



## **Parish of St Barnabas, Swanmore**

Annual Reports for the Annual Parochial Church Meeting

24<sup>th</sup> April 2024

A copy of the Annual Reports is also available via email on application to the PCC secretary  
[pccsec@stbarnabas.org.uk](mailto:pccsec@stbarnabas.org.uk)

## **PCC Annual Report on the Year 2023**

### Introduction

The Parochial Church Council (PCC) is the body that, with the Vicar (when in post), steers the life of the church in its mission, witness and service in the parish. The PCC's role is governed by law (the Parochial Church Councils (Powers) Measure 1956). It is a charitable trust and PCC members are charitable trustees.

The PCC also owns, lets and maintains the hall and meeting rooms of the Paterson Centre, and Barnaby's Coffee Shop.

The Parish had been in vacancy from 9 May 2021 to 19<sup>th</sup> February 2024. The new Incumbent is Revd Andy Davis.

### PCC Membership

The current membership of the PCC is: the Chairman, two Churchwardens, one Diocesan Synod Representative, two Deanery Synod Representatives and 10 Elected PCC Members. There are no co-opted members at present.

PCC membership for 2023/24:

### Ex Officio:

Chairman: Revd Andy Davis (from 19<sup>th</sup> February 2024)

Acting Chairman of PCC: Dave Lee (Churchwarden)

Churchwardens: Janet Chant and Dave Lee

Diocesan Synod member: Andrew Wilkinson (Treasurer)

Deanery Synod Members: Jen Frampton, Allison Gurry

### Elected Members:

1. John Branson
2. Liz Newbold
3. John Sharpe
4. Derrinda Laing
5. Jenny Sharpe
6. Caroline Vost, Parish Safeguarding Officer
7. Helen Dyer
8. Emily Singleton
9. David Bakewell
10. Emma Sajo, PCC Secretary

### Assistant Churchwardens

The Churchwardens invited Jen Frampton, Derrinda Laing, Tony King, John Sharpe, Andrew Wilkinson and Crawford Wright to act as Assistant Churchwardens.

### PCC teams and their abbreviated outline terms of reference

Standing Committee – sets the agenda for PCC meetings and has the authority to transact the business of the PCC as required between meetings.

Fabric & Grounds – maintains the churchyard, church buildings and contents according to a programme of works approved by the PCC.

Paterson Centre Management – manages the day to day running, letting and maintenance of the Paterson Centre, subject to terms of reference and financial control exercised by the PCC.

Magazine – manages the production and distribution of the magazine, subject to terms of reference and financial control exercised by the PCC.

Barnaby's Business Team (BBT) – manages the day to day running of the coffee shop on behalf of the PCC, subject to terms of reference and financial control exercised by the PCC.

Social and Fundraising – supports the people and finances of the Church by promoting social activities that help the Church build community and promote a culture of belonging, engagement, and fun among parishioners.

Communications – manages print and social media to inform the wider community about church activities.

Missions Giving – researches missions and charities and advises the PCC on the choice of missions.

Property Team – manages the fabric and grounds within agreed financial limits on behalf of the PCC either directly or through contractors, liaising when necessary with our architect and DAC.

#### PCC Meetings

The PCC met 9 times between January to December 2023, and published minutes of each meeting. Most meetings were held in Barnaby's although use was also made of Zoom. The approved Minutes of the PCC Meetings were made available on the website and posted on the notice board.

### **Financial Report for the Year 2023**

This report covers the finances of the whole church for 2023 (figures for 2022 are in brackets), including the "trading" elements of Barnaby's and the Paterson Centre.

Overall, there was a deficit of £437 (surplus of £9,855) and at 31 Dec 23 the assets stood at £64,664 (£65,101). Total income was £143,413 (£132,365) while total expenditure was £143,864 (£122,472). No legacies or extraordinary items of income were received.

A stewardship campaign in November 2022 led to an increase in planned giving via the Parish Giving Scheme (PGS) of £8,617 plus Gift Aid; some of this was attributed to new or increased donations while some donors moved to PGS from monthly standing orders, which fell by £1,342. In a year of high inflation it is pleasing that many donors allowed their PGS contributions to rise in line. At December 2023 there were 74 (65) regular donors (or families), of whom 58 (49) were members of PGS. The average annual PGS donation was £703 (£645).

