

**THE PAROCHIAL CHURCH COUNCIL
OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2017**

The PCC is delighted to have welcomed the Reverend Peter Godden and his wife Caroline to our Parish in June 2017. We already appreciate the enthusiasm and dedication that they have brought to Clay Hill and wish them happiness in their future here with us.

AIMS AND PURPOSES OF THE PAROCHIAL CHURCH COUNCIL (PCC)

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the minister in promoting in the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical" (PCC Powers Measure 1956). The PCC is also responsible for the maintenance of its two churches, St. John's and St. Luke's, and two halls.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our Parish community at Clay Hill.

The Parish has developed a Mission Action Plan which provides a framework for current and planned activities to achieve this objective, which focuses on Worship & Prayer, Teaching & Nurture, Care & Service, Mission & Outreach:

In worship and prayer, we aim that those who come to the Sunday Eucharist in one of our churches will feel that they have been drawn into closer contact with God, that their spiritual journey has been accompanied by a supportive church community, and that they have been equipped for the week ahead.

In teaching and nurture, we aim to provide members of our congregations and of the wider parish with opportunities to grow in their ability to understand, reflect on and articulate the Christian faith through the provision of teaching at a level that is appropriate.

In care and service, we aim to offer pastoral care in particular to people living within the Parish, to enter into creative partnerships with the community and other groups, and to encourage and support individual members of the congregation in the roles of active service that they undertake.

In mission and outreach, we aim to find creative ways to bring the gospel of Jesus Christ to our Parish and to invite people into the life of the Church.

ACHIEVEMENTS AND PERFORMANCE

Our Parish has again successfully participated in the Haringey and Enfield Churches Winter

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Night Shelter Project under the umbrella of the organisation “*All People All Places*”. This is a church-based ‘rolling shelter’ run by volunteers, providing food and shelter overnight during the winter months. Each night of the week up to 12 guests are hosted by a different church and St Luke’s Church hosted the shelter on Friday nights for eleven weeks from early January until Palm Sunday 2017. During 2017, the Parish’s participation was reviewed, funds raised and training provided for involvement in 2018 (to start 5 January 2018).

A House Group, formed in May 2016, meets for Christian discussion and socializing.

The Children’s Service at St John’s Church continues to develop and expand. Held on the third Sunday of the month, this is a fun, contemporary service aimed at parents and children up to the age of 11, with songs accompanied by all the children playing instruments, a bible story, interactive talk, and prayer.

Worship and Prayer

The monthly schedule of services outlined below is generally followed. Exceptions are published on the Newsheet in advance and on the Parish website.

St. John’s Church:

Sunday (except 3 rd Sunday):	9am	Holy Communion
Sunday (except 3 rd Sunday):	6pm	Evening Prayer in the Jean Price Hall
Third Sunday during School Term:	9.30am	Children’s Service
Third Sunday	6pm	Joint service at United Reformed Church

St. Luke’s Church:

First Sunday:	10.30am	All-Age Eucharist and Church Parade
All other Sundays:	10.30am	Holy Communion
Tuesdays to Fridays:	8.30am	Morning Prayer
	5.30pm	Evening Prayer
Wednesdays:	9.15am	Holy Communion
Thursdays	6pm	Meditation Service

The average weekly attendance for services at St. John’s was 28 for Sunday mornings and 6 for evenings, and 22 adults and 15 children for the Children’s services; at St. Luke’s it was 50 for Sunday mornings and 15 for weekdays. During the period that St Luke’s was temporarily closed, daytime services were held at St John’s. The average weekday attendance during that period was 5 for Morning Prayer and 10 for Communion. Communion continued to be held at St Luke’s on Wednesday evenings with an average of 41.

During the year, 11 Baptisms, 2 Weddings, 4 Funerals, 4 Crematorium or Cemetery Funerals, and 1 Interment of Ashes were conducted.

A special service was held on 26 June for the Induction, Institution and Licensing of Peter Godden as Vicar of the Parish.

Other special services included Candlemas, Ash Wednesday Sung Eucharist and Imposition of Ashes, Stations of the Cross, Palm Sunday Blessing of Palms and procession between the two churches, Maundy Thursday Eucharist, Good Friday Tenebrae service, Easter Eucharist, Mothering Sunday, Birth of St John the Baptist, Pentecost, Trinity Sunday, Harvest Festival, St Luke the Evangelist’s Patronal Festival, All Saints, All Souls, Remembrance Day, Advent Lights, Nine Lessons and Carols, Christingle, Christmas Eve Midnight Mass and Christmas

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Day Family Eucharist.

St. John's School held services in St. John's to mark important occasions in the church and school year. Lavender School held Christmas celebrations in St. Luke's and Headstart Nursery at St John's. The Mothers' Union hosted two special services, the Wave of Prayer and Looking towards Christmas.

Evening Prayer, held on Sundays in the Jean Price Hall at St John's, is followed by a discussion group.

Meditation sessions are held in accordance with the World Community for Christian Meditation on each Thursday evening in the Lady Chapel of St. Luke's Church.

Joint evening services are held on the third Sunday of each month at either Lancaster Road United Reformed Church or with the North West Enfield Group of Churches.

The Extended Choir, which includes members of The Clay Hill Singers, contributes to special services.

The weekly Parish service & newssheet records the Fellowship of Concern, noting parishioners or their friends/relatives for whom the congregation may pray and support.

