



# Papers for the St. Mary's Church

## Congregation AGM

28<sup>th</sup> April 2022

Also available to read on the church website: [www.stmaryshorsham.org.uk](http://www.stmaryshorsham.org.uk)

### **ANNUAL GENERAL MEETING OF**

### **ST. MARY'S CHURCH CONGREGATION & COUNCIL**

The AGM will be held in St. Mary's Church on Thursday 28<sup>th</sup> March 2022

at 7.30pm

## **AGENDA**

1. Opening Prayers
2. Apologies for absence
3. Minutes of the AGM held on 20<sup>th</sup> April 2021
4. Matters arising
5. Review of the reports (all included in paperwork)
6. Financial Report
7. Nominations
  - a. Church Wardens (   vacancies)
  - b. PCC ( 3   vacancies)
  - c. St. Mary's Church Committee (5 vacancies)
  - d. Deanery Synod (3 vacancies)
8. Chairman's Comments
9. Closing Prayer

**PARISH OF HORSHAM**  
**Minutes of the Annual General Meeting of St. Mary's Church Congregation and Council**  
**held via Zoom on Tuesday, 20<sup>th</sup> April 2021**

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Revd. Lisa Barnett, Team Rector was in the Chair and 49 Members of the congregation were present.

**1. Opening Prayer**

Revd. Lisa Barnett opened the meeting with a welcome to all, verses from Isaiah 40:21-31 and prayer.

**2. Apologies for Absence**

Apologies were received from Chris O'Riordan, Richard Pearson, Janet Ebdon and Keith Burgess.

**3. Minutes of the AGM held on Tuesday 8<sup>th</sup> September 2020**

Minutes of the 2020 AGM had been circulated in advance to all members of the congregation and a show of hands confirmed this was a true record of the meeting.

Lisa thanked Delysia for compiling these minutes and for all her hard work as DCC secretary.

**4. Matters Arising**

There were no matters arising from the minutes.

**5. Review of the reports (all included in paperwork).**

Lisa thanked everyone who had sent in a report. She acknowledged it had been a very difficult year with the process of re-constituting the MAP teams being disrupted by lockdowns, and consequently the number of reports were fewer than in the past.

There were no comments or questions regarding the reports.

Morag Davies gave thanks for the lives of those from our church family who had died in 2020 – Richard Culshaw, Alan Tranter, Matthew Cathcart, Kate Humphrey, Nigel van Yperen, Ken Edwards, Sheila Johns, Anne Hamilton, Gordon Hamilton, Stella Brooksbank, John Eastland, Florence West, April Walker, Norman Hewell, Joy Puttock, Jaquita Jones, Don Hemsley.

**6. Safeguarding**

Lisa thanked Alex Fletcher for her work as the St Mary's Safeguarding Officer and acknowledged it was a big job. She also thanked Sue Keegan, who has been appointed to oversee and chase those who need to follow up on their training. Lisa also thanked Richard Pearson, who has served as our PCC safeguarding officer, and is stepping back from this role because of his work commitments. Lisa explained that Linda Goodwin had expressed willingness to serve in this role, following appointment by the PCC.

Lisa emphasised the point that we must always be alert to areas of risk, keep up to date on training and make sure that our church is a safe place for all people.

**7. Financial Report**

Lisa wanted to express on behalf of the church the great debt owed to Keith Burgess for his many years as treasurer and the love and dedication he has always shown.

She was delighted Nikki had immediately offered to take on the task following Keith's retirement at the end of 2020.

Questions arising on the report:

- Thanks a Million Project – what was the total raised?

Greg informed the meeting that £137,000 had been raised of which £105,169 had been spent on the church roof and the exploratory work on the church centre, leaving a balance of £31,831 to be spent on improvements to the Church Centre. The fund was now closed.

- Were there plans to replace the vergers in a part-time role?

Lisa explained that the traditional vergers duties were being carried out by willing volunteers but it was hoped to appoint a part-time Premises Officer across the Parish who could be around to carry out checks at the various buildings and opening up and closing for external bookings.

**8. Nominations**

Lisa explained the leadership team have looked into tidying up the Governance across the three churches in the Parish, and this is an ongoing process. The DCC noted gratefully that three St. Mary's members, Cath Hatton, Peter Fruin and Morag Davies, had offered themselves to serve as St Mary's wardens, and were willing to offer themselves for election as Churchwardens for the whole parish at the APCM.

All nominees and those who proposed and seconded them are members of St. Mary's Church family on the Electoral Roll.

**a. Deputy Wardens for St. Mary's (3 vacancies)**

There were three nominations for deputy wardens to support the church wardens already elected: Nick O'Riordan, Linda Emery and Paul Goodwin and they were duly elected by a show of hands in support.

Lisa thanked Nigel and Steve who were stepping down after 6+ years of service to St. Mary's and the parish. She thanked them for their commitment and dedication to serving in so many different ways, and said it had been wonderful working with them. Gifts were presented to them 'on screen' and they would be delivered by Morag soon.

**b. PCC (5 vacancies)**

Three people had been nominated Linda Goodwin, Greg Andrews and Paul Goodwin.

They were elected with a show of hands in support.

**c. St. Mary's DCC (5 vacancies)**

There were four nominations Linda McLean, Maureen Muggleton, Joyce Brown and Linda Emery.

They were elected by a show of hands.

**d. Deanery Synod (4 vacancies)**

There were no new nominations but as Nigel Stalley, Val Burgess and Brenda Large are already ex-officio by being on the Diocesan Synod, St. Mary's is well represented.

**e. Sidespeople**

The congregation were pleased to approve the list of Sidespeople as follows:

Jane and Owen Piggott, Delysia Hill, Hennie Sleeman, Carol Stalley, Joyce Brown, Karen and Alistair Inglis-Taylor, Sarah and Graham White, Jenny Holden, Cath Hatton, Alex Spence- Holey, Christine Bright, Sue Keegan, Denise and Richard Herrington, Sue Watts, Paul Kirkbride, Sheila and Ron Glaysher, Jean and Vince Mitchell, Myra Ansell, Sue West, Laurence Windward, Mandy Masters, Pauline Welch, Veronica Kidd, Linda Baker, Caroline Hemmings.

