

Administrative information

St. Stephen's Church is situated on the corner of St. Stephen's Road and the Avenue, West Ealing. It is part of the Diocese of London within the Church of England. The correspondence address is:

St. Stephen's Church, St. Stephen's Road, West Ealing, London W13 8HB.

The Parochial Church Council (PCC) is registered with the Charity Commission (No. 1133772).

PCC members who have served in the period 1st January 2018 until 31st December 2018:

<i>Incumbent</i>	The Revd Steve Newbold (Chair)	
<i>Curate</i>	The Revd Ajay More	to 17 th June 2018
	The Revd Sam Sanya	from 1 st July 2018
<i>Associate Minister</i>	The Revd Caroline Newbold	
<i>Licensed Lay Minister</i>	Enid Barron	
<i>Churchwardens</i>	Geoff Thomas (Vice Chair)	
	Rosemary Beardow	to 22 nd April 2018
	Caroline Jamieson	from 22 nd April 2018
<i>Representatives on the Deanery Synod:</i>	Mary Ann Auckland	
	Liz Cooper	
	Matt Goodman	to 25 th February 2018
<i>Elected members:</i>	James Barron	to 22 nd April 2018
	Barbara Luland	to 22 nd April 2018
	Weihua Zhang	to 22 nd April 2018
	Urmila Kurkalang	to 22 nd April 2018
	John Anniss	
	Alan Hanley	
	Christine Nicolson	to 22 nd April 2018
	Martyn Verity	
	Sue Charlton	
	Ian Jamieson	
	Ann Toley	
	Lucy Harding-Anderson	from 22 nd April 2018
	Lily Ledwith	from 22 nd April 2018
	Tina Yarrall	from 22 nd April 2018
<i>Secretary (co-opted)</i>	Jane Maffett	
<i>Treasurer (co-opted)</i>	Sanjay Joshi	
<i>Safeguarding Officer</i>	Caroline Jamieson	to 25 th Nov 2018
	Jen Whadcoat	from 25 th Nov 2018

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC also appoints Trustees to the St Luke's Trust, a separate charity with the stated aim to manage the proceeds of the Trust 'for use for the religious and other charitable purposes of the Church of England in the Ecclesiastical Parish of St Stephen, Ealing.'

Objectives and Activities

The PCC has the responsibility of co-operating with the Vicar in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The agreed Vision statement is as follows:

Worshipping Jesus – Growing Together – Reaching Others.

It also has maintenance responsibilities for the Church Centre complex which includes a cottage for residential use. The PCC also owns and maintains a separate house at 26 Drayton Gardens.

General Statistics

Church membership

At 31st December 2018 there were 206 people on the Church Electoral Roll. Of these 53% were resident in the parish and 47% were not. Of the total Electoral Roll, 62% were female and 38% were male.

Occasional Offices

During 2018 there were 4 Baptisms and 2 Confirmations. There was one marriage at Church and the clergy conducted the funerals of 6 parishioners (1 of the services was at St. Stephen's).

Review of the year

The Annual Parochial Church Meeting (at which three new PCC members were elected) and the Annual Meeting of Parishioners (at which two churchwardens were elected) were held on Sunday 22nd April 2018 in accordance with the Church Representation Rules and The Churchwardens Measure. The full PCC met 8 times during the year with an average level of attendance of 77%.

During the year there were a number of staffing changes. Our curate Ajay More left us and took up an appointment as Associate Vicar in Harrow. We also bid farewell to our Intern when she left us to take up appointment as a Youth Worker in a neighbouring Church. However, we welcomed our new curate Sam Sanya and his family in July.

After the excitement of our 150th anniversary year in 2017, we intentionally planned a slightly less demanding pace to 2018. Alongside our usual programme of activities and events we again ran our ever popular free Community Fete in July. This fell on one of the hottest days of the year and proved hard going for all the volunteers but nevertheless provided for a great day of fun and opportunities to share our faith.

The Church was involved with the Ealing Half Marathon as a water station and Community Cafe, providing opportunities for outreach, prayer and music. The Christmas Bazaar was a successful, busy event as ever with 100% of proceeds going to a charity agreed by the PCC - this year the Ealing Christians against Poverty which helps those trapped in a spiral of debt. We continue to actively support *The Grove Missional Community* (overseen by a separate charitable Trust) working on the Gurnell Grove Estate in the Parish.

