

Portishead Church of England

Annual Report of Portishead Parochial Church Council

For the year ended
31st December 2010



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| | Adrian Phillips Pearl Walker | <i>from APCM 2010</i> |
| | Michael Wigmore Chris Young | |
| <i>Co-opted members</i> | Robert Beckham Gill Colston Ray Gullock Derek Mason | Methodist Representative PCC Secretary PCC Treasurer Methodist Representative |
| Bank | National Westminster Bank Plc | High Street Portishead Bristol BS99 6LD |
| Independent Examiner | R D Orr | Brooking Ruse & Co 3 Beaconsfield Road, Weston-Super-Mare BS20 1YE |

The day to day management of the work of the Parochial Church Council is delegated to the Team Rector, the Revd Andrew Bryant.

Structure, Governance & Management

The Parochial Church Council is a corporate body established by the Church of England by Act of Parliament. The PCC operates under the Parochial Church Council Powers Measure. Whilst the PCC had been in the past exempted by order from registering with the Charity Commission this legal position has changed. Portishead PCC is now in the process of becoming a registered charity with the Charity Commission.

The method of appointment of PCC members is set out in the Church Representation Rules. All attendees are encouraged to register on the Electoral Roll, to attend the Annual Parochial Church Meeting and to consider themselves for nomination to the PCC. Members of the PCC meet with the chair of the PCC to be inducted into their role and responsibilities.

The PCC operates through a number of Action Groups, which meet between full meetings of the PCC. The members of the PCC Action Groups at the date of this report are as follows:

Standing Committee:

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Membership: Team Rector (or either Team Vicar in the absence of the Team Rector) Church Wardens, Assistant Wardens, Treasurer and Chair of PCC Finance and Staffing Action Group.

Worship Action Group:

...assisting in maintaining and developing a broad range of worship opportunities within the parish.

Membership: Simon Stevens (chair), Steph McGilvary, Bill Walford, Andrew Curtis, Roy Jukes.

Nurture Action Group:

...assisting in the sustaining and development of the life-long spiritual nurture of the congregations.

Membership: Jean Eburne (chair), June Brailsford, Veronica Johnstone, Rob Joyner, Chris Young, Pearl Walker.

Witness Action Group:

...seeking to foster a sense of community and service within the Church family and the parish as a whole, developing partnerships with others in God's mission including our Church Schools.

Membership: Michael Wigmore (chair), Alan Baker, Gill Colston, Peter Duncan, plus a representative of Social & Fund-raising.

Social & Fund-raising Witness Sub Goup:

To encourage social interaction and fellowship

Membership: Adrian Phillips (chair), Trish Margerison, Sarah Stevens, Pauline Wigmore, Pauline Cooper, Antje Lehmann.

Church@Trinity Witness Sub Goup:

To develop the Church's presence in and around Trinity School in conjunction with Portishead Methodist Churches

Membership: Alan Baker, Sheila Hopkins, Simon Stevens, Claire Short, Judy Sutherland plus representatives from Portishead Methodist Churches

Communications Action Group:

...supporting and developing the way the Church communicates both to its members and to the wider parish.

Membership: Diane Bridgwater (chair), Graham Cook, Nigel Doughton, John Oakley, James Short, Michael Wigmore.

Buildings Action Group:

...overseeing the maintenance and development of our church buildings ensuring they are fit for ministry and mission.

Membership: Adrian Cocker (chair), Derek Duxbury, Jane Pagano, Doris White.

Finance & Staffing Action Group

...ensuring the wise stewardship of our financial and people resources, encouraging the commitment of the congregations in engaging with ministry and mission.

Membership: PCC Treasurer, a representative from each PCC Action Group and chaired by a church warden.

The clergy and church wardens are ex-officio members of all PCC Action Groups.

The major risks of the charity have been reviewed and systems and procedures have been established to manage those risks. This includes an annual audit of our child protection procedures overseen by the PCC's Appointed Person, Rosemary Joyner. In the light of recent changes in approach to child protection indicated by the government, the diocese will run a training evening in July 2011 for all involved with our children's and young people's work. This will also include an update on working with vulnerable adults.

