



## **St Paul's Egham Hythe Parochial Church Council**

### **Parish Church:**

St Paul's Egham Hythe  
in the Runnymede Deanery  
Diocese of Guildford

### **Address:**

St Paul's Egham Hythe  
Thorpe Road  
Staines  
Middlesex TW18 3HJ  
email: [office@speh.org.uk](mailto:office@speh.org.uk)  
website: [www.speh.org.uk](http://www.speh.org.uk)

### **Incumbent:**

The Revd Rosemary Hoad  
email: [vicar@speh.org.uk](mailto:vicar@speh.org.uk)

### **Bank:**

The Co-operative Bank,  
PO Box 250, Delf House, Southway, Skelmersdale, WN8 6WT  
Account Name: St Paul's Church, Egham Hythe  
Sort Code 08-92-99 Account No: 67215168

Until June 2021 was CAF Bank Limited, 25 Kings Hill Avenue,  
Kings Hill, West Malling, Kent ME194JQ

### **Independent Examiner:**

Moore Accounting Services Ltd  
17 Warwick Close  
Maidenhead  
Berkshire SL6 3AL

Since 1<sup>st</sup> July 2019 "The Parochial Church Council of the Ecclesiastical Parish of St Paul, Egham Hythe" has been on the Register of Charities as a separate entity, registration number 1184186. Members of the PCC are trustees of the charity.

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, Revd Rosemary Hoad, in "promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical". The main church building and halls are located at St Paul's Church, Thorpe Road, Staines TW18 3HJ. The accounts relate to the financial year January 2022 to December 2022.

Charity Registration Number: 1184186

## Membership of the PCC

The membership is partly ex-officio and partly elected at the Annual General Meeting in accordance with Church Representation Rules. PCC members are usually elected for a three-year term of office. Membership from the APCM in April 2022 was as follows:

Vicar/Chair of PCC	Revd Rosemary Hoad
Curate	Revd Josh Cleaver (from July 2022)
Associate Clergy	Revd Sue Loveday Revd Janet Franck
Diocesan Synod	Revd Rosemary Hoad ( <i>term expires 2024</i> ) Steve Baynes ( <i>term expires 2024</i> )
Deanery Synod	Steve Baynes ( <i>term expires 2023</i> ) Derek McGovern ( <i>term expires 2023</i> )
Churchwardens	Diane Oliver Elizabeth Roshier
PCC Members	Selwyn Boothe ( <i>term expires 2024</i> ) Kym Cheung ( <i>till July 2022</i> ) Victoria Diplock ( <i>term expires 2025</i> ) Jackie McGovern ( <i>term expires 2024</i> ) Val Monk ( <i>term expires 2023</i> ) Christine Oxenham ( <i>term expires 2024</i> ) Katharine Stearn ( <i>till Oct 2022</i> ) Emma Sterry (Treasurer) ( <i>term expires 2023</i> ) Nicola Rule ( <i>term expires 2023</i> )

The following appointments were made by the PCC:

Lay Vice-Chair of PCC: Steve Baynes

Treasurer: Emma Sterry

PCC Secretary: *Diane Oliver office, Val Monk minutes*

Safeguarding Officer: Alison Hawkins

DBS Evidence Checker: Diane Oliver

Electoral Roll Officer: Christine Oxenham

## **Foreword** (Revd Rosemary Hoad, Vicar)

Thank you to all who have contributed so much to facilitate ministry at St Paul's during 2022. The churchwardens Liz and Diane, together with Josh our new curate, Sue, Janet and others have given so much of their time, energy, prayer and love. It's astonishing to look back and see where God has led us, opening up new possibilities, taking us wider into the community, and building on the Open Space vision as we emerged from a landscape changed by the pandemic. We've come a long way. It's not always been easy, but God has stayed close. As we see where he's leading us in 2023 these verses from Paul's letter to the Romans chapter 12 are at the front of my mind.

