

**THE PAROCHIAL CHURCH COUNCIL  
OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL  
ANNUAL REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**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 and Prayer, Teaching and Nurture, Care and Service and Mission and Outreach:

In **Worship and Prayer**, we aim that those who come to the 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 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 2018. During 2018, the Parish's participation was reviewed, funds raised and training provided for involvement in 2019 (to start 4<sup>th</sup> January 2019). 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.

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL**

**ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018**

The Junior Church (Sunday School) now meets on the second Sunday of each month during the morning services at 9am at St John's and 10.30am at St Luke's and also on the fourth Sunday of each month at 10.30am at St Luke's.

**Worship and Prayer**

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

St. John's Church:

|   |        |                    |
|---|--------|--------------------|
| Sunday (except 3 <sup>rd</sup> Sunday): | 9am    | Parish Eucharist   |
| Sunday (except 3 <sup>rd</sup> Sunday): | 6pm    | Evening Service    |
| Third Sunday during School Term:        | 8am    | Said Eucharist     |
| Third Sunday during School Term:        | 9.30am | Children's Service |

St. Luke's Church:

|                      |         |                                     |
|----------------------|---------|-------------------------------------|
| First Sunday:        | 10.30am | All-Age Eucharist and Church Parade |
| All other Sundays:   | 10.30am | Parish Eucharist                    |
| Tuesdays to Fridays: | 8am     | Morning Prayer                      |
|                      | 5.30pm  | Evening Prayer                      |
| Wednesdays:          | 9.15am  | Said Eucharist                      |
| Thursdays            | 6pm     | Meditation                          |

Joint Service at United Reformed Church

|              |        |
|--------------|--------|
| Third Sunday | 6.30pm |
|--------------|--------|

The average weekly attendance for services at St. John's was 21 for Sunday mornings and six for evenings and 24 adults and 18 children for the Children's services; at St. Luke's it was 40 adults and eight children for Sunday mornings, 10 adults for weekdays, and 53 adults and 40 children for the All-Age Eucharist and Church Parade.

Evening Prayer is held on Sundays in the Jean Price Hall at St John's. The service concludes with a short sermon which leads to a shared period of discussion and reflection.

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 Lancaster Road United Reformed Church.

Services conducted during the year included the Baptism of 13 children and one adult, eight Weddings, a 10<sup>th</sup> Anniversary Thanksgiving Service and a Dedication of Marriage Service, seven Funerals and one Memorial Service, two Crematorium or Cemetery Funerals, and eight Interment of Ashes (including one double for a married couple).

A Confirmation service in November for four adults was presided over by the Bishop of Edmonton.

Other special services included 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 Passion and Tenebrae services, Easter Vigil and Eucharist services, Mothering Sunday, Ascension Day, Birth of St John the Baptist,

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

Pentecost Children and All-Age Service, Trinity Sunday, Harvest Festival, St Luke the Evangelist's Patronal Festival, All Saints, All Souls Eucharist, Remembrance Day, Advent Lights, Nine Lessons and Carols, "Blue Christmas", Christingle, Christmas Eve Midnight Mass and Christmas Day Family Eucharist.

The Extended Choir, with members of The Clay Hill Singers, sings at special services.

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

The weekly Parish service and newsheet 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 12<sup>th</sup> 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 during the year, including:

##### January

- Epiphany Service
- North West Group of Churches Service at the Salvation Army Hall, Churchbury Lane, marking the start of the Week of Prayer for Christian Unity
- Soup Hunger Lunch with proceeds to the Winter Night Shelter
- Winter Night Shelter Friday/Saturday throughout January
- Renewal of the Church 100 Club membership (50% of funds are for the General Fund)
- Mothers' Union Annual Lunch

##### February

- Enfield Deanery Evensong at All Saints Edmonton
- Jeremy Sampson returned to hold two popular organ workshop sessions – WOOFYT: Wooden One-Octave Organ for Young Technologists.
- Roast Lunch and Good Companionship at the Plough public house
- Winter Night Shelter Friday/Saturday throughout February
- Ash Wednesday Communion with Imposition of Ashes
- On Ash Wednesday the Vicar, the vicar of St Michael's Gordon Hill and the Bishop of Edmonton offered the imposition of ashes to commuters outside Gordon Hill station
- Soup Hunger Lunch throughout Lent with proceeds to Bridge of Hope
- Joint evening service at Lancaster Road United Reformed Church
- Cooks' Night Off – dining at 42 Clay Hill in aid of the Lych Gate Restoration Fund
- Science and Religion Study Day at St Mary Magdalene Church Hall, exploring how science and religion relate to each other
- Mothers' Union Annual General Meeting
- Coffee Morning every Monday in St Luke's Church to enjoy friendly company

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

#### March

- Winter Night Shelter Friday/Saturday until Palm Sunday
- Annual Parochial Church Meeting
- Mothering Sunday Family Eucharist and Parade with daffodil posies for mothers
- Soup Hunger Lunch throughout Lent with proceeds to Bridge of Hope
- 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
- Maundy Thursday Eucharist of the Lord's Supper
- Good Friday Children's Service and preparation of the Easter Garden
- Good Friday Commemoration of the Lord's Passion
- Good Friday Tenebrae service of music and readings
- Holy Saturday Easter Vigil
- Roast Lunch and Good Companionship at The Plough public house
- "A nostalgic look at Seaside Holidays": A presentation sponsored by the Mothers' Union by Roger Elkin in St Luke's Church
- The Clay Hill Singers held a raffle in aid of ceiling repair funds
- Joint evening service at Lancaster Road United Reformed Church
- Coffee Morning every Monday in St Luke's Church to enjoy friendly company

