

**PARISH CHURCH OF  
ST. MARY MAGDALENE BOLNEY**

**REPORTS FOR THE YEAR 2017-2018 (Item 4)**

**&**

**INCUMBENT'S REPORT 2017-2018 (Item 8)**

**TO BE GIVEN AT THE  
ANNUAL PAROCHIAL CHURCH MEETING TO BE  
HELD ON MONDAY 23rd APRIL 2018**

# REPORTS FOR THE YEAR 2017-2018 (Item 4)

## 1.Churchwardens Report for Year end 2017

### Terrier and Inventory.

The logbook, terrier and inventory are all up to date.

### Electoral Roll

Our current total on roll is 80. The roll is due for update in 2019. Carole Wood has relinquished her role as Office -our grateful thanks to her for keeping the Electoral Roll updated for a good few years. Sue has taken on this duty.

### Projects

The PCC's long-held aim to provide basic kitchen facilities within the church was fulfilled in the latter part of 2017 when a sink, hot water point and storage unit was installed at the western end of the north nave, thanks to good workmanship on the part of local carpenter Steve Bowles, contract plumber Nigel Turner and contract electrician Phil Lucas, all ably assisted on site by Martin Burgess. Cost £3,949 including architect's fee for drawings and specification in support of faculty application.

A project for 2018 is to fit hand-rails either side of the flight of stone steps from The Street to the lychgate. Estimates to be obtained, expected to be around £2,000. Sources of funding being investigated. Faculty required. Another desirable project is upgrading the movements of the church clock and automating the system. Cost estimate from Smith of Derby £1,780 plus VAT.

Feast@4 - after failing numbers over the past year Claire and her helpers made the decision to wind up Feast. It had had much success in the past and we do thank Claire and her team very much for their tireless input. Watch this space for Claire's next plan!

Young Pilgrims This group has met with great success thanks to Peter Sutton who initiated idea. Several children were prepared for and took their First Communion at Pentecost in 2017. They will go forward for preparation for confirmation in due course. Thank you Peter and to Claire and Marigold who have helped out when Peter has not been available.

100 Club continues as a valuable source of income (2017: £2,603). We always have numbers available and are grateful for any encouragement of new members.

Deanery Cluster meetings Member parishes of the Cuckfield Deanery are split into smaller groups. Our group consists of Balcombe, Bolney, Cowfold, Cuckfield and Slaugham. We meet three times a year to exchange and celebrate news, plans and achievements.

### Village Day July 2017

The PCC again promoted a Grand Draw selling many tickets before the day. It proved very successful financially, raising in excess of £1,000, and hopefully drew parishioners attention to our beautiful parish church and all its needs as well as promoting awareness of our mission. We are promoting this again for 2018. Your help with promotion and sales would be much appreciated.

**Fundraising to keep our church in good repair and support future projects.**

Fundraising is very hard work and we are responsible for keeping our Grade 1 listed building in good repair. It is a difficult task for the faithful few. We will be running our Grand Prize Draw in the summer and a Garden Party (by kind invitation from Judy) but would like to issue a challenge to individuals to come up with some ideas of their own perhaps on a small scale that, collectively, may raise a similar total to a Fair thus sharing the load. Please give this suggestion some thought and let us know.

**Our Bolney Markets** continue to be very successful particularly for mission which was the main reason for setting them up. However some stalls are successful financially and donate to church funds.

**Easyfundraising** This is such a simple way of raising funds through on-line shopping. It is disappointing that very few seem to have taken up the opportunity so we would like to encourage more of you to take part please. 2017: £55 (2016: £16).

**Churchyard maintenance.** Our churchyard is kept very neat and tidy thanks to the efforts of Martin Burgess and Brian Barker. We have also had the help of small groups from the Community Payback team on a monthly basis at very reasonable cost. They have been able to tackle some of the larger tasks such as clearing brambles and keeping the steps and paths swept.

In autumn 2017 a contract was let to Symes Tree Surgery at a cost of £600 for remedial tree-work in the churchyard.

