thank Ann E White and Catherine Brant) commits our efforts to God and has become a welcome addition to sale days. The Christmas Fair raised just over £3,000 and we are thankful to friends and family for their help and support. Takings from the Toy Stall (around £116) were earmarked for Red Trust Bushey.

St. Paul's was able to donate £1,011 to Watford Mencap after what has become an annual event, the Charity Quiz and themed Supper Evening. A good-humoured evening was enjoyed by all and plans are well underway for this year's event.

A further £1,500 made up our end-of-year charity giving, spread between 10 diverse charities.

The John Stobart Hall continues to be an excellent source of revenue as it is rented by the Nursery Bush-e-Babes every day and most Saturdays for parties.

St. Paul's strength lies in its congregation and for that we thank God. Of the (approximately 8) people who committed to St. Paul's by joining the electoral roll in the past few years, 7 are now on the 'jumble sale team', one serves on a committee, another regularly provides cakes for Wednesdays, 3 undertake minor maintenance and household tasks and, perhaps most pleasingly, 2 became confirmed and 5 joined either a Bible Study or Discipleship Course! We feel truly blessed.

Our wonderful building takes on yet another role on a Monday afternoon, as Youth Worker, Joe Palfreyman writes :

'Our Youth project at St Paul's church has been steadily growing since its beginning. Youth work is a wonderful opportunity to become involved in the lives of our local young people and since January 2016 we have been giving out free Hot Chocolate to the young people walking home from school on a Monday. A few months in we were at a stage of relationship with a core group of 10 or so young people. We opened the doors of the church and equipped the building with games consoles, miniature ping pong & snooker and a plethora of craft activities. Since that point we see between 5 - 20 young people (depending on after school activities) come in and attend the

club alongside our team of leaders. On top of this we have the stream of between 50 - 75 young people who just briefly stop by to say hello and have a hot chocolate before heading home. Week in week out we have incredibly valuable discussions with those who stay for the 2 hours or so.

The team have the privilege of investing in the lives of these young people, getting to know them, giving advice, providing a safe place and an adult to talk to in a world that is difficult to understand. As of January 2017, intern Harry Gibbins took over the project as part of his university degree. Joe now takes a support role, encouraging, equipping and growing other projects elsewhere alongside Harry. 'Youth' as a Parish of Bushey project is currently having some graphic design work done and we hope to get posters, banners and flyers out to the local community as soon as possible so that all those who wish to can know about what we do. Our aim has always been that many young people in the Bushey area would come to see and know the love and kindness of Christ. Through our persistent service the youth of Bushey are seeing this in thought, word and deed. Prayer for the team and project are always appreciated'.

Ingrid Harris, Marion Golding (resigned September 2016) & Ann E White (Pro-Wardens)

REPORT FOR HOLY TRINITY CHURCH 2016

This year at Holy Trinity has been a year of growth, which has meant North Bushey has been an exciting place to be around. We launched a new service near the being of the year called I am Life. The vision was to provide a more informal service with the format of worship, teaching and ministry. We started small with a group that could fit into Dave and Ann's lounge, but over the year, we have been privileged to have many people from all sorts of background join us.

It has been exciting to baptise people this year, whether infants or adults. Our full immersion baptisms being a real highlight for the Holy Trinity family. It was lovely to have Bishop Alan come to confirm a group of young adults whom as a church community we have watch grow and develop over the last couple of years.

There is nothing more exciting than discussing and praying with people as they explore the Christian faith. We ran the Alpha course for the first time in the Frying Squad café and it was a huge success. We want to say thank you to Jo who not only allowed us to use her café but also cooked and hosted everybody so well. The group that did Alpha together has gone on to become a Life Group where discipleship continues.

Our engagement with young people continues to grow. Joe and the youth team have continued to see the open youth group grow in size and depth of relationship. A highlight was taking the first ever group from our parish to Soul Survivor. The young people loved it and it is always a joy to see young people meeting Jesus. We ran our first youth Alpha this year and we now have more than 10 young people gathering every week to do a bible study, pray and worship together.

This autumn we started Messy Church on a Wednesday afternoon. We had no idea what to expect and with over 75 at our first service it was a huge success, but there were more people than we could handle. The team have since then been fasting and praying that we would have fewer people but deeper relationships. It could so easily be just another activity we put on but we long for it to be just like every other service at Holy Trinity as a moment when people whatever their age and background would 'Taste and see that the Lord is good'.

Fundraising socials continued through the year with again our now famous Burn's night supper being a huge success again. Quiz night, cream teas, murder mystery evening, just a minute to win it and barn dance were just some of the ways we have raised money and had fun at the same time.

Holy Trinity church had slightly lost its way recently. There are now signs of regeneration and growth happening all over the place. The foundation of Kingdom growth is always prayer and our week of 12/7 'Thy Kingdom Come' prayer was really significant. As a result, we look forward to creating a permanent place of prayer in 2017. This will fuel transformation of lives and to see Jesus Kingdom come on earth as it does in heaven.

Our reflection as we finish this snapshot of a year at Holy Trinity is to remind ourselves and to let you know of our purpose which is to be a place and a group of disciples that live out the invitation from Psalm 34 to 'Come, taste and see that the Lord is good'.

Dave Poultney.

WATFORD DEANERY SYNOD - Report for 2016

<http://www.watforddeanery.org.uk>

Four meetings were held during the calendar year 2016:

- **Tue. 4th Feb** ~ at All Saints, Leavesden, at which Tim Roberts, Senior Minister at Wellspring Church in Watford told us about the initial steps towards 'Continuous Prayer Response' and also spoke about the exciting ecumenical work of 'Christians Across Watford'.
- **Tue, 12th Apr** ~ at St John's Church, Sutton Road, Watford, in which Revd David Stevenson and Mrs Helen Langeveld (Headteacher), told us about the exciting progress of the new St John's C of E Primary School, opening in September 2016. We heard about the staff, the teaching ideas and plans, the buildings... and had a chance to ask questions.
- **Mon, 27th Jun** ~ an open meeting at All Saints, South Oxhey, with Revd Bonnie Evans-Hills, Diocesan Interfaith Advisor, on the topic of "Views on the Refugee Crisis from an Interfaith Perspective".
- **Tue, 8th Nov** ~ St Luke's, Watford, Bishop Alan spoke about Living God's Love 2020 and there was an opportunity to ask him questions. The parishes also presented their updated Parish MAPS.

Since the year-end, a meeting was held on Thu, 23rd Feb,

All meetings include reports from Diocesan Synod and General Synod, where relevant, and also Rural Dean's Notices. The meetings also include an informal act of worship.

Documentation from these meetings is available.

Christine M Cocks - March 2017

† **The post of Deanery Secretary has remained vacant since late 2014.** *Should you be interested in supporting this part of the church's work, Christine Cocks, amongst other Deanery Synod reps, has a copy of a 'flyer', with a brief job description of the unpaid post of Watford Deanery Synod Secretary. It's estimated that, along with eight meetings per year, it involves about 2-3 hours/month; access to a computer is essential.*

Policies group.

Policies are a key part of any governance structure. Church life is no exception to this. They form the framework within which we work. As a growing organisation in terms of staff and activities it became apparent that we needed to adopt new policies to meet our growing needs. As an employer, we also need to have policies pertaining to our staff. The Policies Group was formed at the July meeting of the PCC.

The main remit of the group is to identify where a policy is required, to write a policy and to advise the PCC who then approves the Policy. The group will also review and amend policies at the review date. All policies now have a review date and there is a timetable in place to allow this to happen.

Policies are public documents and comments are welcome from all and will be considered by the policies group. This is a new group and there is a steep learning curve and we may not get it right first time. Policies do evolve over time with use and that is why we have a review date as part of the process and we welcome input from outside of the group. If you would like a copy of any of the policies at any time, please let me know.

Catherine Brant

Home Communion.

This is a very necessary and immensely privileged ministry. Lay and ordained ministers take pre-consecrated hosts to the house-bound and to the residents of Bushey Beaumont. A shortened form of the communion service is provided as a guide. The leader will usually use the readings and collect set for the previous Sunday. Prayers and intercessions will then be offered; these will normally be personal to the household and also will events in the local community will be remembered. Some times a carer, partner, family member, friend or a friend from the church community will join in the service. This adds a particularly special dimension to the service as it becomes an extension of the worshipping body of the church.

