



The Parochial Church Council  
Of  
St Philip & St James  
Hucclecote

Annual Report and Accounts  
Year ended 31st December 2017



## **Priest In Charge Report**

I would like to begin by offering my heartfelt thanks to you as a church, to the community of Hucclecote, to my fellow ministers in other local churches both the HUB and deanery, and all those who give so much to this church through time, money and talents. When I arrived in Hucclecote I felt a very clear message from the Lord. I believe that he is calling us at this time to “honour each other, Glorify God and bless this community”. This has become something of a vision statement for me, and I hope that in 2018 it will become the basis of our Mission Action Plan, which will be the practical details of what we are being called to do here at this time. If we wish to see this vision become a reality then we need to work together, supporting one another in prayer and encouragement. We need to increase our faith and belief that God is willing and able to use us both as individuals and as a church. I am very grateful for what God has done in this church in this last year and I am very excited to see what God will do in this church in 2018 and beyond. May God’s blessing be upon this church and this Community as we move forward together.

**Mark Close**

## **Churchwarden Report**

2017 has been a significant year for Tom and I as Wardens at St Philip & St James. The year started with the church still in Vacancy and thanks to Liz Horton our Church Administrator, our team of Retired clergy and our Readers, plus our loyal volunteers within the church family, we managed during the Vacancy to keep all our services and activities going well and running smoothly. Early in 2017, the appointment process for a new Priest-in-Charge was well under way - Tom and I were elected as the Parish Representatives for the Short-listing and Interview. Although this was a huge responsibility, we felt supported in prayer by the PCC and the Church family, for which we were and remain very grateful. God’s choice of candidate was obvious from the start of the process and we were delighted to welcome Revd Mark Close, together with his wife Amy and young family, Archie and Mabel, on July 24th 2017, when Mark was installed as our Priest-in-Charge by Rt. Rev’d Robert Springett, Bishop of Tewkesbury.

Mark and family have settled into life in Hucclecote well, and we are delighted to have them with us. Mark has spent time getting to know members of the Church family which has been good. Very soon after Mark’s arrival our Treasurer, Trevor Weedon, resigned so it was not the best start for him, but the situation has been overcome and we survived, with members of our Finance team bridging the gap, and Tina Knight overseeing the internet banking, and completing the end of year accounts.

Mark has made some changes to our Baptism policy and also to the 10.30am service on Sundays, as was identified by and requested in the Parish Profile for the appointment of a new incumbent. These changes took place from the start of 2018 so it is too early to report on their success.

We remain grateful to all our church members for their loyal support in our work and for your prayers for us as we carry out our legal duties as Wardens and try to ensure the smooth running of church activities and services.

**Margaret Edwards & Tom Brown**  
Churchwardens

## TRUSTEES REPORT

### Administrative Information

St Philip & St James is situated in Larkhay Road, Hucclecote, Gloucester. It is part of the Diocese of Gloucester within the Church of England.

The correspondence address is:

Church Office  
Stone Building  
18 Larkhay Road  
Hucclecote  
Gloucester  
GL3 3 NS

Telephone: 01452 372177

Website: [www.hucclecotechurch.org](http://www.hucclecotechurch.org)

E mail: [stpandstj.hucc@mail.com](mailto:stpandstj.hucc@mail.com)

Bankers: National Westminster Bank  
21 Eastgate Street  
Gloucester GL1 1NY

Independent Examiner: Roger Slater

The Parochial Church Council (PCC) is a charity registered with the Charity Commission.

PCC members who have served from 1st January 2017 until the date this report was approved are on page 5.

## STRUCTURE, GOVERNANCE AND MANAGEMENT PCC 2017

Incumbent	Rev Mark Close	Chair from September 2017
Vice -Chair	Mr Tom Brown	From May 2016
Wardens	Canon Mrs Margaret Edwards (Also Diocesan Synod and DBS Safeguarding Officer)	From October 2014
	Mr Tom Brown	From October 2015
Deanery Synod	Mrs Jean Thomas Ms R Holman	re-elected 2017 APCM re-elected 2017 APCM
Co-opted	Mrs D McLellan	From July 2016

Members of the PCC elected at the APCM for a 3 year term.

Mrs Peggy Brown	From 2013 re-elected 2016
Mrs Rachel Cooke	From 2016
Mrs Alison Dight	From 2016
Mr Duncan Hutchison	From 2014 re-elected 2017
Mr Mike Madigan	From 2017
Mr Phil Rodford	From 2015
Mrs Judy Preece	From 2017
Mr Rob Thomas	From 2017
Mrs Rhianydd Warren	From 2015
Mr Colin Waterman	From 2015
Mr Trevor Weedon	Co-opted July 2015 Elected 2016 – Treasurer Resigned October 2017

Members of the PCC who stood down at the APCM 2017

Mr Steve Godsell  
Mrs Helen McLean

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 is supported by the work of teams whose views and recommendations are taken into account by the PCC when making decisions.

See page 14 onwards for information about, and reports from teams.

## OBJECTIVES AND ACTIVITIES

St Philip and St James PCC has the responsibility of co-operating with the incumbent in promoting the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. It also has the maintenance responsibilities for St Philip and St James Church and associated property.

### Highlights of the Year.

Interviews for a new Priest in Charge and the appointment of Mark Close.

In July 2017 the Reverend Mark Close was installed as Priest in Charge; we welcomed Mark, his wife Amy and their 2 children Archie and Mabel.

Bishop Rachel Treweek joined us for a service in November; the 8.45 and 10.30 congregations coming together for it.