For the first time in a number of years the average Sunday morning attendance fell slightly reflecting the transient community which we serve. The numbers of those involved in various mid-week activities however has grown.

Various discipleship structures continue. Mid-week Connect Groups provide a place for community, fellowship and learning. Several groups have been newly formed or renewed. The bi-weekly evening celebration, Open to God (a service where the emphasis is on intimate worship, expression of spiritual gifts, Biblical teaching and personal prayer ministry) continues and has a regular congregation. Daily Morning Prayer and a monthly evening Prayer Meeting enables the church to pray for our mission and the needs of the wider community. During the year we held several Quiet Mornings with prayer stations to encourage people to encounter God, including one as part of the national initiative Thy Kingdom Come.

2018 was the year when we finally completed our long hoped for buildings project which replaced the former choir vestry with a new meeting room, upgraded the toilet facilities, made structural improvements and included a number of environmentally friendly features. This was achieved on time and within budget although work during the summer months prevented us hosting events such as a summer Holiday Club.

Much of the work of the PCC is conducted in its formal subcommittee structure so we can fulfil our agreed Mission Action Plan. The four sub committees or teams continued: Finance, Buildings, Mission and the Children, Youth and Families Strategy Team.

Key activities are described in the individual reports detailed below:

Leadership Team

The Leadership Team met regularly to support the Vicar in the day to day management of Church life. Most of their time was spent focusing on issues of discipleship, outreach in the local community and resourcing the church for future growth. The Leadership Team share with the Vicar in the pastoral responsibility for the Church and regularly discuss and respond to individual situations. Connect Groups leaders have a specific responsibility for the pastoral concerns of their group members. Church members who are not in a Connect Group have pastoral input from a Pastoral Care Team which has been established to support in the co-ordination of care and visiting. A transport scheme provides transport to church events for elderly and disabled people.

Finance Team

The Finance Team comprising the Vicar, Treasurer, a Churchwarden, Giving Coordinator, and two other PCC nominees met regularly throughout the year. Their work included review and discussion of the annual accounts, the 2018 forecast versus actual results, and levels of planned giving income. A detailed budget process was undertaken during the year, in order to monitor more closely the church's finances and plan for the future. More information is detailed below.

Buildings Team

The Buildings Team has continued to manage the repairs and maintenance of the Church building and grounds as well as the Cottage and 26 Drayton Gardens. This year, the long standing project to rebuild the toilet block was carried out resulting in an altogether fresher look. The area now benefits from a newly constructed warm roof with roof lights and sun-pipes strategically placed to bring natural light into the block. The opportunity was taken to incorporate as many environmentally features as possible. The former choir vestry has been transformed into a warm spacious meeting room complete with leather sofas and a flat screen TV for use in meetings and courses. Many of the items identified in the last Diocesan Quinquennial Report have been completed and other works are planned. Prior to our new curate moving into the church house in Drayton Gardens work was undertaken including a new toilet and bathroom, new carpets in the downstairs rooms and stairs and some walls repainted. Our twice yearly 'Big Clean' efforts continue.

Mission Team

The team managed St. Stephen's relationship with the wider world at local, national and international levels aiming to increase awareness and understanding of issues as well as providing practical and financial help. The Team maintained links with six core Mission Partners. 10% of St. Stephen's regular giving amounted to £17,226 (including a carry forward from previous year) most of which was divided between these six Partners. Additional monies were raised by events and special collections for other specific causes. Programmes of social action were led by members of this team and involved people of St. Stephen's. The Church took part in the Ealing Churches Winter Night Shelter during February and March 2018, hosting seven nights to provide meals, a warm welcome and a safe place to sleep for fourteen homeless people. The Church is also actively engaged with the Ealing Churches Soup Kitchen and the Ealing Foodbank with donations and practical support. Over £6,000 was raised during Lent for the London Diocesan Appeal for 'Tackling Homelessness Together'. Seventy boxed Easter eggs were given to the Marylebone Project for Homeless Women. Christian Aid Week raised £4,694.50 through house-to-house collections and other activities (this sum is excluded from the church accounts). Ten Hampers of Christmas goods were assembled and delivered to clients working with Christians Against Poverty (CAP). A weekly collection of food through the year was given to Ealing Foodbank with a large donation at Harvest. The profit from the Christmas Bazaar £4,095 was donated to Ealing CAP. The Mission Team continues to run a monthly Traidcraft Stall, encouraging sales of new Fairtrade foods, Greetings Cards and Christmas goods.