The home communion team have maintained a schedule to those members of our community who have been unable to get to church for one reason or another. It may be due to an operation or illness or to increasing infirmity. The team have willingly visited and it is testament to their dedication that this is such a valued ministry by both the visitor and those who are visited.

Revd. Mary Kingsley

Pastoral Visitors

The Pastoral visitors' team has tried to meet monthly. We now join the Eucharist at 10.15 am in St James's on the first Tuesday of the month; this gives the team the opportunity to meet with members of the Bushey Parish staff, wardens and clergy.

During our meetings we try to reflect on our visits and the different things, which we have learnt about ourselves and how we can maintain and improve our pastoral skills. We visit individuals at home or have a coffee in a local café or sometimes a visit may be a walk round the park. There is a great deal of informal support given to many members of the parish by many different people and we are grateful to them and to the Pastoral Visitors' team for the care and concern which is shown by everyone.

Revd. Mary Kingsley

Group for Healing Prayer

The group has seen several developments during the past year which seem to be taking us on a new and wider path than before. There are now nine of us, and with these numbers we have been able to start offering prayer for healing at the 8.00am service at St James's once a month. We have changed the day of healing prayer at 9.30am to the first Sunday in the month, so as to offer opportunities for healing to a larger congregation, and in February seven people came up for prayer. This means seven people who were able to receive prayer when they needed it, including several who are not regular churchgoers. This is very encouraging, as it shows how prayer can be a vital resource in serving not only our congregation, but the wider community.

This was also clear at the Christmas Fair, when the members of the group wore sashes 'Here to Pray', and gave out leaflets inviting people to come for prayer for illness, anxiety, or depression. Many people during the course of the day came for prayer, about half of the number being from outside the church.

We are planning to change the healing service in Holy Week, to be a day when anyone can come into the church [Holy Trinity] to take part at various stations relating to healing, and to receive healing prayer if they wish. Leaflets publicising this will be given to mothers and carers at the group for toddlers, and also to the mothers of children who stop for hot chocolate, and in this way we hope to reach out with the love of God to the people around us.

We have found that our faith has deepened following these experiences, and that we are being led into new ways of prayer and encouraged to take new risks. We are growing in the confidence that prayer really is supernatural, and that many people around us are thirsting for the love of God to touch their lives.

Baptism Preparation

The Baptism Preparation Group took a slightly different form this year. Baptism Preparation introduces baptism candidates, their parents and god-parents to the concept and liturgy of baptism, its significance in the life of the child and its family and the role of godparents. In 2016 baptism preparation sessions taken by the clergy, visiting the home of baptism candidates. During January to December 2016 there were twenty baptisms. In 2017, Baptism Preparation is now being held at 10am on the first Saturday of the month.

Bell Ringers' Report

No report was received.

St James's Church Choir Report

After 17 years of service to the music life of the Parish, we said farewell to the Director of Music Stuart Brant in December. We extend our grateful thanks to Stuart, who writes:-

The choir has continued to support the regular and occasional services over the past year both by providing support with congregational singing and the singing of settings, motets and anthems.

We have had very successful weekend visits to York Minster and the Cathedral and Abbey Church of St Alban. On these occasions we deputise at the regular Saturday and Sunday for the Cathedral Choir who are on holiday.

Due to the competence and commitment of a relatively small number of regular singers we have continued to maintain an appropriate repertoire of music for the liturgy. We were delighted to welcome Roger Pragnell as a regular tenor in the choir.

I extend my grateful thanks to those choir members who have continued to sing at the various services on a regular basis also extend my thanks to Sarah Parnaby, Lana Wood, Edward Longstaff, Carl Rennie, Jenny Hamill, Alan Roberts, Heather Roberts and Ian Lawrence who have sung with us on an occasional basis, particularly on Sunday evenings. We are delighted that, despite working and living in Germany, Kristian Schuhmacher has been able to be with us for many services and concerts.

I also record my thanks to John Wyatt for his magnificent support especially in playing the organ Choral Evensong, the Carol services, concerts and our Cathedral Visits. We congratulate him on gaining the prestigious FRCO diploma.

Stuart Brant

St James's Sacristy and Serving Team.

The sacristan's duties whilst rewarding have also been challenging this last year. Trying to keep costs down for vestry supplies such as candles, communion goods etc when finances are tight has been difficult. Our suppliers have been supportive by trying to give us the best discounts they possibly can for which I am very grateful.

We have been a team of nine servers for most of this past year. As much as possible we train as a group to serve God and our clergy in this busy world, where constraints pull us in many different directions. Nevertheless we as a team try and improve on our serving to the best of our abilities. Conscious of finances we have once again delayed the purchasing of new robes and will make do with alterations to existing ones.

Despite the challenges we enjoy serving and if there is anybody who would like to join our team please let me know, even if you are only able to do so occasionally. You would be warmly welcomed.

Leon Soares

Sacristan

2016 Reports

Outreach and Pioneer Ministry Reports

Community Fair

Following on from the positive response to last year's North Bushey Community Fair, a similar group of local residents organised this year's superb event. Learning from and improving on last year's event, it was felt a bigger stage was needed for performers; toilet facilities and somewhere for tea and coffee refreshments were also required and the ability to raise charitable funds by running our own tombola and raffle were decided upon as key factors in this year's event. The committee of volunteers worked hard to raise funds, find prizes and pull together the exciting event, which saw approximately 700 people attending across the afternoon. The glorious sunshine and superb music all performed by local acts, gave a fantastic atmosphere to the green, and many families were seen sitting on the grass enjoying the event, even late into the afternoon. Just under £1000 was raised for and divided between our 3 nominated charities, Herts Air Ambulance, Groundwork East Green Aiders Scheme and Homestart Watford and Three Rivers.

The organising committee felt the need to extend the community spirit seen at the fair to another event later in the year and therefore worked together to organise the Carols on The Green in December, which saw approximately 200 people (a number far exceeding our expectations!) gathering around fire pits, drinking mulled wine and eating homemade mince pies, to listen to and join in with songs about Jesus' birth.

Both events are now firmly fixed in the calendar again for this coming year and we look forward to seeing more of the impact of God's presence in this community.

Jennie Crawley

Red Trust Bushey

Little Reddings School

450 pupils from Little Reddings came to Christingle services at St James's again this year. We had more parents, that we knew, coming and enquiries about the Christmas services in the parish. I loved that we did the Christingles together as a parish this year with much needed help from St James's.

Hot Chocolates continues every Tuesday in the playground after school and we are continuing to build on relationships with parents and staff at those times. Photography club continues also with requests from staff for children's work to be displayed in school. We were also able to display some of the children's work at the Bushey Festival.

Elderly

We have been asked to partner with those providing housing for elderly people in creating a café within their communal space once a week. The emphasis would be on relationships and companionship. Our fundraisers are looking for funding for someone to run this.

Foodbank

The Foodbank is due to open in January 2017, with the help of St James's in providing a venue and storage. We are gradually getting to know those who are in need of support in this area and are helped by local people from the community working alongside us. Little Reddings harvest assembly gave us a real boost to our supplies and Bushey Meads are currently collecting for the Foodbank.

The Red Cafe

We've loved starting our Saturday morning café at Little Reddings with help from different churches in Bushey. There's a great communal atmosphere with a wide cross section of people from the community and although confidentiality does not allow specifics, people have been able to share their needs in this context. We see this as a vital stage in building trusting relationships out of which we can run enquiry groups for those who are interested when the time is right.

Bus

We have been offered a converted double decker bus for use in our area. Amazingly the use of the bus would be gifted to us but we need to find funding for everyday running costs and maintenance. The bus would provide us with much needed space to develop other community projects including youth work, budgeting courses and greater freedom to offer a café to the community.

See I am doing a new thing. Now it springs up; do you not perceive it? I am making a way in the desert and streams in the wasteland. Isaiah 43:19 NIV

Rev. Anne Underwood

2016 Reports

St. James's associated and affiliated groups

ST JAMES'S 60+ MONDAY CLUB (formerly St James's Senior Citizens' Club)

The year of 2016 did not start well with the sudden, sad passing of the Club's founder, Molley Brain. This deeply touched all that knew her – she was undoubtedly a remarkable woman, who left a legacy of wonderful memories. This was a very hard act to follow for me. It had already been agreed that I would take over as organiser after her proposed retirement in July but until then, I would attend all meetings to learn the ropes. However, sadly, this was not the case and I was a freshman in at the deep end (without a life belt)!!