Messy Church has become increasingly popular, running on the first Saturday of each month from 4.00 to 5.30pm. This year, the group 'decked' the Christmas tree along with members of the congregation – a truly memorable time for all. 'Tiles' of their monthly focus now hang in the Church Centre hall.

Hosted a Children's holiday club along the lines of Messy Church.

Played a part in the Community Day organised by the HUB.

Evening services in Lent and during August were once again shared with other churches in our cluster – St Leonards - Upton St Leonards, St Oswalds - Coney Hill, St Lawrence - Barnwood and Christchurch – Abbeydale.

The Nativity on a Lorry organised by the HUB visited many parts of the parish in December.

A church full to bursting for the nativity service on Christmas Eve.

### Achievements and Performance

There were 148 names on the electoral roll as at the APCM in April 2017; 38% live outside the parish. Average attendance on Sundays during 2017 was 89 adults and 9 children.

## PCC MEETINGS

The PCC meets bi-monthly, generally on a Wednesday evening, throughout the year. When necessary, additional meetings are held to address important issues; some of which are confidential. Minutes of PCC meetings (with the exception of confidential items), once they have been agreed, can be found on the notice board at the back of church.

The PCC continued to oversee the general running of the church prior to Mark's arrival, and now supports him as he seeks the will of God for future developments in our church. Much background work is done by the Standing Committee and other groups who bring their suggestions and recommendations to the PCC for discussion / ratification.

The early part of 2017 saw the PCC heavily involved in the final production of a new Parish Profile – our shop window in the search for a new Parish Priest. At the same time, the PCC sought to ensure that everything continued to run smoothly during the vacancy.

### **What were the main things PCC dealt with / discussed in 2017?**

- Organised the interview day for our new Parish Priest such that all candidates had a similar experience.
- Took the lead in all the logistical arrangements for Mark's licensing service, played a major part in the service itself and in organising refreshments for all our visitors.
- Discussed the Garden of Remembrance and how the plot could be organised to facilitate the internment of ashes more easily.
- Discussed the document 'Giving for Life' and identified 3 suggestions from it that we could implement.
- Discussed ideas for a Legacy Policy and agreed to implement at a later date.
- Discussed and updated the Hirers Agreement and Policies for buildings we hire out.
- Discussed the current financial position of the church and the implications for the future should income fall.
- Discussed the suggestion that we should seek to formally close the churchyard to new burials and the implications of doing this.
- Had regular updates from Margaret Edwards with regard to Safeguarding.
- Discussed the tithe allocation and other charitable giving.
- Discussed proposed changes to the Baptism policy and agreed to trial new arrangements.
- Discussed the 10.30 service and Mark's proposals for changes to make it better for all.
- The appointment of an interim Treasurer and Independent Examiner for the Accounts, and a new Treasurer for 2018.
- Discussed the proposed budget for 2018 and identified areas where savings might be made.
- Supported Mark in his suggestions for future courses within the church.

On behalf of the PCC, the Secretary would like to acknowledge the additional burdens that were carried by the Wardens, Readers and Parish Administrator during the final few months of vacancy and to thank them for their commitment and on-going support for Mark as he settles in to his new role here at St Philip and St James.

**The Standing Committee** is made up of the incumbent, churchwardens, treasurer, secretary and administrator. It meets bi-monthly to review the general running of the church and includes a discussion of the current financial position with the Treasurer. The team looks at areas of strength and of concern, trying to resolve conflict where it is apparent before it becomes an issue. It makes recommendations to the PCC where decisions need to be made.

**Peggy Brown**

## **STATUTORY REPORTS**

### **FINANCIAL REVIEW 2017**

The PCC set a budget with a deficit of £15,000 for 2017. The 2017 accounts show an increase in ordinary unrestricted funds of approximately £1,000, compared to 2016, from £41,407 to £42,369. Total receipts were £127,485 and total payments were £125,684, which gave an increase of approximately £1,800 in restricted and unrestricted funds.

#### **Income**

There was an increase in regular giving and a reduction in Gift Aid receipts, which gave an overall reduction of £1,653 for unrestricted funds compared to 2016, with 2017 receipts of £91,397. Income of £14,600 was received from hall lettings, which was a slight increase from the previous year.

The main fundraising event was the Christmas Fair, which raised over £1,500. Half of the proceeds were donated to GARAS and Gloucester City Mission.

#### **Expenditure**

The largest expenditure was the Parish Share of £64,700, which is paid to the diocese for clergy and support services. Other large expenditure included salaries, donations to charities and utility costs.

A total of £7,000 was donated by tithe. Donations were made to the James Hopkins Trust, Tearfund, OMF International, Gloucester City Mission and Gloucester Foodbank. A further £2,000 is yet to be distributed and is currently held as a restricted fund.

Donations from appeals were made to the Grenfell Tower disaster and to DEC for the Rohingya refugees.

#### **Reserves**

It is PCC policy to maintain a balance on unrestricted funds, if possible, which equates to 3 months unrestricted payments, to cover emergency situations which may arise from time to time.

