

Parish Council of the Ecclesiastical Parish of Bushey



Annual Report Year ending December 2017

Table of Contents

Reflections from 2017	3
Administrative Information.....	4
Structure, Management and Governance	5
Statement of Public Benefit.....	7
Report St. James's Church	9
Report St. Paul's Church	9
Report Holy Trinity Church	10
Watford Deanery Synod 2017.....	11
Pastoral Visitors	11
Home Communions.....	11
Bereavement Befrienders.....	12
Group for Healing Prayer.....	12
Baptism Preparation	13
St James's Church Bellringers	13
St James's Church Choir.....	13
St James's Church Sacristy & Serving Team	14
Safeguarding.....	14
Red Trust Bushey	16
Church Membership Fund	18
Parish 100 Club	18
Youth work	19
Buildings Group	20
Finance Officer's Report	21
INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF BUSHEY	39

Reflections from 2017

Welcome to the 2017 Annual Report! I'm not really sure where to start when reflecting on 2017. It was a year that saw a lot of change happen across the parish. It has been a year of farewells, consolidation and glimpses of exciting times ahead.

In April, St James held a memorial service for George Michael. This came out of discussions with the George Michael Appreciation Society set up by Bushey residents. It was an amazing occasion with over 200 in attendance. It attracted interest from national media outlets and we received lots of very positive comments following it.

This year, our recital season started in March and run through to October. They were well attended and brought many people to St James. We have had lots of fairs and events which have built community along with supporting the mission and ministry of our parish.

In June, we celebrated Fr Neil's 25th anniversary of his ordination with a Mass. It was a wonderful occasion and we welcomed many of his friends to Bushey. The St James's celebrations were held in July. There were a series of concerts, an art exhibition and an evening of open-air opera on a lovely summer's evening.

Goodbyes are never easy and we had several this year. We said farewell, in September to Fr Neil Kelley after 5 years as Rector of Bushey. We give thanks for Fr Neil's ministry and time with us in Bushey. We are very grateful to Fr Neil for all he achieved and the energy he gave to our churches and the wider community. A little earlier in the summer, we said farewell to Fr Graham, Vicky, Euan and Iona. Fr Graham, by the summer, had become fully trained and ready to go; this meant they had to move and he is now vicar of Berkswich, in Stafford. Thank you to the Adamson's for their mission and ministry in Bushey. Whilst we miss both Fr Neil and Fr Graham we wish them both well in their new Parishes.

We also said goodbye to John Wyatt as our Director of Music when John and his family moved to Ely. The Wyatt family contributed greatly to the musical life of St James's and we wish them well in their new home and Parish. We welcomed James Mooney-Dutton as our new Director of Music.

There were other farewells as we took steps to reduce our operational overspend. As a result we had to stop funding the posts of Families Worker and Operations Assistant for Holy Trinity. These roles were undertaken by Amber-Baker Rose and Esther Rasmussen respectively. We are grateful to them for the way they served in the parish. We also said farewell to our Parish Office Manager Melanie Witthuhn and the Rector's PA Nicola Golson.

In July, a group of around 30 people from Holy Trinity went to Naturally Supernatural conference for a week in Stafford and in October a group of 10 pilgrims made the journey to Walsingham. Two different spiritual retreats but special for everybody who attended. We have booked, again, to take groups to Naturally Supernatural (July) and Walsingham (October) this year.

On behalf of myself, Parish Wardens and ministry team we are thankful 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.

Rev Dave Poultney
Pioneer Minister and Associate Vicar

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: the Parish Office, St James's Church House, High Street, Bushey, Hertfordshire, WD23 1BD. Our website is www.busheyparish.org.

Rector: The Revd Neil Kelley (until October 2017)

Pioneer Minister and Associate Vicar: The Revd David Poultney

Assistant Priest: The Revd Mary Kingsley

Assistant Priest: The Revd Verity Harvey

Curate: The Revd Graham Adamson (Until August 2017)

Pioneer Curate: Revd. Anne Underwood

Ordinand: Ann Poultney (until July 2017)

Lay Leaders of Worship: Rob Whitethread & Christine Cocks

Pastoral Assistant: Rob Whitethread

Parish Office Manager: Melanie Witthuhn (Until September 2017)

Rector's PA: Nicola Golson (Until September 2017)

Holy Trinity Administrator: Esther Rasmussen (Until July 2017)

Youth Worker: Joe Palfreyman

Children's Worker: Amber Baker (Until July 2017)

Honorary Parish Treasurer: Felicity Cox

PCC Secretary: Julie Wells and Alex Evans

Parish Wardens: Catherine Brant & Ann E. White

Pro Wardens:

(Holy Trinity) Stella Nichols and Joan Roft

(St James's) Alex Evans and George Crompton

(St Paul's) Ingrid Harris and Christine Cocks

Deanery Synod Representatives: Christine Cocks, Maureen Fleming, Stuart Brant and Ingrid Harris

Elected PCC members:

Len Richards, Betty Greengrass, Gill Onslow and John Rose (resigned May 2017 and replaced by Mark Crampton) (All appointed 2015)

Alex Evans, Jill Macey, Caroline Harper and Roger Prangnell (All appointed 2016)

Phil Stiff, Ali Saunders, Elizabeth Jones, Sandra Cole and Felicity Cox (All appointed 2017)

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 pro-wardens 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

Health and Safety Officer: Roy Golding

Safeguarding Co-ordinator: Alex Evans,

Specific responsibilities within safeguarding;

- Alex Evans - Vulnerable Adults
- Young People – Vacant
- Revd Verity Harvey - Clergy contact for those who have been Abused
- Revd. Neil Kelley (Until October 2017) - 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 Fr Neil Kelley (Until October 2017) 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. 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.
- Recruitment of new Rector and parish profile
- Our understanding of Christian Discipleship
- Developing our Mission
- Finances and deletion of posts
- Arrangements for the annual update of the Safeguarding policy and procedures.