Following the new Equalities Act, the PCC continues to monitor how inclusive its activities are. We are aware that currently neither of our churches has an accessible toilet. It is hoped this can be addressed through the proposed new building plan.

The 2008 Quinquennial Report presented a number of significant issues, which are being gradually addressed. The major issue highlighted was the condition of the roof at St Nicholas Church where the tiles need replacing. This repair will now become part of a wider programme for the development of our buildings. Other cracks and movement within the building have been investigated and no major problems were reported.

The PCC began 2010 aware that it was living off its reserves and so launched a major stewardship campaign. The campaign, which included a very successful Stewardship Supper, produced a significant increase in both the level of giving and the number of donors. This has helped place the PCC finances on a more stable footing. It is hoped another campaign will not be needed for at least another three years.

During the year the PCC continued to reflect on the changing nature of church attendance and how best the pattern of worship and our commitment to the community can be shaped to meet changing needs and expectations. Towards this the PCC agreed that the vacant second Team Vicar post would be filled by a pioneer minister with 70% of their time being focused on the un-churched and de-churched.

Objectives and Activities

The Portishead Parochial Church Council has the responsibility of co-operating with the Incumbent, in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for both St Peter's & St Nicholas' churches.

In 2008 the PCC adopted the following vision statement:

Over the next five years Portishead Church of England seeks to

- * Be a warm, friendly and inclusive Church of individuals, all with a common purpose: growing our spiritual lives in the service of God's will.
- * Be faithful in worship as a Church family and aspire to be more dynamic and outgoing.
- * Move forward through fellowship, training, teaching and the development of pastoral care.
- * Bring Christ's reconciliation, blessings and message to every part of our existing and growing community by the witness of our daily lives and the warmth of our support for others, especially those who are suffering, lonely or lost.

At the beginning of 2010, the PCC adopted its first Mission Action Plan to guide the Church in moving that vision into action. Towards this the PCC committees were replaced with six Action Groups focusing on Worship, Nurture, Witness, Communications, Buildings, and Finance & Staffing. Each group has been asked to set its priorities for the coming year. The Mission Action Plan was launched at the APCM in April 2010.

Many members of the parish give generously of their time in service of the work of the church as part of their Christian Stewardship. It is neither appropriate nor feasible to express this in terms of hours or staff equivalents as Stewardship is part of what it means to be a Christian and is different from being a volunteer. This Stewardship commitment touches all areas of the work of the local Church and is the bedrock upon which the ministry and mission of the parish is built. The PCC wish to put on record their gratitude to all those who help in so many different ways, enhancing and strengthening the work of the Church.

Achievements and Performance

A team of episcopally authorised ministers leads the day-to-day ministry of the parish. At the beginning of 2010 this team was led by Team Rector, Revd Andy Bryant, supported by Team Vicar, Revd Sharon Crossman, and assisted by Training Curate, Revd Des Williamson, and a team of Readers: Hugh Capon, Mike Charnick, Simon Stevens, Jenny Sully, Rodney Wheeler and Ken Wyatt. Further invaluable assistance was given by Right Revd Roger Sainsbury. In August 2010 Revd Des Williamson moved to the parish of St Mark's Tattenham Corner and in October Revd Sharon Crossman moved to the parish of St John's Highbridge. We wish to record our gratitude to both of them for all they have contributed to the life of our parish. During the year our two honorary clergy team members Revd John Hall and Revd Sylvia Harding retired from active ministry due to on-going health issues.

In November we were delighted to welcome Revd Christine Judson to the parish as our Team Pastor. Christine joined us from the parish of St John's Highbridge where she was the Training Curate. Following the sale of Drakes Way in 2009, the diocese purchased 77 Nightingale Rise as a replacement parsonage. During the year the PCC agreed to re-configure the role of the second Team Vicar into a pioneer role and placed an advertisement for a Team Pilgrim to lead our engagement with the wider community. Interviews will be held in March 2011. It was also agreed that in July 2011, Jeremy Putnam from Ripon College Cuddesdon will join the parish as Training Curate. The PCC also agreed to support Richard Altwasser to train as a Reader.