The Parish has a sponsorship agreement with the 12th Enfield St John's and St Luke's Scouts, Cubs and Beavers who meet in the Parish and parade and participate at St Luke's Church at the All-Age Eucharist service.

Mission, Worship and Social Activities

A number of mission, worship and social events were held or attended during the year, including:

January

- Epiphany Service
- House Group: Prayer Course - Petitions to God
- North West Group of Churches Service at Jesus Church
- Soup Hunger Lunch with proceeds to Compassion
- Candlemas Service
- Winter Night Shelter Friday/Saturday throughout January
- Bishop Robert leads services at both churches
- Renewal of the Church 100 Club membership (50% of funds raised are for the Parish General Fund).
- Joint evening service at Lancaster Road United Reformed Church

February

- Richard, Bishop of London's farewell service, St Paul's Cathedral
- Roast Lunch and Good Companionship at the Rose and Crown public house
- Winter Night Shelter Friday/Saturday throughout February
- Ash Wednesday Sung Eucharist with Imposition of Ashes
- Soup Hunger Lunch with proceeds to Compassion
- Joint evening service at Lancaster Road United Reformed Church
- Candlemas service

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March

- Announcement that Rev Peter Godden appointed as Vicar of the Parish
- Winter Night Shelter Friday/Saturday until Palm Sunday
- Annual Parochial Church Meeting
- Sunday Evening Prayers following the Lent Course "Receiving Christ"
- House Group meeting: Second session of the prayer course.
- Mothers' Union Annual General Meeting
- Mothering Sunday Family Eucharist and Parade with daffodil posies for mothers
- St John's School Ash Wednesday service
- Soup Lunches every Wednesday throughout Lent with proceeds to Compassion and Bridge of Hope
- Bridge of Hope quiz evening at Baptist Church
- Roast Lunch and Good Companionship at the Rose and Crown public house
- Meditation with Fr Graeme Watson, World Community for Christian Meditation North East and East London Convenor
- Joint evening service at Lancaster Road United Reformed Church

April

- Soup Lunches every Wednesday throughout Lent with proceeds to Compassion and Bridge of Hope
- Sunday Evening Prayers following the Lent Course "Receiving Christ"
- Roast Lunch and Good Companionship at the Rose and Crown public house
- Easter lilies in memory of family members and friends
- Palm Sunday Blessing of Palms and procession with a pony from St John's, through Hilly Fields Park, to St Luke's for Sung Eucharist with Passion Reading.
- "Looking Towards Easter": Prayers and reflection for Holy Week
- Maundy Thursday Stations of the Cross service
- Sung Eucharist of the Lord's Supper followed by Watch at the Altar of Repose
- Good Friday preparation of the Easter Garden
- Good Friday Liturgy
- Good Friday Tenebrae service of music and readings
- Holy Saturday Easter Vigil at St Mary Magdalene's Church, celebrating the start of Easter with our fellow Christians from neighbouring parishes
- Easter Sunday Family Eucharist followed by the Children's Easter Egg Hunt and cake stall to support our Compassion sponsored child, Immaculate.
- Baptisms
- Joint evening service at Lancaster Road United Reformed Church

May

- Presentation on "Scenic Switzerland" by Roger Elkin in St Luke's church
- Roast Lunch and Good Companionship at the Rose and Crown public house
- Christian Aid Week, raising £1592.56
- Parish May Fayre
- Soup Hunger Lunch with proceeds to Bridge of Hope
- St John's School Ascension Day service
- 50 mile sponsored bike ride by members of the Parish to raise money towards the St John's Lych Gate appeal
- Joint evening service at Lancaster Road United Reformed Church

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June

- Induction, Institution and Licensing of Reverend Peter Godden as Vicar of our Parish, with Extended Choir
- Pentecost “Messy Church” service for all ages at the URC
- Mothers’ Union Annual Festival Service at St Paul’s Cathedral
- Three Valleys Male Voice Choir concert in St Luke’s in aid of the Lych Gate appeal
- PCC Secretary speaks at Crews Hill Residents’ Association AGM concerning the interregnum and new vicar, and the lych gate appeal.
- Roast Lunch and Good Companionship at the Rose and Crown public house
- St John’s Patronal Festival service, with Extended Choir, and Parish Lunch
- Soup Hunger Lunch with proceeds to Bridge of Hope
- Joint evening service at Lancaster Road United Reformed Church

July

- House Group looking at “Perseverance – dealing with disappointments”
- Dinner hosted by Gill Medcalf to raise funds for the Lych Gate Appeal
- Roast Lunch and Good Companionship at the Rose and Crown public house
- Soup Hunger Lunch with proceeds to Bridge of Hope
- Mothers’ Union Wave of Prayer service: The Mothers’ Union expresses its Christian identity through its life of prayer and worship. It is this spiritual life together which underpins the work with families and communities. Every day a wave of prayer goes around the world as members stop and pray in the middle of the day to pray for the work of the Mothers’ Union and international issues.
- Joint evening service at Lancaster Road United Reformed Church
- St. John’s School end of year service

August

- Illustrated talk by Roger Elkin on the history of the Clay Hill area from 1850
- Transfiguration Service
- Joint evening service at Lancaster Road United Reformed Church