**9. Report on the Church Centre Development (Nick O'Riordan)**

Nick explained the purpose of the minor improvements to the Church Centre were to:

Welcome the Pre-School into the Manor Room with the Barn available to them for 3 days per week, improve toilets for pre-school and wheelchair access, make better use of St. Peter's chapel and improve the entrance way.

The architect's drawings that Nick shared on Zoom highlighted the changes. From the outside there will be very little change. The outer doors, which will be push pad automated, will be set back to give more shelter and the inner doors removed to give easier access for prams and wheelchairs. There will be a roof lantern set above the entrance to give natural light between the entrance and the Barn entrance. The toilet block would be changed to single cubicles. The passageway between entrance hall and Manor room would be widened to allow access to the two toilets with wheelchair access. A sink unit would be added to the cleaner's cubicle in the foyer and one behind it in the office. A small kitchenette would be built in St. Peter's Chapel comprising a servery, sink unit and fridge to enable refreshments to be served there. There were very few new walls with a view to minimising construction waste reusing everything possible even down to taps.

Tender documents were sent out 19<sup>th</sup> April to the three builders that had expressed an interest in doing the work. They were aware of the time constraints and had confirmed their availability. Documents were also out for planning consent.

Tender reviews would be carried out in May, the scope of the build priced to decide what could be afforded and recommendations made to DCC and PCC at the end of May. Work could then proceed 21<sup>st</sup> June and completion date is hoped to be 16<sup>th</sup> August.

Comments and questions.

In answer to a query about the necessity of a kitchenette in the Chapel it was explained that it will be useful to be able to serve refreshments after services in the chapel, and particularly useful at times when the pre-school were using the Barn.

The remaining balance of the Thanks a Million fund is £31,831, and we are anticipating a slight shortfall in covering the cost of all the work needed for the improvement of the Church Centre. Steve Benson commented that the size of the plan was appropriate and finances should not hold us back from completing the work.

Lisa thanked everyone who had worked on the plan especially Nick who had pushed everything through at breakneck speed especially given the restraints of partial lockdown. She also wanted to thank everyone who had given so generously to the fund that had enabled this to go forward.

**10. Chairman's Comments**

Lisa started by saying 2020 had been quite a year and she was proud of the way we had adapted then adapted again and then yet again. It had been hard and painful and many had longed for church to stay the same. She was

grateful for the response to the COVID appeal and thanks to the generosity of many we now have much healthier finances. Once the Church Centre Development was completed, we would be looking at the South Aisle Project to make it a more flexible area within the church. Across the Parish we are looking at being more strategic about how we work across our three churches. We will be looking at being members of Horsham Parish rather than a particular church to make us more effective in mission and ministry. Not doing the same thing three times but which location we could best use for each event on different days. Lisa ended with gratitude for all that's been and confident the Holy Spirit will lead us into the future.

Nigel Stalley on behalf of the Wardens wanted to thank Lisa, Rebecca, Pat, Bernard and Alan and recognised we are truly blessed with such a supportive team to lead us.

#### **11. Closing Prayer**

Rebecca Tuck closed in prayer.

## Introduction

The year of 2021 has been at times a challenging one for all the Children, Families and Youth as we slowly started emerging from Lock down's with Covid still amongst us all. There was a mixture of emotions. Some felt an eagerness to get back to some sort of normality, whereas others of us were still having to keep ourselves safe and worshipping on line at home. Others of us felt very anxious and some perhaps had moved to other things. To be worshipping in church together with safety restrictions still in place for most of the year, it was a slow start in seeing the return of the Youth, Families & Children to church services and social activities. Nevertheless, with the St Mary's Nehemiah re Building Focus, we remained prayerful and hopeful and the attendance of these age groups increased slowly and steadily and by the time we got to December 2021 and the Christmas services and celebrations we saw St Mary's biggest congregations that we had had since the February 2020.

**Children and Families.** Laura Fletcher was working, a few hours hours, as the Families and Children's Co Ordinator in 2021. In the Autumn Laura decided to fully concentrate her time on her St Mary's Administration role and not carry on with the Children's & Families Worker post. We wish to thank Laura so much for everything she brought to this role and continues to do in a voluntary capacity now. We were so pleased to appoint Linda Baker to the role of Children's and Family Co Ordinator in December 2021 and her first task was sharing the planning and leading of the two Nativity service's, which were so well attended . It was lovely to see the church with so many people in it once again. The Children Families services @ St Mary's changed to the afternoon originally at 3pm and then after several months had slightly changed in November 2021 in its format and is now at 3:30pm every other Sunday afternoon followed by afternoon tea for the children and a chance to chat for parents. Grateful thanks to the teams of St Mary's ladies who provide such a delicious tea each time organised by Christine Bright and Anne Hossack. It has been very encouraging to see the numbers increase over the last few services and to see lots of familiar faces returning and new families arriving .

**Sunday Club** During the Spring of 2021 Dana Neff kindly agreed to run the Sunday Club assisted by leader's, Liz Lobb, Stephen Barnett, Jude Wolstenholm, & Bernie Stewart. This group is for 3- to 10-year-olds and takes place in the Leslie room during the 10:00 Sunday service. Dana & Liz planned the curriculum for Sunday Club, sharing the leading between them.