During the year it was agreed to extend the hours of the Parish Administrator, Juliet Bracken, from 25 to 27 hours to enable her to take on the payment of all invoices under the oversight of the PCC Treasurer. The Church office was also relocated from a shared office at High Street Methodist Church to a larger, rent-free room at the St Barnabas Centre. In November ten members of the congregation began training to become licensed Pastoral Assistants. They will undertake an eight session diocesan course before being commissioned in mid-2011. We also extended the list of those with Bishop's permission to undertake Chalice and Paten ministry.

In 2010 Portishead PCC, with the approval of the Bishop, agreed to allow Portishead United Reformed Church shared use of St Nicholas' Church whilst they considered the future of their own building. After an initial and successful four month trial period it was agreed to extend the arrangement for a further two years whilst Portishead URC negotiate the sale of their building.

The full PCC met 6 (2009: 8) times during 2010 with an average attendance of 22 (77%), the same as in 2009. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

Worship

There were 408 (2009: 392) parishioners on the Roll as at APCM 2010. The average adult Sunday attendance, counted during October 2010, was 234 adults (2009: 231), plus 17 children, but this number increases significantly at festivals. Christmas remains a particular time where additional services are required to meet the numbers wishing to attend. Our churches continue to play an important civic role within the life of the town including hosting the town Remembrance Sunday Service. The parish clergy conducted 58 baptisms (2009: 57), 18 weddings (2009: 12), 59 funerals (2009: 67) of which 40 included a service in church (2009: 41). Over the course of the year over 8000 people attended services at our two churches.

This year Lent was marked with two special events, Stations of the Cross displayed in High Street Shop windows and a Prayer Labyrinth during Holy Week at St Peter's to enable people to walk and pray through the last days of Jesus' ministry. After Easter St Peter's resounded to the

sound of the Queen Rock Mass. Each very different in their own way, they were all well received. It was also good to host the Clevedon Division's Service of Celebration for 100 years of Girlguiding UK.

The Worship Action Group worked on two priorities – bringing more diversity to our worship and developing the 9.15 service. Neither is complete yet but we are pleased that the enormous effort that has been put in to introducing more seasonal material has been well received; that the new hymnbooks are being embedded at St Nicholas and that we have seen some more variety in the intercessions and the occasional special service, e.g. Taizé-style. On the first Sunday of the month Baptism families are now invited back to the 9.15 service for the newly baptised to be welcomed and presented with their baptism candle. This service is now non-eucharistic. An advert for a music group leader for the 9.15 service has been publicised, and the proposals for new projection and sound facilities at St Peter's, along with the development of worship teams, will all aid in the development of the service. Thanks are due to the members of the Action Group for their thought and contributions throughout the year, to the members of all congregations for creating such diverse worship atmospheres, to all who lead worship and especially to our clergy past and present, whom we too easily can take for granted.

Nurture

Home groups are an important part of the life of our parish, and the Nurture Action Group has explored ways to increase the number of participants; increase the number of groups, and support the group leaders. A meeting of group leaders was held; this was found to be helpful and will be repeated annually. A leaflet was published with details of the groups, the location and study plans and this is now in all Welcome Packs. This information was also displayed in the Churches. The groups were verbally publicised and details were in the news sheets and parish magazine. A cheese and wine evening was held for anyone interested in finding out more about the groups. There is now greater awareness of the groups within the parish.

Over sixty members of our congregations currently use Bible Study notes and the Nurture Action group also explored how to grow this number. A selection of some of the many Bible study notes that are available was displayed in both Churches from Bible Sunday. These were mentioned on Bible Sunday, in the Parish Magazine and the news sheets. Lists and samples remain in the Churches for people to sign if they wish to order the notes and the number taking Bible reading notes continues to grow.

The Group also discusses and agrees the format for Lent. In Lent 2010 there was a focus on prayer and healing and in 2011 the theme will be worship. The 400th anniversary of the King James Bible will be marked by a special prayer labyrinth in Holy Week enabling participants to walk through the story of Salvation.

During the first half of 2010 Des Williamson led "Spirited Exchanges", an innovative discussion group on issues of faith held in the relaxing environment of the Albion. In May there was a Prayer workshop at St Peter's and in October a study day on the impact of buildings on worship. In 2011 it is hoped to explore the topic of prayer further and discover new ways in which the parish can pray together.