September

- Temporary closure of St Luke’s Church as wooden boards had fallen from the ceiling. Principal services on Sundays and Wednesdays are held in St John’s church, with Morning and Evening Prayer gatherings on Tuesday, Thursday and Fridays are held in the café at St Luke’s. The café continues to be open and the community choir meets at the United Reformed Church
- Community Choir Clay Hill Singers, run by vocal coach Claire Stogden, meeting each Friday at the United Reformed Church while St Luke’s is unavailable
- TS Eliot’s reimagining of the assassination of Archbishop Thomas Beckett performed in St John’s church by St Mary Magdalene Drama Group
- Soup Hunger Lunch with proceeds to Compassion
- Roast Lunch and Good Companionship at the Rose and Crown public house
- Joint evening service at Lancaster Road United Reformed Church

October

- Parish Quiz Night
- St Luke’s Patronal Festival giving thanks for the witness of St Luke’s and for our community at Clay Hill, with guest preacher Rev’d James Crockford, Assistant Priest of St Mary’s, the University Church of Oxford. Followed by wine and nibbles

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- Soup Hunger Lunch with proceeds to Bridge of Hope
- St John's School Harvest Festival
- Harvest Festival followed by a Bring and Share Lunch, and donations to the Food Bank and Winter Night Shelter
- North West Group of Churches service at St John's
- All Souls Day Requiem Eucharist
- Roast Lunch and Good Companionship at the Plough public house
- Joint evening service at Lancaster Road United Reformed Church

November

- Roast Lunch and Good Companionship at the Plough public house
- St John's School Remembrance Service
- Remembrance Sunday services: Traditional, followed by All-Age with parade, Last Post, Reveille and Two Minutes Silence
- "Operation Christmas Child" Shoe Box Appeal
- Showing of the Christian drama film "The Shack"
- Soup Hunger Lunch with proceeds to Compassion
- All Saints Day services
- Joint evening service at Lancaster Road United Reformed Church

December

- Parish Christmas card delivered to all homes in the Parish
- Christmas Cracker Fair in aid of the General Fund
- Advent Lights service
- Teaching Eucharist Service
- Parish Christmas Card. As an alternative to giving individual cards, parishioners sign the card and donate towards the Church Urban Fund. Since starting this in 2007, the Parish has raised over £1,100 including £128 in 2016
- Mothers' Union Looking Towards Christmas service
- St John's School Carol service
- Nine Lessons and Carols service with extended Christmas Choir conducted by Claire Stogden
- St Luke's Church deep cleaning following ceiling restoration
- Soup Hunger Lunch with proceeds to Bridge of Hope
- Joint evening service at Lancaster Road United Reformed Church
- Lavender School's Christmas Service
- Headstart Nursery Christmas service
- Christingle service
- Midnight Mass at St Luke's Church
- Christmas Day Family Eucharist at St John's Church

Deanery Synod

Members of the PCC, Mary Englefield and Cheryl Graham (until June), served on the Enfield Deanery Synod which meets three times each year at different Churches in the Deanery. This provides the PCC with an important link between the Parish and the wider structures of the church: The Diocese of London is divided into Episcopal Areas which are subdivided into Deaneries. The Parish is in the Enfield Deanery within the Episcopal Area of Edmonton. The principles of the Deanery Synod are the same as the General Synod, having the full Synod,

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The House of Clergy and the House of Laity. The Area Dean is Chair of the Deanery Synod and there is also a representative on the Diocesan Synod. Enfield is also fortunate in having representatives on the General Synod. Deanery Synod members are elected every 3 years, the current term is 2017 - 2020. The meetings include talks, followed by discussion and are usually open meetings to which parishioners are welcome to attend.

Pastoral Care

The Parish sponsors the 12th Scout Group of Beavers, Cubs and Scouts who meet in St. Luke's Hall and Stratton Avenue Scout Hut and participate in parade services. The Group willingly volunteer for tasks including church gardening, preparing beds for the Winter Night Shelter, and running the barbeque at Parish fairs.

The Community Café, Fields Coffee Shop, at St. Luke's Church is open between 9.30am and 1pm from Tuesday to Friday.

Members of the Parish participated in and supported the Clay Hill Winter Night Shelter during January and February 2017 and have prepared for the 5th January 2018 start.

We have a thriving (mixed gender) Mothers' Union, based primarily at St Luke's, providing fellowship for its members, organising events with most of the activities supporting residents of the Parish and patients in Chase Farm Hospital, but also working to support the mission of the Mothers' Union around the world.

The Clay Hill Singers, sponsored and run by the Mothers' Union, meet weekly at St. Luke's in term time and all are welcome to participate.

A knitting group, also organised by the Mothers' Union, meets fortnightly at Woodbury Manor Residential Home.

Refreshments are offered to parents and children after school at St. John's on Mondays (2 – 4.50pm), Wednesdays (10.30am - 4.30pm) and Fridays (2 - 4.30pm) during term time.

Cards are sent to children to celebrate their Baptism, and on the first anniversaries of their Baptisms.

There are collections for the Enfield Food Bank in both churches and the Café, and the Parish has an involvement with homeless suppers at Lancaster Road United Reformed Church.

Mission and Evangelism

There is a monthly Soup Hunger Lunch in one of the churches, with donations given to a charity supported by the Parish. This takes place weekly during Lent.

