

Administrative information

St. Stephen's Church is situated on the corner of St. Stephen's Road and the Avenue, West Ealing. It is part of the Diocese of London within the Church of England. The correspondence address is:
St. Stephen's Church, St. Stephen's Road, West Ealing, London W13 8HB.

The Parochial Church Council (PCC) is registered with the Charity Commission (No. 1133772)

PCC members who have served in the period 1st January 2017 until 31st December 2017:

<i>Incumbent</i>	The Revd Steve Newbold (Chair)	
<i>Curate</i>	The Revd Andrew Dand	to 30 th June 2017
	The Revd Ajay More	from 16 th July 2017
<i>Associate Minister</i>	The Revd Caroline Newbold	
<i>Licensed Lay Minister</i>	Enid Barron	
<i>Churchwardens</i>	Geoff Thomas (Vice Chair)	
	Rosemary Beardow	
 <i>Representatives on the Deanery Synod:</i>	Mary Ann Auckland	
	Liz Cooper	
	Matt Goodman	
 <i>Elected members:</i>	Georgina Ledwith	to 23 rd April 2017
	Janet Sehgal	to 23 rd April 2017
	Ken Taylor	to 23 rd April 2017
	David Gillingham	to 23 rd April 2017
	Karen Stovold	to 23 rd April 2017
	James Barron	
	Barbara Luland	
	Weihua Zhang	
	Urmila Kurkalang	from 23 rd April 2017
	John Anniss	
	Alan Hanley	
	Christine Nicolson	
	Martyn Verity	
	Sue Charlton	from 23 rd April 2017
	Ian Jamieson	from 23 rd April 2017
	Ann Toley	from 23 rd April 2017
<i>Secretary (co-opted)</i>	Jane Maffett	
<i>Treasurer (co-opted)</i>	Sanjay Joshi	
<i>Safeguarding Officer</i>	Caroline Jamieson	

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC also appoints Trustees to the St Luke's Trust, a separate charity with the stated aim to manage the proceeds of the Trust 'for use for the religious and other charitable purposes of the Church of England in the Ecclesiastical Parish of St Stephen, Ealing.'

Objectives and Activities

The PCC has the responsibility of co-operating with the Vicar in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The agreed Vision statement is as follows:

Worshipping Jesus – Growing Together – Reaching Others.

It also has maintenance responsibilities for the Church Centre complex which includes a cottage for residential use. The PCC also owns and maintains a separate house at 26 Drayton Gardens.

General Statistics

Church membership

At 31st December 2017 there were 204 people on the Church Electoral Roll. Of these 51% were resident in the parish and 49% were not. Of the total Electoral Roll, 61% were female and 39% were male.

Occasional Offices

During 2017 there were 5 Baptisms and 4 Confirmations. There were no marriages at Church and the clergy conducted the funerals of 10 parishioners (3 of the services were at St. Stephen's).

Review of the year

The Annual Parochial Church Meeting (at which four new PCC members and three new Deanery Synod members were elected) and the Annual Meeting of Parishioners (at which two churchwardens were elected) were held on Sunday 23rd April 2017 in accordance with the Church Representation Rules and The Churchwardens Measure. The full PCC met 7 times during the year with an average level of attendance of 75%.

During the year there were a number of staffing changes. Our curate Andrew Dand left us as his curacy came to an end. We were fortunate to welcome a new fourth year curate, Ajay More, for a year's experience. We also appointed a part time Youth Worker Chris Willis who started work in October 2017 and in partnership with *The Grove* Missional Community appointed an Intern, Izzy Cole.

2017 was the year we marked 150 years of St Stephen's as a worshipping community and our celebrations underpinned much of what we did throughout the year. The first temporary iron church which was close to the existing building was planted in 1867 as the area north of the railway started to be developed.

Our Time Travelling Exhibition took visitors through the timeline of St Stephen's and the local area, set against a backdrop of National and international Events. Throughout the year our programme included: encouraging people to take up a Bible Challenge (mainly Bible in a year); magic lantern evenings; a Quiz Supper and Ceilidh; guest speakers including all living previous vicars; and on the weekend itself a day of services with the Dean of St Paul's – our Patron, and a hog roast and games afternoon. Later in the year we had our free 150th Anniversary Community fete in Cleveland Park, a summer holiday club, a families event (150 minutes for 150 years) and ended with a pilgrimage for thirty people to the Holy Land.