We continue to discourage the use of artificial flowers and ornaments sometimes with great difficulty. However visitors do comment on our well kept churchyard.

A comment that still frequently appears regularly in our Visitors Book is 'how good to find the church open and so welcoming'!

Our thanks go to members of the PCC and its officers for their unstinting support; we are very fortunate to have a core group who keep the church warm, clean and welcoming. Our grateful thanks to you all - you know who you are! We do desperately need more folks to help clean the church as we seem to be reliant on very few people who cover the whole year. It is however an enormous help that we do two major 'cleans' during the year - a good team always turn up!

**Fabric repairs** Following major works in 2015 and 2016 (main roof valley gutter, renewal of flat roof and redecoration of vestry, and installation of new oil-fired boiler and storage tank), 2017 has come and gone with no significant repairs being needed.

The PCC is obliged to have the church structure inspected professionally every five years ("Quinquennial Inspection"), now due. A report is awaited from the church architect: fee £400 plus VAT. It is not expected to identify any major fabric repairs, but the PCC needs to keep on top of ongoing maintenance and repairs, externally and internally. The PCC has set aside an arbitrary sum of £10,000 for 2018.

**Rural Dean's Visitation** Fr Michael Maine visited in August and gave very encouraging comments and support.

It was with great pleasure that we welcomed Reverend Ruth and Dr Tony Bond into our congregation last May (feels like they have been here forever!). Thank you both for the huge contribution you have made to our Christian life.

And finally we must say to Fr Keith and to Fr Martin once again, how much we appreciate their ministry and teaching. It is no mean task to meet with the demands of two parishes. We continue to offer them both our unstinting support. Thank you both.

Susan B Ayres /Tim J B Hutchings APCM 04/18

## 2. PCC SECRETARY (and GDPR)

During the year the following served as members of the Parochial Church Council

Incumbent/Chairman	The Revd Keith Littlejohn
Curate	The Revd Martin Mills
Reader	Dr Anthony Bond
Churchwardens	Mrs Susan Ayres, Mr Tim Hutchings
Treasurer	Mr Tim Hutchings
Deanery Synod Representatives	Mrs Peta Pratt, Mr Rodney Pratt
Secretary	Mrs Claire George (elected 2017)
Elected Members	Mr John Allen (elected 2017) Mr Martin Burgess (elected 2016) Mrs Janice Warren (elected 2017) Mr Peter Sutton (elected 2017) Miss Emily Burgess (elected/reigned 2017)

The Council have met on 7 occasions with an average of 9 members being present at each meeting.

At their meetings the council have discussed a wide range of items concerning the spiritual, pastoral and mission needs of the parish as well as the care of the church building, social activities, fundraising and financial matters. The Mission Group has met on some occasions of prayer followed by discussion.

Matters concerning Health & Safety and Safeguarding, are now standing items on the PCC agenda. An updated **Health and Safety policy** has been approved and is available to all for inspection. Various risk assessments are being made.

**Church Website.** We are very grateful to Martyn Belsey who has revamped our website and continues to update it regularly. You can now find all Information about church; the services, our diary and calendar, PCC information, magazine rack including latest editions of pew and parish news, photos, hymns and recordings to listen/sing along to) links to relevant websites and the church **Facebook** page. Recent sermons can also be listened to by subscribing to podcasts or listening to our audio files.

**The New Data Protection Regulations** becoming law in May this year is also now a standing item on the PCC agenda.

To conform to the new GDPR legislation the PCC has had a data audit looking at the basis for processing data, who holds and can access data, what security controls are in place and how long data is kept for. We are making sure all our data is covered by our privacy notice. We are in the process of collecting positive consent from everyone we hold data on to comply to regulations and have registered for Data Protection with the ICO as we have CCTV.