Throughout the year, a number of special collections were made at services which, together with Soup Hunger Lunches, enabled the Parish to send a total of £2,029 to missionary activities. These included the Bridge of Hope Children's Ministry, The Children's' Society, Christian Aid, Church Urban Fund, Compassion, the Mothers' Union's charities and the Winter Night Shelter.

Compassion and Bridge of Hope Children's Ministry

Monica Wood, our Compassion and Bridge of Hope co-ordinator, writes:

The Parochial Church Council of the Ecclesiastical Parish of
Saint John the Baptist and Saint Luke the Evangelist, Clay Hill, Enfield.

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“The Parish supports the work of Compassion UK by sponsoring Immaculate who lives in Uganda, and has regular contact with her through letters and photographs. In the last year Immaculate has continued her college course in nursing and midwifery and won't leave Compassion support until she has qualified. In addition, a number of individual members of the congregation also support this charity by sponsoring a child.

Compassion's motto is "Christ centred, Child focused, Church based" and each project that is set up meets the following core needs: healthcare, education, vocational training, social and emotional care, and spiritual care in the most appropriate way for the children in that community.

“The Parish supports the Bridge of Hope Children's Ministry which has a total of 153 orphans or abandoned children sponsored in Rukungiri, Uganda who live with guardians in the community. The Children's Village now houses 28 children who are supported through 'Give a Child a Home' sponsors.

“The Nursery/Primary school has over 300 children attending in 8 classes. The last three classrooms were built in 2016 and the school will be full once class 7 is in use in a year's time.

“32 Protected Springs for clean water, each servicing about 200 people, have now been built and more will be built this Spring.

“The charity also supports very poor families in particular circumstances, perhaps by building a replacement house (wood and mud with tin roof), replacing a roof or digging latrines.

“Healthcare is also undertaken when necessary.

“There continue to be new challenges for BOHCM as more need is identified.”

Ecumenical Relationships

The Parish is a member of the North West Enfield Group of Churches. The congregations of the churches meet three times a year for a combined service, rotating around the churches in the group, during the Week of Prayer for Christian Unity, in Pentecost and during One World Week.

On the third Sunday of each month, the congregation unites with the Lancaster Road United Reformed Church for evening service.

PRINCIPAL MATTERS CONSIDERED AT PCC MEETINGS

General

- Parish calendar
- Interregnum arrangements and organisation of Services
- Preparations for new Incumbent
- Parish Visitation by Archdeacon, completion of Questionnaire for Archdeacon's Visitation, discussion of what is going well in the Parish, what changes and developments have occurred since the Visitation of 2012, the current challenges, areas and opportunities for development, how the Mission Action Plan relates to Capital Vision 2020. Feedback for future action

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- Services arrangement
- Children's Service and impact on Sunday Eucharist at St John's
- Annual revision of Electoral Roll
- Appointment of Churchwardens
- Events, fundraising organisation
- Parish finances and Common Fund contribution increase
- Stewardship scheme and interim renewal campaign
- Charity Risk Management and annual submission to the Charity Commission
- Table of fees revision
- Building rents
- Development of the Parish Profile
- New appointment of the Health & Safety Officer, review of Policy, inspections, Risk Analysis procedures and formulation of checklists and instructions for users
- Quinquennial Report renovation and repairs actions for both churches and halls
- Energy efficiency survey
- Electrical inspections of all buildings
- Children and Vulnerable Adults' Safeguarding Report and audit, with review and display of policy statement, and circulation of Child Protection Advice for volunteers
- Winter Night Shelter
- Parish Facebook account

St John's Church and Jean Price Hall

- Lych gate subsidence and underpinning project: Application for diocesan faculty, dismantling and storage, planning permission queries, fundraising and grant applications, bore-hole investigations, architect's report and estimation of cost.
- Buildings maintenance and repair
- Gutter clearance and roof inspection
- Hall rental
- Organ cleaning and pest (ants) management in organ loft
- Electronics tested and fire risk assessment
- Lightning conductor tested
- Grounds maintenance and removal of diseased tree branches containing protected species which overhang private property

St Luke's Church and Hall

- Buildings maintenance and repair
- Internal refurbishment of flat and hall
- Hall rental
- Vestry rental
- Ceiling repairs: Faculty, architect, builders, cleaning, reorganization of services and bookings
- Remedial building works and refurbishment
- Electronics tested and fire risk assessment
- Gutter clearance and roof inspection
- Grounds maintenance
- Parish garden plot proposal
- Investigation and making safe of five foot deep cavity of unknown origin in grounds

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Mission Action Plan and Capital Vision 2020

- Children's Service
- House groups
- Fundraising, training and participation in the All People All Places Winter Night Shelter scheme
- Regular contributions to the Enfield Food Bank
- Compassion, child sponsorship, Bridge of Hope Children's Ministry
- Ongoing arrangements for the extended choir
- Sponsorship of the 12th Enfield Scout Group
- Weekly meditation group sessions
- Ongoing development of the Mission Action Plan and publication on the Parish website

Rosemary Dixon
PCC Secretary

FINANCIAL REVIEW 2017

Total income in 2017 (excluding property revaluations) was £135,538 and expenditure £145,418, with a deficit of £9,880. Unrestricted general operating income and expenditure (i.e. excluding special fund raising for renovations and repairs to churches and halls) were respectively £111,407 (0.8% less than in 2016) and £129,456 (33.1% more than in 2016) with a deficit of £18,049 compared to a surplus of £15,058 in 2016. 2017 was the first time in six years that the Parish had achieved a deficit in general operating income and expenditure.