*<sup>12</sup> Rejoice in hope, be patient in suffering, persevere in prayer.  
<sup>13</sup> Contribute to the needs of the saints; extend hospitality to strangers.  
(Romans 12: 12-13)*

I pray they will encourage us in the different aspects of our calling as we seek to serve Jesus and to be a blessing in and for the community of Egham Hythe.

## **Overview of 2022** (Revd Rosemary Hoad)

As 2022 began it was clear that we needed to dig deep in prayer as we began a new season in the adventure with God. The Open Space weekday activities were gathering momentum. The possibility of being able to secure grant funding to enable the improvements to our facilities lay before us. The news that the Diocese were inviting us to receive a training curate opened new opportunities.

All this held a financial responsibility to clear our historic debt, make sure we could meet our 2022 parish share and fund a proportion of the costs of the curate's house. The churchwardens led the way in prayer as well as reviewing every aspect of our finances. It was a great day in the November PCC when Emma our treasurer could confirm that we had indeed met these demands. Many thanks to all who gave sacrificially, and thanks to God for that amazing answer to prayer. Do please continue to pray and to give as we minister to the wider community through our developing projects.

The movement outwards continued. The summer meals project was a high point, with meals lovingly prepared by Liz and Di and distributed once a week in collaboration with Councillor Rob King. This led into the development of the Food Kitchen in the Autumn, with Rob appointing a paid chef to enable the work to continue and grow, particularly as the cost-of-living crisis began to bite. St Paul's also became a Surrey County Council Warm Hub on a Thursday, alongside Tea and Chat. The PCC made an important decision to keep our activities free and encouraging donations. We don't want anyone to be prevented from coming along to an event, or having a cup of tea, or being fed, and those who are able to support this ministry are invited to bless it and enable it to continue.

Ministry among children and young people has been growing through weekday activities. Messy Church has been re-established in an after-school slot, and after three events in 2022 will be moving to a monthly offering. Youth Space which began in September for those in school year 7 attracts up to 35 young people. Stepping Stones, the Thursday babies and toddlers group is flourishing. Numbers of children at Sunday services remains small, except for the very well attended services to which the Uniformed Organisations join in. As well as the usual Mothering Sunday, Harvest and Remembrance parade services there was a special service for the Platinum Jubilee weekend.

Our Sunday worshipping community helps focus the prayer and vision for all the different ministries God is calling us to in the week. The core is still small, and my prayer is that this will grow during 2023. It has been good to have live music again, including visits from two of the Royal Holloway University choirs. A number of people continue to be able to join in with worship via zoom, thanks to the able use of technology by Steve and the team. Later in this report you'll find some snapshots of different aspects of life at St Paul's – there's lots of opportunities to be involved so do talk to me or one of the ministry team about it.

## Membership

Christine Oxenham took on the role of Electoral Roll Officer in April. The last complete revision of the Electoral Roll was in 2019 (the next one will be in 2025). In April 2022 there were 79 members of the electoral roll recorded (79 in 2021).

## Church Development Plan and Parish Vision

*"All are welcome at St Paul's. You will find a warm, safe, open space where you are free to watch or join in, to receive or to give, to pass through or to belong. On Sundays we worship with joy, refuelling the community for the week ahead".*

The PCC regularly review and update our Church Development Plan, and the latest version is available in church or from the parish office. The three core areas are:

- Faith and Worship
- Youth and Children
- Hospitality

These connect well with the Guildford Diocesan transforming church/transforming lives vision which was updated in 2022 with a focus on these three areas: Growing Disciples, Growing Diversity and Growing Community. More information is available on the Diocesan website:

<https://www.cofeguildford.org.uk/making-disciples/transforming-church-transforming-lives>



The following brief reflections on aspects of ministry in 2022 have been written by a number of different people and are grouped broadly into our three core areas.