During the year we continued to experience growth in a number of areas. The average Sunday morning attendance rose from 166 in 2016 to just under 170 in 2017. The numbers of those involved in various discipleship activities (Connect groups, Prayer Meetings, Bible Reading etc.) has grown and we achieved a balanced budget.

Various discipleship structures continue. Mid-week Connect Groups provide a place for community, fellowship and learning. Several groups have been newly formed or renewed. The bi-weekly evening celebration, Open to God (a service where the emphasis is on intimate worship, expression of spiritual gifts, Biblical teaching and personal prayer ministry) continues and has a regular congregation, including some from outside the existing church membership. During the year we held several Quiet Mornings with prayer stations to encourage people to encounter God, including one as part of the national initiative Thy Kingdom Come.

Outreach continues to be a high priority. The Community Fete was resurrected and the holiday club for primary age children was held again in August. The Church was involved with the Ealing Half Marathon as a water station and Community Cafe, providing further opportunities for outreach included refreshments, prayer and music. The Christmas Bazaar was a successful, busy event

as ever with 100% of proceeds going to a charity agreed by the PCC - this year the Ealing Churches Winter Night Shelter which runs in local churches (including St Stephen's) throughout the winter months. We actively support The Grove Missional Community (overseen by a separate charitable Trust) working on the Gurnell Grove Estate in the Parish.

Plans to redevelop the part of the St Stephen's building containing the toilets and former choir vestry continued, and phase one was completed with the laying of new drains.

Much of the work of the PCC is conducted in its formal subcommittee structure so we can fulfil our agreed Mission Action Plan. The four sub committees or teams continued: Finance, Buildings, Mission and the Children, Youth and Families Strategy Team.

Key activities are described in the individual reports detailed below:

Leadership Team

The Leadership Team met regularly to support the Vicar in the day to day management of Church life. Most of their time was spent focusing on issues of discipleship, outreach in the local community and resourcing the church for future growth. The Leadership Team share with the Vicar in the pastoral responsibility for the Church and regularly discuss and respond to individual situations. Connect Groups leaders have a specific responsibility for the pastoral concerns of their group members. Church members who are not in a Connect Group have pastoral input from a Pastoral Care Team which has been established to support in the co-ordination of care and visiting. A transport scheme provides transport to church events for elderly and disabled people.

Finance Team

The Finance Team comprising the Vicar, Treasurer, Churchwarden, Giving Coordinator, and two other PCC nominees met regularly throughout the year. Their work included review and discussion of the annual accounts, the 2017 forecast versus actual results, and levels of planned giving income. A detailed budget process was undertaken during the year, in order to monitor more closely the church's finances and plan for the future. More information is detailed below.

Buildings Team

The Buildings Team has continued with the repairs and maintenance of the Church building and grounds as well as the Cottage and 26 Drayton Gardens. During the year, new chairs were purchased for the main worship space. Many of the old chairs were moved to the Church Centre or passed on to other churches. We are on target for the completion of repair items in the Diocesan Quinquennial report. Most of the items will be completed by the work on the toilet block which is now in progress. Phase1, the construction of the new drains was completed in the autumn of 2017. Requirements for the actual toilet block "Phase2" has now been completed and approved by the PCC and sent to prospective contractors for a Design & Build quote. The PCC is expected to approve the recommendation of contractor in March 2018 for work to start in July. The Cottage roof defects, slipped and broken slates and new guttering have been repaired. 26 Drayton Gardens is currently on a short term rental which is expected to come to an end in March 2018. Unfortunately we had some unexpected spend for repairs to the underfloor heating pump and also the lock on the beige dividing doors in the main hall. Our twice yearly 'Big Clean' efforts continue.