#### April

- Easter Sunday All-Age Celebration
- Easter Egg raffle in aid of the Lych Gate Restoration Fund
- Mother Union Raffle for the Lych Gate fund
- Coffee Morning at 42 Clay Hill in aid of Noah's Ark Children's Hospice
- Roast Lunch and Good Companionship at The Plough public house
- "Songs on a Sunday" concert by members of the Choir in aid of the Lych Gate Restoration Fund and Ceiling Repair Fund
- A talk by Mary Englefield, sponsored by the Mothers' Union, on her work as Volunteer in the Schools and Families Department of St Paul's Cathedral.
- Joint evening service at Lancaster Road United Reformed Church
- Coffee Morning every Monday in St Luke's Church to enjoy friendly company
- Soup Hunger Lunch in aid of Noah's Ark Children's Hospice
- Quiz Night in aid of St Luke's ceiling repair fund

#### May

- Roast Lunch and Good Companionship at The Plough public house
- Christian Aid Week
- Barn Dance in aid of the Lych Gate Renovation Fund
- Parish Summer Fayre
- Pilgrims raising awareness of the plight of refugees by walking from Cockfosters to Enfield Lock are welcomed on their journey at St John's
- Talk by David Nash, sponsored by the Mothers' Union, on hymns written in difficult times
- Soup Hunger Lunch with proceeds to Christian Aid
- St John's School Ascension Day service
- Joint evening service at Lancaster Road United Reformed Church
- Coffee Morning every Monday in St Luke's Church to enjoy friendly company
- Fire Evacuation drill at All-Age Eucharist and Church Parade at St Luke's Church

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

#### June

- David Nash celebrates his Golden Anniversary as a Priest with Sung Eucharist service
- Concert by the English Jazz Orchestra led by Martin Stogden for the ceiling repair fund
- Service of Blessing of the new school building presided by the Bishop
- Flower Show Week at St John's Church and Hall, including visit from the Mayor of Enfield, raising £2,851 for the Lych Gate fund
- Mothers' Union Annual Festival Service at St Paul's Cathedral
- Rev'd Peter Godden speaks at Crews Hill Residents' Association AGM concerning the church, and the lych gate restoration appeal
- Roast Lunch and Good Companionship at The Plough public house
- St John's Patronal Festival Evensong, with extended choir, with guest speaker Rev'd Nevsky Everett, Chaplain of Keble College, Oxford
- Soup Hunger Lunch with proceeds to Bridge of Hope
- Joint evening service at Lancaster Road United Reformed Church

#### July

- Parish pilgrimage to St Paul's Cathedral for a private tour and Evensong
- Arts and Crafts Day at St John's in aid of the Lych Gate fund
- Bridge of Hope Anniversary Service at Enfield Baptist Church
- A talk by Rev'd Peter Godden, arranged by the Mothers' Union, on why The Beatles are the greatest band of all time
- Soup Hunger Lunch with proceeds to support the work of the Mothers' Union
- Mothers' Union Wave of Prayer service
- Baptisms
- Joint evening service at Lancaster Road United Reformed Church
- St John's School Summer Concert
- St. John's School end of year service
- Summer Buffet at 42 Clay Hill in aid of the Lych gate fund
- The Clay Hill Singers held a raffle in aid of ceiling repair funds

#### August

- A presentation by Malcom Foster, arranged by the Mothers' Union, on his work in the Antarctic
- Baptisms
- Joint evening service at Lancaster Road United Reformed Church
- Roast Lunch and Good Companionship at The Plough public house

#### September

- House Group relaunch
- Soup Hunger Lunch with proceeds to Bridge of Hope
- Roast Lunch and Good Companionship at The Plough public house
- Open meeting in St Luke's Church by Age Concern representatives and our Police Community Officer concerning scams and how to avoid being a victim
- Joint evening service at Lancaster Road United Reformed Church
- Mothers' Union presentation on the work of the Bridge of Hope Children's Ministry

#### October

- First Junior Church (Sunday School) following reorganisation
- Parish Quiz Night raising £1300

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

- St Luke's Patronal Festival Service giving thanks for the witness of St Luke and for our community at Clay Hill, followed by a Bring and Share lunch
- St Luke's Patronal Festival Evensong with extended choir and guest speaker Rev'd Atalie Gaines, vicar of King Charles the Martyr, Potters Bar.
- "Two's Company" Folk Concert in St John's Church
- Parishioners' Meeting to elect a new Churchwarden for St John's Church
- Soup Hunger Lunch with proceeds to the Church Urban Fund
- St John's School Harvest Festival
- Mothers' Union discussion "Our Quest for Wisdom" led by Rev'd Maureen Lunn, looking at ancient Christian traditions
- Cub Scouts tidy the Macy Memorial Garden
- Harvest Festival followed by a Bring and Share Lunch, and donations to the Food Bank and Winter Night Shelter
- All Souls Day Requiem Eucharist
- Joint evening service at Lancaster Road United Reformed Church

#### November

- Confirmation Service with the Bishop of Edmonton, followed by a Bring and Share Buffet
- Roast Lunch and Good Companionship at the Plough public house
- Presentation by Caroline Godden, arranged by the Mothers' Union, on "Tracing Faith in Harry Potter" exploring elements of Christianity in JK Rowling's world-famous books
- St John's School Remembrance Service
- Remembrance Sunday services: All-Age Eucharist at St Luke's with parade, Last Post, Reveille and Two Minutes Silence, and Evensong at St John's
- Andrew Reid relicensed as a Licensed Lay Minister (Reader) in the presence of The Rt Rev'd and Rt Hon Dame Sarah Mullally at St Paul's Cathedral
- "Operation Christmas Child" Shoe Box Appeal
- Race Night in St Luke's Hall
- Fr Gordon Giles, Vicar of St Mary Magdalene Church, presides and preaches at both morning services
- Soup Hunger Lunch with proceeds to Bridge of Hope
- All Saints Day services
- Race Night in aid of the Lych Gate fund
- Bells were rung at both St. John's and St. Luke's at noon on Remembrance Sunday
- Joint evening service at Lancaster Road United Reformed Church

#### December

- Parish Christmas card delivered to all homes in the parish with a message and service times
- Christmas Cracker Party at St Luke's Church
- Advent Lights carol service at St John's Church
- 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
- Mothers' Union Looking Towards Christmas service
- St John's School Carol service
- Nine Lessons and Carols service at St John's Church
- Soup Hunger Lunch with proceeds to Noah's Ark Children's Hospice
- Fire evacuation drill at St John's Church

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

- Lavender School's Christmas Service
- Headstart Nursery Christmas service
- Barley Barn Nursery Christmas celebration
- "Blue Christmas" service - a quiet, reflective service for those who may find Christmas difficult
- Christingle service
- Midnight Mass at St Luke's Church
- Christmas Day Celebration and Family Eucharist at St John's Church

#### Deanery Synod

Members of the PCC, Mary Englefield and Andrew Reid, serve 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, 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 three 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 12<sup>th</sup> 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 barbecue at Parish fairs. They also play a major contribution to the Remembrance Day service.