At the end of 2017, PCC bank accounts and Debtors contained £105,721 down from £110,570 at the start of the year. This included £84,949 invested in the CCLA CBF Church of England Deposit Fund and net Debtors of £3,682, being principally a VAT refund from the Listed Places of Worship Scheme for St Luke's building repairs expected to be received in early 2018. These were distributed across St Luke's Church and Hall Improvements Fund (designated) £37,425, Legacies Fund (designated) £8,488, Night Shelter Fund (restricted) £2,810, Special Collections Fund (for Compassion and Bridge of Hope) (restricted) £596, St John's Renovation Fund (restricted) £4,895 and the General Fund £51,508.

Stewardship Scheme contributions and Income Tax refunds comprised 33% of general operating income and totalled £36,868 (1.5% up on 2016). A further 49% of general income came from church and church Hall lettings and flat rent which totalled £55,122, (10% up on 2016) mainly due to substantially increased lettings in St Luke's church. Collections including Gift Aid envelopes and income tax refunds totalled £9,481 (19% up on 2016). Parish fees, donations and collections from baptisms, weddings, funerals and interments of ashes totalled £2,821 (just 33% of that in 2016), due to a substantially decreased number of all types of services. Unrestricted fund raising activities (net of fundraising costs) raised £4,943 (10.5% down on 2016)

The whole of the £52,000 Common Fund for 2017 (6.1% up on 2016) was paid to the Diocese. Apart from major repairs to St Luke's church, £39,712 (13% up on 2016) was spent on maintaining the two churches and providing a Christian ministry for the Parish. The principal reasons for the increase were £4,000 additional depreciation for the St Luke's grand piano and £3,000 for cleaning St John's organ, offset by a reduction of £2,400 in fees for organists, choristers and vergers for weddings and funerals, which are now accounted as Agency.

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£13,423 (16% more than in 2016) unrestricted funds were spent on maintaining the two church halls, half of the increase being due to having to change the water supply to provide StepStones Nursery with adequate pressure.

£2,029, (0.4% up on 2016) was raised from special collections and Hunger Lunches to support mission activities. A total of £1,960 was disbursed to the Children's Society (£622), Compassion (£315), Bridge of Hope Children's Ministry (£300), the Church Urban Fund (£70), Christian Aid (£85) and the Mothers Union (£50) plus the Bishop of Edmonton's Discretionary Fund (institution collection £518). In addition, £384 was raised for the North Enfield Night Shelter from donations, Income Tax refunds and a special collection. Shelter costs totalled £1,077 including heating and lighting (£793) and laundry and new equipment (£283).

Major Projects and Repairs

- St John's Lych Gate: £14,595 was raised from donations (£7,946), Income Tax refunds (£602), fund-raising (£3,047) and grants (£3,000). Expenditure totalled £9,300 including dismantling the lych gate (£2,700), the bore hole survey (£5,693), Consulting Engineer fees (£600).
- St Luke's Church ceiling repairs totalled £17,072 (net of VAT being recovered), including Architects fees (£2,196), building work (£14,378) and covering/uncovering the organ (£450).
- St Luke's Church Quinquennial repairs included repairs to tiles and gutters (£4,500 net of VAT being recovered) and to the south transept brickwork (£1,366 of which £228 VAT will be recovered in 2018).
- St Luke's Hall Renovations and Improvements totalled £3,626 and comprised installation of extra smoke and heat detectors in the StepStones nursery area (£1,426) and construction of a retaining wall to separate StepStones nursery play area from the neighbouring garage (£2,200).

Reserves Policy

It is the policy of this Parish to try to maintain a balance of unrestricted funds which equates to at least three months of routine unrestricted payments. This is equivalent to £25,000 and is held to smooth out fluctuations in cash flow and to meet emergencies.

Due to concerns about the Parish's reliance on income from lettings of the churches, church halls and hall flat, it is the policy of this Parish to try to maintain a balance of unrestricted funds to cover unforeseen emergencies which equates to at least three months of hall income. This is equivalent to £10,000.

St Luke's Church half share of the proceeds of the sale of the Hawthorn Grove Hall in 2008 was set aside in a designated fund for improvements to St Luke's Church and Hall. That fund has since been used for improvements and major repairs St Luke's Church and Hall including refurbishment of St Luke's Church refectory, emergency repairs to St Luke's Church ceiling and is planned to fund refurbishment of St Luke's Hall kitchen.

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Both churches had Quinquennial inspections during 2015, the required remedial work for which includes high level repairs to St Luke's church. The annual gutter cleaning in 2017 also identified a number of areas for urgent repair on the roof. Although the highest priority items at St Luke's Church have been completed (repairs to high level window panes, tiles and south transept brickwork) it is the policy of this Parish to set aside £25,000 for this ongoing work, the sum to be reviewed when estimates have been received.

A significant proportion (44%) of Parish income comes from lettings of St Luke's Hall and of the hall flat. However the decorative state of the building is in urgent need of attention and the annual gutter cleaning in 2017 identified a number of areas for urgent repair on the roof. In addition the flat urgently requires replacement double glazed windows and door. Accordingly, it is the policy of this Parish to set aside £25,000 for this work, the sum to be reviewed when estimates have been received.

It is our policy to invest as much of the Parish's funds with the CCLA CBF Church of England Deposit Fund where 77% of total funds were invested at the end of 2017.