## Reflections on 2022 (with thanks to a number of contributors)

### Faith and Worship

**Baptism:** Whether in a family setting or within our Sunday Eucharist, it is always an immense privilege to be present at such moments, particularly as many of the children we have baptised have been from families who are closely connected to St Paul's, not least Sue's Grandson, Isaiah. When we all gather, facing the font, let us remember that, if we let it, each new baptism gives us all the opportunity to reaffirm our own, to remind ourselves of the story of God in our lives individually and corporately.

**Curate:** To give a creative translation of the old Christian motto, *Lex Orandi, Lex credendi, Lex vivendi*, [*What we believe is shown in how we pray, which is shown in how we live*]. The whole Cleaver clan count ourselves very blessed to have been welcomed into a community at St Paul's which strives to hold all these aspects equally. I am very much looking forward to what the next year will bring as we move boldly towards the vision which God has spoken.

**Wednesday Bible study and Reflection group:** Meeting monthly in church on a Wednesday afternoon we have reflected on 2 books by the Theologian Paula Gooder – 'Women of Holy Week' and 'Journaling the Psalms'. Meeting with a group of like-minded Christians, each with their own experiences and thoughts, has been very educational, and Janet has worked superbly in leading the group.

**Word for the week:** These weekly WhatsApp discussions with members of St Paul's which are both rich and, at times, provide a platform for us to share more personally. The fact that this all takes place on WhatsApp not only means that one can respond and engage at one's convenience, but also ensures that each day of the week there are little nuggets and pearls for us to ponder as people engage and contribute.

**Pastoral care:** It has been heart-warming to see many of our congregation providing encouragement, care, and support to and for each other. Practical help such as shopping, collecting prescriptions and providing transport has been much appreciated by those who have received such kindnesses. More formally, the team have extended hospital visits, pastoral conversation and prayer, and Home Communion throughout the year.

**Sight loss Friendly Church:** SLF Church is part of the Christian sight loss charity Torch Trust. As an inclusive church we are dedicated to making our building and our worship more accessible to everyone, and have been grateful for the advice and training that is offered through the SLFC website.

**Eco Church:** The a Rocha silver award was achieved in January, enabling us to meet the Diocesan challenge to upgrade during the year very early. The Eco Zoom Group met monthly and promoted a number of activities and were encouraged by the congregational response. New activities included pledging to reduce our household carbon footprints, distribution of wildflower seeds on Easter Day, a display at the Frog Island Fair, sales of surplus garden produce to fund training in good horticulture for two Kenyan families through Ripple Effect, an eco -friendly product raffle to familiarise us with these products, planting of hedgerow saplings from the Woodland Trust, focussing our parish Christmas card giving on Christian Aid's bee hive project with good results.

**Queen Elizabeth 2 Platinum Jubilee and Commemoration of her life:** We celebrated the Platinum Jubilee in June with our community, especially our uniformed organisations, with a service followed by a weather affected, but much appreciated, get together with much cake in church. Then in September we marked the Queen's death together in a service enhanced by music from the Choral Scholars of Royal Holloway University.

**Music at St Paul's:** It was good to be able to sing in church again after the pandemic, but we came back slowly and at first were still reliant on recorded music. It was great to get back to a pattern of live music in the autumn. We welcomed the chapel choir of RHU to sing at a very moving service the day before the late Queen's funeral, and the Founder's Choir joined us for Remembrance, and to sing at the Christmas Tree Festival, where we also welcomed the Magna School choir for some of the events.

Jamie helped us to pull together a Christmas Choir to sing at the Carol Service, and the hope is to build on the skills we have available so if you can sing or play an instrument do let us know.

**Sacristan:** I enjoy looking after the church candles. I get a lot of satisfaction seeing the candles burning so brightly. I trim and shape the candles as they burn down and replace them when necessary, and my wife and I clean and polish the brass candle sticks.

**Men's Group:** The past year has been a challenging one for this group who are still finding their footing after the pandemic restrictions. However, encouraging conversations and planning for 2023 has begun around our three main channels - Spiritual, Service and Social.