The Community Café - Fields Coffee Shop at St. Luke's Church open from Monday to Friday.

Members of the Parish participated in and supported the APAP Winter Night Shelter during January, February and March 2018 and have prepared for the 4<sup>th</sup> January 2019 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.

St John's Church is open to all visitors on Wednesdays (10.30am - 4.30pm) and Fridays (9.30am – 1.30pm).

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

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

#### **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 the House of Bishops' guidance on safeguarding children and vulnerable adults. The Parish's Policy Statement is displayed in both churches and is available from the Safeguarding Officer.

#### **Mission and Evangelism**

There is a monthly Soup Hunger Lunch in the Jean Price Hall at St John's, 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 donations 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, Noah's Ark Children's Hospice and the Winter Night Shelter.

The Parish supports the work of Bridge of Hope Children's Ministry which has over 150 orphans or abandoned children sponsored in Rukungiri, Uganda who live with guardians in the community. The charity aims to release children from poverty and prevent them having to live on the streets.

The Parish also supports the work of Compassion UK and sponsors Immaculate, who lives in Uganda, throughout her childhood and college years, with regular contact with her through letters and photographs. In addition, a number of individual members of the congregation also support this charity by sponsoring a child.

#### **Ecumenical Relationships**

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 DURING 2018**

#### **General**

- Parish calendar
- Churchwarden's reports on the fabric, goods and ornaments of the churches
- Annual report
- Annual revision of Electoral Roll
- Appointment of Churchwardens
- Appointment of Standing Committee
- Appointment of Parish Safeguarding Officer
- Appointment of Disclosure and Barring Service checker
- Relicensing of Lay Readers
- Appointment of PCC representative on the Board of St John's School Governors
- Services, including new Liturgy Order of Service booklets for each church season
- Junior Church/Sunday School and development of the Children's Service
- Parish finances including Common Fund contribution increase, applications for grants and loans towards St John's Church Lych gate restoration project and St Luke's Church ceiling repair fund

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

- Stewardship scheme
- Table of fees revision
- Rents and rates review
- Appointment of Roger Seaton as Independent Examiner of accounts following the retirement of Roy Stanson
- Accounting policies and procedures document and implementation
- Transfer of bank account, following notice from current bank that the parish turnover exceeds eligibility threshold of their community account tariff and will in future incur charges: Consideration of various bank policies and implementation of transfer, including new Signatory rules
- Legacy policy compilation and approval
- Events, fundraising organisation, fund recipients
- Safeguarding (Child and Adult protection) Audit completion and approval for return to the Diocese
- Re-adoption of the Children and Vulnerable Adults' Safeguarding Report and policy
- Policy on the appointment of ex-offenders
- Compilation of a table of policies, including date of approval and review, storage of hard copies
- Health and Safety review of Policy, inspections, Risk Analysis procedures and formulation of checklists and instructions for users, including risk assessments for all major events, risks review (including knowledge of parishioners with set medical conditions), fire safety checks, fire drills drafted, updating of floor plans with fire exits, fire evacuation drills, Fire Wardens' training and guide, new fire extinguishers
- Electric safety checks and remedial work
- Quinquennial Report renovation and repairs actions for both churches and halls, including gutter and roof repairs
- Maintenance and use of buildings
- Applications for the hire of buildings
- Winter Night Shelter participation
- Set up of Welcoming Team
- Welcoming leaflets for the new homes within the parish on the Chase Farm hospital site
- Training of Servers, including young people
- Data Protection responsibilities in compliance with laws implemented in May 2018, including trainings, preparation and implementations, completion of the Information Commissioner's Office data audit questionnaire, deep-clean of records and the security of information held
- The future of the parish, including its use of buildings
- Involvement of the parish in supporting the new Enfield centre for Christians Against Poverty (debt service and debt relief)
- Diocese research into the transition period of children between the ages of 9 and 13 and their relationship with the Church
- Christmas cards
- Licences to distribute Holy Communion and DBS requirements
- Roger Elkin's 'Aberrog' train layout – to remain in our community and to be maintained on behalf of the parish
- Organist recruitment: Our young organist is now attending University; our interim (since 2011) organist to retire

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

**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 costs, tendering processes and approval of contractors
- Buildings maintenance and repair, including water leakage in the hall, gas heater replacements
- Hall rental
- Grounds maintenance including preservation of protected trees and animal species, involving local Council permissions, ecology experts and arboriculturalists
- Development of a policy for the interment of ashes in non-consecrated grounds
- Safety glass for internal doors
- Purchase of A-frame, new cover and damp chaser for piano

**St Luke's Church and Hall**

- Buildings maintenance and repair in accordance with safety, architect and Diocese reports
- Internal refurbishment of flat and hall, including installation of fire doors, illuminated exit signs, reconnection of cooker
- Setting up of a working party to deep clean the hall following refurbishment and repair
- Hall rental
- Vestry rental
- Remedial building works and refurbishment
- Electronics tested and fire risk assessment
- Gutter clearance and roof inspection
- Grounds maintenance including the leveling of the Macy Memorial Garden path

**Mission Action Plan and Capital Vision 2020**

- Children's Service and Sunday School
- 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 12<sup>th</sup> Enfield Scout Group
- Weekly meditation group sessions
- Ongoing development of the Mission Action Plan and publication on the Parish website

**FINANCIAL REVIEW FOR 2018**

The Parish's new Independent Examiner has indicated that the layout used to present parish accounts in recent years does not properly comply with Receipts and Payments (R&P) Accounting rules. Accordingly, the 2017 accounts have been restructured into R&P format to provide comparative figures for the 2018 accounts. In addition, a small number of adjustments have had to be made to the 2018 accounts - removal of the value of parish halls from the assets together with all annual revaluations; removal of the value of capital equipment from the assets with all associated depreciations; adjustments for all debtor and creditor items over the 2017/8 year-end so that the corresponding payments or receipts items are all accounted in the year in which they occurred.