Mission Team

The team managed St. Stephen's relationship with the wider world at local, national and international levels aiming to increase awareness and understanding of issues as well as providing practical and financial help. The Team maintained links with six core Mission Partners. 10% of St. Stephen's regular giving amounted to £16,626 in 2017 - most of which was divided between these six Partners. Additional monies were raised by events and special collections for other specific causes. Programmes of social action were led by members of this team and involved people of St. Stephen's. The Church took part in the Ealing Churches Winter Night Shelter during February and March 2017, hosting nine nights to provide meals, a warm welcome and a safe place to sleep for 14 homeless people. The Church is also actively engaged with the Ealing Churches Soup Kitchen and the Ealing Foodbank with donations and practical support. Over £2,280 was raised during Lent for Water Aid and Ealing Churches Winter Night Shelter. Sixty boxed Easter eggs were given to the Marylebone Project for Homeless Women. Christian Aid Week raised £4,831 through house-to-house collections and other activities (this sum is excluded from the church accounts). Nine Hampers of Christmas goods were assembled and delivered to clients working with Christians Against Poverty. A weekly collection of food through the year was given to Ealing Foodbank with a large donation at Harvest. The profit from the Christmas Bazaar (£4,004) was donated to Ealing Churches Winter Night Shelter. The Mission Team continues to run a monthly Traidcraft Stall, encouraging sales of new Fairtrade foods, Christmas goods and cleaning products.

Children, Youth and Families Strategy Team

This team sought to ensure that the needs of children, young people and their families were met within the life of the Church and the church mission action plan. It manages links between different children and youth activities, and oversees integration between these and the adult life of the church. It also ensured that our activities were in line with the 'children' element of our Safeguarding Policy, and that we were in line with best practice processes suggested by the Diocese (including the identification of a 'Children's Champion').

Children's activities continued to be focused on four strands: the Sunday School (known as Cool Christians); Youth group; Shining Stars midweek toddler group; and children's activities at outreach events (see below).

Cool Christians meet regularly on Sundays during term time. Highlights during the year were the services involving the children at Harvest, Christmas (the Nativity/Christingle) and Mothering Sunday, plus the New Year Children's Party run by the leaders. As a combined group we went back 150 years to celebrate St Stephens being 150 years old and held a 'Victorian style' teaching with slate tablets and chalk for all. Other creative activities included palm making, candle painting, sunflower growing, birdfeeder decoration and a banner of the church values. Cool Christians supported St David's Home, Ealing, raising £585 and now support the Amos Trust Street Child project.

Our youth (School Years 6-13) meet on Sunday mornings (Years 7-9) and for a Thursday Evening Cell Group (Years 6-8) for times of fun & games, discussion, prayer and reading the Bible together; activities that enable our young people to explore and become independent in their own faith. We currently have no structured group for the older youth (Years 9+), but a couple of the girls, formerly members of FROGs are still in regular contact with one of our leaders for Discipleship and prayer. Regular social events also run throughout each term. A successful and popular Christmas Party brought in a few friends, who we have seen occasionally since (one friend has recently joined us for the Cell Group). This term we have had a games night and a quiz afternoon, and the girls have joined together a couple of times for a trip to Nandos (February) and a film night. The hope is to do something similar with the boys, supporting them and aiming to grow the numbers. Some of the older youth serve in different roles within the 10.30am service.

Shining Stars (a Tuesday morning Christian group for toddlers and their parents/carers) has a steady 25 children each week and an Arts and Craft table for children. There are lots of toys to play with, healthy snacks for children and fresh coffee for adults. Each session ends with a Bible story and songs.

Other events Children in all the different groups were invited to special events during the year including a week long summer Holiday Club for primary age children, an annual party and pantomime, a Light party (an alternative to the darkness of Halloween) and a Nativity/Christingle service.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. We have also adopted the diocesan safeguarding policy, and continue to review and where necessary strengthen our processes to ensure the safeguarding of vulnerable people (children, young people and vulnerable adults) whilst at the same time trying to avoid too much bureaucracy in our various ministries. Key to all decisions are assessment of risk, and the core adherence to our policy.

Outreach

Outreach and mission is integral to all aspects of Church life throughout the year. During 2017 we once again led or took part in a number of local community events which provided opportunities for children's activities, personal prayer, carol singing (including in a local pub and a care home), one to one discussions and information sharing. We had a very popular free offering at the summer Party in the (Pitshanger) Park.

The annual Christmas Bazaar, this time celebrating 150 years in the Community, again attracted a wide range of people from outside the congregation - and included the promotion of toilet Twinning!

We launched a new drop-in café – Teatimers, on a Friday afternoon aimed at the over 55's and with the aim of reaching non-church members. Teatimers offers friendship, fun and good refreshments.

We have developed good links with local schools to invite families to various events and services, including nearly 70 children at our Light Party (a Christian alternative to Halloween) and 43 at our Polar Explorers Summer Holiday Club. We also for the second year invited schools to come to St Stephen's for the 'Easter Experience' – a series of interactive stations telling the story of Holy Week - and we were delighted that Drayton Green Primary joined us for the first time - was very well received.

