

COGGES PAROCHIAL CHURCH COUNCIL

ANNUAL REPORT FOR 2005

Background

Cogges PCC has the responsibility of co-operating with the vicar, the Rev Andrew Sweeney, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the parish church, St Mary's, and for the Cogges Church Centre. The PCC is a charity excepted from registration with the Charity Commission.

Membership

Members of the PCC are either *ex-officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the *Church Representation Rules*. During the year, the following served as members of the PCC:

Members ex-officio

Rev Andrew Sweeney (*Incumbent & Chairman*), Rev James Howson¹ (*Curate*), Rev Miriam Keen² (*Curate*), Rev Tim Edge (*Non-stipendiary Minister*), Rev Penny Joyce (*Associate Minister*); Mr Keith Harwood and Mr Colin Johnson (*Churchwardens*); Mr Nick Pike, Mr David Smith and Mr Richard Young (*Licensed Lay Ministers*); Mrs Julia Bee, Mrs Barbara Eaton and Mr David Lockwood³ (*Representatives on the Deanery Synod*).

Elected members

Mrs Jenny Allen, Miss Jackie Archer, Mr Lawrence Bee, Mrs Gill Curwood, Mr Nigel Everett, Mr Jonathan Fisher, Mr Malcolm Harper (*PCC Secretary*), Miss Elizabeth Knowles (*PCC Vice Chairman*), Mr Harvey Leach, Mr David Lockwood⁴, Mr Richard Middleton, Mr Martyn Miles³, Mrs Jennifer Osman (*PCC Treasurer*⁴), Mr Richard Osman⁵, Mr Anthony Sayles, Mrs Mel Sayles³, Ms Mary Tyler (*PCC Treasurer*³), Mrs Hilary Warner³ and Mr Nigel Williams⁴.

¹ Until 1st May; ² From 26th June; ³ Until APCM; ⁴ From APCM; ⁵ Co-opted from 17th May.

Church attendance

There were 134 people on the Church Electoral Roll at the 2005 APCM, including 58 who were not resident in the parish. The previous Roll contained 129 names. The average Sunday attendance at St Mary's Church was 19 at the early communion service, 201 at baptism services and 211 at the confirmation service, 141 at the three joint benefice services, and 139 at other main morning services, 36 at the monthly evening celebration service and 8 at the other evening services. Some of those attending evening services had also attended earlier in the day. Attendance at festival services was higher, with 212 at the Easter Sunday family service, 193 at the Christingle service, 264 at the Crib service, 211 at the Christmas carol service, 94 at the first communion of Christmas and 172 at the Christmas Day family service.

Committees

The **Standing Committee** is required to exist by the *Church Representation Rules*. It consisted of the vicar and curate, the churchwardens, the PCC vice-chairman, the PCC secretary and the PCC treasurer. The Standing Committee has power to transact the business of the PCC between its meetings, subject to any directions given by Council. Its main activity is to set the agenda for PCC meetings, and to ensure any necessary preparation for the meetings is made.

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The **Ministry Group** consists of those with the Bishop's license to minister in the parish (the clergy and Licensed Lay Ministers) and others at the invitation of the vicar, and shares with the vicar his pastoral responsibilities.

The **Church Centre Management Committee** was set up by the PCC to oversee the management of the Cogges Church Centre.

The **Benefice Child Protection Committee** was set up by the PCC (with South Leigh PCC) to oversee all aspects of child protection within the benefice.

There have also been a number of *ad-hoc* working parties during the year, including the *Missionary Team*, a church reordering working group, and subgroups on aspects of our Vision statement.

Review of the year

There were six full meetings of the PCC during 2005, and six meetings of the Standing Committee. The average attendance at the PCC meetings was 64%.

Property

This has been a year when property matters have inevitably been a major item at most PCC meetings, with lengthy discussions on how to replace the church heating system and the associated need for a new stone floor to accommodate under-floor pipes. The reordering group put forward proposals for a new seating arrangement with services being led from the west end of the church.

Several faculty applications were agreed, to enable the change in heating system and to allow flexibility in seating arrangements. The first was to allow the font to be moved to the west end of the south aisle near the main door and the cupboards there to be removed, the war memorial to be refurbished and moved to the north wall at the east end of the Chancel, the loudspeakers in the Chancel to be raised, and also the planting in the churchyard of a Rowan tree. The second faculty application was to replace the heating system by under-floor heating, to lay a new stone floor, to remove the organ, and to relocate the pulpit and communion rail to the Blake chapel. A further faculty application was agreed, to rehang the main entrance door of the church to hinge from the left instead of from the right; the application also requested permission to install a memorial stone in the area of the churchyard set aside for the interment of cremated remains.

The PCC commissioned a quinquennial survey of the church building, and the architect's report listed a few minor works that were required urgently and some other work required within twelve months. The item that is likely to require most expenditure is repair to the lychgate.