Collections at services were £5,345 (£5,020) and fundraising income rose to £6,187 (£3,786). The Paterson Centre continued to be well used and lettings income rose to £11,272 (£8,667). Barnaby's coffee shop had its strongest year to date with income of £42,710 (£32,565). The parish magazine The Swanmore Link, funded by advertisers and free to readers, also made a small surplus.

Parish Share continued to be the largest expense, remaining unchanged from 2022 at £54,703 and was paid in full. There were repairs to the roof and to the organ and significant remedial work to the heating plant but no other major items of maintenance or capital expenditure. Utility costs continued at a high level.

The PCC decided during 2022 that, from 2023, we would revert to the previous arrangement for supporting missions of allocating about 10% of regular giving to three missions, chosen by the congregation, for a period of three years. Accordingly, £5000 was divided among St George

Foundation, Portsmouth Street and School Pastors and the EC Roberts Centre. In 2022 the amount raised for missions had been £3077. Barnaby's allocated £6,453 (4,435) to a range of national and local charities including Swanmore Primary School. A further £1,185 (£1,031) was raised for Rowan's Hospice through Open Gardens.

The Treasurer is again most grateful to Derrinda and Janet for managing the cash, to John Austin who sells magazine advertising, to John Sharpe for accounting for the fundraising events, to Mike Holubinka as treasurer of Barnaby's and to Richard Green-Wilkinson for examining the accounts.

*Andrew Wilkinson*

### **St Barnabas Ministry Team Report for 2023**

The Team comprised Jill Phipps (until her ordination in June), Kathy O'Loughlin and Nick and Hazel Whitehead. For the first six months of the year, there was no definite news about the plans for reorganisation of the parishes and the appointment of a new incumbent. In late summer, it was decided not to advertise the post and to interview the Bishop's nominated person. The successful appointment to the parishes of Swanmore, Soberton, Newtown, Hambledon and the Bridge parishes was made in the autumn and a licensing date eventually set for 19th Feb 2024.

Liturgy. We continued to provide appropriate and imaginative acts of worship for all ages, on every Sunday and at other times and seasons. There has been a service of Holy Communion on every single Sunday (as required by canon law) and we have been aided and abetted by +Ian Brackley, Terry Loudon, Steve Summers, Richard Wyld, +Jonathan and AD Kathryn, all of whom have brought richness and variety to our worship.

We offered an 8am service of Holy Communion about twice a month. In addition, we have continued with the monthly Café Church service, 9 times a year, led by us and Ben Armstrong. The wider team has taken responsibility for music, refreshments, craft work, setting up and leading prayers and having advanced notice has been appreciated.

Liturgy has been served well by our musicians – Peter Fellows (who chose the hymns), Claire Eathorne, Tony King, Emily Sandoval and Sarah Woodman; and by the scratch choir. Also by the sacristy team: Fiona Noble and Richard Greene-Wilkinson at the 8 (recently joined by Brian Thompson and Christine Thomas), and Liz Newbold and Vicky Newhouse plus Communion Assistants and crucifers at the 10.

We conducted three weddings and one Thanksgiving for marriage, two services of Thanksgiving for the birth of a child, and four baptisms. Jill conducted eight funerals and 4 burial of ashes services. We have offered services on Ash Wednesday, through Holy Week and Easter (including the visit of the 'donkey' on Palm Sunday.) Special services included Coronation Songs of Praise, Summer Hymns of Praise, Remembrance Day, Christingle, annual Memorial and Thanksgiving service, Advent Toy service, Nine Lessons and Carols and Crib Service (led by Ben and friends.) Cathy Bakewell, Peter Fellows and Richard Greene-Wilkinson were interviewed about their faith and work. We facilitate Zoom Morning Prayer twice a week.

The Lent course was home-grown and attended by about 30 people.

Our aim has been to encourage and enable as many lay people as we can to participate in all aspects of parish life because it is the responsibility of the whole people of God to share the joys and duties of Christian ministry. We are thankful to have wardens and PCC members who work hard to ensure everything goes smoothly.

*Nick and Hazel Whitehead*

## **Annual Report by the Electoral Roll Officer for the year 2023-2024**

As of the APCM on 12/4/23 the number on the Roll was 157. Since then, 6 people have died, 2 have moved away, one has been ordained and 8 people have registered, so that as of 24/4/24 the register stands at 156.

