

THE PARISH CHURCH OF ST JOHN-AT-HAMPSTEAD

Registered Charity No 1129264

ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL for the year ended 31 December 2017

Vicar

The Revd Jeremy Fletcher

Churchwardens

Jenny Lupa
Jonathan Siddall

Bankers

HSBC Bank plc
12 Hampstead High Street
London NW3 1PY

Independent Examiner

Robert Ashdown ACA
75 Brookville Road
London SW6 7BH

The Parish Church of St John-at-Hampstead

Reference and Administrative Details

Full Name: The Parochial Church Council of the Ecclesiastical Parish of St John-at-Hampstead (“the PCC”).

Charity Registration Number: 1129264

Address and Website: Church Row, London NW3 6UU / www.hampsteadparishchurch.org.uk

Trustees under an Act of Parliament of 1827

Ex Officio

The Revd Jeremy Fletcher	Vicar (from 16 March 2017)
Angela Gardner	Churchwarden (until 24 April 2017)
Jenny Lupa	Churchwarden (from 24 April 2017)
Jonathan Siddall	Churchwarden
The Revd Diana Young	Curate (until 25 June 2017)

Elected

Gaynor Basseby-Fish
Angela Gardner
Gillian Perrin
John Willmer
Margaret Willmer

Membership of the PCC

Ex Officio

The Revd Jeremy Fletcher *	Vicar and PCC Chairman (from 16 March 2017)
Angela Gardner *	Churchwarden and PCC Vice Chairman (until 24 April 2017)
Jenny Lupa *	Churchwarden (from 24 April 2017 and an elected member)
Jon Siddall *	Churchwarden and (from 24 April 2017) PCC Vice Chairman
The Revd Diana Young *	Curate (until 25 June 2017)

As a lay member of the London Diocesan Synod

Inigo Woolf *	Treasurer (also an ex officio member of the Deanery Synod and an elected member)
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As lay members of the North Camden Deanery Synod

John Barker	(from 1 June 2017)
Annie Duarte	(until 31 May 2017)
Diana Finning *	(until 31 May 2017 and an elected member)
Vanessa Fitzpatrick	(also an elected member)
Angela Gardner	(from 1 June 2017)
Peter Ginnings	(also an elected member)
Rosemary Loyd	

Elected Members

Gaynor Basseby-Fish	
Elizabeth Beesley	
Natasha Blumenthal	(until 24 April 2017)
Jonathan Davey	
Helen Evans	
Seka Graovac	
Benjamin Harrison	(from 24 April 2017 until 9 October 2017)
Christine Money	
Andrew Penny *	
Handley Stevens	
Nicholas Walser *	PCC Secretary

Co-opted Member

The Revd Jan Rushton	Associate Priest
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(Those marked with an asterisk * served as members of the Standing Committee for all or part of the year)

The Parish Church of St John-at-Hampstead

Structure, Governance and Management

Act of Parliament relating to St John-at-Hampstead

The Church building and the Churchyard are vested in the Vicar. Under an Act of Parliament of 14 June 1827 (“the Act”) a group of trustees was established in whom were vested the organ, fixtures and furniture of the Church, and who have responsibility for maintaining the Church in good repair, and insuring the buildings, fixtures and furniture against damage by fire. The Act provides for the election of up to 21 trustees to serve for a period of nine years although the qualification for election as a trustee (being liable for poor relief rate) is now obsolete as is the trustees’ source of funding (pew rents). The Vicar, churchwardens, and curate(s) are trustees *ex officio*. In 2013 it was decided to elect no new trustees meaning that over time the sole trustees under the Act will be the Vicar, churchwardens, and curate(s) *ex officio*.

The PCC

The PCC is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure 1956 (as amended) and the Church Representation Rules. It is also a registered charity.

The appointment of PCC members is governed by the Church Representation Rules. Membership of the PCC comprises: the licensed clergy, the two churchwardens, and lay members of the diocesan and deanery synods (*ex officio*); and 15 lay members elected by the Annual Parochial Church Meeting (“the APCM”) who serve three year terms. In addition, the PCC may co-opt up to three members annually.