#### **Finance Team**

**Approved by the PCC on 8<sup>th</sup> March 2018**

## Parochial Church Council of Hucclecote

### Statement of Assets and Liabilities at 31 December 2017

	Details	General funds	Designated funds	Restricted funds	2017 funds
<b>Cash Funds</b>	NatWest accounts	42,269	16,888	89,078	148,235
	Petty Cash	100			100
	Restricted funds held separately			1,076	1,076
<b>Other monetary assets</b>					
<b>Investment assets</b>					
<b>Assets retained for the charity's own use</b>	Church Centre		120,000		120,000
<b>Liabilities</b>					
<b>Total Funds</b>		<u>42,369</u>	<u>136,888</u>	<u>90,154</u>	<u>269,411</u>
<b>Notes:</b>					
Restricted funds	Boiler Replacement			20	20
	Building			56,065	56,065
	Coffee Pot			418	418
	Childrens Work			8	8
	Childrens Worker			4,176	4,176
	Ann Smith Bequest			5,000	5,000
	Churchyard			2,728	2,728
	Computer			167	167
	Internet and Video camera			200	200
	Olive Withycombe Fund			3,151	3,151
	Rob Graham Fund			13	13
	Social Fund			4,607	4,607
	Sound System upgrade			143	143
	Teddy Bears			2,638	2,638
	Treasurer's Discretionary Fund			5,488	5,488
	Warden's Discretionary Fund			500	500
	Local Mission			1,653	1,653
	Tithe for 2017			2,000	2,000
	Music and Worship fund			104	104
	Group Funds held separately			1,076	1,076
<b>Designated Funds</b>					
	Church Centre		120,000		120,000
	Depreciation Fund		2,221		2,221
	Computer Fund		2,650		2,650
	Essential Maintenance Fund		12,017		12,017
<b>General Funds</b>		42,369			42,369
		<u>42,369</u>	<u>136,888</u>	<u>90,154</u>	<u>269,411</u>

Parochial Church Council of Hucclecote						
Receipts and Payments Accounts - Year Ended 31 December 2017						
		General funds	Designated funds	Restricted funds	2017	2016
		£	£	£	£	£
<b>Receipts</b>						
<b>Voluntary income:</b>						
	Planned giving	68,829			68,829	71,537
	Collections, donations & other giving	7,254		998	8,252	16,305
	Income tax recovered	15,314			15,314	22,009
	Legacies					
<b>Activities for generating funds</b>						
	Church activities (clubs groups, etc)					
	Hall letting and coffee takings	14,601			14,601	13,939
	Annual Fete/events	1,974		104	2,078	2,109
<b>Investment income:</b>						
	Dividends and Interest	286		10	296	312
<b>Income from charitable activities:</b>						
	Parochial fees	5,488		8,421	13,909	14,296
	Service Fee Reimbursement by DBF			2,645	2,645	
<b>Other incoming resources:</b>						
	Insurance claims					
	Sale of fixed assets					
	Other	1,337		226	1,562	727
		<b>115,082</b>	<b>0</b>	<b>12,404</b>	<b>127,485</b>	<b>141,234</b>
<b>Recourses expended</b>						
<b>Charitable activities:</b>						
	Fundraising costs	230			230	
	Donations/Grants to charities	970		7,145	8,115	11,401
	Mission & Evangelism	1,361		1,486	2,847	3,363
	Parish Share	64,735			64,735	64,473
	Clergy expenses	265			265	1,938
	Church running expenses	15,169			15,169	19,078
	Churchyard maintenance	3,203			3,203	4,284
	Cost of church activities (incl. clubs, groups etc.)			618	618	440
	Parochial fees			10,962	10,962	8,340
<b>Management and administration</b>						
	Salaries	13,914			13,914	21,485
	Support costs/equipment		350		350	
	Administration costs	3,598			3,598	3,440
	Other	1,679			1,679	5,380
<b>Major expenditure</b>						
	Repairs to church buildings					
	Repairs to other property					
	New building work/assets					
	<b>Total resources expended</b>	<b>105,123</b>	<b>350</b>	<b>20,211</b>	<b>125,684</b>	<b>143,622</b>
<b>Excess of Receipts over Payments</b>						
	Net (outgoing)/ incoming resources	9,959	-350	-7,808	1,802	-2,388
<b>Transfers between funds</b>						
		-9,000		9,000		
		959	-350	1,192	1,802	-2,388
	Funds from last year: 31 December 2016	41,410	137,238	88,961	267,609	<b>269,997</b>
	<b>Funds from this year: 31 December 2017</b>	<b>42,369</b>	<b>136,888</b>	<b>90,154</b>	<b>269,411</b>	<b>267,609</b>

## Independent Examiner's Report

### **Independent Examiner's Report to the Trustees of The Parochial Church Council of St Philip & St James Church, Hucclecote, Gloucester**

I report to the trustees on my examination of the accounts of the Parochial Church Council of St Philip & St James Church (the Trust) for the year ended 31<sup>st</sup> December 2017.

#### **Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

#### **Independent examiner's statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed: 

Name: Roger Slater

Address: 56 Hazel Way  
Lobley's Drive  
Brockworth  
Gloucester  
GL3 4GD

Date: 11 / 04 / 2018

## DEANERY SYNOD

St. Philip and St. James' church has three representatives on Deanery Synod – Ruth Holman, Jean Thomas and Doreen McLellan. Canon Margaret Edwards is a Diocesan Synod representative.

Deanery Synod met on four occasions in 2017 and normally followed the pattern of having a guest speaker followed by the business part of the meeting. The first meeting was held at Hardwicke CE Primary School, where Rev. David Runcorn gave a presentation on Reader and Lay ministry entitled Ministry in Challenging Times. He encouraged everyone to develop their own ministry.

The May meeting took place at St. Catherine's church, where the speaker was Bishop Rachel who spoke about L.I.F.E., the Diocesan vision – Leadership, Imagination, Faith and Engagement. She talked about what is happening, building on what is already there and encouraged people to share what is happening in their parish.

In July the meeting was held at St. Oswald's, Coney Hill and began with a Eucharist led by Rev. Janet Faull, Area Dean. This was followed by the business meeting.