Reports from the PCC sub committees listed below have been received and considered regularly at PCC meetings. 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 Kelley (until October 2017), Catherine Brant (Parish Warden), Ann E. White (Parish Warden), Jill Macey Len Richards, PCC Secretary (Julie Wells then Alex Evans)

Parish Buildings Committee Chair: Roy Golding

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

Parish Finance and Stewardship Group Chair: Felicity Cox

Greg Batts, Stuart Brant (until July 2017), Christine Cocks, Betty Greengrass, Gill Onslow, Rev Dave Poultney, Rev Graham Adamson (Until July 2017), Ann E White, Catherine Brant, Ali Saunders (Dec 2017)

Polices Group

Fr Neil Kelley (until October 2017), Catherine Brant (Chair), Ingrid Harris, Betty Greengrass, Jill Macey

Church Committees

St James's (Chair: rotated between Fr Neil Kelley, Fr Graham, Catherine Brant and Alex Evans)

George Crompton (Deputy warden), Alex Evans (Deputy warden), Maureen Fleming (Pastoral warden), Elizabeth Jones (Pastoral warden), Ann E.White (Pastoral Warden), Catherine Brant(Warden for hospitality), Ann White (2016), Leon Soares (2015), Simon Collier (2016), Julie Wells (2015), Becky Pointer (2016), Felicity Cox (2016), Rob Whitethread (2015), Alex Evans (2016), Salome Jayaratnam (2015), Greg Batts (CMF Rep)

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

Gill Onslow (CMF Rep), Stella Nichols, Joan Roft, Esther Rasmussen (Secretary) (Until July 2017), Russ Edmonds, Betty Greengrass

St Paul's (*Chair: Christine Cocks*)

Christine Cocks (Deanery Synod), Ingrid Harris (pro-warden), Margaret Hotchkiss (secretary), Roy Golding (co-opted 2015), Peter Humphries (2017) Ingrid Harris (2015), Brian Walters (2016), Maureen Jones (2016). Ann E White (CMF Officer)

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: 56

St. James's: 77

St. Paul's: 23

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

St. James's: 10

St. Paul's: 11

Parish Electoral Roll: there are currently **154** people on the Electoral Roll (2017 = 201)

Occasional Offices

Funerals: 29

Baptisms: 12

Weddings: 8

Burial of Ashes: 18

Fresh Expressions average monthly attendance

Holy Trinity: 55 (stopped September 2017)

St. Paul's: 40 (started September 2017)

St James's: 36

Statement of Public Benefit

The Members of the PCC have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives of the charity and in planning future activities. In particular the PCC considers how planned activities will contribute to the aims and objectives set.

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 food bank (through Red Trust Bushey), 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

1. Development of opportunities for prayer, reflection and faith sharing. Baptism and Marriage preparation provide opportunities for teaching, support and welcome to the church.
 - 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.
 - Pre-Christmas and pre-Easter workshops for children were held at Holy Trinity and St. James's
 - Special Christmas services in each church welcome many families and schools to joyful celebration.
 - Regular quiet sessions offer opportunities for the recently bereaved to have a space where they can have peace to reflect.
 - 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
 - Saturday lunchtime recitals and lunches at St James's. Lunches continued after recitals finished and were well attended and welcomed.
 - Lent Quiet Day has taken place at St. Paul's
 - Parish Sunday Evening services include Choral Evensong and Benediction (St James's), Eucharistic Devotions (St. James's) and Sunday Sanctuary – a reflective Taizé Iona style worship (St Paul's), an afternoon service for families once a month (Holy Trinity and St. Paul's) and "discussion" Evensong on topical issues monthly (St. Paul's)

2. Planning and development of fundraising activities

Well proven fundraising 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 Together 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 19th March 2018 and signed on their behalf by



Rev David Poultney
Pioneer Minister and Associate Vicar

Report St. James's Church

2017 proved to be a busy year at St James and this report captures just some of the events.

In April the George Michael memorial service was held. The church was full and people attended from far and wide. There was national media coverage and we received many positive comments. A unique occasion.

In June we welcomed many of Fr Neil's friends as we celebrated the Silver Jubilee of his ordination with a Mass and reception. We also celebrated two farewell services, one for Fr Graham in July and in September, Fr Neil. We give thanks to God for their ministry here amongst us and wish them well.

The St James's Summer Celebrations was a wonderful musical and artistic event, with music, ArtJunky Art exhibition and open air opera, set in the Old Rectory garden. Many thanks to Jim and Margaret Craig-Gray for their generosity in allowing us the use of their lovely garden.

We held two fairs, Spring and Christmas and hosted the Parish Fair in July, together these raised £8,000 for the Parish.

The Saturday Recital season ran from March to October. We enjoyed a wide range of music and welcomed many from our community to enjoy the music and companionship. Recital lunches were provided and this year continued after the recitals had finished maintaining opportunities for fellowship through the winter. All thanks to a great team who work together to provide this week in week out.

This is all in addition to our usual services, Festivals and occasional offices.

A big thank you to everyone who gives their skills, talents and energy to make this all happen and to make St James's the vibrant prayerful community it is.

Report St. Paul's Church

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 advent of the vacancy has meant that it is not practical to include the Sunday Sanctuary service routinely, but we attempt to include some elements of it into the 1st Sunday Evensongs with Discussion Sermon. 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 a good number of worshippers (especially when there's something else exciting happening!). We're extremely thankful for the diversity and flexibility that our monthly structure provides.

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

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 3 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 five 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. The October St Paul's Prom fell on the Sunday on which we normally celebrate Harvest, so we celebrated our "harvest" of charitable giving. The afternoon's charity exhibition, in lieu of a concert, under the heading of "Where does your money go?" was very interesting – with displays by many of the charities that we support – but it was sadly under-supported.

Our jumble sales continue to be blessed with both an incredible number of attendees and volunteers. The 7 sales raised nearly £3,000 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 our Parish wardens and Clergy) commits our efforts to God and continues to be a welcome addition to sale days. The Christmas Fair raised £3,320 and we are thankful to friends and family for their help and support.

Messy Church started in St Paul's in the summer of 2017 and is proving popular.

Ingrid Harris, & Christine Cocks (Pro-Wardens)

Report Holy Trinity Church

This year at Holy Trinity has been a mixture of blessings. We continue to offer two services on Sunday mornings. The 9.15 am traditional service, and the 11.00 am more informal Life service. The two congregations come together after the 9.15 am service to share coffee and chat. On the first Sunday of every month we hold an Altogether service for people attending the two separate services to come together. These are popular, and we have good attendance. We also host a shared lunch each month, to give people more chance to talk and share their experiences of their everyday lives.

We have carried out baptisms throughout the year which as always are a joyous start to a life with Christ.

Then Parish Youth Worker, Joe Palfreyman and his team continue with their youth work, in the form of after school homework clubs and Friday films. Messy Church has moved to St Pauls Church, and we are pleased that it continues to be well attended there.