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL**

**ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018**

Total income in 2018 was £163,328 and expenditure £117,464, with a surplus of £45,864. Unrestricted general operating income and expenditure (ie excluding special fund raising for renovations and improvements to churches and halls) were respectively £118,822 (6.3% more than in 2017) and £104,602 (18.9% less than in 2017) with a surplus of £14,221 compared to a deficit of £17,194 in 2017. The surplus was generated by an increased income of approximately £7,000 due to increases in Sunday collections (£1,800), Stewardship (£1,400) and occasional services (£2,700), together with a reduction in expenses of approximately £24,000 (principally the ceiling and quinquennial repairs to St Luke's in 2017) but which would have been £4,300 smaller without a R&P adjustment. A reduction in expenses was partially offset by increases in the cost of heating and lighting the buildings, repairs to St Luke's Hall and tree surgery in St John's garden.

At the end of 2018, PCC bank accounts contained £147,533, up from £102,039 at the start of the year. This included £85,371 invested in the CCLA CBF Church of England Deposit Fund and £5,000 loan from the Diocese for St John's Lych Gate project. These were distributed across St Luke's Church and Hall Improvements Fund (designated) £52,057, St John's Renovation Fund (restricted) £22,428, Legacies Fund (designated) £7,318, Night Shelter Fund (restricted) £2,443, Special Collections Fund (restricted - for Compassion and Bridge of Hope) £441 and the General Fund £62,846, which was 21% more than in 2017.

Income from Church and Church Hall lettings and flat rent (£54,715) remains the largest source of operating income at 46% but was marginally less than in 2017. It is, therefore, essential that our dependence on this source of funds must be protected by maintaining and improving the standard of our halls. The Stewardship Scheme was the second largest source of income (£38,059) at 32% with a small increase over 2017. Although there was a significant increase in income from occasional services in 2018, these remain unpredictable and only one wedding has been booked for 2019.

Ministry costs (£54,738) made up just over half of operating expenditure in 2018, the main item being the £53,200 contributed to the Diocese Common Fund (2.3% up on 2017). Just under a quarter (£24,096) was needed to maintain both churches and gardens, with extra expenditure needed for tree surgery in St John's garden, replacement of two failed gas heaters in St John's church and rising gas and electricity costs. The cost of running the halls (£16,855) was approximately £3,500 more than in 2017 mainly because of safety repairs to St Luke's hall flat. In addition, £1,452 was spent on improvements to St Luke's Hall comprising three additional emergency lights (£370), two new kitchen sinks (£732) and an extractor fan for the Hall flat (£350).

£1,880 (7.3% down on 2017) was raised from special collections and Hunger Lunches to support mission activities. A total of £2,035 (4.0% up on 2017) was disbursed to the Children's Society (£676), Compassion (£338), Bridge of Hope Children's Ministry (£300), All People All Places (£264), the Church Urban Fund (£172), Noah's Ark Children's Hospice (£91), the Mothers Union (£46) and Christian Aid (£41) plus the Bishop of Edmonton's Discretionary Fund (£97). In addition, £934 was raised for the North Enfield Night Shelter from donations, Income Tax refunds and a Hunger Lunch. A grant of £1,059 was also received from the Old Enfield Trust and used to fund purchase of new equipment for the Shelter. Shelter operating costs totalled £1,299 including heating and lighting (£770) and laundry and food (£529).

### **Major Projects and Repairs**

St John's Lych Gate Project: £23,574 was raised from donations (£9,543), Income Tax refunds (£2,654), fund-raising activities net of expenses (£4,877) and grants from Diocese of London (£5,000) and the Enfield Society (£1,500). Expenditure totalled £6,041 comprising Architects Survey fees (£1,228), Architects Project fees (£2,653) and Consulting Engineer fees (£2,160).

St Luke's Ceiling Project: £12,269 was raised for St Luke's Ceiling project from donations (£1,756). Income Tax refunds (£1,778), a grant from the Diocese of London (£6,000) and fund-raising activities net of expenses (£2,736). £3,405 VAT was recovered from Listed Places of Worship Scheme. A loan of £6,000 was also received from the Diocese of London which has been repaid and the project account was cleared and closed. The Church Major Repairs account contains a negative expenditure of £4,305 being the VAT recovered in 2018 for repairs to St Luke's ceiling from the Listed Places of Worship scheme. This was originally provisioned in the 2017 accounts but had to be moved to the 2018 accounts as one of the adjustments needed to transition to the R&P accounting model.

### **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 refurbishment of St Luke's Hall kitchen.

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 2018 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 (46%) 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 2018 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 58% of total funds were invested at the end of 2018.

### **Stewardship Scheme**

This was the Stewardship Scheme's first year on the re-aligned basis of January to December, matching the parish financial year. We were able to report a total income of £38,059, which includes members continuing to pay through CAF and reclaimable tax, being 3.2% up on last year. Although we forecast an encouraging start to the year, sadly we lost a very long-standing member who has left us the legacy of one of his beloved railway stations and associated rolling stock which will be used at parish events to help continue raising funds. We had some further losses through members moving and ill health resulting in a reduced income of £3,914 for the year including tax refunds. Scheme receipts in 2019 are now estimated to be some 13% less than receipts in 2018.