In accordance with the wishes of the PCC the full Roll with addresses, etc. is available for PCC business but is not on public display. The Roll is updated as and when I become aware of departures, new members or changes in personal details. In order to keep the Roll up to date please let me know of any changes.

*Jenny Sharpe, Electoral Roll Officer*

## **Bishops Waltham Deanery Synod Report**

The first meeting of the Deanery Synod in 2023 was held in March when it was agreed that £1,000.00 would be sent to Ghana via the IDWAL Link to support the work of the seminary there. There was some information about the Parish Share revision process and a Diocesan Synod Report was presented to the meeting. It was agreed that there would be a service in June to mark the closure of the link between Bishops Waltham and Hackney Deaneries. Parish Vacancies were discussed and initial conversations took place about possible Pioneer Ministry in Boorley Green and the funding of that scheme. Lay-led worship was promoted and it was explained that training was available.

The Area Dean had attended a meeting with the Diocesan Director of Education re the development of future work in our schools. Future work with young people in the Deanery was also discussed. The Parish Evaluation sheet, aimed at capturing the life and work of the church in the Deanery was explained and discussed.

The inaugural meeting of the Triennium 2023-2026 took place in August. The meeting started with a service of Holy Communion in St. Barnabas. Captain Paul Quinn was elected as Lay Chairman and the election of officers for the Deanery Synod took place. Jill Phipps was appointed as Anna Chaplain for the Deanery. The results of the Parish Audit/Evaluation were displayed and explained.

*Jen Frampton*

## **Fabric and Grounds Report for year 2023**

Churchyard - This year many parts of the church have been maintained by the Strimmers, who initially worked in the church yard, usually on a Friday morning. We have the best kept churchyard in Hampshire. Their wide range of skills has been increased and now includes gutters, paths, lawns, drains, drainage and more. The Strimmers' talents have been used indoors too. There are no limits. Gradually areas of the buildings and grounds are being sorted and becoming more accessible. This has many benefits. We can get to things more easily; we can see what is there! The environment is more attractive for us all to use.

Church flowers - thank you to all those people involved in providing flowers for most Sundays and festivals. It is always a joy to come into church and see the skill of the flower arrangers. Thank you.

Church cleaning - our church is maintained each week by a group of dedicated people who clean, dust, polish and care for the interior. The church is in frequent use and is always maintained to a high standard. Thank you.

Spring Cleaning - as in 2022, a large group turned out to get the church ready for Easter. A thorough cleaning was done and many tasks are acknowledged to go on the "To do" list for further attention. Thank you to everyone who helped on this occasion.

Electrical systems - The 5-yearly electrical inspection begun in 2022 was completed and certificates obtained for the work. Low energy bulbs have been installed where appropriate. As happened in 2022, the Parish Council provided lighting for the centre of the village. In December 2023 the lights were connected and provided a wonderful festive focus to the school, shops and church. Thank you, Parish Council. The sound system and projector are cared for and maintained by a dedicated group, but it may be time to update some of this system. The assortment of filing cabinets in the office have been sorted and filed in an orderly fashion by Doug Emmett. Doug enjoyed this work and we thank him for organising everything!!

The large cupboard in the office has been shelved and it is easy to access materials and equipment.

Fire Extinguishers - Annual Fire extinguishers inspection was carried out in July.

In November a new set of bell ropes was purchased, financed by the Tower fund and the Parish Council, and there was a significant repair to the organ.

The Vicarage and gardens - in December the Vicarage was prepared for the arrival of Andy and Chris in January 2024. Some interior work was done by the Diocese, but when they finished the Strimmers and friends moved in. Walls were painted; carpets and floors cleaned by Penny and John Smith; carpet was laid. Then on Saturday many others entered the site and tidied, trimmed, washed paint, cleaned windows cleaned indoors and took sacks of garden waste and abandoned dishwashers to the tip.

This is our Church! Many, many people work tirelessly to maintain our church, inside and out. We are indebted to them all. The church and grounds loved and well cared for and we thank those hard-working parishioners and friends. It is a privilege to be part of the family of St Barnabas Church. Thank you to all.

*Dave Lee and Janet Chant, Churchwardens*

### **St Barnabas Cygnets Report**

We have had a very busy year, with many new family registrations. The total number of children currently registered is 76. Average attendance per session is 30 children and 34 adults, 25% of which are grandparents. Children range from newborn babies to 4 years. With such high attendance a minimum of 5 helpers are needed at each session and we are always grateful for more volunteer helpers. The sessions can be incredibly busy.