## Youth Work

**The Core** (year 6-13 within the 10:00 St Mary's service) organised by Ruby Brunsden Lloyd in collaboration with Lee Buck and Cath Hatton and also led by Ruby, Lee & Cath. We have covered many topics and linked each one to the Bible and Jesus' teaching. A time for fellowship, prayers, a game and snacks. The numbers in this group have varied between 2 teenagers and 9. They are all very responsible, thoughtful youngsters and the adult's benefit as much as the youngsters from these sessions. **TGI's** is a Community Youth Club for ages 11-18yrs which is attended by some of our St Mary's church youngsters was on Zoom initially at the start of 2021 each Friday and we had a variety of games and quizzes, which was great fun when we all met on line each week. When we were able to meet again in person in the Barn during April, there was a strict cleaning regime with regards to Covid safety restrictions, so the sessions were fairly short and we were split into two age groups. For the Summer term we had lots of fun with various raucous and energetic outside games on the Barrack field. TGI's had a successful end of term BBQ with Parents and Youngsters all enjoying a chat, food games and a Tug of War. Lee had visited 3 Primary schools, (St Mary's, Shelley and Kingslea) in July and we had 58 year 6's at the July 9<sup>th</sup> TGI's 'Taster evening, which was a great success! A large number of years 7's came in September and we still have a good number in the younger and older age groups. In early December we had a great social evening with competing Parents against Youth teams with lots

of fun tasks and quizzes, snacks drinks and mulled wine for the adults. It was enjoyed by all and huge thanks to Lee Buck and all the TGI leaders for all they continue to give to this group.

In 2021 there were three youngsters Jamie Briggs, Esme Tapp and Andrew Palmart on our St Mary's **Serving team** who showed great commitment and our thanks to them for their dedication. Two of our teenagers, joined the Tech team Benedict Winter and Erin Lobb in 2021 and assisted with the technical running and live streaming of our Sunday services which was wonderful! Our thanks to them too. The **Choir** continues to give excellent training and teaching in Church Music at St Mary's to all our children and young people who sing in it. Their faith is also nurtured in this environment, through their worship. A **Children's Junior Choir** was formed in September 2021 and they sang for the first time at the All Age Service in October 2021. This new young Choir definitely needs a huge mention as the children in it sang their hearts out in glorious worship at Our All-Age Service's and everyone loved them including all the action songs, both young and old in our congregation!

**The Growing MAP Team** for the Parish was formed in June 2021 and we all met on Zoom in June and again in October. The members of this team for St Mary's 2021 were Cath Hatton; PCC Youth and Children's Officer. Joyce Brown: Baptismal Visitor & Open the Book Team; Lee Buck: PCC Youth Enabler; Ruby Brunsdon-Lloyd: Voluntary Youth worker, Laura Fletcher; Children & Families Worker: Dana Neff: Sunday Club Co Ordinator, Lai Brooking St Mary's Pre School-Co Ordinator. We met on Zoom in June and October and in these meetings the main objective was to encourage, share ideas and problem solve.

I would like to thank every person I have mentioned on these teams, their hard work, their time and all they give to the wonderful Children and Youth Ministry at St Mary's.

Cath Hatton. PCC Youth & Children's Officer

Churchwarden March 2022

## **“Deepening” report for AGM – 28<sup>th</sup> April 2022**

Prepared by Linda Emery

After significant shutdowns of activity in 2020 through the first half of 2021, it has been wonderful to see the re-establishment of homegroup meetings and the enthusiasm of new people wanting to join groups.

In September 2021, Lisa spoke to the congregation about the value of homegroups and invited new members to come forward.

As a result, we now have 8 groups meeting regularly (with 71 attendees drawn from St. Mary’s and Holy Trinity churches). Of these 5 meet during the daytime and 3 in the evening and almost all are now at capacity.

In addition a number of courses have taken place across the Parish:

- Several parish members completed the Diocese wide “Living in Faith” course and some have gone on to become authorised lay ministers or to explore further ministry opportunities
- The Church of England has recently been involved in a significant project around what it means to be human; exploring questions of identity, sexuality, relationships and marriage. St. Mary’s ran the associated: “Living in Love and Faith course” during 2021 with good attendance from across the parish
- A Lent course has been running twice a week across March/April 2022

Anyone interested in joining a homegroup should email: [homegroups@horshamstmarys.org.uk](mailto:homegroups@horshamstmarys.org.uk)



## **Caring as a Fellowship report 13<sup>th</sup> February 2022**

Present: Morag Davies, Emanuel Holden, Christine Bright, Linda Goodwin, Pauline Welch, Liz Hawkins

Apologies: Alison Carre

Morag opened the meeting with a prayer.

Morag updated the team after meeting with the pastoral co-ordinators of St. Leonard's and Holy Trinity. A full report will be presented to the PCC. When we can resume taking services in nursing homes it would be ideal if a team could be made up with representatives from each of the churches. In the event of one member not being able to attend due to holidays or illness it would mean that the date could be kept and not break the continuity. It would also allow time to chat to the residents after the service especially if they had been a member of one of our churches before needing nursing care.

### **TRANSPORT**

Not many requests for lifts to medical appointments have been requested possibly due to the pandemic, meaning that appointments have been limited. Drivers are able to claim petrol expenses.

### **VOLUNTEERS NEEDED**

A notice highlighting the areas in church where we need more help is ready to be displayed. Contact details are provided.

**CONTACTING CHURCH MEMBERS** who haven't returned to church. A plan is to go through the electoral roll to identify those who haven't come back to church after the lockdowns to make sure everything is alright and to allocate a visitor if they would like company. This would be a project for the phone angels who did a fantastic job during the first lockdown.

### **PRAYER MINISTRY**

We have offered prayer ministry after the 10am service for the past three months in the absence of Laying on Hands. This has been discontinued as there was no take up for it. Hopefully Lay on Hands will resume in the near future, we are watching the infection rates and dates for this ministry will be decided when appropriate.

### **SAFEGUARDING**

Pastoral Visitors are requested to undertake Safeguarding training After a reminder from the vicar Linda reported that there had been a better response to the training.

### **TRAINING**

Two possible new leads for training are being explored something different to the Acorn Listening courses. Linda kindly offered to research what further training might be available from Anna Chaplaincy.

Date of next meeting June 26<sup>th</sup> after the 10am service

## SERVING MAP TEAM

### REPORT TO THE ST MARY'S CHURCH CONGREGATION

AGM April 28th 2022

Team members : Mandy Fifield, Veronica James, Brenda Large, Hennie Sleeman, Nigel Stalley (team leader), Pauline Welch

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#### Objectives for 2021

As a result of the Covid-19 pandemic, and consequent Government instructions and guidance, our activities this year have been limited, although some were able to re-start in the autumn.