**Tech Team:** As the Zoom congregation has consolidated the weekly Sunday service stream to YouTube, and then onto Zoom, has continued. The small team of operators have continued to share their individual technical skills to form a strong foundation which will allow the team to grow. A special thank you to Rhys for his help during 2022.

**Weddings:** We were delighted to have a number of weddings at St Paul's during 2022, and it was lovely to celebrate these joyful occasions with the community.

## Youth and Children

**Stepping Stones:** We sing weekly a song for each child naming them and saying they are found and loved by God. For me, this sums up Stepping Stones. Each person is found and loved by God. We have a 'service' suitable for all children with songs and a short story. The space enables free play and also a structured craft time. Family adults and carers are also supported with a warm welcome.

**Sunday Children's activities:** There is a craft activity and also resources available for children to use in their seats so that families can sit together during worship. This creates a space where children can listen but be engaged practically with the service or theme for that week. Families have commented how they find this helpful in supporting their children during the service. Children are encouraged to join in with different aspects of the service.

**Messy Church:** Messy Pancakes, Messy Harvest and a Glow Party all drew large numbers of families, re-establishing Messy Church as a significant part of our outreach. The team was strengthened and was able to reflect together on improving the programme to best meet the practical and spiritual needs of our families. Monthly events are the aspiration for 2023.

**Schools Activities:** It was a delight to have our two primary schools return to a full school participation in our offering of Easter Activities after a covid related three-year gap. The

schools have also returned in a careful way using our premises for end of term concerts and services. The older children from The Hythe also visited for a Remembrance Service, and younger children came for a very enjoyable Christingle event. All this is underpinned by the continued congregational engagement as volunteers and School Governors.

**Youth Space:** Back in July when YS was first discussed, I would never have imagined that less than six months later we would be welcoming an average of 30 year 7s into the building week on week. To see them feeling so at home in the space and with the volunteers who supervise has been incredibly heartening. It's a small work, but word is getting around, inroads are being made into Magna, and we are pointing to good news!

## Hospitality

**Food Kitchen:** Following the success of the summer meals project, the Food Kitchen was set up in the autumn with Councillor Rob King, working with a paid chef, to take meals out to people's homes in the community once a week on a Friday. Christmas Lunches at St Paul's, the Hythe Centre and The Royal British Legion were a great success.

**Tea and Chat:** Part of our wider Open Space initiative, Tea and Chat is aimed primarily at the older members of the local community but open to all to meet and make new friends over a cup of something and a piece of cake. Currently we have about 12-15 weekly attendees. The vision is to a space where hospitality creates a basis for a range of activities for the attendees to enjoy.

**Warm Hub:** St Paul's one of a few churches who stepped forward to apply to be a Warm Hub (as it was very short notice). It fits with our vision to help those in our community who may need extra help. In turn Surrey council have supported us with funding towards it.

**Hall:** It has been good to see regulars back properly, to welcome four new groups that serve the local community, and to host the Food Kitchen. Our hiring policy intentionally focuses on giving priority to locally run businesses and/or who serve local people. This has worked well and the hall is almost booked to capacity. The income helps St Paul's to care for and serve the local community.

**Christmas Tree Festival:** The 2022 Festival had nearly 50 trees on display and continued to be a successful way of bringing the community together. Well over 500 people crossing the threshold during the five days of the Festival. One of our PCC members commented:

*"I took a couple of days off work to join in the Christmas Tree Festival and found the experience motivational and inspirational, seeing so many from our local community enjoying a variety of activities; school visits, toddlers nativity play, the music of the RHUL Choir, afternoon tea, the annual pantomime and the Christmas community lunches cooked, distributed and served from the church hall. There was so much going on and I am very pleased that I was able to play a small part. The message to our community that all are welcome at St Paul's was clearly visible for all to see over the course of those few days" (Christine Oxenham)*



**Lifts:** This is a practical way that we provide support for some members of the church who would struggle to attend services in person. Three or four people are available for lifts for both the Thursday tea and chat and service or the Sunday service. It has provided a closer friendship between both the lift givers and the people who are collected.