The weekend away at Lee Abbey remains an important part of the life of the church, providing a wonderful opportunity for members of the congregation to relax and share fellowship together in a stunning location.

We are very grateful for all those who help with our children and young people's work (Church Tots, Trinity Twins & Toddlers (T3), Pebbles, Friday Club, Youth Event and GM8-our Year Nine plus group) and value all the time, energy and commitment they give to this work.

Witness

The Group's focus in 2010 has built on activities developed in 2009. We again took a stand at the Portishead Horticultural Show in July. This was an Ecumenical Event and thanks are due to the many people from the Church, and also to the Methodists, the Roman Catholics and the URC for their contribution to the success of the event.

We also put on a Living Nativity Display at St. Peter's School in December. This was a success, though we only had 7 people instead of the 10, which the story really requires! We have also organised one "Newcomer" coffee morning, to enable new people to feel welcome in the church community. The Men's breakfasts and Women's breakfasts have both been well supported in 2010. They are a key part of our effort to reach out to adults in Portishead. We are grateful to the organisers of these events and always welcome suggestions for speakers at these events.

During the year ecumenical conversations took place about the possibility of establishing a Street pastors style initiative to work with young people in the town. The development of this was put on hold to await the result of a town wide youth survey which we hope will enable us to respond more accurately to the needs of the young people in town. Conversations also began about the formation of a Portishead Wedding Network which we hope will help promote our two churches as wedding venues as well as supporting others engaged locally in the wedding industry.

Links with our two church schools remain very strong. John Littler stepped down as a Foundation Governor at St Peter's School and was replaced by Bill Walford and James Short stepped down as a Foundation Governor at Trinity School and was replaced by Angela Venn. The clergy now meet each term to pray with the two head teachers and to plan assemblies.

The Church @ Trinity group has remained active during the year. LLaDs (Lads, Lasses & Dads) group has continued to meet monthly at Trinity and regularly see over 30 people (Dads and Children) attend. There are plans to increase our range of toys and we frequently seek suggestions from Dads on improvements we could make. Portishead Children's Centre have been so impressed by LLaDs at Trinity that they have asked the churches to help establish a second LLaDs group at St Barnabas Centre. We are very grateful to the teams that make these two groups happen. It was decided to discontinue the 3:33/Messy Church in 2010 due to the low numbers attending and significant investment in time required to prepare such events. This has led us to re-look at what the objectives of the group are and how we can best serve the School, Church and Community on and around the Village Quarter. One new initiative has been holding "Coffee & Danish" mornings for parents and carers of children at Trinity School, held to coincide with morning drop off time. These have been well received.

The Social and Fund Raising Sub-Group has delivered a packed calendar of events throughout the year, which has ensured that not only did a variety of events take place, but that we also were able to raise several thousand pounds for the church funds. This has been achieved by a superb team effort from a number of invaluable and hard working volunteers, who delivered an eventful schedule of fun and social activities. From Skittles Evening, Summer Time Special, Barn Dance, Voices in Harmony (ladies from the Gower), Winter Fair, Coffee Mornings and lastly the Portishead Antiques Road Show, the team has shown how a small number of people can be versatile and can come up with ideas, which are then turned in to events enjoyed by all and which do much to raise the profile of the church in the community and strengthen our links with those more on the edge of our church communities.

During the year we began our new programme of Partnership Giving, pledging 10% of our planned giving income. We have made first contacts with the parish of Kapiri Mposhi in Central Zambia and await to see how this link may develop. Overseas we are supporting a USPG healthcare project in Myanmar and Laura Westley and Mike Bundy in their work with the Mission Aviation Fellowship. Nationally we are supporting the work of Mission to Seafarers and through the Church Urban Fund, the Terminus Café in Sheffield. Locally we are supporting St Peter's Hospice, the Portishead Lifeboat, Relate Avon, Woodspring Deposit Guarantee Board as well as providing RE and Pastoral resources for our two church schools.

Communications

This PCC group seeks to raise the profile of the work of the Church among both its members and the wider community. During the year a strapline to go with the Battery Point Light image was approved by the PCC - Portishead Church of England: a welcoming light amidst the changing tides of life.