Local Giving & Links	International Giving & Links	Hospitality
In 2021:  HCT -foodbank, night shelter.  Hope In.  Mother's Union	In 2021:  Stephen's Children,  Impact,  The Loiyangalani Trust	Sunday lunches  Thursday coffee mornings  Coffee team  Social Committee

#### Mission Partners and Giving

There was no Lent fundraising in 2021. As Covid-19 restrictions eased later in the year it was agreed that St Mary's would support the organisations previously nominated as mission partners for 2020 and whom we were not able to support.

Our Harvest gifts of food went to Salvation Army for Hope In. Thanks to Veronica James who transported all the food. She reported that the quantity and variety of gifts this year was the best ever. A financial gift of £632.11 was collected for Stephen's Children.

Collections from the main Christmas services were split between Impact and The Loiyangalani Trust, with each organisation receiving £965.57.

Donations to Horsham District foodbank have continued whenever the church building has been open; thanks are owed to Delysia Hill and, more recently, Ann Banner, who have collected and taken them to Horsham Matters.

Donations are now collected in a box more conspicuously located by the North door of the church.

Horsham Churches Together did not offer Night Shelter accommodation during the winter months. Instead Horsham District Council took responsibility for supporting homeless people during the winter months, without input from the local churches.

#### Hospitality

Sunday lunches restarted in November under the new leadership of Denise and Richard Herrington. Their return has been extremely popular, to the extent that demand outstrips capacity.

Coffee mornings also started again in November, organised by Delysia Hill in The Barn. Numbers have been steady, with some people attending regularly again.

Looking ahead the Team agreed to try and plan a few events likely to appeal to the wider Horsham community, with the emphasis on community engagement, and break-even rather than directly raising money.

### **Objectives for the Year 2022/23**

In August 2021 the church family were invited to make suggestions for mission giving/partners in 2022. These were reviewed by the team who then proposed four to the Church Committee. The Church Committee then approved the following Mission Partners for 2022.

- (Local) Anchor Ministries– receiving the proceeds of Lent Lunches (£448 raised)
- (National) Gatwick Detainees Welfare Group (financial gifts) and Salvation Army's Hope In (food gifts) – Harvest,
- (International) Christian Aid – collections from the main Christmas services,
- alongside continued support for Horsham District Foodbank and Horsham Churches Together / Horsham Matters projects.

A new Mission Partners booklet was subsequently produced. The notice board at the back of Church is regularly updated by Hennie Sleeman giving details of the Mission Partners we are currently supporting.

Support and help to re-develop the regular hospitality activities and teams – Sunday lunches, coffee mornings, coffee after Sunday services.

It is hoped that involvement with Hear Here can again be pursued. This is a diocesan project which trains volunteers to maintain hearing aids, and equips them to establish this as a drop-in community service, usually alongside an existing social gathering. Within St Mary's the monthly coffee morning would be the likely event.

Organise a social event such as one of the popular jazz evenings later in the year.

Re-start Welcome Teas for newcomers to the church, and consider hospitality events for wedding couples coming to hear their banns being read.

## ECO CHURCH TEAM

### REPORT TO THE ST MARY'S CHURCH CONGREGATION

AGM April 28th 2022

Team members: Stephen Barnett, Richard Herrington, Nick O'Riordan, Hennie Sleeman (Team leader)

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Following the Church Committee meeting on November 4<sup>th</sup> 2021, and in response to the Church of England's call for all churches to work towards net zero emissions by 2030, a new St Mary's Eco Church Team was formed. We are a small but very enthusiastic Team, and have met twice so far.

#### Achievements

St Mary's has been registered on A Rocha UK's Eco Church award scheme, and we have been working through the Eco Survey to record what we are already doing to care for God's earth in five key areas of church life. As activities and initiatives accumulate churches qualify for awards (Bronze up to Gold standard). St Mary's current scores in the five domains are:

- Worship and teaching (about caring for creation) - **GOLD**
- Management of church buildings (ensuring our church buildings do not damage the environment) - **BRONZE**
- Management of church land (managing church land to allow our wild neighbours to flourish) - **BRONZE**
- Community & global engagement (engaging with our community and the world on issues such as climate breakdown, pollution and species loss – **NO AWARD YET**
- Lifestyle (encouraging our church family to care for God's creation) - **BRONZE**.

The Team agree that there are a number of areas where we can make quick progress and believe it is realistic to aim to submit evidence for an Eco Church Bronze award by the end of the year.

We have established links with Horsham Eco Churches (part of Horsham Churches Together) and will be meeting regularly with members of the other eleven Eco Churches in the Deanery to share ideas and encourage each other. Work is on-going to add an Eco Church page to the St Mary's website and to find the most useful way of both keeping the church family up to date and hearing their ideas / comments. Good links are already developing with the Parish Youth and their leaders, and with the Families and Children's activities.

Working in partnership with Horsham District Council, who have responsibility for some aspects of the churchyard, has created an opportunity to re-think St Mary's care for and sustainable management of this ground.

#### Plans for 2022/23

- Lifestyle audit: we will be inviting members of the church community to complete a simple lifestyle questionnaire. This is part of our baseline audit of church life which also offers a way for individuals and families to make their own contribution to St Mary's Eco Church progress.
- A Bioblitz wildlife survey is proposed in the churchyard in June. The aim is to establish a baseline survey of the wildlife on church land and guide the future management of the area to combine respect for its long status as a burial ground, access for people who wish to appreciate and use it (Easter egg hunts, Labyrinth etc), and a sustainable habitat and corridor for wildlife linked to the green space along the river.
- Collect evidence and submit an application for a Bronze eco Church award by the end of the year. This will involve answering more of the survey questions about ethical purchasing eg: of cleaning products, tea and coffee, food for Sunday lunches, and about improving some of our recycling, as well as exploring more engagement with local sustainability groups and activities.