Children, Youth and Families Strategy Team

This team sought to ensure that the needs of children, young people and their families were met within the life of the Church and the church mission action plan. It manages links between different children and youth activities, and oversees integration between these and the adult life of the church. It also ensured that our activities were in line with the 'children' element of our Safeguarding Policy, and that we were in line with best practice processes suggested by the Diocese (including the identification of a 'Children's Champion').

Children's activities continued to be focused on four strands: the Sunday School (known as Cool Christians); Youth group; Shining Stars midweek toddler group; and children's activities at outreach events (see below).

Cool Christians meet regularly on Sundays during term time. Highlights during the year were the services involving the children at Harvest, Christmas (the Nativity/Christingle) and Mothering Sunday, plus the New Year Children's Party run by the leaders. As a combined group we held sessions on looking after God's planet, performed a Remembrance Day play to mark 100 years since the end of the First World War and made 100 poppies to reflect each year that had passed. Other

creative activities included making sand crosses, banners for eco church, key-rings and wooden crosses. Cool Christians supported the Amos Trust Street Child Project, raising £347 and are now supporting the Ealing Soup Kitchen.

Our youth We meet weekly with our young people (School Years 6-13), offering a group on Sunday mornings (Years 7-9), where we spend time in fun & games, discussion, prayer, reading the Bible together, and listening to God; activities that enable our young people to explore and become independent in their own faith. Regular social events also run throughout each term. We saw 14 young people, including a number of friends brought in by our regular youth, at our Christmas Party this. We have also run a variety of other socials, including a games night, a trip to Nando's and more, as well as joining with the Glass Door Sleep Out in October. We hope to continue to expand the activities we offer, and to grow the youth team with people who are passionate and enthusiastic about our young people knowing Christ.

Shining Stars (a Tuesday morning Christian group led by members of our Congregation and Clergy for toddlers and their parents/carers) has 20 -25 children each week. Children have a variety of toys to play with and an arts and craft table. Healthy snacks and drinks are provided for children and fresh tea and coffee for the adults. A Bible Story and action songs ensure a strong Christian focus.

Other events Children in all the different groups were invited to special events during the year including, an annual party, a Light party (an alternative to the darkness of Halloween) and a Nativity/Christingle service.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. We have also adopted the diocesan safeguarding policy, and continue to review and where necessary strengthen our processes to ensure the safeguarding of vulnerable people (children, young people and vulnerable adults) whilst at the same time trying to avoid too much bureaucracy in our various ministries. Key to all decisions are assessment of risk, and the core adherence to our policy.

Outreach

Outreach and mission is integral to all aspects of Church life throughout the year. During 2018 we once again led or took part in a number of local community events which provided opportunities for children's activities, personal prayer, carol singing (including in a local pub and a care home), one to one discussions and information sharing. The annual Christmas Bazaar, celebrating Creation, again attracted a wide range of people from outside the congregation

We developed further our drop-in café aimed at the over 55's – Teatimers - on a Friday afternoon and nearly 50% of the guests are now non-church members. Teatimers offers friendship, fun and good refreshments with a variety of themes, and the occasional outing.

We have developed good links with local schools to invite families to various events and services, including 72 children at our Light Party (a Christian alternative to Halloween) and over 100 children for 'Experience Easter' (a series of interactive stations telling the story of Holy Week). We took a year off from running a Holiday Club in August, due to the building work.

Our major offering was our popular Community Fete in Cleveland Park with somewhere between 1,500 and 2,000 people enjoyed music, sports, children's activities, inflatables, cakes and BBQ - all free. Running a craft fair in September helped fund this, on a weekend which also saw us support the community at the Ealing Half Marathon, hosting a water station, steel band and café. In addition we leafleted widely the parish with details of our seasonal services prior to Easter and Christmas and held social events with the emphasis on 'bring a guest'.

Our annual Alpha course took place in the autumn and attracted 16 guest with most completing the course. A highlight was the Holy Spirit Day when we were joined by friends from a neighbouring church.

In November, for the 100th anniversary of the ending of World War 1, we researched those living in the parish who had died in the war, and commemorated them with an exhibition and special service, inviting those currently living in their houses.