We held our annual Burn's night supper, and again supported the Community Fair on the Green.

Through donations we have been able to buy new candle holders and an altar cloth. We have regular party bookings, which help greatly with the finances.

We feel that we are in 'pause' mode, and need to listen to what God is saying to us. As Proverbs 3 tell us 'Trust in the Lord with all your heart, and lean not on your own understanding. In all your ways acknowledge Him and He shall direct your paths.'

Stella Nichols & Joan Roft
Pro-Wardens

Watford Deanery Synod 2017

Three meetings were held during the calendar year 2017:

- **Thu, 23rd Feb** ~ at St Lawrence, Abbots Langley. This was an open meeting, at which the topic was "Vision to Implementation". This was an opportunity to share experiences of turning visions into reality, with particular reference to Mission Action Plans.
- **Wed, 24th May** ~ at St Mary's Church, Watford. It was a celebration evening to launch "Thy Kingdom Come" across the Deanery.
- **Tue, 10th Oct** ~ started St John's School in Watford, allowing us an opportunity to see the new Church School and learned from the Head and other staff and governors about its work and interaction with the community, and about the exciting plans for future development. Afterwards, we moved on to St John's Church, and looked at 'Supporting and Growing our Work with Schools' with the help of Dean Pusey, the Diocesan Youth Officer, as well as representatives from the Watford Schools Trust.

Meetings generally 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. Every meeting there is a request for help to find a new secretary.

Documentation from these meetings is available.

Christine M Cocks

Watford Deanery Synod Representative

Pastoral Visitors

The Pastoral Visitors' team has tried to meet monthly. We share the Eucharist and then 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. The team of 5 Pastoral Visitors is supporting up to 14 people at any one time. The members of the team will 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. I would like to record my thanks for the support and work which the visitors do and the mutual support we receive from each other.

Rev Mary Kingsley

Assistant Priest

Home Communion

The Home Communion team have maintained visits to the house bound and to the residents in Bushey Beaumont Residential Home.

The team consists of 7 people with a couple of people taking sabbatical leave due to family commitments. During the past year 9 people have been visited and the privilege, which has been afforded to those who take home communion to the housebound has been profound. The team meets about once a quarter for mutual support and a member of the clergy is always available for individual support if needed.

The team is managing at the moment but doesn't have any spare capacity if anyone is ill or takes some time off. For this reason the clergy and PCC are looking for new people who would be willing to undertake this

ministry. If this is an area where you feel that God is calling you to this ministry, please talk to one of the clergy.

I would like to record my personal thanks to those who faithfully month -by -month share communion with the house bound.

Rev Mary Kingsley
Assistant Priest

Bereavement Befrienders

Six people undertook the Bereavement Course in October 17 and at the moment, because of the vacancy, the team is in its infancy in terms of visiting the bereaved. It is hoped after Easter 2018 that some support with the bereaved will be started.

Rev Mary Kingsley
Assistant Priest

Group for Healing Prayer

The group for healing prayer meets once a month, to train people in how to pray for others. These meetings focus on prayer, and study of healing in the Bible, but they are also very supportive of all the members, and a safe place to bring personal questions and difficulties.

We had a training evening in the autumn, when the diocesan leader for healing came and taught us a way of praying for release from darkness and bad habits in our own lives, for if people are going to pray for others for healing, they need to be working on that in their own lives all the time.

The group has also started meeting once a month at a different time, for discussion of a whole range of subjects, e.g. anxiety, silence in prayer, or how do we deal with people who we think have injured us. Again, there is complete confidentiality and mutual acceptance, which makes it a safe place to discuss many issues.

Prayer for healing is still offered once a month in St James, but we are thinking of changing the Sunday when we offer it, and also are enlarging the scope to pray with people on anything for which they want support. We are hoping that eventually, praying openly for each other may become a more normal part of church life, with many more members of the congregation confident enough to pray with others.

There will be a conference in May called 'Unbound', held by the diocesan group, for anyone who wants to be free of unhelpful habits or emotions in their own life, and/or helping others become more free, as we as Christians are meant to be. It's open to all: do contact Verity if you are interested.

Revd. Verity Harvey
Healing Group Leader

Baptism Preparation

Baptism preparation for families continues at St. James's. Baptism Preparation introduces baptism candidates, their parents and godparents to the concept and liturgy of baptism, its significance in the life of the child and its family and the role of godparents. Baptism Preparation happens at 10am on the first Saturday of the month. A big thank you to the team who have supported the preparation and smooth running of baptisms held at St. James's over 2017.

Catherine Brant
Church Warden

St James's Church Bellringers

The bells have been rung for almost every 0930 Service, and for all of the Weddings that requested bells. The bells have also been rung for key festivals; the service of nine lessons and carols, The Easter Vigil, Midnight Mass and New Year's Eve.

Since the bells were rehung we have recruited six learners. Four of the six continue to ring and all have made good progress. We congratulate Matt Wheeler on ringing his first quarter peal in June.

In April we entered a team in the District 6-bell striking competition, the Christopher Woolley Trophy, at Langleybury, and we came first.

Tower tours were offered at the Parish Summer Fair. Visitors were shown how to ring both tower bells and handbells, as well as enjoying the splendid view from the tower roof.

Seven quarter peals were rung by the local band in 2017. Three of these commemorated special events: Fr. Neil Kelley's Silver Jubilee Mass, Kath Baldwin's 85th birthday and the birth of a daughter to Katy (née Wyatt) and Oli Shorttle.

Sadly, on 22nd December Cliff Liles died. Cliff was a faithful member of the band, attending practices and service ringing regularly. He will be missed by the ringers.

Stuart Brant
Tower Captain

St James's Church Choir

Following Stuart Brant's departure as Director of Music in December 2016, the musical life of St James's was blessed and enriched from the start of 2017 by John Wyatt agreeing to hold the fort as Acting Director of Music for a short period until he and Mandy finally moved to Ely in the Autumn. We are grateful to John for this.

Under John's baton the Choir & friends enjoyed a weekend as Choir in residence at Chester Cathedral in July singing five services over the course of the weekend – accompanied by John and Mandy's son Andrew who is Assistant Director of Music at Chester.

Sunday 24th September saw the departure of our Rector, Fr Neil Kelley, which was also my first Sunday as Director of Music. We had an excellent turn out from the Choir, to see Fr Neil off in style, with amongst other

things, a stirring rendition of O thou the Central Orb by Charles Wood – in thanksgiving for Fr Neil's tremendous support and encouragement to Music at St James's over the preceding five years.

