

# Final DRAFT awaiting financials

## St Stephen's Ealing

THE PAROCHIAL CHURCH COUNCIL  
OF THE ECCLESIASTICAL PARISH OF  
ST STEPHEN, CASTLE HILL, EALING  
ANNUAL REPORT OF THE  
PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2021

### 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 1 January 2021 until 31 December 2021:***

<i>Incumbent</i>	The Revd Steve Newbold (Chair)	
<i>Curate</i>	The Revd Sam Sanya	to 25 July 2021
<i>Associate Vicar</i>	The Revd Caroline Newbold	to 27 August 2021
<i>Licensed Lay Minister</i>	Enid Barron	
<i>Churchwardens</i>	Caroline Jamieson (Vice Chair) Mary Ann Auckland	
<i>Representatives on the Deanery Synod:</i>	Liz Cooper David Gillingham Linda Rivans	
<i>Elected members:</i>	Lucy Harding-Anderson	to 26 May 2021
	Tina Yarrall	to 26 May 2021
	Jessica Ely	
	Qin Li	
	Alice Zhang	
	John Anniss	
	James Morrow	
	Rob Yates	
	Sue Charlton	from 26 May 2021
	Ann Toley	from 26 May 2021
	Jon Yarrall	from 26 May 2021
<i>Secretary (co-opted)</i>	Jane Maffett	
<i>Treasurer (co-opted)</i>	Sanjay Joshi	
<i>And the following who are not members of the PCC</i>		
<i>Associate Vicar</i>	Caroline Newbold	from 28 August 2021
<i>Safeguarding Officer</i>	Jen Whadcoat	

## 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 of managing the assets 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.' The Vicar is an ex-officio Trustee.

The Vicar is also, ex-officio, a Trustee of the Gurnell Grove Community Trust, active in the parish.

## 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 PCC has agreed a Mission Action Plan (MAP) which details the specific actions we seek to fulfil to extend the Kingdom of God in this community. Our Vision Statement is:

*Community growing in the love of Jesus*

The PCC has maintenance responsibilities for the Church buildings which include the hall and a cottage for residential use. The PCC also owns and maintains a separate house at 26 Drayton Gardens.

## General statistics

### Church membership

2021 was again a year of enormous challenge but the St Stephen's Electoral Roll was only marginally affected with a small decrease of just three people so that at 31 December 2021 there were 198 people on the Roll. Of these 53% were resident in the parish and 47% were not, 62% were female and 38% were male.

### Occasional offices

There was just one baptism. There was one marriage at Church and the clergy conducted the funerals of three parishioners (one of the services was at St Stephen's).

## Review of the year

The Annual Parochial Church Meeting (at which four new PCC members were elected) and the Annual Meeting of Parishioners (at which two churchwardens were elected) were held by Zoom on Wednesday 26 May 2021 in accordance with the Church Representation Rules and The Churchwardens Measure. The full PCC met seven times during 2021 with an average level of attendance of 89% of members. 2021 was another year dominated by the global Coronavirus pandemic. At the beginning of the year, a third national lockdown was declared and most churches in London, including St Stephen's, again closed for public worship. This time we were better prepared and used to livestreaming from within the building. With the help of our expert team, we were able to livestream every Sunday. During 2021 we obtained permission to install permanent livestreaming equipment, mainly cameras, which made the whole process more space and time efficient.

The church began to reopen from Easter 2021 with some in-person services but it was not until September 2021 that we began to reopen more fully with two in-person morning services. Gradually people began to return although the arrival of the Omicron variant in December resulted in temporary restrictions to our activities, particularly over the Christmas period.

During the summer we again ran Alpha online with seven participants, many of whom made commitments to Christ or renewed their faith in different ways. Mid-week Connect Groups continued online for most of the year and remained an important source of support during the lockdown periods. Our Pastoral Care Team and Leadership Team continued to support church members.

There were a number of staffing changes during the year. Our Youth Pastor Beth Skelton left us at Easter – she had found it difficult to fulfil her responsibilities as the national restrictions prevented any face-to-face contact with young people. Caroline Newbold once again assumed responsibility for this work. In the autumn, our Worship Pastor Jo Leeds decided not to return from her maternity leave. In the summer of 2021, our curate Sam Sanya left us having been appointed as Associate Vicar in our neighbouring parish of St John's Ealing.

A large part of our local mission is actively to support The Grove Missional Community (*The Grove*) working on the Gurnell Grove Estate in the Parish. This is overseen by a separate charitable Trust. As well as direct giving by the PCC, a number of people have been involved in various activities with *The Grove* and Mark Tate (leader) attends the fortnightly St Stephen's Leadership Team meetings.

The PCC continues to be grateful to the St Luke's Trust for their ongoing and generous financial support.

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 subcommittees or teams continued: Finance, Buildings, Mission and the Children and Youth Teams.