- We are wishing to improve energy usage in our church buildings, especially in the light of the recent increases in gas and electricity prices. There are signs that increasing use of LED lighting and a slightly more efficient new gas boiler at St Mary's installed in the winter of 2020 are helping to reduce energy consumption, but the support of the whole church family will be needed in this endeavour.

## **Parish Building & Fabric team**

### **Summary Notes from 15 February 2022 meeting, with post-meeting updates**

Present : Nigel Stalley, Paul Goodwin, Nick O’Riordan, Dan Britton, Ray Hambling, Bob Whitaker

Apologies: Nigel Winter

#### **St Leonard’s**

1. The acoustic installation report has been received. Various options are being considered by the Church Committee.
2. The main doors will be partially glazed and a Smart lock installed to enable remote monitoring. East and west doors will be refurbished. Post-meeting note: DAC Faculty application was submitted on 21 February 2022.

#### **Holy Trinity**

1. Bird exclusion spiking of the bell tower- spikes did not work: netting to be applied as originally specified.
2. Dan Britton assisting with various door jamming problems.

#### **St Mary’s**

1. Church Centre minor improvements contract WC6: SKA Construction has completed 80% of the work, with the co-vinyl flooring remaining to be done. A cleaner’s sink has been installed as a small addition to scope.
2. The St Peter’s Chapel re-carpeting: 3 suppliers and installers have declined to quote; one quotation has been received at a cost of ~£8,000 inc. VAT. High costs associated with relaying latex over plastic DPM installed in 1990’s.
3. Church Centre roof drainage re-ordering: BJN appointed (quote within 2022 budget allowed for this work), start date awaited.
4. Change of Use, related to Pre-School usage of the Barn (3 daytimes/ week) and Manor Room (5 daytimes/week) has been submitted and the consultation period closed on 29 October. HDC decision delayed by Natural England requirement to show ‘water neutrality’. Our statement to HDC, in our application documentation (DC/21/2219) since mid-December 2021, is making no progress with HDC.
5. Hoo Memorial stabilisation: technical specification has been sent to DAC, Chichester; struggling to obtain quotations from conservation contractors (only one received so far: need three for grant applications).
6. South Aisle Cinquefoil window repairs are to be carried out from April 19.
7. Post meeting Note: February 18 storm damage: plaster dropped from South Aisle roof; quotation awaited from Tilley’s of Brighton. Our insurers have been informed.
8. Roles of our fire safety advisers/service entities has been rationalised to be C&M as sole contractor.
9. Eco church and Church of England Environment Programme: meeting held with HDC Ecologists to increase biodiversity and use of the churchyard to west of pathway.
10. South Aisle pew temporary reordering: to be considered at Church Committee meeting March 3.
11. Post meeting note: AV screen in Chancel: increasing concern over re-useability of existing large screen (alternative ‘floor mounted’ motorised system being considered)

Next meeting: 10 May 2022

Nick O’Riordan

28 February 2022

## Safeguarding Report

### St Mary's Church Committee Annual General Meeting (AGM) of 28<sup>th</sup> April 2022

**St Mary's Safeguarding Team** consisting of St Mary's Safeguarding Officer, St Mary's Safeguarding Training Officer & the PCC Safeguarding Officer have met with both Holy Trinity's & St Leonard's Safeguarding Officers three times since the last St Mary's AGM. The meetings have enabled the team to become more cohesive, to share working practices, to update on information received from the Diocese, to highlight any operational issues & to support one another in the important yet vital roles they each cover.

The **Training** Officer has been putting in a tremendous effort & has been working hard to ensure that those requiring training/updates of previous training is undertaken. On three occasions both she & the PCC Secretary have facilitated those requiring assistance to complete their online training thus ensuring an inclusive & flexible approach. After a degree of hesitation in the early stages out of 100 outstanding members of the congregation who required training since the reopening of the church at the time of writing this report there are only 20 who still need to undertake training respective to their role.

St Mary's Safeguarding Officer has been working with the relevant personnel to obtain their **Disclosure & Barring Service (DBS)** clearances. Since January 2022 DBS clearance only lasts for 3 years whereas it was previously 5 years.

**The DBS have recently announced that they will be reducing their fees for Standard and Enhanced DBS checks for paid workers and Basic DBS checks from 6 April 2022.** All applications submitted from **Saturday 1 April 2022** to Thirtyone:eight will be charged at the reduced rate as below:

Basic DBS check - ~~£23~~ reduced to **£18**

Standard DBS check - ~~£23~~ reduced to **£18**

Enhanced DBS check (paid workers) - ~~£40~~ reduced to **£38**

The DBS will continue to not charge a fee for volunteer Standard/Enhanced checks.

Both **training & DBS checks** are key to ensuring we have a safe & caring church. Therefore, can the team kindly & respectfully request that individuals respond at their earliest convenience when asked to undertake the training relevant to their role or are required to have a current DBS certificate. Both training & DBS clearances (where required) are set out in the Church of England Parish Safeguarding Handbook 2018 with which we need to comply/have signed up to.

**New Safeguarding & Domestic Abuse posters** have been erected in St Mary's & Church Centre.

Since the AGM of 2021 there have been five potential **Safeguarding issues** which have been dealt with, referred on to the Diocese & have been resolved.

The PCC Safeguarding Officer would like to thank the Diocese Safeguarding Team & the Team Rector for their advice & support in respect of Safeguarding matters. She would also like to thank St Mary's Safeguarding Officer, St Mary's Safeguarding Training Officer & the PCC Secretary for all their efforts as well as all those who have completed their training &/or obtained DBS clearance in the past year.*Linda Goodwin Parish Safeguarding Officer*  
26<sup>th</sup> March 2022

## Health & Safety Report

March 2022

### Accidents

No accidents or near miss incidents have been recorded since the last meeting.

### Covid Risk Assessment

With the removal of all legal restrictions in England, our Covid related risk assessments have been archived.

### Risk Assessment Approval Process

At the most recent PCC meeting, it was decided that the undersigned would, on behalf of the PCC, assume responsibility for reviewing and, where appropriate, approving Risk Assessments for all activities across the Parish. This is a delegated authority on behalf of the PCC.