The choir continue to support the regular Sunday Liturgies, providing support to the congregational singing and singing a Motet during the distribution of Communion. The choir's attendance at Festivals has been much appreciated, and has greatly enriched Worship in church.

A first for St James's – in October the choir joined forces with choirs of the Harrow Deanery for the Annual Harrow Deanery Choirs Festival, this year held at St Andrew's Roxbourne. It was an enjoyable afternoon singing with a Massed choir for a service on the theme of "Creation". I look forward to the choir being able to join the 2018 Festival, particularly as I've been invited to conduct the 2018 festival.

I would like to express my gratitude to the expert Organists who have come to play for us on special occasions, freeing me to conduct the choir from time to time – with thanks to Gary Sieling, Paul Ayres, Hannah Parry and Charles Andrews.

December was a busy month for the choir with rehearsals for a wonderful Festival of Nine Lessons and Carols, proved popular by over 200 people in attendance, singing Carols to un-expectant diners in St James's Restaurant one Friday evening, with Midnight Mass being a particularly joyful & moving experience. We even had a small and dedicated choir to sing for Bishop Michael on Christmas morning!

I am particularly grateful to all the regular members of the Choir, and the "and friends" contingent who give of their time and talents to ensure that we can continue to make Music in Worship to such a high standard while having fun at the same time.

James Mooney-Dutton
Director of Music

St James's Church Sacristy & Serving Team

2017 was another challenging one for the Sacristan and Serving Team with the departure of the Rector and Curate to pastures new. Nevertheless, with the support of the remaining clergy we have managed to keep things going smoothly to the best of our abilities.

Nominally we have been ten servers for most of the year, but due to work commitments and personal reasons some servers have not been able to give as much time as they would like to. Hopefully this year will bring new beginnings. I am pleased that we have another person joining the serving team soon. If there are any others who feel they would like to serve at the Altar of our Lord do let me know. You would be warmly welcomed.

Leon Soares
Sacristan

Safeguarding

Safeguarding our children and other vulnerable people in Bushey Parish is a priority. We adhere to the Diocesan and National policies and guidelines. We have complied with our duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016. All children's workers and those visiting and working with

vulnerable adults have clearance from the DBS. We update the Safeguarding records regularly and strive to put into place all the latest requisites; this continues to be an on-going task.

Every effort is being made to help our Children's Co-coordinators, Youth Workers, and Volunteers to understand the necessity and the rigours of our Safeguarding Policy. We continue to work on risk assessments and keep our policies up to date. It is essential that we all continue to be vigilant in all matters relating to safeguarding the children and young people in Bushey so that they may continue to grow in Christ in a safe environment.

Rev David Poultney

Red Trust Bushey

Food bank

We've had an eventful year with Red Trust Bushey not least seeing the food bank develop and getting to know many in the community who support it. It's been a steep learning curve for all concerned. The generosity of the Bushey community has meant that we have been able to give out food every Friday for over a year. In that time we have got to know many lovely people, who are struggling for different reasons and realise that being there to provide food, at those times, demonstrates that they matter to God and are not abandoned. A first step for some in their journey of faith. We've had many discussions about faith as we share cups of tea and coffee and would love to share some of those stories once permissions have been gained. We've loved watching people grow in confidence in the time we've known them and it's been a joy to watch people helping each other and Red Trust Bushey.



An unseen side-effect of running the food bank has been getting to know local schools, nurseries, faith groups and individuals who are keen to help their community. There are people from different churches on our team, who are an incredible help and support, as well as those who treasure being in a connected, supportive group as they help others.

We have been able to signpost people to different agencies and spend time with those who have a particular need to talk but are aware of other things which we have not had time to develop e.g. budgeting or cooking on a budget. Running the food bank properly takes a great deal of time and is difficult to do as well as coordinating other Red Trust Bushey activities and building relationships. Ali Saunders has been amazing at raising funds and we now have enough to employ someone who will be able to focus solely on the food bank.

The Red Cafe



The Red Café has been going for over a year now and we're pleased that more people from the community now volunteer and help to run the café. It has become busier recently and there have been some lovely mornings with a growing sense of community. We're keen to create space for conversations and share stories of faith where appropriate but also frustrated by the limitations of running the café in this context. We recently carried out surveys in the café in order to review and plan for the future.



Hot Chocolates

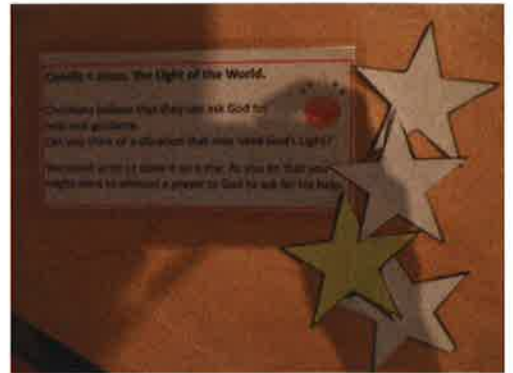


We've continued with hot chocolates on the playground of Little Reddings every fortnight this year, as time has allowed. It's a great time of catching up with people and making connections in the community. We love that some of the former Little Reddings pupils come back to help us with hot chocolates and may come to help in the café on Saturdays.

Christingles

We were really excited to plan a more interactive Christingle service for Little Reddings pupils this year with prayer stations exploring light, love, gifts and the world.

Unfortunately, the harsh weather before Christmas meant that it was unsafe for the children to walk up to St James so everything has been packed away ready for next year when we hope to offer this to other schools in the area too.



Fundraising

Ali Saunders has joined the Red Trust Bushey team this year as a fundraiser which has been amazing. Many of the fundraising initiatives in themselves help to build community and connections in our local community.



Revd. Anne Underwood
Pioneer Minister

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 2017 we lost several members who passed away. Several members also moved away from the area. There were some new members but the gain in numbers was less than the losses. Members of the fund have decreased in each of the three churches since 2016

Active CMF members are as follows:-

	2016	2017
St James the Apostle	73	63
St Paul's	21	20
Holy Trinity	21	17

This rate of decline is clearly unsustainable. 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
CMF Officer (2017)

Parish 100 Club

The latest annual cycle started in July 2017. There have been a few new members but several people did not renew their membership. The membership currently stands at 46 members which has resulted in the club only contributing around £1380 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.