The Churchwardens are elected annually at the meeting of Parishioners immediately preceding the APCM and, by custom, serve a maximum of four years consecutively.

Members must be communicants of sixteen years and upwards and on the electoral roll of the parish. The PCC normally meets five times a year. At the first meeting of the new PCC after the APCM an introduction is given to the responsibilities of the PCC members and the regulations which control their conduct of business.

Joint Meetings of the Trustees under the Act and the PCC

Since the responsibilities of the trustees under the Act relating to the fabric of the building overlap with those of the PCC relating to the life of the church, it has long been the custom to agree, at the first meeting of the PCC after the APCM, that the trustees under the Act and PCC members (who are themselves registered with the Charity Commission as trustees of the charity) should meet jointly.

Electoral Roll

There were 358 names on the Electoral Roll at 1 January 2017. During the calendar year 9 names were added to the Electoral Roll and 22 removed either through death or relocation away from the parish. The net result was an Electoral Roll total of 345 at 31 December 2017.

Standing Committee

As required by the Church Representation Rules, a Standing Committee is appointed annually by the PCC. It has full power to transact the business of the PCC between its meetings, subject to such directions as the PCC may give. Its function is to support the Vicar in his role as the promoter and “guardian” of the parish’s Mission Action Plan and it also monitors and encourages implementation of agreed plans by the PCC’s Working Parties. It meets between the full meetings of the PCC and in an emergency if necessary.

The Parish Church of St John-at-Hampstead

Working Parties

The PCC appoints a number of Working Parties to support and carry out the plans and programme of activities approved by the PCC:

- The *Buildings and Fabric Working Party* sustains and develops our physical heritage. Its role is to ensure the good repair, safety and functioning of the church building.
- The *Children and Young People's Working Party* supports and encourages our work with children and young people and oversees parish policy on safeguarding.
- The *Communications Working Party* helps to build community through informing members and "seekers" of church activities.
- The *Finance and Fundraising Working Party* reviews budgets and financial results, and promotes the link between faith and financial responsibility through a culture of giving.
- The *Pastoral Care Working Party* helps build an inclusive and caring community attentive to the needs of all its members. It reviews and develops the pastoral care of the congregation.
- The *Social Action Working Party* focuses on our engagement with the world around us. It plans our charitable giving and leads our response to issues of social justice and social need.
- The *Volunteering and Events Working Party* exists to increase member participation in running church, spiritual, pastoral and social activities.
- The *Worship, Education and Spirituality Advisory Group* exists to advise the Vicar on the presentation of the liturgy and to explore possible developments in the liturgy, pattern or style of services.

Public Benefit

The PCC is aware of the Charity Commission's guidance on public benefit and the advancement of religion. It believes that working with the Vicar and curate for the promotion of the mission of the Church in the parish, and in the wider community, it benefits the public, in particular, by providing:

- 1) a variety of forms of public worship, pastoral care and spiritual, moral and intellectual development for the wide range of its members and for any member of the public wishing to take advantage of the services and opportunities which the church offers;
- 2) space, facilities and encouragement for educational and community activities and for recreation; and
- 3) financial, moral and practical support for numerous other charities which benefit sections of the public that are in need locally and national and international charities.

Aims and Objectives

Background

The church of St John-at-Hampstead, commonly known as Hampstead Parish Church, was consecrated in 1747 as the latest in a series of buildings on this site, which are believed to go back to 986.

The PCC has the responsibility of co-operating with the incumbent in the task of participation in God's mission to the world, and taking counsel together for the sake of the pastoral, evangelistic, educational, social and ecumenical ministry of the church in the ecclesiastical parish which covers a large part of central Hampstead.