**Welcomers:** Acting as welcomer is a great way of getting to know everyone, it's a pleasure to greet on Sunday mornings, to assist at busy services and hopefully help visitors relax and feel welcome. If you would like to have a go please contact Christine Oxenham.

## **Parish Safeguarding Policy Statement**

At the PCC meeting held on 10<sup>th</sup> May 2022 the PCC of St Paul's Egham Hythe adopted the Church of England "Promoting a Safer Church" Policy Statement, national policies and Practice Guidance approved by the House of Bishops. This policy statement actively underpins all safeguarding work within the church, and details are available on our website: <https://speh.org.uk/safeguarding>

The PCC is committed to the safeguarding, care and nurture of everyone within our community, and will ensure that we will

1. Adopt and implement the House of Bishops' safeguarding policy and practice guidance.
2. Promote and publicise the 'Promoting a Safer Church' policy statement and ensure all church officers have access to it.
3. Have a plan in place that sets out, in line with national and local priorities, how the policy will be put into action.
4. Ensure that any person who works with vulnerable groups is aware of and abides by national and local safeguarding guidance.
5. Review the policy regularly to ensure best practice.

"Promoting a Safer Church" sets out the Church of England's commitment to making the church a safer place for all. The Policies and Practice Guidance apply to all Church bodies and officers. All authorised clergy, bishops, archdeacons licensed readers and lay workers, church wardens and PCCs are required by section 5 Clergy Disciplinary Measure to have "due regard" to safeguarding guidance issued by the House of Bishops.

The Policy Statement, Policies, Guidance and Protocols are available to view on the diocesan website at [www.cofeguildford.org.uk/safeguardingpolicy](http://www.cofeguildford.org.uk/safeguardingpolicy)

## **Safeguarding and Inclusion** (*Safeguarding Officer Alison Hawkins*)

### **Roles and responsibilities**

- Safeguarding Officer: Alison Hawkins
- DBS Coordinator: Diane Oliver
- Diocese: Jackie Broadfoot

**Actions taken:** Three safeguarding concerns in the community were raised and investigated during the course of the year, with the Diocese informed as appropriate.

## Safer recruiting:

### Summary of safer recruiting process:

Need for volunteer is identified/individual volunteers for a position.



Suitability discussed by a designated group.



Job description and application form issued.



References requested.



DBS check completed (if appropriate).



Volunteer agreement signed.

## PCC Report

There were six PCC meetings during 2022. Safeguarding and Finance are on the agenda each month. At the January 22 meeting we learned that the Diocese had received funding from the central church for a curate being ordained deacon in July, and St Paul's agreed that we were willing to become a training parish. We also celebrated being awarded the Silver Eco Award. We recognised the struggle in finding the best way for everyone to meet together as a PCC. The March meeting was held on zoom, and included preparations for the APCM and the news that we had received a grant for the architect's fee for the first drawings for the Open Space facilities project. The different stages of the Your Fund Surrey application were explained.

The May meeting, the first after the APCM, included the appointment of officers and other roles, the agreement of the Parish Safeguarding Policy and planning for future meetings. In June work was done on communicating the vision and beginning to prepare a new Church Development Plan. Information about the planned meals during the summer holidays was shared, and plans were made for Josh's arrival and ordination on 3<sup>rd</sup> July.

A new Church Development Plan was completed in September after a review of various different activities and events including Youth, Messy Church, Stepping Stones, Tea and Chat, Sundays, Prayer, Food Kitchen and Eco Church. We were delighted that at our November meeting we were able to communicate the great news that our Parish Share for 2022 had been paid, together with the £10,000 historic debt.