John Wright
PCC Treasurer

STEWARDSHIP SCHEME REVIEW

The Parish Stewardship Scheme year was re-aligned from April to March to match the Parish financial year of January to December. This year's annual review, encouraged by a good sermon within that period resulted in seven new members making a total of 64 within the scheme; together with increased pledges of an additional 11% being £4,944 including income tax refunds. The scheme continues to receive some of its income through members paying directly through CAF. The stewardship values received within the year are as reported in the Financial Review.

Marion Berry
Stewardship Recorder

TEMPORARY CLOSURE OF SAINT LUKE'S CHURCH DURING THE AUTUMN

On Tuesday 29th August, two approximately 13 inch long boards were found to have fallen from the ceiling above the nave altar at St Luke's Church. The Quinquennial architect visited the church two days later and because a few other isolated boards had fallen from transept ceilings at different time in previous years, he recommended that the church be closed forthwith.

After close inspection of ceiling structure in a side aisle, the architect identified that most ceiling boards were long and fixed above the rafter tops and therefore could not fall. However where a brace or collar met a rafter, short boards were wedged between two adjacent rafters and appear to rely purely on friction and their tongue and groove edges to hold them in place. He recommended that the whole of the ceiling should be inspected at all of the locations where this type of junction occurred and that all of the short, wedged boards be securely fixed with nails to the battens behind them.

The Architect prepared a schedule for the work and approval was given on 13th October by

The Parochial Church Council of the Ecclesiastical Parish of
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the Archdeacon of Hampstead for work to go ahead. As the work would require a mobile platform to access the 14m high nave ceiling, the opportunity was taken to include repairs to damaged clerestory window panes, removal of dust and cobwebs from windows and beams and pointing the chancel arch in the schedule.

The firm of Bakers of Danbury was selected as the contractor for the work, partly because they indicated that they could complete work in time for Christmas services and partly because they provided the most financially competitive quotation. Before work could start in the south transept, the organ had to be covered. Work commenced on 27th November with the arrival of a tracked mobile platform and was completed to plan and budget on Tuesday 19th December. A large team of parishioners undertook a thorough cleaning of the church on Wednesday 20th so that the church was ready for Lavender Primary School to use it for their Christmas celebrations on Thursday 21st. Sunday services restarted on Christmas Eve.

We thank the architect Daniel Benson and builders Bakers of Danbury who worked quickly to secure the ceiling and for recognizing the importance of enabling the church to reopen in time for the Christmas services. We also thank all the volunteers for cleaning the church in preparation for these services.

John Wright

INTERREGNUM

We particularly wish to thank the clergy who have stepped in to lead our services during the interregnum and most especially Fr David Nash.

FATHER RICHARD MAUDSLEY

We are pleased to hear that Fr Richard Maudsley has been installed during the year as Associate Priest at St Andrews, Tiverton.

VOLUNTEERS

We would like to thank all the volunteers who work so hard to make our Parish the lively community that it is. In particular we want to mention our churchwardens – Mrs Joan Young and Mrs Maureen Shapland at St John's, Mrs Elaine Plumb and Mr Ian Buswell at St Luke's, and the Parish Administrator, Mrs Mary Englefield, and also David Young (verger at St John's), Jakob Metson (organist) and John Wright (organist and Treasurer), Marion Berry (Stewardship Recorder and Health & Safety Officer), David Ryan (Church Safeguarding Officer), Cheryl Graham and Paul Bates (Children's Champions). We also thank our Lay Readers (Andrew Reid and Roy Tungatt) and visiting clergy, together with all the other members of the PCC and congregation for their valuable contributions to our ministry and for keeping our churches and halls running.

PLANS FOR 2018

Our plans for the Parish in the next year will be considered at our Mission Action Plan meeting in April and will be published in due course. The congregation is invited to put

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forward ideas, proposals, and any concerns to the PCC. The plans may include:

- The development of the Children's Service
- The reopening of the Sunday Schools
- Participation in the Winter Night Shelter scheme with review and planning for 2018/19
- The promotion of the Stewardship Scheme for planned giving
- To make the sermons available on the website in written form, as well as at present in audio
- To further develop the House Groups for Christian discussion and socializing
- To set up Facebook and Twitter accounts
- The use of our buildings

STRUCTURE, GOVERNANCE AND MANAGEMENT

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Measures. The PCC is a registered charity.

The appointment of PCC members is governed by and set out in the Church Representation Rules. The membership of the PCC consists of the Incumbent (our vicar), two churchwardens for each church, up to three representatives to the Deanery Synod, two Lay readers, all of whom are automatically *ex officio* members, and up to nine (where the Electoral Roll stands at 100 or less) or 12 (where the Electoral Roll stands at 101 or more) members elected each year at the Annual Parochial Church Meeting (APCM) by the members of the congregation who are on the electoral roll of the Parish. Up to three additional members may be co-opted during the year. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The Parish's current register of electors (March 2017) has a membership of 104 parishioners. Eight persons were elected as members of the PCC at the APCM on 5 March 2017.

At the Annual Meeting on 6th April 2008, it was agreed that the Churchwardens' Measure that "*a person may not serve longer than six years as a churchwarden*" shall not apply to the Parish, and that the normal term of office of elected members of the PCC shall remain one year.

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent.