Key activities are described in the individual reports below.

#### Leadership Team

The Leadership Team met regularly to support the Vicar in the day-to-day management of Church life. Most of its time was spent focusing on issues of discipleship, outreach in the local community and resourcing the Church for future growth. The Leadership Team shares with the Vicar in the pastoral responsibility for the Church and regularly discusses and responds to individual situations.

#### Finance Team

The Finance Team – comprising the Vicar, Treasurer, a Churchwarden, Giving Coordinator, and two other PCC nominees – and the Standing Committee oversaw the financial position throughout the year. Their work included review and discussion of the annual accounts, the 2021 forecast versus actual results, and levels of planned giving income. The latter was particularly important during the pandemic when we expected – and saw – drops in giving and hall rental income. We continued to manage budgets carefully, in order to monitor more closely the Church's finances and plan for the future. More detailed information is given below.

#### Buildings Team

Our Quinquennial Inspection (QI) in July identified a number of issues that needed attention. We have since addressed and resolved several of these but the main outstanding concern is the state of the cupola on the Church roof. We are aiming to render it safe in early 2022, once the necessary permissions are obtained. Our new QI Inspector, Steve Palmer, noted that the fabric of the St Stephen's building has been well maintained and this is largely thanks to the volunteers who lend their expertise during the year. In October we were able at last to organise a much-needed special cleaning day at the Church. Many members of St Stephen's attended, which made it both fun and very successful. At the end of the year the PCC was considering an exciting scheme for a new enlarged entrance to the Church building. This scheme will, generously, be fully funded by the St Luke's Trust and will go hand in hand with the renewal of the paving work in the car park to make this safe. Overall we hope it will result in a much more accessible and attractive entrance to the church as well as enhancing its visibility as a place of Christian worship in the community.

#### 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 our six core Mission Partners. 10 per cent of St Stephen's regular giving amounted to £XXX, most of which was divided between these six partners. Additional monies were raised by events and special appeals for other specific causes. Programmes of social action were led by members of this Team and involved people from St Stephen's. The Ealing Churches Winter Night Shelter could not take place as in past years due to the ongoing pandemic. Ealing's homeless people continued in temporary hotel/hostel accommodation funded by the public purse. In autumn 2021, as restrictions eased, arrangements were made for the coming winter. The plan was to offer ten homeless men single rooms in a local hotel in the New Year. The Church is also actively engaged with the Ealing Churches Soup Kitchen. A sum of £3,824 was raised during Lent for the London Diocesan Appeal for Challenging Youth Violence. A total of 78 boxed Easter eggs were given to the Marylebone Project for Homeless Women. Christian Aid Week fundraising was adapted to meet COVID requirements, with a successful outdoor Fair, delivery-only distribution of envelopes, several sponsored events and Sunday services featuring the work of Christian Aid. Hampers of Christmas goods were assembled by Connect Groups and delivered to individuals and families living in the Borough and engaging with Christians against Poverty. A weekly collection of food throughout the year was given to Ealing Foodbank with further donations of food and money at Harvest. Our Christmas Fair was re-designed to comply with the appropriate restrictions and Government advice, with £3,703 being raised and donated to Ealing Foodbank. The Mission Team was only able to hold occasional Traidcraft Sales in 2021 due to the pandemic restrictions and much smaller in-person church attendances for most of the year. However we were able to restock by November to sell goods, Christmas cards and gifts.

#### Children and Youth Teams

These Teams seek to ensure that the needs of children, young people and their families are met within the life of the Church and the Church Mission Action Plan, steered by the Leadership Team, which manages links between different children and youth activities, and oversees integration between these and the adult life of the church. The Leadership Team also ensures that our activities are in line with the 'children' element of our Safeguarding Policy and that we follow the best practice processes of the Diocese and Church of England (including the identification of a 'Children's Champion').

Children's activities continue to be focused on four strands: our junior Church (known as JAM); Youth group; Shining Stars midweek toddler group; and children's activities at outreach events (see below).

**JAM (Jesus and Me) 2021** has been a different year for everyone but has been exciting in terms of moving forward from the chaos of 2020. We have changed the resources we use from Scripture Union to Energize (Urban Saints). This allows us to tailor our sessions so that what the children are learning about ties in more closely with the themes in the main church service. JAM returned in September with many families coming back to the in-person sessions. Children have been encouraged to participate in church services more with reading, prayers and performing dramas. We were not able to hold a party for the children this year but plan to resume in the future when safe to do so.

**Our youth** Last Easter our Youth Pastor Beth Skelton moved on after only seven months in the post, with Covid restrictions making it hard to establish herself and meet regularly with the young people. We were unsuccessful in recruiting a replacement but will try again after Easter.