Despite these sad circumstances, it has been a thoroughly good year. We enjoyed a variety of entertainments to include: A tribute to Molley Brain and her life works by Patrick Forsyth – Bushey Museum; Music by Sarah Moreton & Christine Cocks, once again we gave a generous donation to their Charity; Talks by Ivan French on New London & The Cotswold Way. Colin Oakes was highly entertaining with his Tales of Olde London; The History of The Palace Theatre to include encounters with "Aggie" the ghost by Ian Sleater were also very popular; floral art courtesy of Bushey Flower shop and Leon Soares and others too numerous to mention. The Spring/Summer Season culminated with a delightful treat (pre-arranged by my predecessor Molley as her retirement gift) – a tour of the Bentley Priory Museum followed by a cream tea. A thoroughly good time was had by all. The Autumn/Winter season was again packed with a host of varied entertainment, interspersed with quizzes (always a winner) and we ended the year with a superb Christmas lunch, provided as always, by our dear friend Alfonso – St James's Restaurant and followed by carols courtesy of Fr. Neil Kelley.

In summary, it has been a great year for the Club and I am sure dear Molley is smiling down on us from above and urging us on to even greater things. I am told by Valerie Turner, our Treasurer and long time friend of Molley's, that one of her wishes was to not only increase the Club's membership, but also to open it up to include some younger members (if you are a bus pass holder you're in!). I am now hoping to fulfil this wish and hence am renaming the Club: **"St James's 60+ Monday Club"**. I am pleased to say that in advance of the launch of the Club under a new name, we have already recruited 4 new younger members with more coming! I feel very privileged to have been offered this role, courtesy of Fr. Neil and Molley Brain and hope that with the loyal support of our valued members it will be another great year for us all.

Caroline Harper, Organiser

2016 Reports

Fundraising and Social

Events in 2016 included Fairs, Quizzes, Recitals, Quiz Suppers, Minute to Win It, SP Jumble Sales, proms, Cream Teas, Burns Night and Christmas lunches for all three congregations.

Church Membership Fund

The Parish of Bushey relies very heavily on the regular committed giving of the CMF members to finance our diocesan quota, worship, mission, outreach and the maintenance of our buildings. Without this support from the membership we could not pay our way and reduction in our activities or closure would be inevitable.

Sadly in 2016 we lost several members due to death. Several members also moved away from the area. There were some new members but the gain in numbers was less than the losses.

At present, active CMF members are as follows:-

St James the Apostle 73

St Paul's 21

Holy Trinity 21

If we are to maintain our current level of commitment to worship, mission, outreach, maintenance of our buildings and, not least, paying our diocesan quota we need many more of our church members to commit themselves to regular giving by joining CMF.

If you are not already a member of the scheme, please consider joining without delay and pick up a membership pack from your church. We need you!

Stuart Brant

Parish 100 Club

The latest annual cycle started in July 2016. There have been several new members but some people did not renew their membership. We have averages 55 members which has resulted in the club only contributing around £1800 to Parish Funds instead of the £3000 that we would raise if all 100 shares were sold. Monthly prizes would also be much greater if all shares were sold.

We need to recruit more members to boost both our income and the prize fund. Members can join at any time of the year and are then entered into the next monthly draw. Existing members can also buy more shares at any time. Please consider joining the 100 club if you are not already a member and if you are a member please consider buying extra shares.

Stuart Brant

2016 Reports

Children and Young People

Lighthouse

I am glad to report that the Lighthouse is flourishing. We have a consistent number of children attending each week this numbers between 12 and 15 and we regularly have new children coming along. We have an excellent team who deliver exciting sessions which the children enthusiastically engage with. Thanks must go to all the adults who help lead the lighthouse as without them we would not have such a vibrant youth ministry

Fireworks is slightly different to lighthouse in that it provides creative liturgy for the children - basically it is church for the children. This has gone from strength to strength guided by a fantastically innovative team, and again we have good steady numbers which continue to rise We give thanks to God that we can confidently say that we have a flourishing ministry to the young at St. James's

Alex Evans

Little Sparks

During the year, Little Sparks has developed as a great place for parents to worship with their babies, toddlers and preschoolers. There have been a range of resources produced, especially fabric liturgy bags, books and fuzzy felt, which have helped children and adults to engage with the services together. More Christian books and jigsaws have also helped them to start to learn some of the stories that I hope will be with them for the rest of their life. Many thanks to all who produced these, especially Vicki. Joint monthly activities with lighthouse have been a lot of fun as well and a chance to run around! It can be a real challenge to get young children to engage with worship, but I have found it really helpful to have lots of support.

Families with young children have continued to enjoy the liturgy bags and cloth service books this year. Offering these is also a great way of welcoming new families unobtrusively.

One of the highlights this year has been the opportunity for pre-schoolers to join in with Fireworks and children of all ages get a huge amount from this. Likewise, having more activity around the font and in the aisle, is really valuable for those at Little Sparks.

Thank you to all for your support.

Ali Saunders & Liz White

Tiddlers at Holy Trinity

Wednesday mornings at Holy Trinity Bushey are full of fun, laughter and chaos. Tiddlers has now been open for over two years and it is amazing to look back and reflect on all that God has done and continues to do through this ministry.

What an amazing year it has been. Each week a wonderful group of toddlers, parents and carers join together to catch up, support one another and enjoy a morning of free play, snacks and songs.

We have a large selection of toys that have been generously donated that we rotate weekly, alongside with messy play (a favourite included shredded paper which was thrown around to look like snow) and a playdough table (with coloured/sparkly playdough and cutters and mats). The first hour is free play where the children choose what they want to do. Everyone is then encouraged to help pack all the toys/activities away, before sitting down together for healthy snack time (there is usually cake for the adults!). We finish by joining together on the mats and singing a few songs before singing a goodbye song.

The numbers of mums with toddlers and babies attending has steadily grown and we regularly have around 25-30 little ones with a few extra babes in arms. It has also been so encouraging seeing the team grow and the richness and love they bring to the mornings. Everyone that attends tell us how welcomed they feel regardless of their faith or upbringing and lots of new friendships have grown between the parents over the years. It has even encouraged some families to attend our worship. But above all it is a place that is committed to showing God's love to the community. A place to recharge and find family. And we pray that God would continue to grow these friendships and that everyone who attends would capture even a glimpse of what it means to be loved and known by our loving father, Jesus Christ.

Amber-Rose Baker

Bushey Parish Families and Children's Worker

St James's Baby and Toddler Group Report - 2016

Babies, toddlers and their carers continue to meet for fun and friendship in Church House every Thursday afternoon during school term time and half term holidays. In 2016 we trialled remaining open during the long summer holiday too. This was much appreciated and we will consider doing the same for 2017. (If anyone is available over the summer to help cover, please let me know which Thursdays you could do!)

The afternoon starts at 1.45pm in Church House with the children eager to play with the house, ride-on cars, garage, train, play dough and home corner. There is a baby area too, with age-appropriate toys and activities. Carers are welcomed with a cup of tea and biscuits.

At about 2.45pm, those who want to go over to church for the Tots' Praise service. Chiming the cymbal, lighting the big candle (and blowing it out at the end!) and praising the Lord with instruments all introduce children to ritual in a fun way and the older ones soon learn the songs and know what's coming next!

Then it's back to Church House for snacks, more tea, biscuits and playtime until pack away time at 3.45pm.

We welcomed much needed new helpers to the team this year - Amber Baker (our Parish Families' Worker), Linda and John Rose and Stuart Brant. I am very grateful to these four, and of course to Ann White, Anne Murray, Brian Blake, and Derek Smith who commit their time and energy tirelessly. New working arrangements mean that I am not always available on Thursdays and it is a relief to know that the afternoon will run smoothly without me! (Remember - no-one should be indispensable!)