Mission Statement

"Exploring our humanity: encountering the Divine"

The Parish Church of St John-at-Hampstead

Our Aims

Our current Mission Action Plan sets out five aims to focus our work during the period 2013-2017. With God's help we seek to:

- Build a lively and loving community that is welcoming and hospitable to all
- Offer a variety of challenging and accessible worship and teaching to meet differing needs
- Provide welcome and activities across the age range
- Demonstrate by our actions God's love as a force for good in our community and in the world
- Share the responsibility for finding the time, space, money and skills needed to achieve this plan.

Achievements and Performance

The year was shaped by the arrival of the Reverend Jeremy Fletcher as Vicar following his Institution and Induction on 16 March 2017 by the Bishop of Edmonton and the Archdeacon of Hampstead. In warmly welcoming Jeremy, and his wife Julia, to St John-at-Hampstead, this brought the period of interregnum, that had commenced on 1 May 2016 to a satisfactory close.

At this time last year, the PCC reported that the appointment of the new Vicar marked the beginning of an exciting new period for the church when, building on existing firm foundations and a sound financial base, we sought to:

- Raise the level of engagement with our members to develop our capacity to achieve our potential;
- Strengthen our work with children, young people and families as we increase our efforts to build a church community that is fully inclusive and relevant;
- Develop a structure and team that is fully equipped to support and deliver our mission.

The PCC met five times during the year as well as immediately following the Annual Parochial Church Meeting primarily to elect the Officers and appoint the Standing Committee.

An additional meeting was held in June to coincide with the Archdeacon's triennial Visitation. His subsequent report, which was very complimentary in its tone and conclusions, reminded the PCC of the wider challenges identified by the Diocese of London through Capital Vision 2020, with an emphasis on: renewed engagement with young people; a deepening of spirituality and discipleship of children, families and adults right across the church's communities; and encouraging a growth in those pursuing a vocation.

Although 2017 was inevitably a year of transition, and there is more still to be done, there were early encouraging signs of exciting times to come, notably with the decisions taken to host the C4WS night shelter for the first time and to become a Community Sponsor for a refugee family under the Vulnerable Persons Resettlement Scheme. In parallel, the PCC continued to make ongoing efforts towards the delivery of the current Mission Action Plan working with and through the various Working Parties.

1. Build a lively and loving community that is welcoming and hospitable to all

The year saw renewed efforts to help the integration of new members and visitors, develop the range of activities for the community, and make effective use of the church's spaces.

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Some Key Outcomes

- The introduction of a night shelter proved a resounding success, not only providing a valued welcome to the appreciative guests but also proving a rewarding experience for those involved in hosting them - whether young or old. The church's support for the refugee family project was further evidence of a willingness to embrace new initiatives.
- Holiday in Hampstead consolidated its position as a key event in our church's calendar providing a week of activities and lunches for members of the community.
- The Community Choir continued to extend the church's musical reach by offering members and others the chance to sing weekly and take part in concerts and services.

2. Offer a variety of challenging and accessible worship and teaching to meet differing needs

We continued to offer a range of worship and teaching in keeping with the church's strong liturgical and choral musical traditions.

Some Key Outcomes

- The aim of maintaining the normal programme of services through the interregnum was achieved and steps are underway to make sure that our worship and teaching continue to meet the needs of all our members. Eleven adults and young people were confirmed.
- The Lent Groups, the Study Centre, the women's discussion group, and the '21 Group' once again provided a variety of opportunities for discussion and debate.

3. Provide welcome and activities for children and young people across the age range

The development of our support for children, young people and their families on their spiritual journey and the provision of a range of opportunities to engage in church activities was once again a key priority.

Some Key Outcomes

- The dedication and enthusiasm of the Junior Church and Crèche leaders and helpers enabled our groups to be maintained although the continued absence of a Children's and Youth Worker remained a limiting factor.
- The introduction of a regular Thursday Evensong sung by the Junior Choir and more visits to other churches enhanced the experience and enthusiasm of the choristers.