The October meeting was held at St. Philip and St. James' church, Hucclecote and Canon Celia Thomson gave a presentation on the progress of Project Pilgrim. She began with the original planning then talked about what has been achieved so far, using before and after photographs (and some showing work in progress). Following this parishes shared stories of projects relevant to the L.I.F.E. Vision as part of what the Bishop had encouraged us to do at the May meeting.

**Doreen McLellan**

Deanery Synod Representative

**Care of Churches and Ecclesiastical Jurisdiction Measures 1991.**

**St. Philip and St. James Church, Hucclecote.**

**CHURCH FABRIC REPORT 2017.**

**General.** The church is considered to be in good condition.

**Roof and Guttering.** During very heavy rain a few drops of water can leak through the east end of the north aisle roof. Investigation and remedial work on this area has been unable to stop this. In October the choir vestry flat roof, the gully between the vestry and the chancel wall and the vestry gutters were cleared of moss and other debris. The valleys and gullies on the north aisle roof were also cleared of moss and other debris. The gutters and downpipes have been checked for leakage during rain. One downpipe on the north aisle is in need of an easily completed repair which will be carried out in 2018.

**Interior.** The gas safety inspection was carried out on the boiler in August and it was found to be in a satisfactory condition. The fire extinguishers passed inspection in November. Paint is flaking on the walls at the east end of the nave and similarly at the west end. Paint is flaking from the chancel walls below the dado rail. All of this will need making good at some point.

**Other.** The lightning conductor inspection is due 10<sup>th</sup> December 2018.

The grass in the churchyard is cut twice a month during the growing season and the hedge surrounding the eastern part of the churchyard was cut back in November.

There are wobbly headstones in the churchyard that need dealing with and the mortared joints in the southern length of the churchyard wall are in need of repointing.

A wiring fault caused the west end lamps trip out. The faulty section of cable has been isolated so the west porch lamp and the external lamp opposite the Stone Building now work but the one on the corner towards the south porch does not.

The churchyard south gate, south porch gate, west porch gate, and various downpipes need repainting.

**Canon Margaret Edwards**

Churchwarden  
9<sup>th</sup> February 2018

**Tom Brown**

Churchwarden

## **NON-STATUTORY REPORTS**

### **1. MINISTRY & LEADERSHIP**

#### **Ministry and Leadership**

The church is blessed to have a vibrant and gifted congregation the majority of whom are actively engaged in the ministry of the church. It is only because of the commitment of prayer, time and gifts that this church can sustain the large number of activities it does and I have found that establishing new initiatives has been helped by the willingness of this congregation to engage in new projects.

Myself and the Churchwardens, would like to thank all who have made the vacancy easier to manage with all the work that people have put in to keep the church running. We are extremely grateful for our retired and visiting clergy, our lay ministers (Allan Butcher, Miriam Davis, Steve Godsell, Ruth Holman, Tim Horton and Sue Rodford), Duncan Hutchison who is training for ministry, our faithful volunteers and our church staff. Special thanks must go to our Administrator, Liz Horton, who has taken on extra work and responsibility to make the job of the churchwardens much easier and for quickly forging a positive working relationship with myself which has been a great support and encouragement. The first few months have been a steep learning curve for myself and the church, but I feel we are now at the stage when we can begin to look forward to what God is calling us to be and form a solid and practical vision.

**Mark Close**

### **2. PRAYERS & WORSHIPING**

#### **Prayers and Worshiping**

The attendance at the 8:45 am service remains steady with generally good numbers of worshipers. The Common Worship printed orders of services continue to be used along with the Sing Glory hymn book. The service does not always have an organist so organ music from CDs is used. Although the CDs are better than no music, there are limitations, these issues are now beginning to present at the 10.30 service also. The 10:30 am service has been relatively stable in terms of adult attendance, but we have seen an increase in the number of children which is a real encouragement. I am content with the style and form of the 8.45 service which, in general, is suitable and fitting for the congregation at present. I believe it would be of some merit to review the morning worship service that happens once a month at 8.45am when Holy Communion happens at the 10.30 service as the service requires updating. The 10.30 has undergone some significant revision since I arrived. Initially we established a slightly more formal pattern of worship and clearly stated expectations in terms of how the service would be run, particular attention was drawn to the length of the service which we now aim to be 75minutes. The other major change that has happened in the pattern of worship, is to introduce an all age service once a month in which we include baptisms. Morning Prayer, 9:30 to 10:00 am in church, continued through the year. In 2017 there were 24 baptisms, 5 weddings, and 38 funerals. The Deanery cluster churches ran a series of five Lent services on Sunday evenings through February and March and there were four Sunday evening services in August. There was a National Prayer Weekend in September and an Advent prayer day on the Saturday before the start of Advent. Prior to my arrival we relied heavily on our retired and visiting clergy and Readers to help us with our services so a huge vote of thanks is due to all of our worship leaders, readers, preachers, musicians and to all of those who provide readings, prayers, refreshments, sound and visual operatives and welcome teams throughout the year.

**Mark Close**

## **Prayer Team**

There were two prayer events in 2017, the National Prayer Weekend and the Advent Prayer Day, the former included a parish boundary walk. The church was open on Friday evening and Saturday morning with the opportunity for quiet prayer and to take part in prayer activities, and there was a waterfall in the baptistery as a focal point for Biblical reflection (thanks Phil, Alan and Rob!). The church is open once a month on a Saturday for individual and group prayer, sometimes with a focus but always there's a sense of God's presence. Some church members meet on other Saturdays so please do join us but check beforehand with a prayer team member for times.