**Claire George (PCC Secretary and Data Compliance Officer)**

### **3. PCC TREASURER**

#### **1. Headline figures from PCC accounts as at 31st December 2017:-**

- Income            £78,135 (2016: £72,660)
- Expenditure    £59,645 (2016: £90,532)
- Surplus           £18,490 (2016: £17,872)
- Cash              £42,785 (2016: £29,111)
- Loans             £19,700 (2016: £23,300)
- Net assets       £21,090 (2016: £4,440)

**2. Parish share 2017** (PCC's contribution to diocese) £26,238 (2016: £36,448).

**3. PCC budget 2018**

Income	£51,630
Expenditure	£55,301
Potential loss	£3,671

**4. Parish share 2018**    £26,121 (included in budget expenditure).

**5. PGS (Parish Giving Scheme )**. Launched April 2017. Successful first year. 17 regular donors. Income approx. £1,500 per month including tax recovery: £18,000 in a full year. Remaining donors paying by bank standing order requested to consider signing up to PGS. Envelope users also to be encouraged to make the change to what is a more efficient means of giving bringing significant savings of time and risk to the PCC.

**6. Building report**. PCC awaiting report on the condition of the fabric of the church ("Quinquennial Inspection"). No major defects expected but PCC needs to keep on top of maintenance and ongoing repairs. A provisional sum of £10,000 set aside for 2018.

**7. Legacies**. PCC developing a policy to encourage legacy giving to the church when making or revising a will. A highly effective means of donating and potentially an extremely valuable source of future income.

**Tim Hutchings for and on behalf of PCC of Bolney.**

### **4. ELECTORAL ROLL REPORT**

The Electoral Roll currently stands at 80, with one addition and one deletion. 63 resident in the parish and 17 being non- resident in the parish.

Regarding GDPR this document is a legal document with a signed form by each member on the roll therefore we do not need to seek further consent to keep personal details.

Carole Wood has been our Officer for many years and has recently relinquished the role. We are very grateful for her diligence in keeping this up to date and thank her for her services. Sue has taken on this duty. The roll is due to be revised in 2019.

**Susan Ayres (Churchwarden and Electoral Roll officer)**

## **5. CUCKFIELD DEANERY SYNOD and DIOCESAN SYNOD 2017**

### **DEANERY SYNOD**

#### **February 2017**

- 1) The speakers came from the Haywards Heath Food Bank which supplies emergency food to those in need. They issue 3 vouchers to be used over 6 months, so it is not a long term solution, just absolute emergency supplies when people are really desperate. Any who are homeless or in longterm need are referred to other organisations.
- 2) A resolution was proposed by the Church of The Ascension, Haywards Heath regarding the allocation of Parish Ministry Costs. This was discussed and the resolution was passed to the Pastoral Ministry Costs Review Group to bring before the Diocesan Synod.

#### **May 2017**

- 1) The speaker was from 'Chemin Neuf' a Catholic ecumenical community in which Christians from all walks of life live and work together for the gospel, regardless of which church they attend. They hold retreats which offer inner healing and spiritual exercise and one synod member outlined their own 'life-changing' experience.
- 2) Nominations were invited by the Rural Dean for Lay Chair and one clergy member for the standing committee.
- 3) Further clarification was given on the resolution proposed in February

#### **September 2017**

- 1) Speaker - Rev'd Imtiaz Ashraf of Release International  
This was a riveting presentation of the work of this international organization for monitoring and reporting persecution of Christians around the world, in more than 30 countries, and helping the victims of that persecution. Imtiaz made it very clear that his often-secretive ministry of love and care is very dangerous and his life is often in danger. There were short videos of his work in Pakistan, but the one I remember most clearly is the one where he returned to a place where he had been able to help and the warm welcome he was given was very heartening - from both Christians and Muslims alike. Dangerous work, but well worth doing.
- 2) Following the July meeting of Deanery clergy, churchwardens & treasurers, plus the Diocesan's secretary, finance minister and the vice-chair of the finance committee, we were able to read the minutes of this meeting and see the various points raised by the Deaneries and the diocese. It was decided that the resolution of February could still go to the PMC Costs review Group to bring before Diocesan Synod.