4. Demonstrate by our actions God's love as a force for good in our community and in the world

Our efforts to address issues of member isolation, improve access to pastoral support, engage effectively with practical projects, and raise our response to the needs of the local community continued to meet important needs.

Some Key Outcomes

- The church's ongoing commitment to charitable initiatives including Traidcraft, CARIS Haringey, Christian Aid, and the NW3 Good Neighbours scheme was further strengthened by the launch in the autumn of our support for the refugee family project and the hosting of the C4WS night shelter.
- Much needed pastoral and practical support was provided to a growing number of church members by a small team of Lay Visitors and Helpers to complement the clergy.
- The church's strong links with its chosen charities were consolidated and agreed levels of financial support to those charities maintained.

5. Share the responsibility for finding the time, space, money, skills needed to achieve this plan

The generation of sufficient funds and volunteer time to deliver our planned programme of activities effectively remains an ongoing challenge that has not yet been fully addressed.

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Some Key Outcomes

- The improvement of the facilities in the parish rooms by the installation of new heaters has provided a more welcoming environment for visitors, including to the night shelter.
- Although resourcing the church's activities adequately, both financially and in terms of volunteers, remains a considerable challenge, the response to individual initiatives such as the night shelter and the refugees project has given some grounds for optimism.
- The significant and welcome grant support from the Hampstead Church Music Trust to fund many of the church's music costs was once again a major stabilising factor.

Annual Meetings

At the meeting of Parishioners on 24 April 2017, Jon Siddall and Jenny Lupa were elected as Churchwardens. Angela Gardner, who stepped down on the completion of the customary four year term, was warmly thanked for all that she had done during her time as Churchwarden and, in particular, for leading the church successfully through the interregnum. Angela Gardner and Andrew Penny were elected as Deputy Churchwardens.

At the Annual Parochial Church Meeting which followed, John Barker, Vanessa Fitzpatrick, Angela Gardner, Peter Ginnings and Rosemary Loyd were nominated for election to the North Camden Deanery Synod as parochial representatives of the laity for a three year term. Elizabeth Beesley, Jonathan Davey, Seka Graovac, Benjamin Harrison and Inigo Woolf were elected as representatives of the laity for a three year term. John and Maggie Willmer were congratulated on their combined 100 years' service as trustees.

Clergy, Readers and Staff Team

The Reverend Diana Young left St John-at-Hampstead at the end of June 2017 after four years as Curate to become Vicar of St Michael's Church, Woburn Sands. The PCC expressed its appreciation for her ministry at a service to mark the occasion, thanking her in particular for leading the church's worship and pastoral care during the interregnum with the Reverend Jan Rushton, Associate Priest, ably supported by our readers Handley Stevens and Andrew Penny.

Rebecca Keane completed her first year as our full-time Parish Administrator as part of our ongoing efforts to provide comprehensive administrative cover and support for the church's wide and growing range of activities. Peter Foggitt was appointed as Director of Music at the end of the year in succession to James Sherlock who left to enrol at the Sibelius Academy in Helsinki. Peter is tasked with developing and maintaining the church's strong choral music traditions in which he is supported by David Moore, the Assistant Director of Music, under whose direction the Junior Choir and the Community Choir have continued to thrive.

Future Plans

The completion of a new Mission Action Plan for the period 2018-2022 is a key task in 2018 as we set out and refine our priorities and how we will achieve them. A Parish Survey of the membership was carried out in the autumn to assist the PCC in this important task.

The plan is expected to focus on the strengthening of the church's relationships within the community, the renewal of its commitment to social action including the triennial review of its charitable support, the further development of our work with children, young people and families, and engaging more actively with our members and helping them to grow in faith and commitment.

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The Mission Action Plan will also help determine the future use of the church buildings and parish rooms, and any major works required including the planned redecoration of the church. The programme of works will also take into account the findings of the latest Quinquennial Inspection report which was carried out towards the end of the year.

The substantial legacy income referred to in the financial review has put the church in a strong position to plan and commit to such a programme. Renewed efforts will be made to increase the level of planned giving, which continues to decline, in order to meet recurring annual costs.