Unless more members are recruited when the current cycle comes to an end in June 2018 it is likely that the 100 club will cease to exist. 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
Administrator 100 Club (2017)

Youth work

2017 has been a big year for youth work across the parish. Lots of different projects have grown from strength to strength. Others have ended to make way for new initiatives. Parish wide we see hundreds of young people a year, ranging from one-to-one mentoring to a quick conversation over a free hot chocolate. Please find below more detailed accounts of the progress each project has made in 2017.

Holy Trinity Church

The work at Holy Trinity has continued to grow and evolve. We have said goodbye to the group we started with as they have moved on to university, with only a few remaining in the Bushey area. As they have approached 18 they continue to attend as young leaders, helping us informally with the work that we do. In the wake of this, we have seen an entirely new group of year 7 & 8 students found our club. This year has been about welcoming them and making them feel at home. We are just at the point where these young people really enjoy their time with us, trust the team and feel comfortable enough to be themselves. We see between 10 – 25 young people attend this club depending on after school commitments each week.

As for those year 9, 10 & 11 students we have known for a few years, 2017 has been a year of digging deeper in our relationship with them. Helping them on a deeper level, we have accompanied a few of our young people to counselling sessions as moral support through a tough time. As part of this, it is this group that make up the majority of our Youth Church: an hour-long session after youth club on a Friday. We see 10 – 15 youth in attendance of these sessions where we study the bible, pray for one another and our world, spend time listening to God and wrestle with important issues such as alcohol, pornography and living a good life.

Our **latest** endeavour is a new Revision and Homework club on Wednesdays after school. A quiet place where young people of all secondary school years can come to church to get some school work done before going home. It runs for two hours and we see up to 15 young people in attendance each week. It is a great opportunity to meet young people where they are at. Helping them to cope with the stresses and strains of school. It is incredibly rewarding to help young people learn and to see them understand their work and enjoy it.

St Paul's Church

In 2017 this project has continued to develop at a consistent and steady rate. Our Youth work intern, Harry, has done a great job of heading it up. 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. 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.

We have a core group of 10 young people who we know on a deeper level as they have committed to coming every week. In the next year we hope to put on a "big questions" style Alpha course to introduce them to faith if they so choose.

Local Secondary Schools

We have continued our work with The Queens School in Bushey. Once a week we run a 45 minutes session at lunchtime with any of the students who wish to grow in the Christian faith. Last term's sessions were based around being a friend with Jesus in which we studied the lives of James, John, Peter, John the Baptist, Mary, Martha and Lazarus.

Our **second new endeavour** is working in Bushey Meads Secondary School. Our Youth work intern, Harry, is currently in conversation with the pastoral staff of the school as they set up some new projects. In 2018 we will be starting a Christian Union, a club for excluded students and Harry will be at the school every Wednesday as assistant to the pastoral supervisor of the school.

Soul Survivor Summer Festival

In the summer holidays, our team took group of 15 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 and six young people became Christians. We are currently planning the 2018 trip that approaches in August.

Joe Palfreyman
Parish Youth worker

Buildings Group

The Buildings Committee meets regularly on a monthly basis and is equally represented by all three churches. The purpose of the Committee is to maintain the churches and parish buildings, as far as possible within the budget that is set by the PCC.

We have moved a little closer to our goal of carrying out the recommendations of the architect in the 2015 Quinquennial Report.

The Committee agreed that it was important to rotate contractors and not rely on the same ones, even though it does makes life easier to work with those you've got to know and with whom you have built up a good relationship. In order to reduce spend, the focus this year has been on carrying out only work that is essential.

The Committee is in agreement that Church House flat is in need of refurbishment and updating at an estimated cost of at least £15,000. This is work that will need to be carried in the foreseeable future. The new boilers in St. James's are working well although there have been a few teething problems resulting in slightly higher bills than expected. The timing on the system has been adjusted and the system is being closely monitored.

Listed below are some of the works that have been carried out during the year:

St. James's:

- Making good damaged floor tiles - H&S work
- Updating of electrics, completed at a cost of just over £3,000 - Quinquennial work
- New ramps for the entrance- H&S work
- Lime plastering (ongoing) - Quinquennial
- Radiators fitted to the Parish Office this replaces the use of fan heaters and mobile electric fires
- New radiator and pump fitted in Church House flat.

Holy Trinity:

- New fire exit doors - H&S work

St. Paul's:

- Following a health & safety inspection, some updating and repairs were carried out in the John Stobbs Hall H&S work following inspection by Environmental Health

The Committee would like to record its grateful thanks to the small band of volunteers who regularly carry out small (and not so small) items of maintenance on all our church buildings.

Roy Golding
Chair of Buildings Group

Finance Officer's Report

This is my first report as Hon. Treasurer of the Parish of Bushey. I would like to thank Stuart Brant my predecessor for his support as we handed over and changed systems, and in running the CMF claiming the gift aid and running the 100 Club. I would also like to thank the CMF Officers at each church, Greg Batts, Gill Onslow and Mike Young and latterly Ann White and other SP friends who have taken this forward since Mike stepped down.

In 2017 the total receipts of unrestricted funds (excluding sums from the sale of Falconer Hall) were £250k of which £120k was from unrestricted voluntary donations excluding gift aid. Restricted donations of £7k were also received. Total income from 2017, excluding the sale, was £258k which was 12% less than 2016 of £295k.

Our expenditure was £27k less than 2016 or £31k less excluding a one off item, but the drop in income left us with a similar shortfall of income to expenditure of £79k in 2017 versus £84k in 2016. This is clearly not a situation the parish can continue with.

We paid our Parish Share to the Diocese in full but our CMF and voluntary income only just covers this amount, with CMF being around 65% of the parish share. This means CMF is only 65% of parish share, ideally this should cover 100% of the share in the accepted view of a healthy parish. Although a CMF renewal was planned this has not happened and the PCC agreed there would be a lay led campaign in 2018. This will also include moving to the Parish Giving, planned giving scheme which will simplify our administration and improve our cash flow. I would request all parishioners pray for the success of the CMF renewal and consider their own giving.

A new financial system was introduced this year and tighter control of costs and the system by which we incur them; however, even doing this we struggled to reduce costs to ensure we lived within our income. This is not a sustainable situation and the PCC took some difficult decisions in the spring to discontinue two posts: the Operations Manager at HT and the part-time Families Worker. The parish also held the parish office administrator post who left in September until December and did not to recruit to the Rector's PA who left in September. This has reduced our administration costs somewhat, although temporarily.