The Stewardship Review was deferred to January 2019. At its next meeting, the PCC will be asked to consider two items: (1) the Parish Giving Scheme (PGS) run by the Church of England, which provides an efficient method of collecting and paying both the monthly donation amounts and any recoverable tax from HMRC directly into a parish bank account on a timely basis. Although it is perceived it would need to run alongside the current scheme, PGS would also provide some time saving and cash flow benefits. (2) To promote 'Legacy Giving' by displaying a PCC Legacy Policy, together with recommended literature to encourage people to provide for the parish in their will.

### **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 and assistant churchwarden – Joan Young, Marion Berry (also Stewardship Recorder and Health and Safety Officer) and Gill Medcalf at St John's, Elaine Plumb and Ian Buswell at St Luke's, and the Parish Administrator, Mary Englefield, and also David Young (verger at St John's), Jakob Metson (organist) and John Wright (organist and Treasurer), Cheryl Graham (Church Safeguarding Officer and Children's Champion) and Paul Bates (Children's Champion). We also thank the Rev'd David Nash, 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 2019**

- The further development of the Children's Service
- The development of the Junior Church
- Participation in the Winter Night Shelter scheme with review and planning for the following year
- The promotion of the Stewardship Scheme for planned giving
- To further develop the House Groups for Christian discussion and socializing
- The use and development of our buildings
- To set up a Fundraising and Social Committee
- To recruit a new organist and choirmaster

### **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 PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

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 2018) has a membership of 107 parishioners. The Church Electoral Roll will be renewed in 2019. Seven persons were elected as members of the PCC at the APCM on 4<sup>th</sup> March 2018.

At the Annual Meeting on 6<sup>th</sup> 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. This decision was reviewed in 2017 and retained.

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 2018, the PCC met formally on six occasions with an average attendance of 84%, together with an informal Autumn Awayday.

The PCC has one sub-committee responsible for the 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 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.

St John's Church of England Primary School is linked to the Parish through the London Diocesan Board of Schools and the Enfield Council. The PCC has a representative on the Board of Governors.

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL**

**ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018**

The people listed below served on the PCC during 2018.

|  |  |  |
|--|--|--|
| Vicar (Chair):                         | Rev Peter Godden   |  |
| Readers:                               | Andrew Reid<br>Roy Tungatt   |  |
| Churchwardens at St. John's:           | Marion Berry<br>Gillian Medcalf<br>Maureen Shapland<br>Joan Young  | (from 7 <sup>th</sup> October)<br>(APCM to 7 <sup>th</sup> October)<br>(to APCM)       |
| Assistant Churchwarden:                | Gillian Medcalf  | (from 7 <sup>th</sup> October)   |
| Churchwardens at St. Luke's:           | Ian Buswell<br>Elaine Plumb  |  |
| Deanery Synod:                         | Mary Englefield<br>Andrew Reid   | (from 1 <sup>st</sup> June)  |
| Parish Administrator:                  | Mary Englefield  |  |
| Authorised Pastoral Assistant:         | Michael Mansfield  |  |
| Elected members:                       | Paul Bates<br>Marion Berry<br>Rosemary Dixon<br>Cheryl Graham<br>Peter Livermore<br>Monica Wood<br>John Wright | (Vice-Chair)<br>(to 7 <sup>th</sup> October)<br>(Secretary)<br><br><br><br>(Treasurer) |
| Bankers:                               | Barclays Bank plc, 20 The Town, Enfield, Middlesex EN2 6LY   |  |
| Independent Examiner:                  | Mr Roy Stanson FCMA (to APCM)<br>Mr Roger Seaton FCA (from 17 <sup>th</sup> July)                              |  |
| Bank account signatories:              | Ian Buswell, Mary Englefield, Peter Godden, John Wright  |  |
| Stewardship Recorder                   | Marion Berry   |  |
| Church Safeguarding Officer            | Cheryl Graham  |  |
| Children's Champion                    | Cheryl Graham<br>Paul Bates  | (St. John's church)<br>(St. Luke's church)   |
| Disclosure and Barring Service checker | Heather Livermore  |  |
| St John's Primary School Governor      | Roy Tungatt  |  |

The Parish website is managed by Roy Tungatt. The url is [www.clayhillparish.org.uk](http://www.clayhillparish.org.uk).

**ST. JOHN THE BAPTIST CHURCHWARDEN'S REPORT**

**Buildings and Grounds**

There are still a few outstanding items to be dealt with and these will be discussed with our Inspecting Architect when he next visits the Church.

General Maintenance work continues in the buildings and grounds, carried out by Paul, Dave and this year Jack. Our thanks to them for all their hard work.

The project to rebuild the Lych Gate continued throughout the year. The architect, together with the consulting engineers finalised the design in October. This was accepted by the Property Support department of the London Diocese Fund who then submitted it to the London Diocese Registry which administers the faculty process. At their request, we have recently posted a public notice about the reconstruction which has to be displayed for 28 days. At the same time, a specification and an invitation to tender for the reconstruction work was also sent to three building companies with experience of church renovation work, all of which submitted tenders in November. However, it has been suggested that we should try to find a local builder with the necessary specialist experience who could also be asked to submit a tender. This is being investigated.

The annual Gas, Electric (including PAT testing), Emergency Lighting, Lightning Conductor and Fire Risk Assessment were carried out in both the Church and the Hall, no significant remedial work was required. The guttering for both buildings was cleared of leaf and debris and a broken slate on the lower edge of the hall was noted, which will be replaced at the earliest opportunity. The organ had its regular service and retune; there was evidence of ants again in the organ loft which was dealt with immediately by a pest control firm.

Following on from the completion of all his surveys of the oak tree in the grounds of the Church, the Ecologist confirmed that there were no bats roosting there so we were able to instruct the tree surgeons to carry out the necessary lopping of the tree which Enfield Council had approved. Our Insurers were notified of the conclusion of this matter and confirmed that they have updated their file.