Consequently, all risk assessments must be submitted to me for **PRIOR** approval before the planned event can proceed. It is not sufficient for the risk assessment to have been forwarded, but my specific approval in writing is required before any event can proceed.

The number of risk assessments we produce annually is relatively low, and this new process means that risk assessments must be drafted, reviewed and approved well ahead of events taking place. No last minute.com !!

We will review how this process works over the coming months, but it is hoped that it will provide more timely approvals without the need to involve the entire Parish Committee.

PJF

01/03/22



## **Bellringers Report**

This has been another difficult year due to Covid. We are slowly getting back to some sort of normality although we still have some ringers not ringing. We have rung for all the main services sometimes just on 5 bells, but on average on 8. We also rang for 12 weddings in 2021

The Bells are in good order thanks to the team that regularly do maintenance.

I would like to thank all the ringers for their support over the past year and we look forward to a full programme of events both socially and ringing.

Val Burgess Tower Captain.

Flower Arrangers Report Sheila Glaysher gave up running the flower arrangers at Christmas she had been organising the flower arrangers team for over 20 years and I must thank her for the support and advice she has given. She is still flower arranging and still giving advice, just not organising the rota.

My thanks to the rest of our team for their support. We are a small team and would welcome anyone who would like to join us.

Val Burgess

St Mary's AGM April 28<sup>th</sup> 2022     St Mary's Church Horsham

## **St Mary's Welcomer's (during the week) Report for 2021**

I took over from Manny Holden organising the Welcomer's Team on a temporary basis at first in December 2020, which then became, after several discussions with Manny, permanent.

Firstly, I would like to thank Manny for all he did in organising this great team from our Church family and his help to me in setting up the administration for it. My thanks too to Nigel Stalley for teaching me how to put the rotas onto Church Suite and to Laura Fletcher for constantly keeping our team in the loop so incredibly well with all the different events which may interrupt our Welcoming time slots in the church. We receive a very varied number of visitors to our beautiful Church and it is a privilege to see them find peace, joy and solace within its walls.

Most of all I would like to thank each and every member of this wonderful team of Welcomer's for their fellowship, kindness, understanding and patience (at my mistakes!). Their willingness to adapt to new tasks, e.g we have asked of them to start selling tickets from the Welcome desk in Church and the giving of their time to this important Ministry. We have had several changes of 'Covid' policies to keep our visitors safe and they have all taken it in their stride. It was great that we were able to all get together in person in November for a chat, cup of tea and cake in the Leslie room. Thank you one and all, you are very much appreciated!

Cath Hatton

## ST. MARY'S ALMSHOUSE REPORT TO ST MARY'S CHURCH

AGM APRIL 2022

St. Mary's Almshouse provides ten, one bedroom flats at a beneficial rate. The accommodation is split between east and west houses situated on Normandy. The flats cater for the older person of limited means, still wishing to lead an independent lifestyle. St Mary's Almshouse is a separate, registered charity, run by Trustees who are in post by virtue of their office: the vicar and three churchwardens, plus a co-opted Trustee.

This report is an opportunity on behalf of the church family to thank all those who help in the running of St. Mary's Almshouse. Thanks go to our warden over this past year, Joanne Kinsley-Smith. Joanne has demonstrated her compassion for the residents and her diligence in ensuring the almshouse runs smoothly. Joanne and her partner Gill, have also taken on responsibility for the garden, which has seen vast improvements this past year. Quite apart from new planting, many parts of the garden have been cleared and enhanced. Tables and chairs have been introduced into extended patio areas. This gives the residents more areas to relax and enjoy the garden. Joanne is on call for our residents, seven days a week.

A number of works were carried out in 2021. We are grateful to David Swarbrick who oversaw the repair to the ancient boundary wall between the almshouse and St. Mary's school. The kitchen in the Warden's flat was completely replaced and new carpets were fitted. New showers have been installed in Flats 11, 14, 15 and 16, to the delight of the residents. A new tumble dryer was also installed in the Laundry room.

Thanks go to Linda Goodwin, our Pastoral visitor, who regularly visits the residents with a caring and listening ear. Thank you to Vince Mitchell, our honorary treasurer of many years, who maintained the accounts until the end of 2021. Janet and Clive Palmart have now stepped forward and taken over the honorary treasurer's role. The treasurer team is on hand to assist the residents with benefits claims. The Almshouse accounts are independently examined by Mark Thompson (Kestrel Accounting). Finally, a vote of thanks to our Clerk to the Trustees, Michael Miles.

Steve Benson, Co-opted Trustee

## Choir Report 2021/22

St. Mary's Choir is an integral part of the church and provides a valuable leadership with regards to all aspects of music within the service. As Director of Music it is my job to provide the music to the best of mine and the choirs ability.

2021/22 has been quite a difficult year because of the pandemic, however, Christmas 2021 was nearly a normal time for us and the although slightly down in numbers managed to provide the music for three carol services, the Advent, Nine Lessons and Carols and the Epiphany Carol Service.

Due to the pandemic we lost some of our choristers to other activities as well as some, whose voices changed and are now in a different department of the choir. However, in September 2021 we managed to start a junior choir, who, at the moment perform on the second Sunday of the month at the morning service. We have had up to 17 joining us on Wednesday evening rehearsals. From that we have managed to move up six probationers into the main choir and look forward to more moving up in due course.

Along side that, Zoe Eborn and myself staged 'Joseph and his Amazing Technicolor Dream Coat', which, with 28 children from local Horsham schools performed to a packed church on 2<sup>nd</sup> April raising over £730 for charity.

The choir trips we have had to Cathedrals has been a highlight of mine and the choirs. It is always nice to sing and perform in different environments, however, the trip we had planned for 2020 had to be cancelled due to the pandemic. We now have it planned for this summer, and I know we are all looking forward to the experience at the end of July.

The choir would not run effectively without other key members and I would like to take this opportunity in thanking everyone especially :-

Mike Overend, our Assistant Organist continues to provide excellent support in all areas.