Reserves

The proceeds of the sale of Trinity House was designated to fund work with young people, priestly presence in North Bushey and to make our buildings fit for purpose. These reserves were used to continue to fund the Youth Worker and the Families Worker. Reserves were also used to fund maintenance and improvements at all parish sites. The sale of Falconer Hall which was achieved in January 2017 has increased our reserves and the total in the reserves is the amount recovered from the sale less the amount applied to cover the cost of sale which the parish incurred.

Related Party Payments

Are detailed at the end of Note 3 of the accounts on page 30.

Felicity Cox

Hon. Parish Treasurer

March 2018

Approved by the PCC on 4th April 2018 and signed on their behalf by Ann White, PCC Lay Chair.

Ann White

Notes to the Accounts for the Year ended 31 December 2017

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 recognised 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. Adoption of FRS 102

This is the second year that the PCC has presented its financial statements under FRS 102. 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 parish'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)

Draft FRS102 Wording - December 2017 Year End 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 (2017: £2,630, 2016: £2,746).

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.

for the year ended 31st December 2017

2016

26 | Page

Parochial Church Council of Bushey

BALANCE SHEET as at 31st December 2017

		2017	2016
	Notes		£
FIXED ASSETS			
Tangible Assets			
Buildings & land	5a	61,180	85,675
Fixtures & fittings	5a	-	-
Investment funds	6a	72,680	66,460
		133,860	152,135
CURRENT ASSETS			
Debtors & prepayments			
- Gift Aid recoverable		4,465	5,189
- Other prepayments and accrued income		2,059	6,809
Deposit funds	6b	706,525	373,424
Cash & bank balances		20,912	51,444
		733,961	436,865
LIABILITIES			
Amounts falling due within one year			
Trade creditors		(6,631)	(4,541)
Taxation and social security		(1,133)	-
Accruals and deferred grants received		(2,800)	(2,800)
		(10,564)	(7,341)
NET CURRENT ASSETS		723,397	429,524
Net Assets		857,257	581,659
FUNDS			
Endowment Funds	7	25,294	23,130
Restricted Funds	7	43,032	39,719
Unrestricted Funds	7	788,931	518,810
		857,257	581,659

Approved by the Parochial Church Council on 12th April 2018 and signed on its behalf by



Revd. Dave Poultney
Associate Vicar



Felicity Cox
Hon. Parish Treasurer

STATEMENT OF CASH FLOWS

as at 31st December 2017

	Notes	2017 Total £	2016 Total £
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	see below	(80,223)	(84,003)
Cash flows from investing activities:			
Dividends, interest from investments		4,627	3,328
Proceeds from the sale of property		378,164	458,247
Proceeds from sale of investments		-	-
Purchase of investments		-	-
Net cash provided by (used in) investing activities		382,791	461,575
Cash flows from financing activities:			
Repayments of borrowing		-	-
Cash inflows from new borrowing		-	-
Receipt of endowment		-	-
Net cash provided by (used in) financing activities		-	-
Change in cash and cash equivalents in the reporting period		302,568	377,572
Cash and cash equivalents at the beginning of the reporting period	see below	424,869	47,297
Cash and cash equivalents at the end of the reporting period	see below	727,437	424,869
<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)		275,598	344,741
Adjustments for:			
Depreciation charges		795	1,095
Dividends, interest and rents from investments		(4,627)	(3,328)
(Gains)/losses on investments		(6,222)	(6,640)
Loss/(profit) on the sale of fixed assets		(354,464)	(424,247)
(Increase)/decrease in debtors		5,474	(92)
Increase/(decrease) in creditors		3,223	4,468
Net cash provided by (used in) operating activities		(80,223)	(84,003)
<u>Analysis of cash and cash equivalents</u>			
Cash in hand and at bank		20,912	51,445
Notice deposits (less than 3 months)		706,525	373,424
Total cash and cash equivalents		727,437	424,869

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D) for the year ended 31st December 2017

2	INCOME	2017			2016		
		<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total</u>
		£	£	£	£	£	£
2a	Donations and legacies						
	Planned Giving						
	CMF & Gift Aid						
	Donations	80,040		80,040	81,499	-	81,499
	Income Tax						
	Recovered	17,621		17,621	20,011	235	20,246
	Collections (open plate) at all services	8,820		8,820	16,623	-	16,623
	Grants	2,968	-	2,968	-	8,355	8,355
	Sundry						
	Donations/Appeals	10,093	6,035	16,128	11,706	5,706	17,412
	VAT recovered			-	-	-	-
	Legacies	3,060		3,060	7,343	-	7,343
	TOTAL	122,602	6,035	128,637	137,182	14,296	151,478
2b	Charitable activities						
	Church lettings	637		637	8,517	-	8,517
	Parish Breakfast	631		631	1,646	-	1,646
	Parish Magazine	352		352	592	-	592
	Wedding income	9,284		9,284	9,973	-	9,973
	Statutory Fees & other fees	9,752		9,752	7,521	-	7,521
	TOTAL	20,656	-	20,656	28,249	-	28,249
2c	Other trading activities						
	Hall & Gallery Lettings	52,900		52,900	67,014	-	67,014
	Parish Rentals	10,660		10,660	11,142	-	11,142
	Fund-raising events	35,616		35,616	33,158	-	33,158
	TOTAL	99,176	-	99,176	111,314	-	111,314
2d	Investments						
	Dividends & interest including reclaimed tax	4,627		4,627	2,634	695	3,329
	TOTAL	4,627	-	4,627	2,634	695	3,329
2e	Other						
	Disposal of property	354,464		354,464	413,819	-	413,819
	Miscellaneous	4,612		4,612	478	-	478
	TOTAL	359,076	-	359,076	414,297	-	414,297
	TOTAL INCOME	606,137	6,035	612,172	693,676	14,991	708,667

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D) for the year ended 31st December 2017