To improve coverage of church news and events in the local media Diane Bridgwater was appointed Press Officer. She has established personal contact with representatives of the two local weeklies and the two monthlies. Thus far, a very high percentage of items submitted have subsequently appeared in print. However Diane is dependent on the various groups and the clergy informing her when they have publicity needs or are arranging activities that should be reported.

The PCC also agreed to update the existing website. After careful evaluation of three providers, it was agreed to ask Website Sorted to provide our new website. We hope that we will have a new site up and running by late spring 2011. We are grateful to Michael Wigmore for taking on the task of keeping our current website updated in the interim.

An audit was carried out of our existing external signage and a list of signage needs was made. Estimates for most of the items have been obtained. We are now in the process of identifying the permissions which will be needed. Once this is known, a proposal will be submitted to the PCC. It is clear that good signage is not cheap and that completing the project will entail budgeting a substantial sum.

Property

No new issues were identified during the year relating to the fabric or articles associated with the churches of St Peter and St Nicholas. A total of 31 (i.e. 40%) of the recommendations in the 2008 Quinquennial Report have been completed or referred to North Somerset Council. However, many of the outstanding recommendations require specialist skills (e.g. masons) and will either have to be prioritised against other parish spends or require grant funding.

The "terrier" is up to date. No major accidents were recorded at either Church.

A series of tidy-up days was held at both churches throughout the year to help with on-going maintenance and we are grateful to all those who assisted on these occasions. The Millennium Garden once again received an "Outstanding Achievement Award" in the Neighbourhood Section from Britain in Bloom. Thanks are due to Jane Pagano and all from Portishead in Bloom who work so hard in the garden. We have also reviewed our fuel suppliers for both churches and are also exploring how we can heat our churches more effectively and efficiently. We are very grateful to John Neate for his help with this and numerous other important maintenance tasks.

English Heritage offered a small grant toward the new roof at St Nicholas' Church; however, due to the conditions placed upon the grant, the PCC reluctantly decided not to accept the grant. A structural engineer's report was requested on the various cracks and movements in the building which showed that the building is fundamentally sound.

During 2010 the PCC appointed a group to examine the existing proposals for a Chapter House at St Peter's in the light of the rising costs of the project, the discovery of hitherto unmarked and unrecorded recent children's graves and the changed needs of the parish. This group reported to the PCC in September, outlining a broad range of proposals for both church buildings and recommended not proceeding with the Chapter House. These proposals were the subject of a study day in October and a parish consultation morning in January. The PCC decided to adopt these revised proposals. A project management group has been established to oversee the implementation of the proposals; however, further progress will depend on the formation of a capital fund-raising group. From existing reserves the PCC has agreed to progress a new sound and audio-visual installation for St Peter's Church. Plans for this have now been submitted to the Diocesan Advisory Committee. The amount of progress made on the other proposals will depend on the success or otherwise of the fund-raising campaign.

Finance

The PCC began the year aware that income and expenditure were no longer in balance. A Stewardship campaign was therefore launched to address this issue. This culminated in a wonderful stewardship supper with a capacity turn out. The evening both raised awareness of the funding need and helped re-affirm our shared identity. As a result planned giving rose from £99,966 to £120,583. The PCC is very grateful to this generous support for the Stewardship Campaign. Gift Aid raised this by a further £31,045 (£25,342 in 2009) although from April 2011 the value of gift aid will fall from 28p to 25p for each pound donated. Nevertheless tax effective giving remains an important part of our church income.

Despite this increase in giving the PCC has continued to adopt a cautious budget to ensure the best stewardship of our resources. Notwithstanding this the PCC was able to raise the level of remuneration for our organists to reflect the rates recommended by the Royal School of Church Music and to commit to appointing a leader for the 9.15 Music Group. The Parish Administrator will also be employed for an additional two hours to take on the paying of invoices to ease the pressure on our PCC Treasurer.