The church and Jean Price Hall are open on Wednesdays 10.30am to 4.30pm when refreshments are provided for all visitors. The Church is also open 9.30 am on a Friday until 1.30pm. The Church and hall have continued to be hired by various individuals and organisations for their private events.

**Inventory:** This remains the same as last year, with the addition of a new white chasuble donated to the Church.

**Services:** The Sunday morning Eucharist services continue to be held at 9am, and there is an 8am Said Eucharist on the third Sunday before the Children's Service which begins at 9.30am. Evening Prayer/discussion on a Sunday is at 6pm apart from the third Sunday which is a joint 6.30 service with the United Reformed Church. The Children's Service, re-introduced last year by Peter and Caroline, has grown in popularity. St. John's School continues to hold its end of term services in the Church as well as their Ash Wednesday, Ascension, Harvest Festival and Carol services. Headstart Nursery also, as in previous years, held their Christmas Celebration service in Church.

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

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

**Joan Young and Marion Berry**  
**Churchwardens**

### ST. LUKE THE EVANGELIST CHURCHWARDEN'S REPORT

#### **Buildings and Grounds**

There still remains work from the quinquennial survey which we hope to complete soon. This involves work on the flèche, repaint lower ironwork on windows and address the roof leakage during heavy rain. All electrics are P.A.T. tested yearly including emergency lighting. Fire extinguishers and alarm tests have been carried out on Church and Hall. We held a very successful fire drill after Sunday worship. Our organ is tuned regularly and our light bulbs have been replaced by LED bulbs. All key people have either attended workshops or online GDPR training. The grounds are well maintained by Ian as well as inside maintenance and he has been helped by Sharon who volunteered to help cut our grass. We are looking forward to having a new notice board soon.

**Inventory:** The inventory remains the same as last year.

**Community activities:** Our Church hosts baby groups, community singing, yoga and various MU activities. The Church café is open Monday to Friday and provides refreshments for these groups as required as well as drop-in customers. We also thank our volunteers who help with welcoming, night shelter and fund-raising events.

**Services:** We are grateful to Andrew, Roy, Valerie and Michael for taking our various services especially to David Nash for his ministry while Peter is away. Thanks to our organist John Wright for keeping us in tune during our many services. We give thanks to Peter supported by Caroline for their enthusiasm and commitment to our Parish worship. We have seen an increase in younger members as our Junior Church started and it's good to see them willing to help at our services.

**Ian Buswell and Elaine Plumb**  
**Churchwardens**

### HEALTH AND SAFETY

Risk Assessments for the Parish totalled 10, covering each of our fund raising events during 2018, plus our annual Christingle which was updated from 2017 with the addition of ropes around the Christmas tree to ensure parents did not put their children too close for photographs. At this event, a guest head count at both doors totalled 458, which together with the 13 fire wardens, the Vicar and 4 other volunteers, came to 475, providing a margin of only 25 before our limit for St Luke's Church would be reached. A risk assessment was also compiled following a very large wedding where some unforeseen issues presented themselves.

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL**

**ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018**

Fire Evacuation Drills were successfully carried out at both churches during 2018: At St Luke's on Sunday May 6<sup>th</sup> taking 2 minutes, and at St John's on Sunday December 9<sup>th</sup> taking 52 seconds. A Fire Warden's Guide was compiled for St John's to cover specific features of the building which requires special attention. We aim to build on the Fire Drill variations to ensure all perceivable possibilities are covered.

To ensure all those who attend, work and volunteer in our buildings are kept safe, and none of the parish insurance policies are compromised, our 'To Do List' will continue to expand our Risk Assessments and any special procedures for specific events.

**Marion Berry**  
**Health and Safety Officer**

**CHOIR**

Overall the choir has had a fairly 'quiet' year with numbers roughly staying the same. Earlier in the year we said goodbye to Sam (and her beautiful voice) as she moved to Cumbria but then soon after we welcomed Annie, another strong soprano and also young Peter to balance things out. We have of course also been grateful to those in our extended choir who join us for special services.

Jacob left to begin his university studies in September and then John Wright finally made the decision to retire from his duties as choirmaster and I think I'm not alone in saying that we really miss our Wednesday evening practices! However, without his tireless efforts and endless photocopying our special services would have been pretty ordinary! Many thanks John.

**Cheryl Graham**

**DEANERY SYNOD**

As usual, three meetings were held during the year, all preceded with the Eucharist:

January

At St. Peter's Church, Grange Park, "Celebrating Children and Youth Work across the Deanery". Five speakers told of their work with all ages of children and young people.

June

At St. Aldhelm's Church, Edmonton. This was a summer social and get together.

November

At All Saints Church, Edmonton. The Eucharist as usual preceded the meeting. The Bishop of London presided and spoke of her first six to seven months in the Diocese. Bishop Sarah also spoke of finding alternative means of funding to the Common Fund, and took questions on a range of subjects.

**Mary Englefield and Andrew Reid**

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL**

**ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018**

**COMPASSION AND BRIDGE OF HOPE CHILDREN'S MINISTRY**

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. Immaculate should finish her nursing and midwifery course this year when she will be discharged from Compassion and Jane Disney will finish as her Contact. It will be necessary to consider if another child should be sponsored and who would act as Contact, or if our sponsorship of Bridge of Hope Children's Ministry should be expanded with monies contributed by members of the Parish transferred if they are agreeable.

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 154 children sponsored in Uganda who live with guardians in the community and 8 others living with foster parents and receiving support. The Children's Village now houses 28 children who are supported through 'Give a Child a Home' sponsors. There are visits to the Game Park for two of these children occasionally when the founders and visitors from the UK are in Uganda, usually two or three times a year.

The Nursery and Primary school has about 409 children attending in ten classes. The last three classrooms were built in 2016 and the school is now fully functional with the opening of primary class 7 at the beginning of February 2019. A large proportion of these children receive bursaries as their parents wouldn't be able to send their children to school otherwise.