During 2017, the PCC met on six occasions with an average attendance of 82%, and also on 31 July for the Archdeacon's Visitation.

The PCC has one sub-committee responsible for management of the Parish buildings, including Health and Safety matters, setting hire charge rates and establishing terms and conditions for hires. There is also a less formal group responsible for the management of the Winter Night Shelter.

ADMINISTRATIVE INFORMATION

The Parish of St. John and St. Luke is situated in Clay Hill, Enfield, Middlesex and is part of

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the Diocese of London within the Church of England. The correspondence address is 92 Browning Road, Enfield, Middlesex EN2 0HG, telephone number 020 8363 6055. The registered charity number of the Parish is 1151418.

The Parish contains two churches, situated on either side of Hilly Fields Park. St. John's Church is located in Strayfield Road, at the junction with Theobald's Park Road, Enfield, Middlesex EN2 9JF. St. Luke's Church is located in Phipps Hatch Lane, at the junction of Browning Road, Enfield, Middlesex EN2 0HL.

The Parish has two halls: The Jean Price Memorial Hall is adjacent to St. John's Church in Strayfield Road, Enfield, Middlesex EN2 9JF. St. Luke's Hall, which is vested in the Trustees of the Bishop of London's Fund, is located at 37 Morley Hill, Enfield, Middlesex EN2 0BL.

The people listed below served on the PCC during 2017.

Vicar (Chair):	Rev Peter Godden	(from 26 June)
Readers:	Andrew Reid Roy Tungatt	
Churchwardens at St. John's:	Maureen Shapland Joan Young	(Vice Chair to APCM)
Churchwardens at St. Luke's:	Ian Buswell Elaine Plumb	
Deanery Synod:	Mary Englefield Cheryl Graham	(to APCM)
Parish Administrator:	Mary Englefield	
Authorised Pastoral Assistant:	Michael Mansfield	
Elected members:	Paul Bates Marion Berry Rosemary Dixon Anna Erikson Cheryl Graham Peter Livermore Gillian Medcalf Monica Wood John Wright	(Vice-Chair from APCM) (Health & Safety Officer) (Secretary) (to APCM) (from APCM) (Treasurer)
Bankers:	Barclays Bank plc, 20 The Town, Enfield, Middlesex EN2 6LY	
Independent Examiner:	Mr Roy Stanson FCMA	
Bank account signatories:	John Wright, Ian Buswell, Mary Englefield.	
Stewardship Recorder	Marion Berry	
Church Safeguarding Officer	Dave Ryan	
Children's Champion	Cheryl Graham	(St. John's church)
	Paul Bates	(St. Luke's church)

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The Parish website is managed by Roy Tungatt. The url is www.clayhillparish.org.uk.

Rosemary Dixon
PCC Secretary

ST. JOHN THE BAPTIST CHURCHWARDEN'S REPORT

We were thankful that the Interregnum was not too long and delighted that our Parish has been blessed with Peter and Caroline.

Buildings & Grounds

The majority of the work listed in the last Quinquennial Report has been completed and the remaining outstanding work is hoped to be completed by the end of 2018.

General Maintenance work on our buildings and grounds continues to be carried out by Paul, Dave and Marion. Our thanks to them for all their hard work.

The Lych Gate was dismantled in May 2016 as it was considered unsafe. All parts were photographed and numbered as they were taken down and are now in storage. Bore Hole investigations have been carried out, the findings of which will be used to design suitable foundations and our consulting engineer has been requested to prepare the tender drawings for the foundations. Thank you to all who have contributed to our fund raising and to those who have worked, and continue to work towards raising funds for this project.

The required testing of the gas, electrics (including PAT testing), emergency lighting, lightning conductor, fire extinguishers and alarms was carried out in both the Church and Hall and all guttering on both buildings was cleared of leaves and debris. The organ has also been serviced and re-tuned. It was necessary to call out a pest control company to deal with ants that were nesting in the organ loft and at the same time a small amount of woodworm was dealt with.

Enfield Council have given us permission to reduce one of the oak trees in our grounds though we have not been able to go ahead with the work as the Tree Officer from the local Council noticed that there were signs of bat activity at the base of the tree. An Ecologist has yet to finalise his Report on the bat situation but it may be that in the meantime it will be necessary to fix temporary strapping/support struts and an exclusion zone around the tree until such time as the bats have finished their hibernation, the birds have finished nesting and the Ecologist has been able to confirm if there is bat activity in the tree. Our Insurers have been notified of the situation.

Small pieces of wood were found to have fallen from the Fleche onto the floor of the Church. The area was cordoned off and our Insurers notified. At the suggestion of our Architect a steeplejack came to look inside the Fleche and reported that the cause of the fallen pieces of wood was due to fragments of wood being chipped off when new roof slates were being nailed in position. He confirmed there were no structural problems and all the timber was sound with no signs of worm or beetle.

The Church and Jean Price Hall continue to be open on a Wednesday 10.15am to 4.30pm and Friday 2pm until 4.30pm, drinks and biscuits are available for all visitors. Both the Church and the Jean Price hall continue to be hired by organisations and individuals for

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different events.

Inventory:

This remains the same as last year.