Financial Review

The Parish net income of £542,083 was considerably higher than the previous year (£93,754) as a result of four legacies being received during the year.

General Fund

Planned giving income continues to fall year by year with the pace of decline increasing as tax efficient giving fell from £145,780 to £134,382.

None of the legacies received had restrictions placed on them. The two major legacies came from the estates of Doris Asher and Ted Nugee. Of the £454,944 received, £453,000 was transferred to the unrestricted designated fabric reserve fund and the balance of £1,944 was spent on making improvements in the undercroft to enable the Winter Night Shelter to operate.

The General Fund budget had been set to have a deficit of £11,750 and this took account of the one off costs associated with a new Vicar coming to the Parish of £15,000. The actual deficit for the year, before gains and losses on the pension fund, was £6,475 and this is lower than anticipated as the PCC has not yet recruited a children's worker. We also benefited from the Friends of the Drama giving the PCC two donations during the year as they have changed the dates of their meeting for approving grants. The Friends indicated that £2,000 should be spent on the fabric of the Church and this has been spent on the roof and a survey of the west wall which is leaning towards the Vicarage.

Giving to Charities

The PCC aims to raise a sum to be given away equivalent to 10% of general unrestricted income, excluding income from legacies and earmarked grants. General Fund income of £225,908 gave a target of £22,591 against which £24,886 was given net of expenses.

Restricted Fabric Reserve Fund

The voluntary rate produced £8,612 (2016 £7,362) for the fabric repair reserve fund. Other donations including £975 from the Literary Hour events enabled the Fabric Repair reserve to increase from £51,508 to £56,068 at the year end.

Parish Development Fund

This fund owns two flats, the freehold interest in 100 Frognal and some investments gifted over the years by parishioners. The combined value of the assets is £1.4m

The income from the assets has been used to pay down the borrowing taken on to purchase/modernize the flats. During 2017 the leases on 2 flats at 100 Frognal were extended and this brought in £38,000 before expenses which was used to fund interest free loan repayments. The Parish Development Fund has outstanding one interest free loan of £25,000 with no set repayment date and a bank mortgage £4,060 which will be repaid in summer 2018.

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Investment Policy

The PCC has been retaining the investments in property, shares and pooled investment funds so as to provide an asset base on which borrowings can be secured to support major improvements and the complete re-decoration of the Church.

With the receipt of the substantial legacies in 2017, the PCC will be able to fund a substantial investment/re-decoration programme without recourse to borrowing.

The impact of this change in policy is to hold £0.6m on deposit until such time as the cost of re-decoration and improvements to the fabric of the building become known. As the funds will be spent within 5 years it is appropriate to invest in low risk assets. The remaining £1.4m held in property and investments will continue to be invested in property and investments to provide a recurring income to support the priorities set by the PCC.

Risk Management

The PCC reviews the risk register every year and a theme in recent years has been the need to broaden the donor base so as to reduce the reliance on elderly givers.

A new Mission Action Plan is being prepared and will be adopted in 2018. One of conundrums to be resolved is how to improve donor giving whilst the substantial cash balances arising from legacies remain unspent.

Reserves Policy

The policy for the unrestricted general fund is to retain a free cash reserve in the range of £20,000 to £30,000 to ensure that there is sufficient working capital to meet expenditure as and when it is incurred. At the end of the year the Financial Statements show that the unrestricted reserve was £13,333 even though there are net assets held in cash of £44,596. The difference is that we have to make a provision for the deficit in the pension scheme of £31,263 despite the deficit being paid off over the next 8 years from future income.

A designated fabric repair reserve is held to cover future repair obligations and £585,000 is held on deposit in line with the investment policy mentioned above.

Safeguarding

The PCC has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

Approved by the Parochial Church Council on 19 February 2018 and signed on its behalf by:

Jeremy Fletcher
Vicar and PCC Chairman