Families attending are predominately from Swanmore and 70% of families attending from outside Swanmore have family living in Swanmore.

The session runs from 9am-10.30am with a suggested donation of £2 per family. Within our 1.5 hours we have free play, bible story, tidy away time, circle time snack, and singing and action songs. Tea/coffee/cake are available for the parents/carers. We have a weekly cake rota which the parents/carers sign up for. Our craft activities have been numerous, with Easter, Christmas, Mother & Father's Day cards being especially popular. As were potting seed/bulbs, Advent and Mother's Day floral arrangements.

We have celebrated birthdays, new births, baptisms, thanksgivings, and Christian festivals. We have promoted and encourage attendance at church services and activities. At the end of each term we have given a small Christian themed gift to all children e.g. children who started school in September received a first prayer book, at Christmas all children received a nativity sticker book.

This year we have been successful in receiving a parish council community projects grant of £500. This has enabled us to purchase lidded hot drink mugs, 2 gopak nursery tables and a dressing up trolley with dressing up clothes. We have also had many kind donations of pre-loved toys, if we have not been able to use these, we have passed them onto charities that can.

#### A small sample of Cygnets Parent/Carer Feedback 2023

Swanmore cygnets provides us with such an uplifting start to the week. There is such a lovely energy and everyone is so friendly. There is such a range of toys and activities for children to enjoy.

Best playgroup ever!!! The atmosphere is amazing, lovely activities for all the babies and little kids. All staff are super friendly.

Friendly and welcoming, such a lovely group. Thank you.

Lovely playgroup. Welcoming friendly volunteers. Timings work well with school drop off. We love the art activities. Thank you so much for everyone's time and effort, it's much appreciated.

Thank you so much for all of the hard work that you put in to making cygnets so much fun. We have really enjoyed coming and meeting other parents. Keep up the great work.

We love the playgroup. It's a great toddler group. There's a variety of toys for all ages which the children really enjoy. Thank you.

We love cygnets! A great place to come and build new and lasting bonds for parents and children. We love the arts and crafts and of course the snacks and cake! Thank you.

There is nothing we dislike. Our Mondays wouldn't be the same without toddlers, this is our favourite group.

Great range of toys for different ages. Lovely weekly activities. Great value. Lovely coffee, tea, snacks. Very friendly and welcoming. Everyone's so kind and chatty.

Everything is really great. I love the structure, that certain things happen at a certain time e.g. getting the children to help clear up and the singing circle.

Thank you to everyone who contributes to making the toddler group so successful. A great balance of all activities – craft area is wonderful!

Special thanks to Anne Davies, Jen Frampton, Janet Pancott, Caroline Vost, Hilary Walsh, Juliet Helbren, Dave Reynolds and Bert Ferrone. The Cygnets team of volunteers who make this all possible!

*Teresa Reynolds – Group Leader*

## **St. Barnabas Church Flower Group**

Throughout the year the flower team have continued to arrange flowers in church on a rota basis. Because of the generosity of donations from the congregation we were able to arrange flowers for Easter and again at Christmas following a successful Christmas coffee morning. We would like to thank everyone who has supported us and made it possible for us to decorate our church as is appropriate for these special occasions, especially as over the past year the cost of flowers has risen considerably. Harvest Festival is another occasion when we decorate the church and although we do purchase some flowers this is helped with flowers and foliage from the gardens of the flower team, although we would also welcome foliage and flowers from other gardens for this festival. As I have stated in the past, we would welcome anyone who has a love of flowers to join us. You do not have to be a marvellous flower arranger – we all just try to do our best!

*Juliet Helbren*

## **Swanmore Primary School Update**

I am pleased to provide you with this update following another full year in school!

John Paterson and his team continue to provide excellent education and a wide range of experiences for our children. The school remains at the heart of our community and provides wonderful support to our families.

Back in May 2023 we had our long-awaited Ofsted Inspection and the school were pleased to maintain its “Good School” rating. In his description of life in school the inspector said: *“Leaders encourage pupils to reflect on their own lives and how to make a positive impact on others and the world around them. This deeper spiritual reflection develops through pupils’ learning.”*

The school’s attainment performance remains above National and Regional levels as does our attendance figures, though in the post lock down environment attendance remains a major challenge. The behavioural challenges of a very small number of children has created some testing times in some of our classes and John and his team have responded well to these circumstances.