#### **November 2017**

- 1) Speaker - James Wilson, Director, Gatwick Detainees Welfare Group. This is a registered charity that provides emotional and practical support, through its volunteer visitors, to asylum seekers and immigration detainees held at Tinsley and Brook House removal centres, near Gatwick Airport, website [www.gdwg.org.uk](http://www.gdwg.org.uk)  
The average length of stay is 2-3 weeks but the UK has no fixed maximum time that anyone who is being considered for deportation can stay in a centre. The volunteer visitors befriend and offer practical help with legal liaison, letters, clothing, toiletries and phone cards. Half an hour of legal aid is offered free of charge. On release, detainees are directed to larger charities supporting refugees.
- 2) The final draft of the Cuckfield resolution on PMC was moved at the November meeting of the Diocesan Synod. Despite the support of the Bishops Martin and Mark, the motion was lost.
- 3) The Deanery Day - Year of Prayer - has been postponed to May 2018

## **DIOCESAN SYNOD**

### **May 2017**

- 1) The Diocesan accounts are showing a small profit for the first time since 2008
- 2) 'Setting God's people free'. This is about empowering the laity to do more jobs and is needed because of the drop in numbers of clergy available.
- 3) Human sexuality. This was a very gentle discussion where many people spoke very movingly. All speakers showed much christian love and understanding of this difficult subject, which will be revisited in the future.

### **November 2017**

- 1) The Diocesan accounts are estimated to make a small profit again in 2017
  - 2) The Cuckfield Deanery motion concerning the allocation of Parish Ministry Costs was not carried and it was decided that there should be further discussion in the working group to look into the proposal again and bring it back to Diocesan Synod at a later date.
  - 3) The Vision around Life Events - a very thought provoking address by the Head of Life Events in Archbishops' Council. This suggested how to keep contact with people after Baptisms, Weddings and funerals.
  - 4) John Sherlock, Generous Giving Officer, then gave a talk on encouraging our congregation to leave a legacy in their will.
- If anyone would like further details of synod meetings, please go to the Diocesan website.

**Peta and Rodney Pratt (Deanery Synod members)**

## **6. YOUNG PILGRIMS**

Young Pilgrims, a group for young people 7 years and older has now been running for just over a year. We regularly have six plus young people with us every other Sunday. The aim of the group is to provide a space for discussions and exploration of a Christian life, for those who come.

Highlights in the past year have to be the Baptisms and First Communion of seven of our Pilgrims at Pentecost. But also the continued support, enthusiasm and contributions of the young people who come, making for some fun but thought provoking sessions.

My thanks to all who come regularly and especially Claire George and Marigold Pym for their support and assistance, especially in the last couple of months while I have been away.

**Peter Sutton (Young Pilgrims leader)**

## **7. SAFEGUARDING OFFICER**

Since the last APCM there have been no Safeguarding issues. Policies and procedures are constantly looked at and updated against advice from the Diocese safeguarding team. During the last year the Diocese Safeguarding audit, known as Simple Quality projects, has been completed. The Church is compliant with all the stage one requirements. This will be reviewed every year by the Safeguarding officer, who reports progress to the PCC.

The Safety of all vulnerable people (adults and children) is the responsibility of the whole community, please be vigilant at all times. Any worries, questions or queries please direct them to Fr. Keith or myself.

**Peter Sutton (Safeguarding officer)**

## **8. BOLNEY CEP SCHOOL**

It's been another great year at the school under the leadership of Lorraine Kenny. Numbers on roll sit around 100. Attainment at the school is good, with progress in learning at outstanding levels meaning all pupils have the opportunity to achieve the best they can. The schools aim is to know all the pupils as individuals and provide a varied and creative curriculum. This is achieved through the hard work and talent of our outstanding staff team.

The schools finances are sound and well managed, however in the last few years filling our reception intake with children from the village has been difficult. To ensure the future of the school in its present state its vital that the village makes full use of it.

Engagement with the Church has again been strong. Thanks to Fr. Keith for his continued work with in the school. We have a vacancy for a Foundation governor, if anyone is interested in this role please speak to me.

**Peter Sutton (Chair of Governors)**

## **9. Monday Group**

The Monday group has been meeting since August, most weeks. It has a very loose remit, being simply, a group for any who are seeking to learn more and deepen their Christian faith.