38 Protected Springs for clean water, each servicing about 200 people, have now been built and another 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, building a kitchen or digging latrines. Healthcare is also undertaken when necessary. There continue to be new challenges for BOHCM as more need is always being identified.

**Monica Wood**

**MOTHERS' UNION**

The membership of the Mothers' Union (MU) 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).

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

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

- meet to learn and socialise.

#### **What we did in 2018**

In addition to our regular reflective “Looking towards ...” services at Easter and Christmas, we took part in the international “Wave of Prayer”. Members attended the Edmonton Area Lady Day service, the annual diocesan service in St Paul’s Cathedral, and a diocesan Prayer and Praise day.

#### Local community projects

The Clay Hill Singers, now in their seventh year, continued to meet on Friday mornings in term time, with an average attendance of a hundred. They were so glad to be back “home” in St Luke’s that they contributed over £1,000, through raffles and donations after talks, towards the cost of repairing the ceiling.

One branch member continued to go to Great Ormond Street Hospital to support the 3Cs project: Coffee, Cake, and Chat for patients and staff.

The new Chase Farm Hospital building has no emergency admissions, and has a shop. The branch decided that the toiletries project had come to a natural end, after the delivery of more than 25,000 items over eleven years. We continued to provide toiletries for the Night Shelter.

The ‘Knit and Natter’ at Woodbury Manor Residential Home continued. Two more blankets were completed and there are lots more squares! The attendance is very variable, between three and seven. There is more nattering than knitting, but that is good for stimulating the residents.

We had to stop sending cards to children on the anniversaries of their baptism because of the General Data Protection Regulations. The information provided by parents is only to be used for the purposes of the baptism, and neither the parish nor the MU may use the details for mailing cards (or anything else).

#### Meetings

Our successful experience in 2017 with Roger Elkin’s talk on local history encouraged us to think big. Most of our meetings in 2018 were held in the nave of St Luke’s, which enabled us to cope with variable numbers. Roger started the programme with “A nostalgic look at seaside holidays” and he was immediately booked by two members of the audience to repeat his talk at their respective churches. Sadly, this was not to be. We were shocked to hear of his sudden death just a few days later. Roger had been a good friend to the branch, and he revitalised our programme of meetings.

The Spring programme continued with Mary Englefield’s talk on her work as a volunteer at St Paul’s Cathedral (again, a repeat booking was arranged), and David Nash gave a talk on hymns written in difficult times, which attracted more people than the obvious members and parishioners.

Two meetings were timed to provide the Clay Hill Singers with an activity during their summer break. Fr Peter amazed us all (an audience of 120) with his presentation on the

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

Beatles, and left us asking for more. Moggs (aka Dr Malcom Foster) also drew a large audience for his presentation on the year he spent doing research in Antarctica.

We returned to more traditional MU topics with a presentation on the Bridge of Hope Children's Ministry in Uganda; a discussion led by Rev'd Maureen Lunn on "Our Quest for Wisdom"; and Caroline Godden's talk on "Finding faith in Harry Potter".

#### **Organisation**

The branch has 17 members. Most of our income comes from donations made by the Clay Hill Singers, and Dave Young ably manages our finances as Treasurer. During 2018, Shirley Beard remained Secretary and the Branch Contact role was shared by Julia Kaban and Valerie Budd.

#### **Valerie Budd**

### **ST JOHN'S AND ST LUKE'S PARISH: 12th ENFIELD SCOUT GROUP**

2018 has been a good year for the Church-Scout relationship which continues to flourish. We have had good attendance for uniformed services on the first Sunday of each month where Scouts have volunteered to take an active part in the service acting as acolytes. They have carried out the role very dignified in full uniform which looks very professional and cements the relationship, also Scouts and Cub Leaders have volunteered to read at the services.

For the fourth year running the Scouts have helped at the Winter Night Shelter setting up beds and getting things ready for the guests, which they are fully committed to again in the coming year. This is proving to be very popular and one of our challenges has been having enough to do for the high number of volunteers that want to take part from both Scouts and Leaders. This activity is a real benefit to the guests, community, and a credit to the Church and Scouting.

2018 was the 100<sup>th</sup> anniversary of the end of the First World War. The Armistice service was very well attended and was very thought provoking and moving.

A prominent leader renewed their wedding vows which was a lovely service and one of our Scout Leaders was confirmed this year showing a real commitment to faith. One Scout joined the Choir, demonstrating that the Church-Scouting relationship has a real evangelistic value.

Over Christmas the Scouts carried out community activities including one who delivered Church Christmas cards to the local area which gave it a real community feel.

The Scouting Group is very grateful for the use of St Luke's Hall which is a real benefit to the Group especially during winter nights and allows them to develop their knowledge and life skills.

We look forward to a really good 2019.

#### **Paul Bates. PCC, Church-Scout liaison**

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL**

**ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018**

**WINTER NIGHT SHELTER 2018**

This report provides a summary of the Night Shelter project that was hosted at St Luke's church during the winter of 2017/18.

**Background**

During the winter of 2017/18, Clay Hill took part again in the Enfield and Haringey Homeless Respite Service under the umbrella of All People All Places (APAP), who provides all year round support to clients. The seasonal overnight respite (winter night shelter) gives homeless people a period of stability. The Enfield venues, based in churches, are run by volunteers and provide food, shelter, warmth and friendship during the winter months for up to 12 guests each night. Only guests with low support needs were referred to the shelter by APAP as the project operates with volunteers rather than trained professionals. In Clay Hill, St Luke's church was the venue on Friday nights.

APAP is a Christian registered charity and their mission is to 'break the cycle of homelessness' and not just provide quick-fix solutions. They give a personalised service, building people to increase self-confidence, as they walk them through the myriad of services that are often difficult to interact with. Many have 'no recourse to public funds' (NRPF) so are destitute with no rights to income, work or housing. Developing pathway plans with each client is key to addressing their particular set of issues. This includes advice and practical support to find accommodation, gain benefits, access healthcare and gain skills to aid sustainable living.