As we all know education and life in school is much more than just academic attainment and the school continues to provide a very diverse range of experiences. Visits to the school grounds will see chickens, pigs and bees alongside some thriving gardens. There have been a number of school productions, residential to Wales and Swanage and a number of visits to places of local interest.

A number of our families face difficult challenges - made more acute by the cost of living crisis. The school have responded positively to this need both in accessing resource (Meon Valley Food Bank, the school larder, provision of second hand uniform) and providing additional staffing resource to meet emotional and health needs. There is much to be done in this space.

We are blessed with a wonderfully gifted and committed team of staff. Some have been in the school for many years, and some have joined more recently – they are a great team and we thank them for all that they do.

The school’s financial position remains strong despite a testing economic environment, and it is pleasing that we can maintain our staffing structure into the next school year which is so critical for our improvement plans.

We have again been able to enhance and upgrade our facilities and we are grateful for the continued financial support of the Diocese. FOSPS continues to provide fantastic support in staging amazing community events and fundraising. We are grateful for all that they do.

The school continues to enjoy a wonderful partnership with the church (a big thank you to the many church members who give up their time). Worship Wonders for example goes from strength to strength. It is so encouraging that our children are gaining a spiritual understanding as part of their learning.

The Governor role is a busy one but hugely rewarding also! The school is blessed with an amazing team of Governors who give an incredible amount of time in support of the school. Our Foundation Governors are Andrew Wilkinson, Sam Lee, Nina Cawley, Emily Sandoval, Hannah Horner, Peter Wilkins, with Bobbie Branson as our LA Governor and our team completed by Tanya Clay (staff governor), Anna Walklate and Steve Tooke (Parent Governors), Joe Maphosa (Co-opted Governor) and Jackie Finney (clerk to the Governors). We were, of course delighted to welcome Andy to his first Governing Body meeting in March! Thanks also to Jenny Maunder (Foundation Governor) who stepped down from the Governing Body in December.

On behalf of John and his team thank you for your support!

*Ian Wollam*

### **St Barnabas Social and Fundraising Annual Report 2023**

The committee aims to put on a varied programme of 10-12 events, covering most age groups, during the course of each year. Our intention is to provide great entertainment at low cost and some events are free, or almost free, social events. Nevertheless, in total we raised just over £6,000 during 2023 plus almost £1,200 for Rowans.

Our year was bookended by two brilliant concerts. In January the A Capella Group BEATI gave us a beautiful and moving concert on the theme of love. We ended the year with the rousing Christmas Saxophones featuring the BLOW Ensemble.

In between these concerts we packed The Paterson Centre with enthusiastic quizzers and gourmets for a Quiz & Pudding night. Thanks to our generous garden owners and the Meon Valley Lions' minibus, our two weekends of Open Gardens produced record proceeds. July saw a hugely successful free Teddy's Picnic in the Church, Paterson Centre and Churchyard. September saw a rare failure as we had to cancel our Film Night due to lack of support. Beer & Hymns restored our spirits in October with great music and a super ploughman's supper. In November turnout for Oh Heck was low, largely because of prior commitments among our regulars. Nevertheless, it was a great evening, anyone who hasn't tried it should give it a go, especially if you like fish & chips.

We look forward to another successful year in 2024, but your support is vital for these events to be successful.

*John Sharpe*

### **The Swanmore Link Magazine**

The Swanmore Link The magazine continued to be produced bimonthly throughout 2023. Print run was 800–900 (fewer copies are collected at certain times of year) with usually 48pp per issue. A high

number of contributions from individuals, societies and other organisations in the parish and surrounding district continue to be received regularly. Some issues have been reduced to 44pp – usually during those times of year when the number of village events and activities falls significantly.

There continues to be a decline in the number of advertisers booking for the whole year, although a few new adverts were received during the year. Originally, we had 15pp of advertising, in 2023 this was down to 13pp and it is now 12pp which includes just over ½th of a page available to fill (equivalent to five ads of different sizes). In part this is due to some longtime advertisers retiring or going out of business, but obviously more effort is needed to recruit new advertisers to replace this lost revenue. There is very little (if any) saving on print costs by reducing to 44pp since paper must be “cut to waste”; savings can only be made by reducing the print run significantly or cutting the number of pages substantially.