Catherine Brant

Youthwork in the Parish

St Pauls – From Crawling to walking

At the end of last year's report, I stated it was an exciting time for youth work in the parish. 2016 has not disappointed. We have seen God do wonderful things using our service to accomplish much for the Kingdom of God, as well as having a lot of fun with all the young people we interact with on a weekly basis. We rebranded the work we do across the parish to the straightforward and descriptive name of 'Youth'. Multiple projects, multiple locations all under the banner of 'Youth' in the Parish of Bushey

The new year saw the continuation of our second youth club project; the cold month of January being the perfect setting for free Hot Chocolates outside of St Pauls church, a church ideally located on the walk home for many of our local students.

A few months in, we were at a stage of relationship with a core group of 10 or so young people, which meant we could open the doors of the church and with a grant kindly donated by Hertsmere council, we equipped the building with games consoles, miniature ping pong & snooker and a plethora of craft activities. Since that point we have consistently seen between 5 and 20, young people (depending on after school activities) come in and attend the club alongside our team of leaders for the full 2-hour session. We are currently organising a trip out for this core group so that we might get to know them even better. On top of this, we have the stream of between 50 - 75 young people who just briefly pop into the building to say hello and have a hot chocolate before heading home.

Holy Trinity – From walking to running

The 'Youth' club at Holy Trinity has also evolved further. Being about 15 months older than the St Pauls project. In the spring - summer term, we ran a Youth Alpha course, where between 5-10 young people learnt what Christianity is all about. We have a depth of relationship with these young people that enables us to do more. Once Alpha was finished the young people asked us if there was anymore. Thus, the club evolved to meet their needs.

Friday night youth club is now followed by a 60 – 90 minute session we are calling 'Youth Church'. Where we look at Bible teaching, each session revolving round a key character from the bible. Learn lessons, ask tough questions and have open discussion.

The Queens School

Joe also now runs the Christian Union at The Queens School once a week. Running similar discussion based teaching. 2016 winter term was focussed on 'Heroes of the Old Testament'. The New Year will see us looking at the parables of Christ.

Soul Survivor Summer Festival

In the summer holidays, our team took a small group of pioneering young people to the Christian festival 'Soul Survivor'. We camped together, shared food and played games in our spare time. Then, twice a day, attended teaching and worship meetings. All the young people that went experienced something new of God. Encountering His love, kindness and healing power for themselves. It was a wonderful time; time put aside for God. We are currently planning the 2017 trip that approaches in August.

A privilege – The future

Week in week out we have incredibly valuable discussions with those young people who attend our programmes. The team have the privilege of investing in the lives of these young people, getting to know them, giving advice, being a safe place and adult to talk to in a world that is difficult to understand. As of 2017, Joe's brother is a professional graphic designer and we are getting some graphic design work done so that we can establish ourselves in the parish as a project for everyone, through Banners, posters, flyers and a website. Our aim has always been that many young people in the Bushey area would come to see and know the love and kindness of Christ, through our persistent service the youth of Bushey are seeing this is thought, word and deed. Prayer for the team and project are always appreciated.

Thank you -From Joe Palfreyman - Parish of Bushey Youth Worker

2016 Reports

Buildings and building for our future

Sustainability Implementation Group

In accordance with the decision of the PCC to proceed with the sale of two properties no longer essential to Parish requirements, work commenced to sell both Trinity House and Falconer Hall. The criteria for selling such properties was that the price achieved had to demonstrate satisfactory value in order to comply with the requirements of the Charities Act 2011 (s119). Trinity House was sold for £471k to a private buyer on the 24th March 2016. Marketing of Falconer Hall, which began on 10th May 2016, resulted in considerable interest but was interrupted by the decision of a local councillor to apply for the Hall to be listed as an Asset of Community Value (ACV). This was agreed by Hertsmere Borough Council on 14th September 2016. The purpose of the listing was to ensure that the local community would have the opportunity to bid for the Hall during a protected period. No such bid was forthcoming from Hall users, but a Jain faith charity active in the local community, Shrimad Rajchandra Mission Dharampur UK, entered a bid and this eventually resulted in a future date for the sale of the property in January 2017. The price achieved was the best offer available and reflected the very poor state of repair of the Hall and the high cost of renovation. With completion of this sale the

work of the Sustainability Group as currently constituted has been concluded. The considerable sums realised by the sales will greatly benefit the continued ministry of the Parish in the future.

John Rose, Chair Sustainability Implementation Group

Church House Management Group

The Church House Management Group was set up to take on responsibility for the day to day management of Church House. The group is made up of the Parish Wardens, and the St James's Deputy and Pro Wardens.

The group met a couple of times in 2016. It was then agreed that the business of the group become part of the fortnightly St James Wardens meeting. It made sense to incorporate it into the wardens meeting as it is the same group of people all of whom have constraints on their time. The group discusses and takes decisions on issues such as repairs, hall lets, cleaning, refuse disposal and ensuring that chairs and tables are in sufficient numbers for user's needs. This is a key role as it is important that Church House is managed and kept in good repair and clean for all hall users. With the increase in Community use of Church House this has become more important and if standards are not maintained could impact on our income stream. A big thank you to those who help in any way with the smooth running of Church House.

St James's Wardens

Buildings Group

The Buildings Committee continues to meet on the first Monday of every month and is made up of 2 members from each of the 3 churches. Its objective is to maintain the Parish buildings within a budget that is provided by the PCC.

Items on the Agenda are marked with a 'Q' for Quinquennial if appropriate and all other items fall into the Repairs/Maintenance/Improvements category. Each building is discussed in order, as it appears on the Agenda and, where action is to be taken, subsequent Minutes include the initials of the appropriate Committee Member.

Some of the work carried out during the year is listed below :

| | |
|--------------|--|
| St. James's | Lime plastering to combat damp (Q) Repairs to tower staircase and tower door (Q) Repairs to roof guttering (Q) Replacement boiler |
| Holy Trinity | Turret and gutter repairs (Q) Fitting of new dome |
| St. Paul's | Replacement of some windows (Q) Updating of Interior lighting (Q) Updating of exterior lighting |

The halls have also had various minor items of maintenance and repair work carried out during the year.

Repairs and Maintenance is obviously ongoing but we have broken the back of the Quinquennial work which we have another 3 years to complete.

Problems with the buildings are usually reported by a member of the congregation or a tenant and 2 estimates are obtained by a member of the Committee. Sometimes, with emergency work, this is not possible but all work has to be agreed by members of the Committee. It has also been stressed that, before any final payment is made to a contractor, a member of the Committee must inspect the work.

Roy Golding Chair, Buildings Group

Falconer Hall Management Group

Although formed at the APCM, this group did not meet – as the work of Sustainability Group impacted on Falconer Hall.

Parish Finance Officer's Report for 2016

This is my last report as Hon. Treasurer of Bushey Parish. I'd like to start by thanking the three Church Treasurers, Greg Batts, Mike Young and Gill Onslow for their service over the last year. I will continue to serve the parish by running the CMF and claiming the gift aid from the donations to the church and Greg, Mike and Gill have offered to continue to support the CMF (planned giving) from the three congregations. I'm pleased to say that Felicity Cox has agreed to take on the role of Hon. Parish Treasurer and I wish her well in her endeavours for the parish. I'd also like to thank Christine Cocks for her invaluable support in preparing the final accounts on behalf of the parish.

In 2016 the total receipts on unrestricted funds (excluding sums received from the sale of Trinity House) were £280k of which £137k was from unrestricted voluntary donations including gift aid. Restricted donations of £14k were also received. Total income in 2016 excluding the sale proceeds was £295k which was 11.1% Less than 2015's total income of £330k. Excluding the sale proceeds the net results for the year were a deficit of payments over income of £76k. This is a worrying situation for the parish. The parish once again paid its Parish Share to the diocese in full although the parish did not entirely meet the target set.

The sale of Trinity House was achieved in 2016 and this was to be utilized to engage in some outreach and mission projects, and also to be able to maintain three fit for purpose church buildings. We have already applied some £40k of this income and in total £110k of reserves, which has enabled some of the outreach projects listed in this report. It has also provided funds for some essential work at St James's replacing boilers together with other work at all three churches listed under the report of the buildings committee.

The sale of Falconer Hall has not yet been achieved although significant progress was made in 2016 and we hope this will be achieved early in 2017. Whilst this will boost our reserves continued application at the rate we have seen this year is not sustainable as reserves will be exhausted quickly and there are significant foreseeable buildings and fabrics expenditure for which these will be required.