A big thank you to all the ladies who kindly feed us before choral evensongs and important occasions. Jenny Watts for keeping our robes up to date and of the right length. To our Chairman, Steve Benson, Valerie Lintott our choir secretary and Zoe Eborn our new social secretary.

However, saying all the thanks, there is one person who added greatly to the running of the choir and that was Roger Lintott, our choir treasurer, who spent 13 weeks in hospital and eventually lost his life in March. The whole choir turned out to celebrate his life at his funeral on the 9<sup>th</sup> April. He was a wonderful person, always smiling and enjoyed life to the full. He will be greatly missed!

I still think the choir do a fantastic job and the standard of singing remains generally very high.  
I am looking forward to continuing this for the remainder of 2022

Jeremy Weaver  
Director of Music  
April 2022

### **Serving Team Report**

The serving team provides servers for all the main morning Sunday services and additional services as required. We have recently welcomed several new team members, and said goodbye to some, and the team currently has 12 members. That is still under strength and we continue to look for new members, and have had to operate with a reduced three person server team for the 10.00 Eucharist over the last year.

However the team remains very dedicated and it is through their support, enthusiastic hard work and commitment that we can help support St. Mary's worship.

Chris Button

April 2022

## **St Mary's Pre-School Report St. Mary's AGM April 2022**

During another unsettled year, St. Mary's Pre-School remain a stable base for children and families remaining open for all children throughout the year.

By the end of the summer term 2021, we had 51 children cared for by 12 staff and 28 of these children went on to 6 different local schools in September.

The number of children for the Autumn Term was down slightly with 36 as at 31<sup>st</sup> December 2021. We are now up to 46 children and numbers for the following academic year are looking better.

Forest school sessions have been increased to allow more than one session each week to all the children who want it.

2 staff began the Early Years Teacher Status training in September and will complete this by July 2022.

A grant was secured for a Health and Physical Development project, focussing primarily on disadvantaged children.

Staff are also working on Area Improvement Board project aimed at increasing knowledge of child development within the staff team and improving transition to school.

It has been lovely to be able to hold our pre-school services in church once more, the Nativity, Easter and Leavers' services being especially popular. Many of our families are also joining in with the Informal service and tea and other children's activities at St. Mary's.

A few quotes from parents:

- Thank you for everything you are doing, we love Pre-school and will be sad when it comes to an end! You've provided one area of normality and great stimulation/distraction in a very difficult year.
  - A has loved pre-school and grown so much with your support, we are just sad he missed so much last year but cannot thank you all enough for working so hard through the various lockdowns and tough times this last year, thank you.
  - It is extremely reassuring to know how safe & secure B is with you and that she is happy and well looked after.
  - Being nurturing whilst encouraging independence, teaching kindness, encouraging their interests
-

## **Prayer Report 2022**

A number of events and services have been provided over the last year to support people in praying for themselves, family and friends, our town, our nation and our world.

### Outdoor Lent Prayer Stations

As we were discouraged from being inside the church during Lent last year, prayer stations were set up in the churchyard with a map in the porch to direct people to them. Additional online resources could be accessed using QR codes. These continued a couple of weeks beyond Easter so that families could access them throughout the school holidays. Some very positive feedback was received.

### Thy Kingdom Come Virtual Prayer Room

A 24-7 prayer rota was set up across Horsham Churches Together between Ascension and Pentecost, with ideas to help people to pray, including a prayer walk around Horsham. It was very good to join in prayer with so many people from other churches in Horsham and the surrounding villages.

### Praying for the mental health of young people

After the sad news of a number of suicides by young people in the Horsham area, the side chapel was opened, during the summer, as a reflective space to pray for the mental health of young people. Many people accessed the resources provided and found them helpful.

### COP26

In the run up to COP26, the side chapel was again used to encourage people to pray for the summit and for our world and consider making changes themselves.

### Prayer for Ukraine

Since the beginning of March, ribbons have been left at the gate of the church for people to use to represent their prayers for the people of Ukraine.

### Regular Prayer Meetings & Ministry

Morning Prayer – Tuesdays 9am, attended by between 2 and 7 people

Monthly Parish Prayer Meeting – 1<sup>st</sup> Sunday of each month, different themes and styles each month, attended by around 20 people

Laying on of hands – during 10am Eucharist, for people to have specific prayer for themselves or for others

Healing Prayer Group – meeting weekly on a Monday morning to pray for those who have asked for prayer

Prayer chain - requests come to Lisa, Morag or the office and in the event of illness, sickness or a sudden emergency twenty or so intercessors will be holding the request up in prayer.

## **Treasurer's Report**

### **2021 Results for St Mary's**

The financial results for the Parish attributable to St Mary's are summarised in the following pages – we have shown the income and expenditure for 2021 compared to the 2022 budget in the form of pie charts to pictorially show the results and budget.

In Summary:

	<b>2021 Actuals</b>	<b>2021 Budget</b>	<b>2021 Variance to Budget</b>	<b>2022 Budget</b>
Income	£270,208	£255,446	£14,762	£270,500
Expenditure	£228,263	£236,432	£13,169	£267,300
Surplus/(Deficit)	£41,945	£19,015	£22,930	£3,200

As a Parish we entered 2021 with a welcome surplus generated in 2020.

Planned & Other Giving income was £6,000 lower than budget, Rental & Earned Income was £12,000 higher than budget, Other Income was £8,000 higher than budget, which included grants from the government furlough scheme. Strong Q4 Hall & Church hire/lettings contributed to the increase in income, plus the Choir donated £1,000 from their funds as they didn't need the money. Overall expenditure was below budget because of restrictions on worship and activities early in the year. Staff costs were lower and Buildings & Grounds expenditure was circa £11,000 lower. Youth expenses were also £3,000 lower than budget, giving an overall surplus at year end of just under £42,000.

It is planned that £32,000 of this surplus will be put into our Designated Fabric Fund, for future use, particularly as we have a Quinquennial Review in 2023 which is likely to result in additional works required for the Church.