**The shelter in previous years**

St Luke's church hosted the night shelter for the first time during the winter of 2014/15, in a joint Haringey and Enfield scheme. We had the shelter for six weeks on Friday nights. In 2015/16, a separate scheme in Enfield was started with the Christian charity All People All Places (APAP) running both schemes in Haringey and Enfield. In Enfield the shelter operated for 10 weeks. In 2016/17 the shelter operated for 13 weeks.

**The shelter in 2018**

In 2017/18, the Enfield shelter operated for 12 weeks starting on 8 January and finishing on 27 March. In Enfield, the shelter was provided at the following churches:

|                                     |                   |
|-------------------------------------|-------------------|
| St Alphege's Edmonton               | – Saturday nights |
| All Saints Edmonton                 | – Monday          |
| Lancaster Road United Reform Church | – Tuesday         |
| St Andrew's Southgate               | – Wednesday       |
| Enfield Baptist Church              | – Thursday        |
| St Luke's                           | – Friday          |

During the 12 weeks, there were 28 guests on the Enfield circuit, including 6 women. During the year, APAP worked with 48 clients in Enfield and Haringey, with 35 having a positive move-on. 19 of the 48 had NRPF. They also gave signposting advice to other people, either via email, telephone calls or in person.

**Volunteers and donations**

It would not be possible to run the shelter without the hard work of volunteers and the various donations we received, so grateful thanks to all who contributed and were involved, it was much appreciated.

In total there were over 70 volunteers who were from the congregations of Clay Hill (St Luke's and St John's), and from other churches in the area, including many from the catholic

## THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE, CLAY HILL

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

church of Our Lady of Mount Carmel and St George (Enfield Town), as well as friends, and local residents. It was a fantastic group of volunteers, with great team work every week, always providing a warm and hospitable environment which was greatly appreciated by the guests.

We had a team of 20 volunteers who were responsible for providing guests and volunteers with a three course evening meal and cooked breakfast. We also provided a packed lunch for guests to take away. The food was fantastic and the cooks did a brilliant job ensuring everyone was well-fed. It was very much appreciated and enjoyed by the guests and volunteers. So a big thank you to the volunteers who did the cooking.

Similar to last year, in addition to the 70+ volunteers, we had a team of Scouts help set up the shelter every week, particularly making up the beds, which was an enormous help. So a big thank you to Paul Bates for organising the efforts of the Scouts and coming to the shelter every week, and to all the Scouts who helped.

We continued to benefit from the grant that we received three years previously from The Old Enfield Charitable Trust (TOECT), which paid for many items including the cooker; various cooking pots, bakeware and kitchen utensils; and a full set of plates, cutlery and glasses, as well as heating in one of the toilets.

Last year, a TOECT grant of nearly £800 enabled new folding beds to be purchased, which were a big improvement to the airbeds and far more comfortable. This year a further grant from TOECT of £1060 enabled the purchase of a new set of bedding, hot water urn, a set of saucepans, projector screen and multimedia speakers – enabling us to show films to guests. Many thanks to TOECT for providing another generous grant, it was much appreciated.

We had numerous donations of food, underwear, socks, scarfs, gloves, clothing, and toiletries, which the guests appreciated. We had many cash donations and fundraising that helped to cover the running costs. The total amount raised this year was over £1,900, including tax refunds and the grant from TOECT. So a huge thanks to everyone who gave generously, including Mothers Union, the Friday singing group and many other individuals, it really helped.

We had a number of food donations from local businesses. Holtwhites Bakery was generous again, providing plenty of bread as well as cakes every week.

Anna Erikson managed to get another couple of generous donations of meat, and also arranged for its collection and storage – so many thanks Anna. SJ Smith Butchers in Baker Street again provided a very large pack of bacon each week, which we shared with Lancaster Road URC. Forty Hall Farm provided plenty of frozen organic meat again, which was used for many meals. Grateful thanks for the quality of the food from Holtwhites Bakery, SJ Smith Butchers and Forty Hall Farm, which is second-to-none, it was greatly enjoyed and appreciated by everyone.

We also signed up to the new Felix Project, which had just opened in Enfield. Felix collect food that would otherwise go to waste from various sources including retailers and wholesalers, they sort it and then deliver for free to charities providing meals. We picked up food from the depot on Thursday mornings. It's an excellent project which provided a lot of food for the shelter, so many thanks to the Felix Project and the excellent work they do, supporting many charities in North London.

**Running Costs of the Shelter**

The main running costs of the shelter were for the gas and electric and the laundry. Over the 12 weeks of the shelter, the heating and lighting cost was just under £800 – i.e. about £64 per night. The service wash at the local laundrette for the bedsheets, duvet covers, pillow cases and towels was about £27 per week (just over £300 in total). There were some other costs for additional food of about £200.

**Outcomes of the Shelter**

As in previous years, overall there were three aims we wanted the night shelter project to achieve. The first priority was, of course, to provide a warm, safe and hospitable environment for our guests and to feed them, and this we did. Over the thirteen weeks of the shelter we had 21 different guests at St Luke's (including 6 women) and they appreciated the hospitality that each of the volunteers provided. It was noticeable how quickly they, and indeed the volunteers, were at ease as soon as they arrived.

The second aim was to raise awareness of the issue of homelessness. There are many perceptions about homelessness and there can be some apprehension, particularly for those who had not volunteered before. The project has enlightened and informed people's opinions. As I've said before, although we had glimpses of the lives of our guests, it is difficult to comprehend what it is like to be homeless. It's not just about having nowhere to sleep, it's about having everything in your life that you take for granted being taken away. Unfortunately, homelessness is an increasing problem, affecting a wide cross-section of people.

The third aim was to get wide community involvement, and this happened again in many ways. There was a broad range of volunteers who brought much to the project, and there was a very strong community spirit. It was an amazing experience for everyone, and many felt it was a privilege to have been involved with the project. There was also a great response from local businesses again who gave generously.

**Peter Livermore**