We are already reviewing our costs and reducing these wherever we can. We also need to review our giving and encourage all who are on the electoral role or part of the church to join

our planned giving scheme (CMF) to try to improve our income. We will be having a full programme of renewal of our scheme in 2017 as is normal practice after three years and I hope all that can join or increase their giving will. We will also need to increase our fundraising across the parish both through both social activities and fellowship, and through identifying if possible individual or corporate sponsors of items, outreach or other projects.

At the direction of the PCC we will request the Charity Commission to endorse payments to Vicki Adamson (Church House cleaner) and Stuart Brant (Director of Music, St. James's) as these are both "connected persons" (that is they are married to a Charity Trustee/PCC member).

Stuart Brant
January 2017

Approved by the PCC on 27th March 2017 and signed on their behalf by

A handwritten signature in dark ink, appearing to read 'D Poultney', with a stylized flourish at the end.

Revd. Dave Poultney, Associate Vicar

Parochial Church Council of Bushey

Notes to the Accounts for the Year ended 31 December 2016

The Parochial Church Council of the Ecclesiastical Parish of Bushey is a Parochial Church Council established under the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules, and is a charity registered with the Charity Commission in England and Wales, number 1130540. Details of the principal office are included in the PCC's Annual Report.

The Parochial Church Council of the Ecclesiastical Parish of Bushey meets the definition of a Public Benefit Entity under FRS102.

1. Accounting Policies

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Church Accounting Regulations 2006 and Charities Act 2011.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor do they include groups that are informal gatherings of church members."

2. Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided in note 8. Endowment funds, where the capital must be retained, are also explained in note 8.

3. Incoming Resources

Voluntary income

Collections are recognized when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Tax recoverable on Gift Aid donations is recognised when the donation is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised by fund raising events are accounted for gross.

Other income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

4. Resources Used

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Diocesan parish share is accounted for when due. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet. Costs of generating funds include the cost of stewardship campaigns, investment management costs and costs relating to rental properties. Charitable activities comprise the costs relating to the work of the parish. Governance costs represent the costs of running the PCC as a legal entity and include the costs of preparation and independent examination of the accounts.

5. Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s10(2)(a) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected at any reasonable time.

All expenditure incurred in the year on consecrated or beneficed buildings, or on individual items under £1,000 is written off.

Land and buildings are shown at cost or at valuation based on 1970 figures.

Depreciation

Fixtures and Fittings are depreciated at 10% of cost and Office Equipment is depreciated at 25% of cost.

Buildings are depreciated at 2%. However, since the 1970 valuations included the land it is assumed that each contributed 50% to the original valuation such that the effective depreciation is 1% as land does not depreciate.

6. Investments

Investments are valued at market value at 31 December.

7. Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove un-collectable. Short-term deposits include cash held on deposit either with the Central Board of Finance of the Church of England Funds or at the bank.

8. Liabilities

Liabilities are recognised when there is a legal or constructive obligation to expend resources.

9. First-time adoption of FRS 102

This is the first year that the PCC has presented its financial statements under FRS 102. The following disclosures are required in the year of transition. The last financial statements prepared under previous UK GAAP were for the year ended 31 December 2015 and the date of transition to FRS 102 was therefore 1 January 2014. As a consequence of adopting FRS 102, a number of accounting policies have changed to comply with those standards. The policies applied under the company's previous accounting framework are not materially different to FRS 102 and have not impacted on funds or net income/expenditure.

Church Workers Pension Fund (CWPF)

Bushey PCC (PB 2014) participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme. The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2016: £2,746, 2015: £154).

A valuation of the scheme is carried out once every three years. The most recent scheme valuation completed was carried out as at 31 December 2013. This revealed, on the ongoing assumptions used, a surplus of £0.5m.

There is no requirement for deficit payments at the current time.

Pension Builder 2014 will be valued in relation to the lump sum payable to members at normal pension age. There are no annual pension benefits. Pension Builder 2014 commenced in February 2014 so the first full valuation of that section will be carried out at the next CWPF valuation date, 31 December 2016.

Parochial Church Council of Bushey

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31st December 2016

| | | 2016 | | | | 2015 | | | |
|--|-------------|----------------------------|----------------------|-------------------------|----------------|----------------------------|----------------------|-------------------------|------------------|
| | | Un- restricted Funds | Restrict ed Funds | Endow- ment Funds | <u>TOTAL</u> | Un- restricted Funds | Restrict ed Funds | Endow- ment Funds | <u>TOTAL</u> |
| INCOME AND ENDOWMENTS | Note | | | | | | | | |
| FROM | s | £ | £ | £ | £ | £ | £ | £ | £ |
| Donations and legacies | 2a | 137,182 | 14,297 | - | 151,479 | 158,421 | 34,696 | - | 193,117 |
| Charitable activities | 2b | 28,249 | - | - | 28,249 | 15,252 | - | - | 15,252 |
| Other trading activities | 2c | 111,314 | - | - | 111,314 | 114,865 | - | - | 114,865 |
| Investments | 2d | 2,634 | 694 | - | 3,328 | 3,721 | 844 | - | 4,565 |
| Other | 2e | 414,296 | - | - | 414,296 | 2,328 | - | - | 2,328 |
| Total Income | | 693,675 | 14,991 | - | 708,666 | 294,587 | 35,540 | - | 330,127 |
| EXPENDITURE ON | | | | | | | | | |
| Raising funds: other costs | 3c | 46,139 | 1,500 | - | 47,639 | 69,701 | 87 | - | 69,788 |
| Ministry expenses | 3b | 309,071 | 13,855 | - | 322,926 | 262,474 | 109,251 | - | 371,725 |
| Total Expenditure | | 355,210 | 15,355 | - | 370,565 | 332,175 | 109,338 | - | 441,513 |
| Net (Expenditure)/Income before Transfers | | 338,465 | (364) | - | 338,101 | (37,588) | (73,798) | - | (111,386) |
| Transfers between funds | | - | - | - | - | (541) | 541 | - | - |
| Net (Expenditure)/Income after Transfers | | 338,465 | (364) | - | 338,101 | (38,129) | (73,257) | - | (111,386) |
| Unrealised gains on investments | | 793 | 3,536 | 2,311 | 6,640 | (602) | 428 | 280 | 106 |
| Net Movement in Funds | | 339,258 | 3,172 | 2,311 | 344,741 | (38,731) | (72,829) | 280 | (111,280) |
| Balances brought forward at 1 Jan 2016 | | 179,552 | 36,547 | 20,819 | 236,918 | 218,282 | 109,377 | 20,539 | 348,198 |
| Balances carried forward at 31 Dec 2016 | | 518,810 | 39,719 | 23,130 | 581,659 | 179,551 | 36,548 | 20,819 | 236,918 |

The notes on page 27-38 form part of these financial statements

Parochial Church Council of Bushey

BALANCE SHEET

as at 31st December 2016

| | Notes | 2016 £ | 2015 £ |
|--|-------|----------------|----------------|
| FIXED ASSETS | | | |
| Tangible Assets | | | |
| Buildings & land | 5a | 85,675 | 120,770 |
| Fixtures & fittings | 5a | - | - |
| Investment funds | 6a | 66,460 | 59,817 |
| | | 152,135 | 180,587 |
| CURRENT ASSETS | | | |
| Debtors & prepayments | | | |
| - Gift Aid recoverable | | 5,188 | 5,973 |
| - Other prepayments and accrued income | | 6,809 | 5,933 |
| Deposit funds | 6b | 373,424 | 18,164 |
| Cash & bank balances | | 51,444 | 29,134 |
| | | 436,865 | 59,204 |
| LIABILITIES | | | |
| Amounts falling due within one year | | | |
| Accruals and deferred grants received | | (7,341) | (2,873) |
| Total current liabilities | | (7,341) | (2,873) |
| NET CURRENT ASSETS | | | |
| | | 429,524 | 56,331 |
| Net Assets | | | |
| | | 581,659 | 236,918 |
| FUNDS | | | |
| Endowment Funds | 7 | 23,130 | 20,819 |
| Restricted Funds | 7 | 39,719 | 36,547 |
| Unrestricted Funds | 7 | 518,810 | 179,552 |
| Total Funds | | 581,659 | 236,918 |