For our Gift Day, we raised around £4,200 to improve the AV equipment within the church and install a new large TV in South Aisle, both were required to enhance the in-person services and live-streaming of services. We also raised around £48,000 which, combined with the remaining Thanks a Million Appeal funds, enabled the renovation works on the Church Centre to be completed.

### **2022 Budget**

We are budgeting for a small surplus of £3,200 for the current financial year for St Mary's.

Planned giving is running slightly ahead of Budget and has improved following the recent stewardship focus. The Car Park Revenue budgeted at £38,000 for 2022 to date is totalling £36,958 (£1,000 under budget).

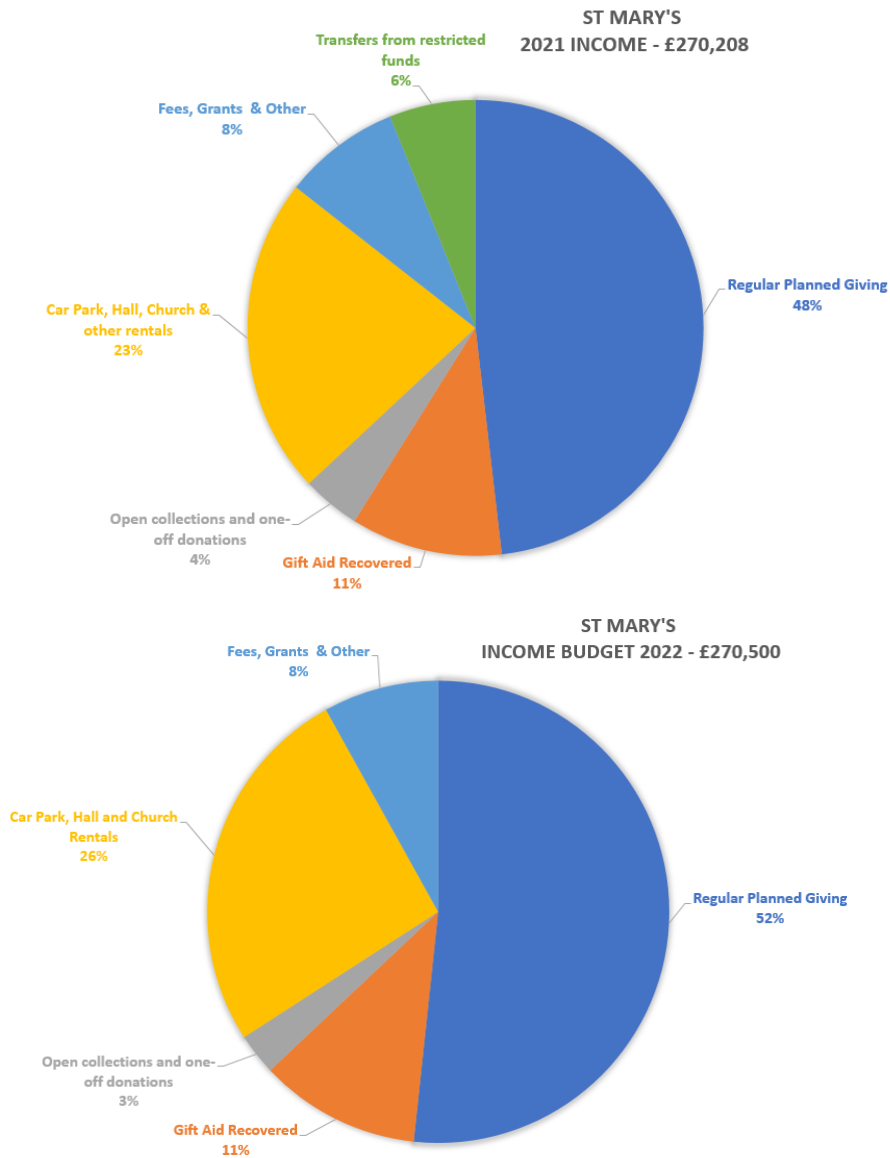
The Church Hall Hire budget for 2022 was budgeted at a conservative £1,000 per month, and to date we have invoiced £4,817, to mid-April so are on course to match the budget.

**Nicola Barber**  
**St Mary's Treasurer**

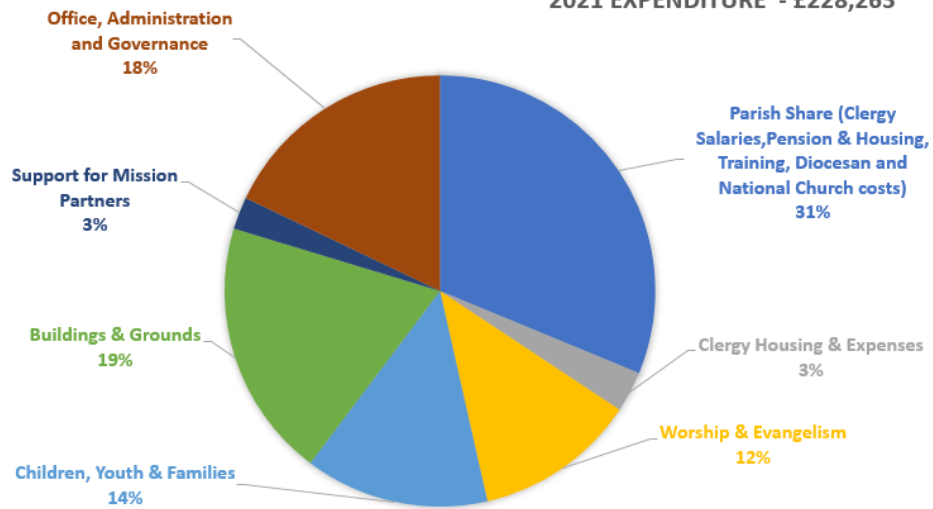
**Greg Andrews**  
**PCC Treasurer**



## St Mary's Church – 2021 Actuals v 2022 Budget



**ST MARY'S**  
**2021 EXPENDITURE - £228,263**



**ST MARY'S**  
**EXPENDITURE BUDGET 2022 - £267,300**