The oil tank for the church centre was replaced by one which meets the new oil storage regulations, and which is big enough to be used also for the church if required. The PCC agreed to replace the glazing in the church centre internal doors with safety glass, and to apply safety film to the windows in the screen above the internal doors.

The PCC reviewed the rents payable for use of the church centre, and agreed to make a small increase from September 2005. It agreed to write off outstanding 2004 rent payments from the Cogges Under Fives Association.

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Outreach and activities

Aspects of outreach have been discussed at all the meetings of the PCC, with a number of activities: the *Marriage course*, *Alpha*, a *summer holiday club*, the traditional *Children's parties on 31st October*, and a *Harvest service*, a *Crib Service* and *Carols in the Barn*, all at the Farm Museum. Several events have been running in the Madley Park estates, including *Discovery Days* and *Jigsaw*, and the PCC discussed plans to take *JAM Club* members to *New Wine*. The PCC supported the idea of a youth group, although for various reasons this did not work out. However, the PCC subsequently agreed to Sam Travis working on placement in the parish as a youth worker for a period between May and August 2006.

The quarterly colour parish magazine continued throughout the year. Other outreach activities have continued during the year, including the monthly meetings of the *Cogges Seniors Group* and the deliveries of the *Welcome Pack* to newcomers.

Finance

The PCC is responsible for all parish finance, and its management and control, and has appointed a treasurer to supervise this area. The PCC approves an overall budget, which sets out expected income and expenditure for the year, and aims to consider preliminary statements of income and expenditure three times a year. This year the PCC decided to employ an accountancy firm to prepare the annual accounts for presentation at the Annual Parochial Church Meeting.

The general fund budget for 2005 had shown a £4,000 deficit. Income during the year increased more than expenditure did and the actual deficit was reduced to £224. The expenditure included the rental costs of the curate's house (which had not been included in the budget) and about £10,250 for preliminary work on the project to replace the church heating system and develop the church building. The budget for 2006 shows the need to increase income by £10,467 (*ie* by 14% or £200/week). This excludes money needed for the church heating and development project. The gift day in February 2006 provided a good start to fund-raising for this, but there is still a shortfall on the amount needed for the first stage. The budget also excludes any expenditure needed to repair the lychgate.

The other main financial item considered by the PCC was the distribution of grants to charities and other causes working in mission and relief at home and overseas. The PCC continued to give away more than a tithe of its general fund income (in addition to any earmarked donations), giving £2,950 to support overseas mission in five areas, £1,900 to TEAR Fund for overseas relief in Iraq, Pakistan (earthquake appeal) and Africa (AIDS), £1,800 to Adventure Plus to support Jonathan and Tessa Cox, a further £1,411 for home mission (all local activities) and £1,900 for home relief and support. The PCC agreed to continue support for Pascal Bigirimana's work in the Diocese of Bujumbura in Burundi until the end of 2006, and gave £796 from the general fund together with amounts collected through earmarked donations. A grant of £500 was given to Julia Bee to support her work with Fusion.

The total of earmarked donations in 2005 was £9,153 including receipts for the Vicar's Discretionary Fund and Pascal. In total £20,410 was given away, 15% of our total realised income.

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Strategy and Vision

The PCC has continued to receive reports arising from the work of the working groups, particularly the “Cogges Neighbours” group (pastoral care team training and community care practitioners’ forum), the fellowship development group (Pastorates) and the practical action group (Besom and Fairtrade).

Other activities

There has again been further work on child protection to update the PCC’s guidelines for working with young people and to ensure that they are being implemented.

The PCC accepted the planned change in patronage to the Church Patronage Trust, with grateful thanks to the Payne Trustees for all their support as patrons.

Tessa Cox, Claire Middleton and Maureen Trotman were appointed by the PCC as governors of the Blake School.

The PCC received regular reports on meetings of the Deanery Synod and of Churches Together in Witney and District. The Vicar, Curate and Associate Minister reported to each PCC meeting on matters of interest or concern. The arrangements for festival services (at Christmas, Easter and Harvest) were also reported and discussed.

Related Trusts and Charities

Charities in the names of Henry White, William Wright, Simon Holford, Sarah Scott Pruce, and Edward Nourse were originally grouped together as the Cogges Ecclesiastical Charities, now in process of being wound up, and as the Cogges Non-Ecclesiastical Charities, now reformed as the Cogges Welfare Trust and no longer administered by the Church.

The Blake School Foundation holds the House at Cogges Church Centre in Trust, for which it receives a rent of £1,200pa, and has minor income from fee simple farm rents totalling approximately £60pa. The Trustees are the Incumbents and Church Wardens of the Parishes of Cogges and Witney, plus others from time to time appointed.

21 March 2006

Rev Andrew Sweeney (Vicar)
on behalf of the PCC