Caroline Newbold has been holding the fort in the meantime and in the summer term, although church was not meeting in the building, we were able to hold some social activities outside. In the autumn we reintroduced meetings during the 10:30 service on alternate weeks. As well as Sunday mornings we have monthly socials which are important in building relationships among the young people. Our thanks to the core youth team and to occasional volunteers who make the sessions and socials possible.

Currently we have 10 families connected to St Stephen's with one or more young person in school years 7-13, 15 young people in total. In practice, only young people from four or five families ever join in sessions on a Sunday morning but more attend socials. Sport on a Sunday morning and less frequent attendance at church since Covid are factors and it can be hard to get momentum going. We are also developing links with the midweek youth meeting at St John's which offers our young people the chance to be part of a bigger group.

Young people are a vital part of our church family and it has been so encouraging to see them contributing to various ministries; sound and vision, livestreaming, welcome, worship band, reading in services, helping with JAM and also with the Soup Kitchen and at *The Grove*. This is important in helping them develop their own personal faith and to feel valued as members of St Stephen's.

**Shining Stars** (a Tuesday morning Christian group led by members of our staff and congregation for toddlers and their parents/carers) Children have a variety of toys to play with and an arts and craft table. Fresh tea and coffee is provided for the adults. A Bible Story and action songs ensure a strong Christian focus. After a long period of closure, we were able to reopen in September and numbers steadily grew to pre-lockdown numbers. We have welcomed some former participants and many who are new.

**Other events** In a normal year children in all the different groups and from the local community would be invited to special events throughout the year. We were unable to run many events. However, we welcomed 33 children and their parents/carers to a Light Party in October. We had planned to hold a Carols, Nativity and Christingle service in church but with Covid numbers on the rise in December we moved the service to the church car park.

All our usual involvement with children's activities at community events – such as the Community Fete, Party in the Park and Light up the Lane – did not happen as such events were suspended / adapted.

### 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 the 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 is the 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 this second extraordinary year our usual community events that we lead or participate in were again suspended – including our Community Fete in Cleveland Park. So Outreach had a very different face – but the streaming of services, promoted on social media, enabled a wider audience to join with us from home and from overseas.

Our Friday afternoon drop-in café aimed at the over 60s was suspended 'in person' until September but a programme of direct telephone contact, newsletters, gift drops and (for those who could use the technology) social Zoom and WhatsApp, meant that we could keep well in touch. This was particularly important as many were isolated or feeling vulnerable. Meetings in person were restarted in the autumn.

Following a successful pilot in 2020 we decided to run another online Alpha course in the summer of 2021. This time it attracted seven guests and as usual provided a safe place for people with different backgrounds to explore the Christian faith.

At the start of the year we organised three trails – a quiz trail, a Noah’s ark trail and an Easter trail – round neighbouring streets where people, particularly families, could participate whilst out on their daily exercise in lockdown.

### Deanery Synod

The Ealing Deanery Synod met three times in 2021, the earlier meetings being held via Zoom and the last finally in person. Revd David Neno of St Peter’s Ealing took over the role of Area Dean from our own Vicar in March. The long-standing Lay Chair of 15 years, Julian Duffus stood down and was given a vote of thanks for his time in the role. We received a very moving talk from Revd Julia Bevis-Knowles, Chaplain at Ealing Hospital and Meadow House Hospice, highlighting her work during the pandemic and showing the importance of such hospital roles. In July, we discussed the annual Mission Fund bids submitted by 22 churches which we were able to agree in full. In October, Revd Christopher Ramsay from St George’s, Southall, delivered a presentation on the Diocese of London’s 2030 Vision, the desire being for all to experience the love of Christ. This comprised three ambitions, namely Confident Disciples, Compassionate Communities and Creative Growth. These were discussed in person and via Zoom. The Synod elected Governors to Ada Lovelace, Ealing Fields and Twyford Schools. It also elected a number of representatives to the Diocesan Synod clergy and lay roles.

### **Financial review**

A formal budget process was again followed during the year to assist with financial planning, though many budgets became academic as the pandemic unfolded. Full details of the accounts are provided in the independently examined and signed-off Financial Statements.

#### **FINANCIALS AWAITED**

#### 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 £XXX. And whilst the General Reserve Fund is just below this, when designated funds are added in, at £XXX we are well in excess of this. Appropriate reserves will continue to be set aside in anticipation of future spending on the Church buildings, through the Maintenance Reserve.

### **Conclusion**

The pandemic made 2021 another strange and unforgettable year. We had hoped to resume normal activities but the national lockdown and other restrictions meant that many activities and events were suspended. Despite all the challenges we still saw God at work as people came to faith, lives were changed and touched by God’s love. Our aim is that in 2022 we will see new opportunities to share the good news of Jesus with our community and to enable our Vision Statement and Mission Action Plan to be enacted as fully as possible.

**Steve Newbold**  
**Incumbent and Chair**  
**May 2022**