3 EXPENDITURE ON

	<u>Unrestricted Funds</u>	<u>2017 Restricted Funds</u>	<u>TOTAL</u>	<u>Unrestricted Funds</u>	<u>2016 Restricted Funds</u>	<u>TOTAL</u>
	£	£	£	£	£	£
3 Charitable activities						
<u>Missionary and charitable giving:</u>						
Church overseas				150	-	150
Missionary societies	114		114	256	-	256
Relief and development agencies	539		539	268	-	268
Home missions & other Church Societies	1,024		1,024	2,430	-	2,430
Secular charities	5,550		5,550	5,045	-	5,045
 <u>Ministry:</u>						
Diocesan Parish Share	122,792		122,792	122,544	-	122,544
clergy expenses	11,283		11,283	15,148	-	15,148
clergy education & training	71		71	84	-	84
Fresh Expressions	78	126	204	1,305	8,856	10,162
Work with Families & children of Parish	33,359	1,133	34,492	39,418	2,655	42,073
Other outreach	2,339		2,339			
 <u>Churches:</u>						
running expenses	21,785	1,625	23,410	19,642	-	19,642
maintenance & repairs	23,928		23,928	14,760	-	14,760
improvements	6,002		6,002	17,711	2,344	20,055
music	2,344		2,344	3,728	-	3,728
upkeep of services	20,406	1,251	21,657	16,861	-	16,861
depreciation	795		795	1,095	-	1,095
Parish magazine & other publicity	627		627	-	-	-
Churchyard upkeep	-		-	-	-	-
printing & stationery	7,074	1,000	8,074	6,808	-	6,808
administration & Parish Office	39,401		39,401	37,967	-	37,967
bank charges	82		82	51	-	51
Independent examiner & accountancy	3,400	900	4,300	3,800	-	3,800
TOTAL	302,993	6,035	309,028	309,071	13,865	322,926
 3c Raising Funds: other costs						
Church halls:						
running costs	15,790		15,790	35,708	-	35,708
improvements	1,714		1,714	1,560	-	1,560
costs of fetes, bazaars, other events	8,910		8,910	8,870	1,500	10,370
Other expenses	7,354		7,354	-	-	-
TOTAL	33,768		33,768	46,139	1,500	47,639
 TOTAL EXPENDITURE	336,761	6,035	342,796	355,210	15,355	370,565

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D) for the year ended 31st December 2017

Charitable donations (net of any designated donations received):

		<i>Secular charities</i>	
Missionary societies		Herts Musical Memories	£259
Church Mission Society	114	Contented Dementia	£476
		The Epilepsy Society -	£478
		Macmillan Cancer	£1,091
Relief and development agencies		Peace Hospice	£167
Christian Aid	445	Train homeless person	£24
Emergency Disaster Donation	94	Red Cross Charity (Grenfell)	£488
Total	539	Drum	£1,068
Home missions & other Church Societies		Terence Higgins Trust	£421
Watford Schools Trust	60	Royal British Legion	£228
The Bishops Fund for Hurricane Victims	303	North Bushey Community Association	£850
The Children's Society	187		£5,550
The Red Trust	474		
	1,024		

Note

The Parish also identified £1000 for each church committee to allocate these were agreed after year end and are be shown on the website and will be in next year's accounts

Related Party Transactions

1. No PCC members received payment in respect of their service as PCC Members but Stuart Brant, one of the member of the PCC, received a payment of £4,000 to recognize underpayments during his time as Director of Music in previous years.
2. Two related persons related to members of the PCC received payments Vicky Adamson £1,132.50 for Church House Cleaning and Bob Harris £150 for burial of ashes interment.
3. No other expenses were paid to members of the PCC.
4. The expenses paid to clergy may include a small, immaterial proportion which relates to their function as PCC member.
5. Aggregate donations to the parish from PCC members of which we have records (CMF members) were £14,000.
6. These payments were made under the PCC Powers Measure as amended by The Church of England (Miscellaneous Provisions) Measure 2014."

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D) for the year ended 31st December 2017

	2017			2016		
	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>TOTAL</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>TOTAL</u>
	£	£	£	£	£	£
4 STAFF COSTS (Director of Music, and Parish Administration)*				<i>Included in relevant headings, above</i>		
Wages & salaries	36,160	-	36,160	59,703	-	59,703
Social security costs	3,954	-	3,954	1,668	-	1,668
Pension costs	3,374	-	3,374	2,746	-	2,746
Staff training costs	40	-	40	3,200	-	3,200
Staff travel & subsistence costs	726	-	726	-	-	-
TOTAL	44,254	-	44,254	67,317	-	67,317

*During 2017 the PCC employed a Youth Worker (in 3b), a Families Worker (in 3b) 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 3 and in 2016 was 5.

5 FIXED ASSETS FOR USE BY THE PCC

	<u>Land and Buildings</u>	<u>Fixtures and Fittings</u>	<u>TOTAL</u>
	£	£	£
<i>Cost/Valuation</i>			
At 1 January 2017	109,515	(7,544)	101,971
Disposal during the year (at 1970 valuation)	(30,000)	-	(30,000)
At 31 December 2016	79,515	(7,544)	71,971
<i>Depreciation</i>			
At 1 January 2016	23,840	5,476	29,316
Disposal depreciation written back	(6,300)	-	(6,300)
Charge for Year	795	-	795
At 31 December 2016	18,335	5,476	23,811
<i>Net Book Value</i>			
At 31 December 2017	61,180	-	61,180
At 31 December 2016	85,675	-	85,675

Land and Buildings

Land and Buildings comprise the following:-

	<u>At Cost</u>	<u>Disposals</u>	<u>2017</u>	<u>2016</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	-	-	-	-
John Stobbart Hall	24,000	-	24,000	24,000
	109,515	(30,000)	79,515	109,515

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 investment

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.

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D)

for the year ended 31st December 2017

6

a FIXED ASSET INVESTMENTS

	2017		Endowment Funds	TOTAL FUNDS	2016 TOTAL FUNDS
	Unrestricted Funds	Restricted Funds		£	£
	£	£			
Market Value at 1 January 2017	7,936	35,393	23,129	66,458	59,820
Disposal in the year				-	-
Net gains/(losses) on revaluations in the year ended 31 December 2017	745	3,312	2,165	6,222	6,640
Market Value at 31 December 2017	8,681	38,705	25,294	72,680	66,460

The principal funds of the parish are invested with the CBF (Central Board of Finance) or the SADB (St Albans Diocesan Board of Finance) in the form of deposit funds from which interest accrues. These are included within the cash funds of the PCC (see above).

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 2017.

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D)

for the year ended 31st December 2017

6b	Deposit Funds	2017	2016
	Church Fabric Fund	426	426
	Alliott	13,669	14,085
	Farm Way	323	323
	Churchyard	3,404	2,767
	Ellis	1,522	1,324
	Trinity House Proceeds	305,395	354,499
	Falconer Hall Proceeds	369,518	-
	SJ Deposit Account	7,158	-
	Parish deposit	5,110	-
		706,525	373,424

The SJ Deposit account was recognised in account balances last year but is a reserve deposit for use at St James only.