As a result of the Stewardship Campaign the PCC was able to commit to using 10% of planned giving to support partnership organisations locally, nationally and internationally; raising the PCC's support in this sphere from £5000 in 2009 to £12,058 in 2010. The breakdown of this support is as follows:

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|-------------------------------------|----------|
| USPG in Myanmar | £2411.60 |
| Mission Aviation Fellowship | £2411.60 |
| Church Urban Fund | £1507.25 |
| Mission to Seafarers | £1507.25 |
| Trinity Anglican-Methodist School | £301.45 |
| St Peter's Church of England School | £301.45 |
| St Peter's Hospice | £602.90 |
| Relate Avon | £602.90 |
| The Portishead Lifeboat | £602.90 |
| Woodspring Deposit Guarantee Board | £602.90 |

An additional £1205.80 was reserved to support the development of a parish link with Kapiri Mposhi in Zambia.

Financial Review

The main source of income remains the Planned Giving from members of the congregations as part of their Christian Stewardship and the PCC wishes to record its gratitude for this continuing generosity.

Planned giving through envelopes and Bankers Orders, including the gift aid on this giving, remains the main (74%) source of regular income. Income rose from £174,202 in 2009 to £203,339 in 2010 thanks in very large part to the success of the Stewardship Campaign. Other income also rose during the year and thanks are particularly due to the Social and Fund-raising Group for the increased income from fund-raising events.

Expenditure during the year fell slightly from £186,473 in 2009 to £185,215 in 2010. The largest item of expenditure was the Parish Share (£124,312 in 2009 and £124,568 in 2010). The majority of the money received by the Diocese from parishes as Parish Share is used to pay for clergy stipends, pensions, training and housing costs.

Reserves Policy

Parish reserves are a combination of retained income from previous years, held in the General Fund, and cash deposits from the realisation of property investments. The balance in the General Fund enables the PCC to meet operational commitments and maintain elective spending in years where annual income is not sufficient, and is replenished in years where surpluses are made. Longer-term savings are used to support property improvements and project expenditure, and as an alternative to fund raising to purchase smaller capital items.

Total cash reserves rose during the year from £119,261 at 1st January 2010 to £133,168 at 31st December 2010. Of these £68,181 were Restricted Funds. The PCC has pledged £30,000 of these reserves to the new Sound and Audio Visual system at St Peter's although it is hoped some of this will be met by additional fund-raising. The PCC has agreed it should keep a minimum of £20,000 in General Reserves against sudden loss of income or unexpected emergencies. A further £10,000 will be kept in reserve to be set against a rise in expenditure over income in future years to help delay the need for a Stewardship Campaign too soon after the last campaign.

Plans for Future Periods

2011 will see the parish return to a full strength clergy team with the arrival of the Team Pilgrim in June and the Training Curate in July. However, the appointment of the Team Pilgrim does not mean more help for existing activities, as it is a commitment to undertake new and pioneering spheres of ministry. This new approach to ministry will be a learning curve for both clergy and congregations and will take time to bear fruit.

Our PCC Action Groups will continue to oversee the implementation of our Mission Action Plan. The introduction of a new audiovisual system at St Peter's will enable us to review the 9.15 service. We will also be looking at how we can best support those who come to our churches for weddings and baptisms as well as undertaking a review of our children's work. Linked to the launch of our new website we will continue to explore how we can raise the profile of the church within the local community.

As part of the diocesan strategy of Changing Churches for Changing Communities, the Bishop of Bath & Wells has offered the vision of churches as a team of teams. Towards this in 2011 we

look forward to the commissioning of our first group of Pastoral Assistants as well as offering training for Worship Leaders to assist with the 9.15 Church Family Communion.

We will also be seeking to progress the development plans for our two church buildings. Crucial to the plans for St Peter's will be getting the necessary permissions for the small vestry extension. Critical to the plans at both churches will be the formation of a clear capital fund-raising strategy.

In all our activities, new and existing, we will continue to seek to be a warm, welcoming church; faithful in worship and growing in discipleship as together we strive to bring Christ's blessing and message to every part of our growing town.

Conclusion

The PCC would like to thank everyone who has generously supported the life and work of the Church in this parish with their time, talents and finances over the last year as together we seek to grow God's Kingdom in this place.

This Annual Report was approved by the PCC on 29th March 2011 and was signed on their behalf by:

Revd Andy Bryant
Team Rector