Approved by the Parochial Church Council on 27th March 2017 and signed on its behalf by



Revd. Dave Poultney
Associate Vicar



Felicity J L Cox
Hon. Parish Treasurer

The notes on page 27-38 form part of these financial statements

Parochial Church Council of Bushey

STATEMENT OF CASH FLOWS

as at 31st December 2016

| | Notes | 2016 Total £ | 2015 Total £ |
|---|------------------|------------------------|-------------------------|
| Cash flows from operating activities: | | | |
| Net cash provided by (used in) operating activities | <i>below</i> | <u>(84,003)</u> | <u>(120,268)</u> |
| Cash flows from investing activities: | | | |
| Dividends, interest from investments | | 3,328 | 4,565 |
| Proceeds from the sale of property | | 458,247 | - |
| Proceeds from sale of investments | | - | 26,804 |
| Purchase of investments | | - | - |
| Net cash provided by (used in) investing activities | | <u>461,575</u> | <u>31,369</u> |
| Cash flows from financing activities: | | | |
| Repayments of borrowing | | - | - |
| Cash inflows from new borrowing | | - | - |
| Receipt of endowment | | - | - |
| Net cash provided by (used in) financing activities | | <u>-</u> | <u>-</u> |
| Change in cash and cash equivalents in the reporting period | | 377,572 | (88,899) |
| Cash and cash equivalents at the beginning of the reporting period | <i>see below</i> | 47,297 | 136,196 |
| Cash and cash equivalents at the end of the reporting period | <i>see below</i> | <u>424,869</u> | <u>47,297</u> |
| <u>Reconciliation of net income/(expenditure) to net cash flow from operating activities</u> | | | |
| Net income/(expenditure) for the reporting period (as per the statement of financial activities) | | 344,741 | (111,280) |
| Adjustments for: | | | |
| Depreciation charges | | 1,095 | 1,520 |
| Dividends, interest and rents from investments | | (3,328) | (4,565) |
| (Gains)/losses on investments | | (6,640) | (106) |
| Loss/(profit) on the sale of fixed assets | | (424,247) | - |
| (Increase)/decrease in debtors | | (92) | (6,210) |
| Increase/(decrease) in creditors | | 4,468 | 373 |
| Net cash provided by (used in) operating activities | | <u>(84,003)</u> | <u>(120,268)</u> |
| <u>Analysis of cash and cash equivalents</u> | | | |
| Cash in hand and at bank | | 51,445 | 29,133 |
| Notice deposits (less than 3 months) | | 373,424 | 18,164 |
| Total cash and cash equivalents | | <u>424,869</u> | <u>47,297</u> |
| The notes on page 27-38 form part of these financial statements | | | |

Parochial Church Council of Bushey

NOTE

for the year ended 31st December 2016

| 2 | INCOME | 2016 | | | 2015 | | |
|----|--|---------------------------|-------------------------|----------------|---------------------------|-------------------------|----------------|
| | | <u>Unrestricted Funds</u> | <u>Restricted Funds</u> | <u>Total</u> | <u>Unrestricted Funds</u> | <u>Restricted Funds</u> | <u>Total</u> |
| | | £ | £ | £ | £ | £ | £ |
| 2a | <i>Donations and legacies</i> | | | | | | |
| | Planned Giving | | | | | | |
| | CMF & Gift Aid Donations | 81,499 | - | 81,499 | 83,204 | 18,928 | 102,132 |
| | Income Tax Recovered | 20,011 | 235 | 20,246 | 29,610 | - | 29,610 |
| | Collections (open plate) at all services | 16,623 | - | 16,623 | 39,837 | - | 39,837 |
| | Grants | - | 8,355 | 8,355 | 2,171 | 2,000 | 4,171 |
| | Sundry Donations/Appeals | 11,706 | 5,706 | 17,413 | - | 2,158 | 2,158 |
| | VAT recovered | - | - | - | - | 11,610 | 11,610 |
| | Legacies | 7,343 | - | 7,343 | 3,600 | - | 3,600 |
| | TOTAL | 137,182 | 14,297 | 151,479 | 158,421 | 34,696 | 193,117 |
| 2b | <i>Charitable activities</i> | | | | | | |
| | Church lettings | 8,517 | - | 8,517 | - | - | - |
| | Parish Breakfast | 1,646 | - | 1,646 | 1,882 | - | 1,882 |
| | Parish Magazine | 592 | - | 592 | 684 | - | 684 |
| | Wedding income | 9,973 | - | 9,973 | 5,052 | - | 5,052 |
| | Statutory Fees & other fees | 7,521 | - | 7,521 | 9,516 | - | 9,516 |
| | TOTAL | 28,249 | - | 28,249 | 17,134 | - | 17,134 |
| 2c | <i>Other trading activities</i> | | | | | | |
| | Hall & Gallery Lettings | 67,014 | - | 67,014 | 61,232 | - | 61,232 |
| | Parish Rentals | 11,142 | - | 11,142 | 18,832 | - | 18,832 |
| | Fund-raising events | 33,158 | - | 33,158 | 32,920 | - | 32,920 |
| | TOTAL | 111,314 | - | 111,314 | 112,983 | - | 112,983 |
| 2d | <i>Investments</i> | | | | | | |
| | Dividends & interest including reclaimed tax | 2,634 | 695 | 3,328 | 3,721 | 844 | 4,565 |
| | TOTAL | 2,634 | 695 | 3,328 | 3,721 | 844 | 4,565 |
| 2e | <i>Other</i> | | | | | | |
| | Disposal of property | 413,819 | - | 413,819 | - | - | - |
| | Miscellaneous | 478 | - | 478 | 2,328 | - | 2,328 |
| | TOTAL | 414,296 | - | 414,296 | 2,328 | - | 2,328 |
| | TOTAL INCOME | 693,675 | 14,991 | 708,666 | 294,588 | 35,540 | 330,128 |

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D)

for the year ended 31st December 2016

3 EXPENDITURE ON

| | 2016 | | | 2015 | | |
|--|----------------|---------------|----------------|----------------|----------------|----------------|
| | Unrestricted | Restricted | TOTAL | Unrestricted | Restricted | TOTAL |
| | Funds | Funds | | d Funds | d Funds | |
| | £ | £ | £ | £ | £ | £ |
| 3b Charitable activities | | | | | | |
| <u>Missionary and charitable giving:</u> | | | | | | |
| Church overseas | 150 | - | 150 | - | - | - |
| Missionary societies | 256 | - | 256 | 723 | - | 723 |
| Relief and development agencies | 268 | - | 268 | 676 | - | 676 |
| Home missions & other Church Societies | 2,430 | - | 2,430 | 3,719 | - | 3,719 |
| Secular charities | 5,045 | - | 5,045 | 5,394 | - | 5,394 |
| <u>Ministry:</u> | | | | | | |
| Diocesan Parish Share | 122,544 | - | 122,544 | 113,062 | 5,000 | 118,062 |
| clergy expenses | 15,148 | - | 15,148 | 15,864 | - | 15,864 |
| clergy education & training | 84 | - | 84 | - | - | - |
| Fresh Expressions | 1,305 | 8,856 | 10,162 | 5,148 | 2,158 | 7,306 |
| Work with Families & children of Parish | 39,418 | 2,655 | 42,073 | - | - | - |
| <u>Churches:</u> | | | | | | |
| running expenses | 19,642 | - | 19,642 | 24,685 | - | 24,685 |
| maintenance & repairs | 14,760 | - | 14,760 | 15,781 | - | 15,781 |
| improvements | 17,711 | 2,344 | 20,055 | 33,370 | 101,955 | 135,325 |
| music | 3,728 | - | 3,728 | 1,635 | - | 1,635 |
| upkeep of services | 16,861 | - | 16,861 | 3,576 | - | 3,576 |
| depreciation | 1,095 | - | 1,095 | 1,520 | - | 1,520 |
| Parish magazine | - | - | - | - | - | - |
| Churchyard upkeep | - | - | - | - | - | - |
| printing & stationery | 6,808 | - | 6,808 | 10,639 | - | 10,639 |
| administration & Parish Office | 37,967 | - | 37,967 | 40,136 | 138 | 40,274 |
| bank charges | 51 | - | 51 | 10 | - | 10 |
| Independent examiner & accountancy | 3,800 | - | 3,800 | 11,222 | - | 11,222 |
| TOTAL | 309,071 | 13,855 | 322,926 | 287,158 | 109,251 | 396,409 |
| 3c Raising Funds: other costs | | | | | | |
| Church halls: | | | | | | |
| running costs | 35,708 | - | 35,708 | 32,482 | - | 32,482 |
| improvements | 1,560 | - | 1,560 | 2,052 | - | 2,052 |
| costs of fetes, bazaars, other events | 8,870 | 1,500 | 10,370 | 10,482 | 87 | 10,569 |
| costs of stewardship campaign | - | - | - | - | - | - |
| Other expenses | - | - | - | - | - | - |
| flat running costs | - | - | - | - | - | - |
| TOTAL | 46,139 | 1,500 | 47,639 | 45,017 | 87 | 45,104 |
| TOTAL EXPENDITURE | 355,210 | 15,355 | 370,565 | 332,175 | 109,338 | 441,513 |