Deanery Synod

St Stephen's is a part of the Ealing Deanery whose Synod met three times during the year. At those meetings the following issues were at the heart of the meetings: Mission Action Planning, Archdeacon's Visitation and commissioning of Churchwardens, election of Deanery Synod Officers, Standing Committee members, School Governors, Mission Fund applications, and report from the General Synod. The Bishop of London the Rt Revd Sarah Mullally DBE celebrated a Deanery Eucharist at Christ the Saviour, Ealing Broadway, and presentations included one from St Cuthbert's North Wembley on Memory Café.

Financial Review

A formal budget process was again followed during the year to assist with financial planning. Full details of the accounts are provided in the independently examined and signed off Financial Statements.

Total receipts on ordinary unrestricted funds were £221,562, with. Total unrestricted expenditure amounted to £363,757, which was spent to provide Christian ministry from St Stephen's Church, including the contribution to the Diocesan parish share, which largely provides the stipends and other clergy overheads (including housing for the clergy). In addition to normal unrestricted expenditure, the PCC approved renovation work to the toilets and the additional meeting room. This was completed by the autumn. The cost of this project is shown in the financial accounts as a separate item at £159,934.

During 2018, total income was 0.2% higher than 2017 at £283,574 which includes £44,000 from St. Luke's Trust – the St Luke's Restricted Fund (SLRF) – the expected £40,000 plus an unexpected extra £4,000. There were other notable one-off donations that raised income but should not be seen as a permanent shift in underlying income. Hall rental was relatively steady in 2018 and remains a good source of external income. Social events, the Lent Appeal, the Youth section, Traidcraft and the Bookstall were also notable.

Total planned giving by St Stephen's Church members, gift aid envelopes, cash collections and related gift aid totalled £168,534, down 0.8%. In the autumn, the Church held a regular giving campaign asking all donors to review and update their giving pledges. As a result many people have increased their giving and additional donors have joined.

Overall expenditure rose by just over 55% during 2018 to £417,196 primarily down to the building project. It is noteworthy that excluding this one-off project overall expenditure was 4% lower than 2017 as all budget holders spent within target. However, the Diocesan Parish expenditure (to support work throughout the Diocese) was 3.9% higher at £90,395. In terms of church staffing, we continued with 4 employees, plus an Intern who left in mid-summer and was not replaced. The cost of 3 of these (Worship & Youth Ministers and the Intern) was fully financed by the St. Luke Restricted Fund. The final instalment of the initial 3 year grant to Gurnell Grove Missional Community was also made (via the St. Luke restricted Fund). The freehold house in Drayton Gardens is once again occupied by our curate and his wife, after refurbishment works.

The Building project was paid for from a combination of reserves and loans. The reserves drawn down included the Buildings Reserve (£55,834) and the approved use of £15,000 from the St. Luke's Restricted Fund. The PCC also approved loans from the Diocese and Area (£50,000 interest bearing and £20,000 interest free). Both were drawn down for a period of 5 years. However, the intention is to ask the PCC to approve the use of imminent substantial legacies to pay off the interest bearing loan and to rebuild reserves.

These items resulted in a net deficit for the year, across all accounts of £133,622. After adding reserves brought forward at the beginning of the year, the balances carried forward at 31st December totalled £92,735.

Reserves policy

The PCC aims to maintain a balance on free reserves of around two months' worth of average unrestricted expenditure, which is currently equivalent to £38,000. And whilst the General Reserve has dropped below this, we have identified a route to rebuild reserves, net current assets are positive, and at the end of 2018 the balance in the main current account stood at £59,232. In addition, the investment in the Missional Housing Bond, whilst not immediately realisable, will be realisable in the future at the £5,000 stated in the Financial Statements. Appropriate reserves will continue to be set aside in anticipation of future spending on the church buildings, through the Maintenance Reserve. It is our policy to invest funds in the CBF Church of England Deposit Fund, and as stated £5,000 continues to be invested in the London Missional Housing Bond.

Conclusion

2018 was a year of continued growth and development for the community of St Stephen's; people came to faith, lives were changed and many were touched by God's love. Our aim in 2019 is to see more of the same and to ensure that our vision statement and mission action plan are enacted as fully as possible.

Steve Newbold
Incumbent and Chair
April 2019