For the December 2023/January 2024 issue the PCC again decided to distribute copies to all 1,400 or so households in the parish. The print run on this occasion was 1,450 but it was apparently 11 copies short (by the time the usual “bulk” allocations had been made to the Methodist Church, Swanmore College, Parish Council office and postal copies). With the Persimmon and Beaumont Farm developments expected to be completed during 2024 there will be around 80 additional houses in the village to be added to print run if this mass distribution is repeated.

As in 2023 we again increased the print run for the February/March issue to 1,000 anticipating that some people who didn’t usually collect the magazine may decide to do so after receiving a delivered copy and also expecting that additional copies may be collected at the Revd Davis’ licensing service on 19th February. Last year this expected increase in the collection rate didn’t happen, but there was an increase in numbers collected of the February/ March 2024 issue. Print run for the current April/May issue was 900.

Sue de Vere, who had been considering handing over magazine distribution duties to someone else, has fortunately decided to continue in the role for the time being. Thanks are also due to Roger de Vere for maintaining the Village Directory and to Caroline Clapperton for eagle-eyed proof-reading.

*Penny Clive*

### **St Barnabas’ Pastoral Visitors’ annual report for year beg 1<sup>st</sup> April 2023**

The team comprises Caroline Clapperton, Jen Frampton, Allison Gurry, Derrinda Laing and Janet Pancott. Sadly, Cheryl Young was taken ill last July and died in the autumn. PVs visited her at home and in hospital and we were able to solicit the help of the hospital chaplaincy team. PVs also took part in her funeral.

We have had quarterly supervision meetings to ensure we are observing proper boundaries, confidentiality and legalities, and where we plan, prepare, and share wisdom.

Home Communion Allison Gurry and Janet Pancott go into Ridgemedede Care Home monthly and are sometimes joined by clergy or lay people from St Peter’s BW. A small group (8 – 12) gathers for worship.

Weddings Derrinda Laing continues as wedding verger (3 weddings in 2023).

Funerals Derrinda is verger at funerals (8 funerals plus 4 interment of ashes.) Allison also attends funerals where possible. Together they keep records, send anniversary cards, and send invitations and

admin for the annual memorial and thanksgiving service in November. The 2023 service was well-attended and much appreciated, especially by those who do not normally come to church.

Baptisms Jen attended 4 baptisms and 2 Thanksgiving for the Birth of a Child services, visiting the families beforehand. She continues to send anniversary cards and keeps in touch with families from previous years. It was decided not to hold a Thanksgiving for Baptism service every year. Janet and Jen also help at Cygnets which provides another opportunity for keeping in touch.

Newcomers The Welcome cards are not often completed but when they are, they are followed up. However, it appears we are very good at engaging with new people when they come to church and not many escape! However, we are not so good at contacting people new to the area prior moving into the new build homes (unless they come to church) and have not done this systematically this year.

Swanmore School For the first quarter of the year, PVs went into school as part of the Worship Wonders team, led by Jill Phipps. They have participated in or been present at occasional school events in church.

#### The Sick, Bereaved and Housebound

The PVs are partly dependent on members of the congregation alerting them to people who are sick, bereaved, incapacitated so that they can make appropriate visits. They have visited or contacted those they have known about in the congregation and community. (Names withheld for obvious reasons.) PVs were particularly involved with one sensitive case involving a single mother and her baby, and with a single woman in need. In all cases, there have been proper consultations with our CSO and Safeguarding officer.

We believe every Christian person provides an element of pastoral care to those around them but are grateful for the team's commitment as they continue to provide pastoral care in this more organised way.

*Hazel Whitehead and the PV Team*

#### **Paterson Centre Report**

The Paterson Centre continues to be used for a wide range of community and private events. 2022 was a busy year with bookings returning to pre-pandemic levels. The day-to-day running of the Centre is now managed by a subcommittee of the PCC with the support of Gail (bookings) and Lesley (caretaking): many thanks to both!