The 8:45am and 10:30am prayer ministry teams continue to meet before the services, and provide prayer ministry after the service. Holy Communion with anointing takes place once a month at both services. Marion has recently stepped down from leading the 10:30am team and would like to thank them for their compassion and commitment, especially while team numbers are low. More people seem to be making use of the prayer request list on the notice sheet or perhaps there are more needing prayer at the moment. There is also the option for confidential prayer through the prayer box in church and the telephone link, mentioned in the notice sheet.

Thank you to all who serve in the prayer teams, and all of you who pray in your own homes.

**Marion Cook, Glenys Beard and the prayer teams.**

## **3. YOUTH & CHILDREN**

### **Youth Group Report 2017**

On a Wednesday evening we hold a youth group Bible study which began in September. This happens every week during term time from 7.45-9.15. We have 8 regular young people attending. We start by chatting and playing games then move onto a Bible study, and finish by praying with and for each other. At the end of each term we have a social. It has been a real blessing to see our young people encouraging one another in their faith and studying the Bible together.

**Amy Close**

### **PJ's Report for 2017**

The church's young people meet every Sunday morning to learn more about Jesus. The core age of the group is 11-16, although we happily welcome young people from age 7 upwards. We typically have 5 to 7 young people but can have as many as 10 on any given Sunday. We have a great time, learning through games and quizzes, activities, bible study and prayer. Topics covered this year have included Revelation, the "I AM" sayings of Jesus, Living in the Wilderness, and the Power of God. The group has a strong bond and really enjoys meeting together and encouraging one other in their walk with God. We pray that the group continue to grow in their love and faith in Jesus. When you next meet them in church, please ask them about what they've been doing, I'm sure they'd love to tell you!

**John Grime and Helen McLean**

### **Little PJ's Report for 2017**

Little PJ's was set up a few years ago to provide age-appropriate Sunday morning sessions for the littlest people in our church. We are blessed to have a committed and cheerful team to lead these sessions. Janet, Margaret, Linda, Rhianydd, Susie, Chris and Dianne prepare material from the excellent 'Jack in the Box' programme. The children respond well to the format of simple songs, interactive storytelling, prayer and craft. Week by week, and story by story, the children become familiar with the Bible and its message of God's love for everyone.

**Dianne Brookes**

## **Coffee Pot Toddler Group**

Coffee Pot continues to meet in the Church Centre every Tuesday in term time from 10.00 to 11.30am. The leaders are very thankful for all the help we receive from our loyal kitchen helpers – Pat Peachey, Marie Kear and Nan Laver, without whom there would be no refreshments each week.

We aim to provide a safe space for Mums, carers, and grandparents to meet, chat and enjoy fellowship with one another as their children play and learn how to get on with one another, sharing toys and exploring new experiences. For the leaders, it is always a great privilege to watch the children mature and change from a small baby to a confident toddler and to experience with them their journeys through walking and talking. It is also an opportunity for us to share the love of God through what we do week by week.

Our numbers fluctuate from week to week and year to year; we say 'goodbye' as children move on to school and playgroup and 'hello' to new mums and returners. In 2017 we welcomed new people from other areas of Gloucester recommended to us by friends who live in Hucclecote. This has been a blessing to us. We also welcomed a new member to our team – Linda Weedon.

Each week follows a similar pattern – play, story, snacks, craft, more play, clearing up and song time. We are blessed with many helpers large and small when it comes to clearing away – all good preparation for helping at home and when they go to school. 3 times a year we are joined by local Playgroups for services in church to celebrate the festivals of Harvest, Christmas and Easter.

The end of 2017 almost draws to a close Debbie's time with us; her willingness to serve and prepare crafts each week has been invaluable and she leaves us with 2 years of craft and stories with which to continue the rolling programme she has set up; Linda will take on the craft work once Debbie leaves. A huge 'thank you' Debbie – you will be greatly missed.

**Peggy Brown, Debbie Godsell, Trevor Henning and Linda Weedon.**

## **Teddy Bears Toddler Group**

Teddy Bears continues to meet at the Pineholt Village Hall on Friday mornings in term-time. 2017 saw quite a few changes - one being the actual venue. Major refurbishment took place at the Pineholt between Easter and mid-September and so the group re-located to hired premises at Brockworth. During this time, we still attracted a good number of families.

We welcomed Rev'd Mark Close and family to Teddy Bears when he was appointed as new Vicar of Hucclecote. Mark has already contributed to the way the group runs; there is improved communication and he was instrumental in forming a working team, with many of the jobs being delegated to others, to ease the load and responsibility on the leader. Unfortunately we said farewell to Linda Weedon (one of the team leaders) during this last year and also to Peggy Brown, one of the occasional volunteers.

We continue to celebrate key stories in the Christian calendar with visits from the Open the Book team and Linda's storytelling is much appreciated each week. There was also another successful but final visit from Crazy Glaze pottery which is always popular and we wish Darren well in his new work.

Dorothy and Linda plan the themes for the term, using a two year rolling programme, and provide appropriate crafts according to the story. We are very grateful to the help we get each week from Phil Rodford and Colin Waterman, who respectively put out and clear away the heavy tables, chairs and carpets; to Sue Palmer, one of the regular mums who sources snacks and food stuff each week; and to the church volunteers who have responded to the request for extra help - Shirley Clutterbuck, Pat Peachey, Jean Thomas, Rhianydd Warren and Margaret Wenham, attending on a rota basis.

Teddy Bears continues to be a very popular Parent & Toddler group and the team would like to thank all who support us, attend the group and pray for us.