Charitable donations (net of any designated donations received):

| | | | |
|---|-------|--------------------------------|-------|
| | | <i>Secular charities</i> | |
| <i>Church overseas</i> | | Alzheimers Society | 215 |
| Barnabas Trust | 150 | Babies in Prison | 150 |
| | | Barnardos Charity | 737 |
| | | Bushey Festival Payment (GQT) | 447 |
| <i>Missionary societies</i> | | Bushey Horticultural Soc | 100 |
| Church Mission Society | 256 | Cancer Research | 121 |
| | | Epilepsy Society | 29 |
| | | Friends of the Elderly Charity | 737 |
| <i>Relief and development agencies</i> | | Harrow MS Therapy Centre | 150 |
| Christian Aid | 268 | Mayor Hertsmere: Skydive | 150 |
| | | Mercy Ships | 100 |
| | | Motor Neurone Disease Assoc | 150 |
| <i>Home missions & other Church Societies</i> | | NSPCC | 310 |
| Ashfield School Donation Bibles | 60 | Peace Hospice Care | 100 |
| Care | 50 | Purcell School | 120 |
| Childrens Society | 461 | Purcell School/Cancer Research | 120 |
| Mothers Union | 310 | Royal British Legion | 149 |
| Red Trust | 833 | Royal Commonwealth Charity | 737 |
| Roots for Churches | 95 | Samaritans | 329 |
| Watford New Hope | 266 | St James Bell Ringers | 33 |
| Watford Schools Trust | 355 | Watford Mencap | 60 |
| | 2,430 | | 5,045 |

Related Party Transactions:

None of the members of the PCC has received any remuneration, however persons related to members of the PCC received aggregate remuneration of £4,995. The PCC will request the Charity Commission to endorse payments.

The expenses paid to clergy may include a small, immaterial proportion which relates to their function as PCC members.

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D)

for the year ended 31st December 2016

| | 2016 | | | 2015 | | |
|---|---|-------------------|---------------|-------------------|-----------------|---------------|
| | <u>Unrestrict</u> | <u>Restricted</u> | <u>TOTAL</u> | <u>Unrestrict</u> | <u>Restrict</u> | <u>TOTAL</u> |
| | <u>ed Funds</u> | <u>Funds</u> | | <u>ed Funds</u> | <u>d Funds</u> | |
| | £ | £ | £ | £ | £ | £ |
| 4 STAFF COSTS (Director of Music, Youth & Families Workers and Parish Administration)* | | | | | | |
| | <i>Included in relevant headings, above</i> | | | | | |
| Wages & salaries | 59,703 | - | 59,703 | 32,226 | - | 32,226 |
| Social security costs | 1,668 | - | 1,668 | 1,047 | - | 1,047 |
| Pension costs | 2,746 | - | 2,746 | 154 | - | 154 |
| Staff training costs | 3,200 | - | 3,200 | 1,449 | - | 1,449 |
| Staff travel & subsistence costs | - | - | - | 844 | - | 844 |
| TOTAL | 67,317 | - | 67,317 | 35,720 | - | 35,720 |

*During 2016 the PCC employed a Director of Music, a Youth Worker, a Families Worker and Parish Administration staff, none of whom earned more than £60,000.

The PCC regard the key management of the parish as being the incumbent, who is paid directly by the diocese, together with the two Churchwardens, both of whom are unpaid.

The average number of employees during the year was 5 (2015: 4)

5 FIXED ASSETS FOR USE BY THE PCC

| | <u>Land and</u> | <u>Fixtures</u> | <u>TOTAL</u> |
|--|------------------|-----------------|----------------|
| | <u>Buildings</u> | <u>and</u> | |
| | £ | <u>Fittings</u> | £ |
| <i>Cost/Valuation</i> | | | |
| At 1 January 2016 | 152,015 | 7,544 | 159,559 |
| Disposal during the year (at 1970 valuation) | (42,500) | | (42,500) |
| At 31 December 2016 | 109,515 | 7,544 | 117,059 |
| <i>Depreciation</i> | | | |
| At 1 January 2016 | 31,245 | 7,544 | 38,789 |
| Disposal depreciation written back | (8,500) | | (8,500) |
| Charge for Year | 1,095 | | 1,095 |
| At 31 December 2016 | 23,840 | 7,544 | 31,384 |
| <i>Net Book Value</i> | | | |
| At 31 December 2016 | 85,675 | - | 85,675 |
| At 31 December 2015 | 120,770 | - | 120,770 |

Land and Buildings

Land and Buildings comprise the following:-

| | <u>At Cost</u> | <u>At</u> | <u>2016</u> | <u>2015</u> |
|--|----------------|------------------|----------------|-------------|
| | £ | <u>Valuation</u> | £ | £ |
| 5b Church House & extension | 31,003 | - | 31,003 | 31,003 |
| Stockwell Hall | 24,512 | - | 24,512 | 24,512 |
| Falconer Hall | - | 30,000 | 30,000 | 30,000 |
| Trinity House | - | - | - | 42,500 |
| John Stobbs Hall | - | 24,000 | 24,000 | 24,000 |
| | 55,515 | 54,000 | 109,515 | 152,015 |

Land and buildings shown at valuation are based on 1970 figures. Church House Flat is held for future use for Church work and is not treated as a long term

Depreciation

Fixtures and Fittings are depreciated at 10% of cost and Office Equipment is depreciated at 25% of cost.

Buildings are depreciated at 2%. However, since the 1970 valuations included the land it is assumed that each contributed 50% to the original valuation such that the effective depreciation is 1% as land does not depreciate.

NOTES TO THE ACCOUNTS (CONT'D)
for the year ended 31st December 2016

| 6a | FIXED ASSET INVESTMENTS | 2016 | | | 2015 | |
|----|---|------------|------------|--------|--------|----------|
| | | Un- | Restricted | Endow- | | |
| | | restricted | | ment | TOTAL | |
| | | Funds | Funds | Funds | FUNDS | |
| | | £ | £ | £ | £ | |
| | Market Value at 1 January 2016 | 7,144 | 31,857 | 20,819 | 59,820 | 86,516 |
| | Disposal in the year | - | - | - | - | (26,804) |
| | Net gains/(losses) on revaluations in the year ended | | | | | |
| | 31 December 2016 | 793 | 3,536 | 2,311 | 6,640 | 105 |
| | Market Value at 31 December 2016 | 7,937 | 35,393 | 23,130 | 66,460 | 59,817 |

Investments constitute shares held with the CBF Investment Fund and for which dividends are received. As with such investments, the value of these shares fluctuates up and down, as do the dividends received. They are valued at the bid (sale) price on 31st December 2016.

| 6b | Deposit Funds | 2016 | 2015 |
|----|------------------------|----------------|---------------|
| | Church Fabric Fund | 426 | 426 |
| | Alliott | 14,085 | 14,019 |
| | Farm Way | 323 | 323 |
| | Churchyard | 2,767 | 2,239 |
| | Ellis | 1,324 | 1,158 |
| | Trinity House proceeds | 354,499 | |
| | | 373,424 | 18,164 |

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D)
for the year ended 31st December 2016