Services:

Both our congregations joined together for the Sunday morning Eucharist at St John's whilst the ceiling works were in progress at St Luke's. Peter and Caroline have re-introduced the Children's Service and this has become very popular with both parents and children and numbers are increasing. The School continues to hold the end of term services in the Church as well as their Ash Wednesday, Ascension, Harvest Festival and Carol Services. The Sunday morning Eucharist service continues to be held at 9am with Evening Prayer/discussion at 6pm.

We thank Peter for the care and commitment that he gives to our Parish and also Caroline for all that she does in supporting him in his ministry. Finally our thanks go to David Nash, Lay Readers Andrew and Roy, Jakob and John our organists, Michael Mansfield our Pastoral Assistant and all who have given of their time and talents throughout the year for the benefit of our Church.

**Joan Young and Maureen Shapland
Churchwardens**

CHILDREN'S SERVICE

Our revamped Children's Service is going very well. It is held on the third Sunday of every month in St John's, beginning at 9.30am, and lasting for around half an hour. The church is rearranged somewhat so that the youngsters sit on hassocks at the eastern end of the nave, facing a small altar which is set up at the bottom of the chancel steps.

The service includes the special lighting of the candles, an energetic song, before we have a dramatic or creative recreation of a Bible story or other piece of scripture (such as St Paul's 'put on the armour of God'). The children then have a time to creatively respond to what they have learned about, often by means of a craft activity which they can take away with them as a reminder of what they have learnt. We finish with the blessing, and then dash into the Jean Price Hall for refreshments. The first service saw 43 attend (a fairly even mixture of youngsters and grown-ups!), and we have now broken the 50 barrier.

Thanks must go to Caroline, for ably assisting me in taking the services, and to a plethora of members of the congregation who help set the church up in its unusual configuration, and then put it back again so quickly and perfectly. We look forward to developing the service and seeing it flourish even more.

Reverend Peter Godden

ST JOHN'S SCHOOL

The church's involvement with the school is thriving. Peter takes assembly once a week, on a Tuesday, which involves a creative bit of teaching, and time for prayer at the end. The Autumn term saw a series on the parables, where they were retold in a modern context to allow the children to grasp their meaning more readily, followed by a series reflecting upon

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Advent, Christmas, and Epiphany. In the new year there will be a series on the Lord's Prayer, as requested by some members of Emerald Class. Peter also attends the Friday 'Celebration Assembly,' and leads the school in prayer at the end.

Peter has also been doing some teaching on a regular basis. In the second half of Emerald term, he helped teach a number of lessons on Jesus' miracles. The pupils' ability to think theologically and deepen their knowledge and understanding of Jesus' ministry has been a real joy to experience. In the new year, Peter will be helping teach RE classes in Diamond and Sapphire classes.

The church is also represented by two of our congregation, Roy Tungatt and Anne Osborne, on the governing body. It is a blessing to both the church and the school to have two such committed and knowledgeable members of our congregation overseeing the school's operations, as this further helps to foster the excellent relationship which the two communities share.

Finally, a special thanks must go to Joan and Dave Young, whose tea afternoons on Wednesdays and Fridays after school are a big hit with parents and children alike. This provides a wonderful opportunity for fellowship which is such an important part of our church life.

Reverend Peter Godden

MOTHERS' UNION

Members of our branch in Clay Hill:

- pray together
- serve our local community through distinct projects and as individuals
- support national and international MU projects and
- meet to learn and socialise

What we did in 2017

At our AGM, Julia Kabalan took over from Valerie Budd as the Branch Contact.

In addition to our regular reflective "Looking towards ..." services at Easter and Christmas, we took part in the international "Wave of Prayer" and the Archbishops' "Thy Kingdom Come" initiative. Members attended a Quiet Day at Edgware Abbey and the annual diocesan service in St Paul's Cathedral.

Our other activities were constrained by the closure of St Luke's Church for nearly four months. Roger Elkin's second successful presentation, in August, attracted an audience of 65 and we can almost claim that the applause brought the house down. Three days later we found ceiling tiles on the floor of the nave.

Local community projects continued.

The Clay Hill Singers, now in their sixth year, continued to meet on Friday mornings in term time, with an average attendance of a hundred. The group contributed to the parish by augmenting our parish choir for major festivals, by hiring St Luke's Church, and through

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purchases at Mary Englefield's stall during the coffee break. Singers also made donations, in cash and kind, to the Winter Night Shelter. During the closure of St Luke's, the Singers met in the Lancaster Road United Reformed Church. We were fortunate to have an alternative, but we were restricted in space and the arrangement of the furniture, and members looked forward to coming "home".

One member continued to go to Great Ormond Street Hospital to support the 3Cs project: coffee, cake, and chat for patients and staff. The toiletries project for Chase Farm Hospital continued in the short stay wards, for patients who didn't expect to stay overnight, or didn't know what to bring, or just forgot something. We also provided toiletries for the Night Shelter.

The 'Knit and Natter' at Woodbury Manor Residential Home continued, with more nattering than knitting, though a Doctor Who scarf was knitted and two more blankets were finished.

We continued to send baptism cards to children newly baptised in the parish and, on their anniversaries, to those previously baptised here.

Membership

The branch has 17 members. Membership of the Mothers' Union supports practical projects locally, nationally, and internationally, and also advocacy on issues including the sexualisation of childhood, FGM, and violence against women and girls. There is no expectation that members attend meetings, or make cakes, or sing, or knit. (Each to our own.) And you definitely don't have to be married or a mother (or father).

Julia Kabalan (Branch Contact)
Valerie Budd