**Dorothy Roberts and team (Margaret Edwards, Ruth Holman, Linda Waterman).**

## **Messy Church**

So what's so messy about Messy Church? You can lick your fingers ...if you've been icing biscuits...but not if you've been planting lettuces in compost! You can stay clean if you're making sock puppets...but not if you've been potato printing! On the first Saturday of the month there is a fascinating variety of craft activities for both children and parents to experience. A short time of worship followed by a meal is much appreciated and over the year we have seen many families making Messy Church a regular event.

A highlight of the year is always the popular Light Party on 31st October. The large number attending continues to tell us that many parents appreciate our alternative Christian event to Halloween. The children arrive, many in special outfits, eager to join in the party fun.

The 3-day Holiday Club, run on Messy Church lines, turned out to be a great success this year. The large numbers, (293 over 3 days), attending showed how popular it was to offer fun Bible based activities in the school summer holiday. As a special treat the Open the Book team came each day to present three of Jesus' own stories.

Messy Christmas became another highlight with a proposal to combine it with decorating the Christmas Tree and singing carols. For this we moved all the activities into the church and experienced such a happy, relaxed atmosphere that it was decided to continue this format into 2018.

All this is only possible because there is a dedicated team of 25 helpers who never mind what task they are given and always stay late to ensure everything is packed away and cleaned up. They give their time and attention to all who come by making each one, parent or child, feel that they are valued. With their help we aim to give the warmest of welcomes to our visitors and provide them with time to enjoy being family in a church environment.

**Judy Preece and Dianne Brookes**

## **Open the Book**

Our small but very faithful group of volunteers continue to attend Hillview Primary School every Wednesday morning to deliver the Open the Book Assembly to Key Stage 1 (Infants) children. We are now in our 9th year of doing these assemblies and it is a huge privilege to be building such a close relationship with the school. We know the children enjoy the Bible Stories, even more so when they get a chance to act out the story with us, and just recently we realised what an impact has been made on at least one of the children. A little 8 year old who has moved into KS2 since September, has requested to be Baptised at our church and she wants the OTB team to be present at her Baptism. We thank God that the small seeds we sow, do actually make a difference.

**Margaret Edwards and Team ( Sue Blakeley, Peggy Brown, Margaret Dunne, Pam Henning, Joy Noah, Jean Thomas and Philip Wenham )**

## **4. MISSION**

### **Local Outreach**

Each year we seem to have more opportunities to have contact with the community of Hucclecote. Much of this is due to our church activities such as Parent & Toddler Groups, Lunch Club, Tuesday @Two, Messy Church and all the events organised by the Social team. Once again we had a massive attendance at our Christmas Eve Nativity service, carol service and other Christmas services and events, as a result of the leaflet drop. As part of the HUB we have once again taken part in joint activities such as Nativity on a Lorry (NOAL) and Carol singing in the shopping precinct. Our church has been represented in all Community events including the Hucclecote Community Association (HCA) Day at King George V Playing Field in June as well as the usual Remembrance Day Parade. We as a church continue to work with Kat (Katherine) Gibson, of the Barnwood Trust. Kat's remit is to link those already running activities with potential new members and to try to initiate new activities where there is a need for one. We continue to engage with the community where we currently have links and we are looking for ways to further those links.

**Mark Close**

## **Christian Aid 2017**

As a result of conflict and natural disasters, 2017 has seen many emergencies across the globe. Christian Aid, following Jesus' promise of "good news" for the poor and "freedom" for the oppressed, and that His followers should "love God and love your neighbour" has been able to work with local partners in saving lives by providing urgent shelter, essential healthcare and access to safe water and sanitation. At the same time campaigning for action on climate change, tax dodging and fair trade.

Christian Aid week in May saw the gallant few once again taking part in the annual house-to-house collection, which together with the envelopes collected in church, raised £865-81. We also held a successful coffee morning and mini-market with many from our local community coming in to support us. Very many thanks to those who contributed towards the event and particularly those who helped to run it. We raised a further £647 which is amazing!

Some church members were able to join with our Methodist friends carol singing at the Tesco store St. Oswalds Road and helped the Gloucester Christian Aid branch collect £650 which the government doubled.

World poverty issues are complex, but our faith in God gives us confidence and hope that poverty can be ended, despite all that might stand in the way. We have the gift of hope and also the responsibility to keep working and praying for God's will to 'be done on earth as in heaven'.

### **Philip Wenham**

Christian Aid representative

## **The HUB - Hucclecote Uniting Believers**

Mike Webber was Chair for 2017. We have 3 representatives from this Church on the HUB committee Jean Thomas, Phil McLellan and Margaret Edwards. The year started with a Joint Service here at St Philip and St James. We attended the Hucclecote Community Day in June on the King George V field and had a marquee in which we had crafts and games; it was a good day. It was our turn to host the HUB Holiday Club and this was done in August (as previously mentioned on p.17) in a Messy Church format. We again took out the Nativity on a lorry for two nights around Hucclecote, the weather was kind. A good number of members of each Church attended and both the Methodist Church and ourselves supplied welcome refreshments at the end. We held our Carol singing in the Community outside the Co-op on the Main Road, good number came to sing following that we a great turn out at Glenville Parade for a second session. We are now planning events for 2018. We have been glad to see representation from the HUB churches at our prayer events this year.

### **Mark Close**

## **5. DISCIPLESHIP & PASTORAL CARE**

### **Discipleship - Home Groups**

Approximately 70 members of our congregation, together with 5 visitors, currently meet regularly in the 9 house groups that operate during the week within our Church Home group system.

Groups study the Bible, worship and pray together, socialise and share fellowship with one another in meetings on a Monday, Tuesday or Thursday evening or on a Wednesday morning, either in members' homes or in the Stone Building. Our Church continues to recognise the importance of House group attendance as a means towards greater personal spiritual growth and, as a consequence:

- Supports the need to expand the existing system by encouraging and welcoming new membership – and by taking particular care to find the right group for new people.
- Makes provision for a "nurture" group, when appropriate, for new Christians prior to their integration into the more established groups.