7 FUNDS

| | <u>Balance</u> <u>Brought</u> <u>Forward</u> | <u>Income</u> | <u>Expenditure</u> | <u>Transfers</u> <u>between</u> <u>Funds</u> | <u>Gains and</u> <u>Losses on</u> <u>Investments</u> | <u>Balance</u> <u>carried</u> <u>Forward</u> |
|---|--|----------------|--------------------|--|--|--|
| <u>Endowment Funds</u> | | | | | | |
| The Bushey Church and Churchyard Trust Fund | 15,893 | - | - | - | 1,764 | 17,657 |
| Ellis Bequest (Grave Trust) | 4,926 | - | - | - | 547 | 5,473 |
| | 20,819 | - | - | - | 2,311 | 23,130 |
| <u>Restricted Funds</u> | | | | | | |
| Miss F M Mitchell Bequest | 31,857 | - | - | - | 3,536 | 35,393 |
| Bell Ringers | 1,294 | - | (1,294) | - | - | - |
| The Bushey Church and Churchyard Trust Fund | 2,239 | 529 | - | - | - | 2,768 |
| Ellis Bequest (Grave Trust) | 1,158 | 166 | - | - | - | 1,324 |
| Fresh Expressions | - | 4,656 | (4,656) | - | - | - |
| Miscellaneous Restricted Funds | - | 9,640 | (9,405) | - | - | 235 |
| | 36,548 | 14,991 | (15,355) | - | 3,536 | 39,720 |
| <u>Unrestricted Funds</u> | | | | | | |
| Capital Reserve | 120,770 | - | - | (35,095) | - | 85,675 |
| Church Fabric Fund | 7,570 | 235 | (235) | - | 793 | 8,363 |
| Alliott Fund | 14,020 | 66 | - | - | - | 14,086 |
| Trinity House sale proceeds | - | 394,499 | (40,000) | - | - | 354,499 |
| Fresh Expressions | 1,768 | - | - | (1,768) | - | - |
| General Fund | 35,424 | 298,875 | (314,975) | 36,863 | - | 56,187 |
| | 179,552 | 693,675 | (355,210) | - | 793 | 518,810 |
| Total Funds | 236,919 | 708,666 | (370,565) | - | 6,640 | 581,660 |

Endowment funds comprise monies to be retained as permanent capital and invested to generate income.

Restricted funds are those where a specific limitation has been placed on the use of the capital or income by the terms of the bequest or donation.

Unrestricted funds represent monies to be used at the discretion of the PCC. Designated funds represent unrestricted funds set aside for specific purposes by the PCC.

Details of Parish Funds are as follows:-

Endowment Funds

The Bushey Church and Churchyard Trust Fund
Ellis Bequest (Grave Trust)

Monies held for the upkeep of the Churchyard. The capital is invested in CBF
Monies held for the upkeep of the Ellis Grave. The capital is invested in CBF
Investment Funds. Income is restricted to upkeep of the Ellis Grave.

Restricted Funds

Miss F M Mitchell Bequest

Bell Ringers

The Bushey Church and Churchyard Trust Fund

Ellis Bequest (Grave Trust)

Monies given for the general purposes of St Paul's and invested in CBF Deposit Funds.
Income generated is used to cover the running costs of St Paul's.
During the years that the bell restoration project was in hand, it was necessary for the
PCC to have control of the funds being collected and the funds being spent, because
the bells and the tower in which they are housed are significant church assets. Now
that the project is completed, the Bell Ringers have resumed their status of a
specialist club. The PCC has occasionally to pass on money to them, in respect of their
skilled contribution to weddings and funerals, but oversight of their finances is no
Investment income generated by the Endowment Fund above. Accumulated income
is invested in CBF Deposit Funds.
Investment income generated by the Endowment Fund above. Accumulated income
is invested in CBF Deposit Funds.

Unrestricted Funds

Designated Funds

Capital Reserve

Church Fabric Fund

Alliott Fund

Trinity House sale proceeds

General Fund

Unrestricted funds for which a preferred purpose has been indicated.
Capital reserves were created to recognise the properties under the control of the
Parochial Church Council. The original reserves represent either the net cost or the
valuations of the properties. Each year the reserves have been reduced by
Monies set aside to provide for the maintenance of the church fabrics. Monies at the
year-end are invested in CBF Investment Funds (£7,937) and Deposit Funds (£426).
This fund arose from the will of Miss I Alliott and is unrestricted but intended
primarily for St Paul's. The PCC have invested the funds in CBF Deposit Funds and
use the income towards the maintenance of the Churchyard for the upkeep of her
grave in line with their interpretation of the intention behind the legacy.
In line with the 2015 results of the Sustainability Review, carried out at the request in
December 2014 of the PCC, Trinity House (the clergy house associated with Holy
Trinity Church) was sold early in 2016, because it no longer met the needs of clergy in
that post. The funds from this disposal are not restricted, but it is the declared view
of the PCC that the sale would free up funding to enable the continued sustainable
These represent unrestricted monies at the disposal of the PCC.

Parochial Church Council of Bushey

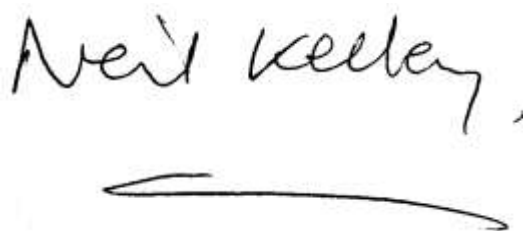
NOTES TO THE ACCOUNTS (CONT'D)

for the year ended 31st December

8 ANALYSIS OF ASSETS AND LIABILITIES BETWEEN FUNDS

| | <u>Tangible</u> | <u>CBF</u> | | <u>Net</u> | | |
|---|-----------------|-----------------|----------------|----------------|----------------|----------------|
| | <u>Fixed</u> | <u>Investme</u> | <u>Deposit</u> | <u>Current</u> | <u>TOTAL</u> | <u>TOTAL</u> |
| | <u>Assets</u> | <u>nt Funds</u> | <u>Funds</u> | <u>Assets</u> | | <u>2015</u> |
| <u>Endowment Funds</u> | | | | | | |
| The Bushey Church and Churchyard Trust Fund | - | 17,657 | - | - | 17,657 | 15,893 |
| Ellis Bequest (Grave Trust) | - | 5,473 | - | - | 5,473 | 4,926 |
| | - | 23,130 | - | - | 23,130 | 20,819 |
| <u>Restricted Funds</u> | | | | | | |
| Mitchell Bequest | - | 35,393 | - | - | 35,393 | 31,856 |
| The Bushey Church and Churchyard Trust Fund | - | - | 2,767 | - | 2,767 | 2,239 |
| Ellis Bequest (Grave Trust) | - | - | 1,324 | - | 1,324 | 1,158 |
| Bell Ringers | - | - | - | - | - | 1,294 |
| Miscellaneous | - | - | - | 235 | 235 | - |
| | - | 35,393 | 4,091 | 235 | 39,719 | 36,547 |
| <u>Unrestricted Funds</u> | | | | | | |
| Capital Reserve | 85,675 | - | - | - | 85,675 | 120,770 |
| Church Fabric Fund | - | 7,937 | 426 | - | 8,363 | 7,568 |
| Alliott Fund | - | - | 14,086 | - | 14,086 | 14,019 |
| Trinity House sale proceeds | - | - | 354,499 | - | 354,499 | - |
| Fresh Expressions | - | - | - | - | - | 1,767 |
| General Fund | - | - | 323 | 55,864 | 56,187 | 35,428 |
| | 85,675 | 7,937 | 369,334 | 55,864 | 518,810 | 179,552 |
| <u>Total</u> | 85,675 | 66,460 | 373,425 | 56,099 | 581,659 | 236,918 |

Approved by the APCM on 19th April 2017 and signed by



Fr. Neil Kelley

Rector and Chairman

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF BUSHEY

I report on the accounts of the Parochial Church Council OF Bushey (PCC) for the year ended 31 December 2016 set out on pages 30-38.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER

The PCC is responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act and in accordance with the Church Accounting Regulations 2006 (the Regulations);
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and to be found in the Church guidance, 2006 edition; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church guidance, 2006 edition. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking 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 whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 proper accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act and the Regulations; or 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.



Malcolm Lucas FCA, DChA

Menzies LLP

Chartered Accountants

Menzies LLP

Lynton House

7-12 Tavistock Square

London

WC1H 9LT

This page is left intentionally blank