Our major offering was, after a year off, our Community Fete in Cleveland Park with somewhere between 1,500 and 2,000 people enjoyed music, sports, children's activities, inflatables, cakes and BBQ - all free. And this year we increased our faith content with giveaway bible cards and tokens, and a roving team chatting to people about faith. In addition we leafleted widely the parish with details of our seasonal services prior to Easter and Christmas and held social events with the emphasis on 'bring a guest'.

Deanery Synod

St Stephen's is a part of the Ealing Deanery whose Synod met five times during the year. At those meetings the following issues were at the heart of the meetings: Mission Action Planning, Archdeacon's Visitation and commissioning of Churchwardens, election of Deanery Synod Officers, Standing Committee members, School Governors, Mission Fund applications, Vacancy in See Consultation discussion and report from the General Synod. There were presentations from Twyford C of E Academies Trust and Near Neighbours West London Project.

Financial Review

Total receipts on ordinary unrestricted funds were £230,898 and are detailed in the Financial Statements. However, this is not directly comparable to 2016 as the St. Luke's Designated Fund was shifted into a Restricted Fund in 2017, after a request from St. Luke's Trustees and approval by the PCC. The freehold house in Drayton Gardens continued to be used by our curate and his wife. Total unrestricted expenditure amounted to £229,192, which was spent to provide Christian ministry from St Stephen's Church, including the contribution to the Diocesan parish share, which largely provides the stipends and other clergy overheads (including housing for the clergy). A formal budget process was again followed during the year to assist with financial planning.

During 2017, total income was 1.7% higher than 2016 at £282,914 which includes £40,000 from St. Luke's Trust – the St Luke's Restricted Fund (SLRF). There were other notable one-off donations that raised income but should not be seen as a permanent shift in underlying income. Hall rental was relatively steady in 2017 and remains a good source of external income. Social events, the Lent Appeal, the Youth section, Traidcraft and the Bookstall were also notable.

Total planned giving by St Stephen's Church members in 2017 was £129,040, a fall of £6,241 over 2016 largely reflecting the passing of long-standing members of the congregation. In addition to this a further £4,164 was given in one-off donations through Gift Aid envelopes. This excludes any monies donated for specific appeals. The amount was increased through Gift Aid tax reclaims amounting to £28,494. In the autumn, the Church held a regular giving campaign asking all donors to review and update their giving pledges. As a result many people have increased their giving and additional donors have joined.

Overall expenditure rose by just over 8% compared to 2016. Underlying expenditure, i.e. excluding SLRF, was just 2% higher. There were a few large expenditure items (new chairs and an absolutely vital renewal of the drainage system) that were wholly financed by reserves and not via current income. In terms of church staffing, a new Youth Minister and an Intern were appointed. As with the Worship Minister the costs are fully financed by the St. Luke Restricted Fund. The second of the 3 year grant to Gurnell Grove Missional Community was also made (via the St. Luke restricted Fund).

These items resulted in a net excess for the year, across all accounts of £14,839. After adding reserves brought forward at the beginning of the year, the balances carried forward at 31st December totalled £226,357.

Reserves policy

The PCC aims to maintain a balance on free reserves of around two months' worth of average unrestricted expenditure, which is currently equivalent to £38,000. Free reserves include freely available, unrestricted funds, represented by net current assets, after deducting fund balances designated for specific purposes. The balance on free reserves stood at £48,971 at 31st December 2017, and there is flexibility to transfer balances from the Special Projects Fund to the General Fund if required. In addition, the investment in the Missional Housing Bond, whilst not immediately realisable, will be realisable in the future at the £5,000 stated in the Financial Statements. Appropriate reserves will continue to be set aside in anticipation of future spending on the church buildings, through the Maintenance Reserve. It is our policy to invest funds in the CBF Church of England Deposit Fund, and as stated £5,000 continues to be invested in the London Missional Housing Bond.

Conclusion

2017 was a year of continued growth and development for the community of St Stephen's; people came to faith, lives were changed and many were touched by God's love. Our aim in 2018 is to see more of the same and to ensure that our vision statement and mission action plan are enacted as fully as possible.

Steve Newbold
Incumbent and Chair
March 2018