We have looked and studied together passages of scripture, as well as topics related to our Christian faith and how this fits into everyday life.

Some Mondays our discussion has been about questions that have come up sometimes relating back to the previous Sunday's readings or sermon.

In short it is a place were we discuss almost everything, were we can ask the daftest questions, and where we can open our hearts to each other and to God.

Whilst we have a 'core ' group that come most Mondays, we are very much an open group to any who simply want to know more, and to grow more in their faith, as well as any who are simply seeking and wanting to know more about God.

**Dr. Tony Bond**

## **10. TOWER BELL RINGERS** The Bolney Guild of Ringers' Report for PCC

The bells are in good condition.

We have a band of ten regular ringers and three others who come to ring when possible. We practise on a Friday evening from 7.45 pm-9 pm. Occasionally, we have Advanced Practises with the Northern Division on a Monday evening about 2 or 3 times a year and we also have a few visiting bands who ask to come and ring the oldest peal of 8 bells in Sussex.

We are able to ring on five or more bells most Sundays before the 9.30 service. It has been decided that when the service is at 10 am we will arrive at 9.15 am and finish about 10 minutes before the service at 10 am. We also ring for weddings.



Our ringers are:

Penuel Ellis-Brown, Heather Jordan (Tower Captain), Martin Burgess, Brian Cook, John Williams, John Jordan, Lawrence Littleton Evans, Susannah Bowen, Jeannette Sutton, Pamela Pattenden and occasionally Debbie Malins. Our three beginners, as mentioned last year, are making good progress. We also have two new learners- Peta and Rodney Pratt- but as stated last year, we desperately need more young people to learn to ring otherwise the art of bell ringing will die out.

**Mrs. Penuel Ellis-Brown (Secretary of the Guild)**

## **11. PARISH MAGAZINE**

The magazine is being produced monthly except for December/January and July /August when they are joint ones. It varies in size from 28 to 36 pages maximum and 250 copies are printed each month and cost 60p each to purchase.

Contributions for articles for the magazine could be better but social media seems to be the preferred means of contact about the village. Although an appeal for new contributors was placed in the March edition, I only received a reply from one person, who already writes for the magazine. On the whole the articles usually arrive in time so that the magazine can go and be printed in time.

Thanks to everyone who helps make the magazine of interest to the Parish.

**Mrs. Penuel Ellis-Brown (Editor)**

## **INCUMBENT'S REPORT 2017-2018 (Item 8)**

### **APCM: Fr Keith's overview**

The Church of England includes and embraces, without discrimination of any kind, all those who wish to receive her ministry. At St Mary Magdalene, as Anglican Christians, we are committed to meeting and unconditionally accepting all people, and welcoming them with spiritual and material hospitality. We see it as our Christian vocation to serve others at their point of deepest need, and we are determined to offer a safe and nurturing environment for all. It is this conviction that shapes our vision for the church and the character and content of our day-to-day life.

As a church community, we are keenly aware that the church building of St Mary Magdalene continues to be a place of profound significance to the people of the parish we seek to serve. It is often spoken of as a sanctuary of peace and refreshment in an increasingly fractured and frenetic world. Our pastoral relationships with those who are not necessarily regular worshipers at St Mary Magdalene, makes it clear to us that, despite their intermittent use of the building, and the occasional nature of contact between its regular congregation and those outside, the accessibility of the church building- its beauty, openness and welcoming character- are nonetheless highly valued.

It is our intention that this ethos and environment should be carefully and prayerfully maintained. With this priority in mind, the church is open daily for private prayer and sanctuary, and we are often encouraged to find people in prayer

over the course of the day, or candles alight on the votive stand as evidence of visits made. The Visitor's Book often bears witness to the appreciation of those who come under the roof of St Mary Magdalene.

### **Worship**

We have continued to offer a fortnightly Book of Common Prayer Holy Communion service, and a Parish Eucharist on each Sunday.