- Provides a central collection of resources, both books and DVD's, etc., with, where possible, reviews of recent material that groups have used.
- Maintains a regular "start of term" event for all house groups to attend in order to introduce new material; to meet each other and to encourage new membership.
- Encourages a system of co-ordinated study across all groups whilst recognising that, on occasions, groups might prefer to do their own thing.

Groups have undertaken two major Bible studies this year, namely the Old Testament book of Daniel in the first half, and then Mark's Gospel in the second half of the year. One group followed the Lent course, "Receiving Christ", and most undertook the Advent course entitled "What are you waiting for?"

### **Allan Butcher**

House Group Coordinator

### **Pastoral Care.**

The Pastoral Care Team was formed at the end of 2015 and began functioning as a sub-team of the PCC just before Andrew announced his departure. We currently have three Commissioned Diocesan Pastoral Assistants - Helen McLean, Christine Dale and Margaret Edwards. However we all, as a church family, are involved in Pastoral Care, with the importance of looking out for one another and responding to needs as they arise. The purpose of the pastoral care team is to make sure people are not missed, therefore it is important to make somebody aware if you notice somebody missing from church or if an illness or other need is known. Dianne Brookes acts as Administrator for Pastoral Care and coordinates those who have volunteered to befriend others, with the requests which come for visits, home Communion and those who are absent from church, who may require follow-up. Our Home Group leaders look after the welfare of their own group members and any concerns can be passed on to Dianne for further visits. Dianne also deals with any telephone or e-mail requests which regard pastoral care or support. Thank you all for the help and support shown to the Pastoral Care team. It is great to be part of a church family where we are looking out for the needs of each other and a willing to serve one another and to be served.

### **Mark Close**

## **6. FACILITIES & BUILDINGS**

### **Grounds and Buildings Team Report on the Church Centre, Stone Building, Youth Centre and Gordon Rooms for 2017.**

**Church Centre Site.** Overall the site is in a reasonable condition. All drain covers in the carpark have been inspected for security with one drain cover frame being reset as it was sinking. A cracked drain cover will be replaced in mid 2018. The heap of soil and rubble at the end of the Gordon Rooms was cleared away into a skip at the end of January, creating two more car parking spaces. The skip was then filled to the brim with various bits of wood from the fenced off area on the east side of the Gordon Rooms. In May all of the scrap metal in the fenced off area at the side of the Gordon Rooms, together with the metal from the old chairs piled up in the garage, was taken away by a scrap metal dealer. In August another skip was filled with plastic rubbish and the remaining pieces wood from the site at the side of the Gordon Rooms along with the plastic bases from the baseball hoop stands and the remains of the chairs left in the garage. The church centre site is now generally clear of rubbish.

**Heating and Fire Extinguishers.** The gas heating systems in all of the buildings had their annual gas safety checks in August 2017. The expansion chamber in the Stone Building boiler was found to be faulty and has now been replaced. The fire extinguishers were checked in November 2017 and found to be satisfactory.

**Stone Building.** Overall the building is in good condition, but some re-pointing of the stonework and painting of the wooden window frames is required. There are some areas of wall inside the building where paint is flaking off and need repainting. The building passed its 5 year electrical inspection.

**Church Centre.** The removal of the chimney breast at the north end of the hall in 2016 has stopped rain seeping through into the chimney breast in the hall; this area now requires redecorating. Rain water was getting into the ladies toilet and cured by repositioning a downpipe. A faulty fluorescent fitting in the kitchen, a damaged 13 amp socket in the old office and faulty emergency lights in the disabled toilet and in the ladies toilet were all replaced. The building passed its 5 year electrical inspection.

**Youth Centre and Gordon Rooms.** The lamp at the south end of the Youth Centre has been replaced with an LED one following failure of the original. A faulty RCD in the YC kitchen distribution board and the missing photocell on the security lamp above the YC main door were replaced. Both the Youth Centre and the Gordon Rooms passed their 5 year electrical inspection.

**The Garage.** The garage continues to be serviceable but has a temporary repair on the roof at the main door end.

**Tom Brown for the Grounds & Buildings Team.**  
**February 2018**

## 7. ADMINISTRATION

### **Staffing**

Our employed members of staff, Liz Horton (Administrator) and Rob Griffin (Site Supervisor) continue to provide a valuable service to our church. A pension scheme for our Church Administrator is now in place. We would like to thank our members of staff for their cheerful commitment and hard work. There is always more to do than their working hours allow, so please bear this in mind when requesting jobs to be done.

**Mark Close**

### **Safeguarding Report for APCM**

#### **PCC Policy on Safeguarding of Children & Young People** **PCC Policy on Safeguarding of Adults at Risk (Vulnerable Adults)**

The PCC take seriously their legal duty to protect all within our worshipping community as well as those we contact during our church activities and Safeguarding is a regular Agenda item at PCC meetings, as advised by Gloucester Diocese. The PCC undertakes to follow the Diocesan guidelines on 'Safer Recruitment' of volunteers and therefore all church volunteers having contact with Children and Young People or with Vulnerable Adults are in possession of the appropriate DBS Disclosures, which are renewed as required. The Safeguarding Policies and Guidelines are reviewed, updated and amended as recommended by the Diocese of Gloucester Safeguarding Department.

The PCC formally adopted the above named policies at the meeting on Wednesday March 14th 2018, as per the legal requirement.

The complete documents are available in the Church Office and are always on display on the public Noticeboards in Church and in the Church Centre.