Parochial Church Council of Bushey

NOTES TO THE ACCOUNTS (CONT'D) for the year ended 31st December 2017

2017

2016

7 FUNDS

	<u>Balance Brought Forward</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers between Funds</u>	<u>Gains and Losses on Investment</u>	<u>Balance carried Forward</u>	<u>Balance Brought Forward</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers between Funds</u>	<u>Gains and Losses on Investment</u>	<u>Balance carried Forward</u>
<u>Endowment Funds</u>												
The Bushey Church and Churchyard Trust Fund	17,657	-	-	-	1,652	19,309	15,893				1,764	17,657
Ellis Bequest (Grave Trust)	5,471	-	-	-	513	5,984	4,926				547	5,473
	23,129	-	-	-	2,165	25,294	20,819	-	-	-	2,311	23,130
<u>Restricted Funds</u>												
Miss F M Mitchell Bequest	35,393	-	-	-	3,312	38,705	31,857				3,536	35,393
Bellingers	-	-	-	-	-	0	1,294		(1,294)		-	-
The Bushey Church and Churchyard Trust Fund	2,768	637	-637	-	-	2,768	2,239	529				2,767
Ellis Bequest (Grave Trust)	1,324	198	-198	-	-	1,324	1,158	166				1,324
Fresh Expressions	-	-	-	-	-	-	-	4,656	(4,656)		-	-
Miscellaneous Restricted Funds	235	5,909	-5230	-	-	235	-	9,640	(9,405)			235
	39,720	6,744	(6,035)	-	3,312	43,032	36,547	14,991	(15,355)	-	3,536	39,719
<u>Unrestricted Funds</u>												
Capital Reserve	85,675	-	-	(24,495)	-	61,180						85,675
Church Fabric Fund	8,363	-	-	-	745	9,108	120,770			(35,095)		
Alliott Fund	14,086	38	(455)	-	-	13,669	7,570	235	(235)		793	8,363
Trinity House sale proceeds	354,499	896	(50,000)	-	-	305,395	14,020	66				14,086
Falconer Hall Sale Proceeds	-	379,123	(9,605)	-	-	369,518		394,499	(40,000)			354,499
Fesh Expressions	-	-	-	-	-	-	1,768			(1,768)		-
SJ Deposit	-	-	-	7,481	-	7,481						
General Fund	56,187	226,05	(276,671)	17,014	-	22,580	35,424	298,875	(314,975)	36,863		56,187
	518,810	606,107	(336,761)	-	745	788,931	179,552	693,675	(355,210)	-	793	518,810
Total Funds	581,659	612,172	(342,796)	-	6,222	857,257	236,917	708,666	(370,565)	-	6,640	518,810

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 Investment Funds. Income is restricted to upkeep of the Churchyard.
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
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 Investment Funds. Income generated is used to cover the running costs of St Paul's. 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

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 depreciation.
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 growth of Holy Trinity, and for essential maintenance for our churches.

Falconer Hall Proceeds

In line with the 2015 results of the Sustainability Review, carried out at the request in March 2015 of the PCC, Falconer Hall was sold early in 2017, because the costs of repair were prohibitive. The sale of Falconer Hall would help us to:

- enhance existing youth work at St. James's
 - enable greater income generation possibilities through the provision of enhanced facilities at St. James's in due course, thus enabling us to develop St. James's more as a community focus for arts and crafts
- These represent unrestricted monies at the disposal of the PCC.

General Fund

SJ Deposit

Parish Deposit

The SJ Deposit account was recognised in account balances last year but is a reserve deposit for use at St James only.

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 2017

8 ANALYSIS OF ASSETS AND LIABILITIES BETWEEN FUNDS

	<u>2017</u>					<u>2016</u>				
	<u>Tangible Fixed Assets</u>	<u>CBF Investment Funds</u>	<u>Deposit Funds</u>	<u>Net Current Assets</u>	<u>TOTAL</u>	<u>Tangible Fixed Assets</u>	<u>CBF Investment Funds</u>	<u>Deposit Funds</u>	<u>Net Current Assets</u>	<u>TOTAL</u>
<u>Endowment Funds</u>										
The Bushey Church and Churchyard Trust Fund	-	19,309	-	-	19,309	-	17,657	-	-	17,657
Ellis Bequest (Grave Trust)	-	5,984	-	-	5,984	-	5,473	-	-	5,473
	-	25,294	-	-	25,294	-	23,130	-	-	23,130
<u>Restricted Funds</u>										
Mitchell Bequest	-	38,705	-	-	38,705	-	35,393	-	-	35,393
The Bushey Church and Churchyard Trust Fund	-	-	2,768	-	2,768	-	-	2,767	-	2,767
Bellringers	-	-	1,324	-	1,324	-	-	1,324	-	1,324
Ellis Bequest (Grave Trust)	-	-	235	-	235	-	-	-	235	235
Miscellaneous	-	38,705	4,327	-	43,032	-	35,393	4,090	235	39,718
<u>Unrestricted Funds</u>										
Capital Reserve	61,180	-	-	-	61,180	85,675	-	-	-	85,675
Church Fabric Fund	-	8,682	426	-	9,108	-	7,937	426	-	8,363
Alliott Fund	-	-	13,669	-	13,669	-	-	14,086	-	14,086
Trinity House sale proceeds	-	-	305,395	-	305,395	-	-	354,499	-	354,499
Falconer Hall proceeds	-	-	369,518	-	369,518	-	-	-	-	-
SJ Deposit	-	-	7,481	-	7,481	-	-	-	-	-
General Fund	-	-	5,110	17,470	22,580	-	-	323	55,864	56,187
	61,180	8,682	701,599	16,761	788,931	85,675	7,937	369,334	55,864	518,810
<u>Total</u>	61,180	72,681	706,635	16,761	857,257	85,675	66,460	373,424	56,099	581,658

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

I report to the members on my examination of the accounts of The Parochial Church Council of Bushey ("the PCC") for the year ended 31 December 2017 set out on pages 22 to 38.

Responsibilities and basis of report

As the members of the PCC (and trustees for the purposes of charity law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the PCC's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England & Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- * accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
- * the accounts do not accord with those records; or
- * the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



23 April 2018 Malcolm Lucas, FCA, DChA

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