Our monthly 'Breathing Space' Eucharist brings together the church families of Bolney and Cowfold for a time of unhurried and joyful worship. We are very grateful to Martyn Belsey for his on-going creative commitment to the musical content of this service. His sensitivity to the missional dimension of this worship, and his understanding of its distinctive spiritual character continues to be vitally important.

We are very encouraged by the growth of this service and its warm reception by so many people. We know that those attending are sharing with others their positive experience of it, and we hope that occasional worshippers will become ever more committed members of the church family.

In 2018 we hope to develop a shorter monthly Eucharist, aimed more specifically at families, which will allow us to include the gifts of the children and young people at St Mary Magdalene in the serving of the liturgy. We believe that our Young Pilgrims will be at the heart of this worship. Our 2017 Crib service was very well attended, the congregation included many who are not regular worshippers, demonstrating, perhaps, that St Mary Magdalene is seen as a welcoming place for all. As we have the blessing of Revd Ruth Bond's ministry, we were able to offer a Midnight Mass on Christmas Eve. Other services in the weeks of Advent and Christmas also attracted occasional worshippers. It is noteworthy that this season tends to attract people from outside the regular congregation, rather more so than does Lent and Easter. This is perhaps due to the cultural (commercial) weight placed upon Christmas, as opposed to the passing glance that the wider world gives to the Paschal celebration. It may be that the church needs to give a greater emphasis to this dimension of the Christian life: the incarnation, after all, cannot be understood apart from the resurrection.

In 2018 we will continue to explore ways in which we might nurture and release the gifts of our church members, and to invite the wider community to explore the Christian faith. To this end, in the Spring- Pentecost season, we will introduce a new nurture course (from the 'Work of the People' resource); and, in May, Rev Ruth will lead a Quiet Day for the parish.

### **The School**

Our relationship with Bolney Primary School continues to deepen and strengthen. The school visit the church regularly for worship and teaching, and Father Keith and Father Martin provide spiritual guidance and pastoral support to the whole school, and to parents and carers; they also preside at the weekly worship. The church has an important role in the governance of the school- Peter Sutton is Chair of Governors, and Father Keith and Carole Wood are Foundation Governors.

### **Pastoral Ministry**

The traditional - and vital- ministry of the church has continued through the pastoral offices of baptism, weddings and funerals. It is at such times of grief and joy that we recognise the abiding need for the ministry of the local church, in which we may stand as witnesses to the unconditional love of God in Jesus Christ. The cultivation of relationships with those who are not week-by-week attendees of worship, but who, in some sense, feel a sense of kinship with the church, gives a

vital depth of integrity to this ministry. In short, it is widely understood that we are here to meet the pastoral needs of those around us.

Mindful of our vocation to serve and engage with the wider community, we have continued to host the Bolney Market at the Rawson Hall- this is a vital gathering place, which facilitates excellent opportunities for pastoral and social contact between the church and the people of our village. Emily Hutchings, Claire George and their team are to be congratulated for their commitment to this event.

Once again, in developing our activities for the year, the incumbent and PCC have been mindful of our primary calling to share the good news in our local context.

We thus seek to enable local people (and others) to enjoy the Christian faith as part of the parish church community; we do this through teaching, pastoral care, worship, prayer and hospitality. We recognise the importance of this local context, but also understand that that our charitable giving and engagement must extend beyond the borders of our parish (see Treasurer's report).

In June 2017, we welcomed Revd Ruth and Tony Bond to the parish (Tony was licensed as Reader, in January 2018). Ruth and Tony have enriched the church's ministry with their very considerable gifts, and we thank God for them. In October 2017, Bishop Mark presided at a beautiful Confirmation service and we welcomed four of our community into the full sacramental life of the Church. Our Monday evening group- led by Tony - offers an environment in which our newest members- and others- are able to share and grow in the faith.

Once again, by the grace of God, the year has been one of gentle, but definite, growth, and we look forward with confident hope to the year ahead. Father Keith, Father Martin, Revd Ruth and Tony, would like to record their deepest and warmest thanks for the support and encouragement given by so many members of the church family- we are always mindful of the quiet dedication of so many of our members- and we continue to thank God for the privilege of serving here.