**Canon Margaret Edwards**  
Safeguarding Officer

## 8. SOCIAL & FELLOWSHIP

### **Social Events Team**

The Social Events Team arranged a varied programme of events during 2017, catering for different ages and tastes. The Quiz in February was enjoyed by all who attended, including a number of non-Church members. We were blessed with dry weather for the barbecue in the Peace Garden in July, and this was particularly memorable as the first opportunity for many of us to meet our new Vicar, Mark, and his family. Our Harvest Meal served in the Church Centre in October was another occasion for our Church family to enjoy fellowship and good food.

The major event in 2017 was the Christmas Fair in November, which packed the main Church and the Church Centre with visitors. Not only were funds raised for the Church and local community projects, but also tables were hired by various external charitable organisations including: Air Ambulance, James Hopkins Trust, and the Great Ormond Street Hospital. The Mothers Union, and the Church Flower Ladies also benefitted. Half the profit raised at the Fair was shared between the Gloucester City Mission and Gloucestershire Action for Refugees and Asylum Seekers.

### **Colin Waterman**

On behalf of the Social Events Team

### **Lunch Club 2017**

Lunch Club has continued to meet each week during term times and fortnightly during the summer holiday.

Over the year we have said farewell to some, whilst welcoming new faces. Whilst comments about the wonderful standard of the meals served are received each week, what our guests say they value most is the opportunity to enjoy fellowship and sharing a meal time together in the company of friends. Our guests are always concerned if a friend is unexpectedly absent, and show a loving regard for each other.

There have been a few changes amongst those who help each week, and we have been very pleased to add newcomers to the list of volunteers who cook, serve and drive on a regular basis.

The Christmas meal was once again the highlight, when guests and helpers sat down together to enjoy a festive dinner. Special thanks to the cooks whose turn it was in the kitchen this year. As in previous years we were entertained beforehand by the Hillview School Gospel Choir.

There are a few spare places for more guests, so if you know of anyone in the parish who might welcome the opportunity to join us, please let us know.

We always welcome new members to the team of helpers with open arms!

### **Margaret Wenham**

On behalf of the Lunch Club team

### **Mothers' Union**

Hucclecote Mothers' Union has continued to meet three times a month over the past year – an evening meeting, an afternoon meeting and a corporate communion. We have had a range of meetings, including visiting speakers, craft events, play reading, strawberry tea and home grown events. We had a social in December and were joined by Amy Close, who taught us how to make beautiful willow wreaths to decorate our houses for Christmas. As well as these meetings a craft group has met monthly to make items for the neo-natal unit at the hospital and for the church Christmas fayre. There have also been women's breakfasts, coffee mornings and cake sales and money has been raised for a variety of Mothers' Union work in the UK and around the world.

### **Doreen McLellan**

Branch Leader

## **Tuesday @ Two 2017**

Set up in August 2012 with the aim of reaching out into the local community to give the opportunity to enjoy a social time together, to play a variety of board / card games, and ending each session with tea and home-made cake! We now have sixteen regular members, and average around twelve each session, meeting in the Church centre kitchen at 2 o'clock on the 1st. and 3rd. Tuesdays of each month. Such is the enthusiasm that many arrive well before this time, anxious to begin. We have a wide choice of games in the cupboard, but Canasta has become a favourite card game, while others have a preference for word games like Scrabble, Lexicon or Upwords. Members sometimes bring a new game to test their friends! We enjoy an afternoon of wonderful fellowship, with many laughs and giggles and it has been a joy to see new friendships forged.

## **Margaret & Philip Wenham**

### **C.A.M.E.O.**

We have had a good and varied programme in 2017. We went 'Around the World' with Peter Berry who is always entertaining. Lorraine Parsloe told us what it was like to be a 'TV Extra' and in May the 'Great Western Ambulance Charity' told us about their work. Unfortunately our speaker was unable to come in June but Margaret Daniels kindly stepped in. Margaret is the 'Bard of Barnwood' and she gave us a very entertaining evening.

In September we had a treat as Susan Marshfield came once again. This time she told us about her 'Memorable Day at Windsor Castle' – it was hilarious, telling us about the day as she received an award for her charity work. Unfortunately Susan is retiring from the 'talks' circuit and we wish her well. We will miss her wonderful talks.

In July our outing was to 'Nature in Art'. It was a lovely afternoon followed by afternoon tea.

We continue to support our charity the 'Butterfly Garden' as it goes from strength to strength and of course our Christmas donation are certainly helping the school in Kenya. We also continue to collect our 'Penny Pots' for the Cobalt Unit.

We have a good programme planned for 2018 so please come and join us on the third Wednesdays in the month at 7.45 pm in the Church Hall.

## **Jenny Barton**

### **Church Flowers**

We continue to meet on Friday mornings to arrange flowers for Sunday services. We arranged flowers for five Weddings in 2017 two of these are families who worship at the Church.

An enjoyable afternoon was had as we made up the 'Mother's Day posies' in March and we continue to arrange flowers on behalf of the Mothers Union in their window each week. We also got together in November to make gifts for our stall at the Christmas Market.

We are fortunate to be given a generous donation each year towards Easter Lilies and Christmas Flowers which keeps our fund healthy and thank you to those of the congregation who donate towards the flowers throughout the year some of which are in memory to loved ones.

I do hope many of you have spotted our lovely new pedestal in the porch which was used for the first time at Easter last year. It replaced the old wooden one which had become unstable.

I would like to personally thank our team of ladies who willingly give up their time each week to enhance our lovely church and we would of course welcome anyone who would like to join us.

## **Jenny Barton**

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