Kym Cheung and Katharine Stearn stepped down during the course of the year. The PCC is grateful to Val for taking the minutes of the meetings, but there are other responsibilities that would normally be held by a PCC secretary – please pray for the right person to be able to take this role forward.

## Church Fabric *(Diane Oliver)*

### *Mandatory checks and services completed in 2022*

- Fire Extinguishers serviced March
- Organ Blower serviced June

- Piano tuned June
- CCTV serviced August
- 5 yearly Electrical Tests August - subsequent remedial works completed October
- Hall, Church and Vestry Boilers serviced August – Replaced pressure gauge on Vestry boiler September and replaced Fan and Leak sealer added December
- Lightning Conductor Test October
- Organ Blower serviced November

#### *Maintenance 2022*

- Vestry and low gutters cleared and drains August, after heavy rains and October
- Cherry trees prune November
- Replacement of cooker in hall August with grant from Rob King's Members fund
- Hall Emergency exit top right lock/catch replaced November
- Key register up to date
- Inventory yet to be updated
- Electricity energy contract 3 year fixed March
- Water contract switched March (Castle Water to Everflow)

#### **Runnymede Deanery Synod** *(Steve Baynes, Deanery Synod Lay Chair)*

The three Deanery Synod meetings had the topics of Climate Challenge, Lay People in the Church of England and How Clergy Thrive as their main agenda points. All three meetings were open to the public and detailed Minutes are available via the Deanery Administrator [runnymededeanery@gmail.com](mailto:runnymededeanery@gmail.com) and on the deanery website. Steve Baynes was appointed Lay Chair and Rosie Hoad as Deputy Area Dean.

#### **Diocesan Synod** *(Steve Baynes, Diocesan Synod Lay Member)*

The three Diocesan Synod meetings had the topics of National Challenges for the CofE, Safeguarding and the 2023 Budget as their main agenda points. Steve Baynes and Rosie Hoad continued as lay / clergy members of Synod.

#### **Finance Report**

It was a real answer to prayer to be able to finish 2022 with our parish share up to date, including paying off the £10,000 historic debt. We are thankful to all those who have contributed, some very sacrificially, to make this possible. In welcoming Josh our new curate we received a grant from the central church to pay for him, including a contribution towards the cost of his housing. Part of the housing costs are our responsibility, and we're very grateful to those who are enabling us to meet that commitment.

During the year we have been awarded a number of other grants, towards specific ministries including the Food Kitchen, the Youth and Children's ministry and for some upgrades in the church and hall. The application processes require considerable time and effort, and additional help with this would be very welcome. The PCC prioritised this work over more general fundraising efforts, though were happy to encourage targeted fundraising such as the raffles, and to raise money for good causes such as through the Christian Aid Walk and the Angel Tree vouchers for Your Sanctuary Woking.

All our outgoings have been carefully monitored, with some contracts re-negotiated, and we are particularly grateful for work that had been done on the costs of utilities. Some filming at the start of the year was a bonus. Most of our regular donors are now part of the Parish Giving Scheme which enables us to plan better and to receive the gift aid much more quickly. We're very grateful to Emma for her continued dedicated ministry as our treasurer. Please see the notes to the accounts for her comments about the detail.

### **Giving to St Paul's**

We are very grateful to all who financially support ministry at St Paul's. Regular giving through the Parish Giving Scheme is the best way to give if you can. The church pays no fee for this so the total amount you donate comes to St Paul's and PGS administer the Gift Aid donations for us each month. You can find out more at [www.parishgiving.org.uk](http://www.parishgiving.org.uk) (our details are Egham Hythe St Paul PGS 170617192).

There are a number of other ways to give, including via a QR code and through our website. For tax payers do sign a Gift Aid declaration so we can claim back the tax.

Please consider joining those who support St Paul's Church, so that we can bless the community we serve. For more information contact Emma at [treasurer@speh.org.uk](mailto:treasurer@speh.org.uk) or get in touch with the office and we can help you look at which option is most suitable for you.