*Dave Lee, Liz Newbold, Andrew Wilkinson, Paterson Centre management subcommittee*

#### **Safeguarding Report**

Safeguarding Policies and Practice: Under section 5 of the Safeguarding & Clergy Discipline Measure 2016 St Barnabas PCC continue to meet the requirement to have due regard to guidance issued by the House of Bishops on matters relating to the safeguarding of children and adults. Safeguarding is a standing agenda item at every PCC meeting and a Safeguarding Action Plan (SAP), generated from the Parish Safeguarding Dashboard, is provided to the PCC prior to each meeting for approval, with agreement to regularly review it. Safeguarding policies are annually reviewed, updated where necessary, ratified by the PCC and meet statutory requirements whilst remaining relevant to St Barnabas. This past year specifically some church volunteer role descriptions and the bell ringers risk

assessment have been created. These and all current safeguarding policies and procedures are available to view on the church website as, in accordance with national church requirements, the information hub contains a dedicated and frequently revised safeguarding section. St Barnabas continues to be GDPR compliant with the storage and retention of safeguarding records, in line with the Church of England Safeguarding Records-Retention Guidance, through the online password protected drop box storage system.

Parish Safeguarding Dashboard (PSD): The PSD is used to monitor our safeguarding arrangements; the online tool helps make safeguarding administration and governance simpler. The PSD is always a 'work in progress' but it is great to be able to report that St Barnabas maintains at Level 3, the top level, which means that all essential safeguarding matters are being addressed. With our PSD being at Level 3 the new Safeguarding Hub-Level 1 is now available to us. Level 1, role creator, allows the Parish Safeguarding Officer (PSO), as the Hub owner, to now input the DBS and safeguarding training requirements against St Barnabas church roles.

Parish Safeguarding Dashboard – Use of Social Media – The PCC are to ensure that St Barnabas follows national guidance regarding the use of social media which includes having a named person maintaining and monitoring our on-line groups. Grateful thanks to Helen Dyer for undertaking this role.

Disclosure and Barring Service (DBS): ThirtyOne: Eight our online provider of DBS checks is well established. With a lead and deputy recruiter we always have a point of contact in the parish to handle DBS applications. Individuals performing a variety of roles at St Barnabas are DBS checked at differing levels of clearance. Church DBS checks are now valid for 3 and not 5 years which has meant bringing forward the renewal of some certificates. It is pleasing to be able to report that St Barnabas has met the required 3 year cycle timeframe of January 2024 for existing DBS certificates. Hereon new to role volunteers where a level of clearance is required will duly complete the relevant DBS check.

Safeguarding Training: Across the parish completion of safeguarding training courses is happening at all levels dependent upon the role undertaken and being refreshed every 3 years. This is always kept under review against the Diocese Safeguarding Team training matrix published in February 2023. Two new to role helpers for Swanmore Cygnets Baby & Toddler Group have fulfilled the safer recruitment process which included completing Basic Awareness and Foundations safeguarding training. St Barnabas Bell Tower Captain, his team and many in others church volunteer roles have completed the Basic Awareness Safeguarding Training over the past year. Safeguarding training is a big ask but a commitment to complete this training shows our volunteers take safeguarding seriously. You may be surprised at how many church volunteers are now required to complete the Safeguarding Basic Awareness Training, so I could be calling on you very soon. The Diocese Safeguarding Team (DST) have increased Parish Safeguarding Officers (PSO) zoom network meetings and introduced separate zoom question and answer sessions. This is all to ensure good safeguarding practice happens at parish level. These forums keep PSO's up to date with national and diocese procedures, provide opportunities to meet other PSO's, share good practice as well as challenging experiences. Janet Chant & I attended the second Diocese of Portsmouth Safeguarding Conference on Saturday 23rd September. Chaired by Bishop Jonathon the day included far ranging topics from 'Thinking Differently about Safeguarding: Neurodiversity and Church', 'The God who sees: Ministry with women on the margins' to 'Being a Magistrate'. The Diocese new Spiritual Abuse Guidelines were launched.

Safeguarding Incidents or Expressions of Concern: There has been a number of safeguarding concerns reported during 2023 which have been dealt with according to safeguarding procedures. Some concerns were considered to be pastoral in nature, other clear safeguarding concerns were referred to the Diocese Safeguarding Team (DST) who acknowledged the reports raised and went on to liaise with relevant statutory agencies. Making sure everyone is safe is a responsibility that all members of

our church community have. So it is encouraging to see that a willingness to come forward and share concerns exists. St Barnabas Responding to Safeguarding Allegations or Concerns Procedure provides guidance to anyone who needs to report a concern or allegation of abuse. This is available to view on the information hub of the church web site or a copy can be found on the church notice board.

Thanks: Finally a big thank you to all those who I have pestered into applying for a DBS check, into completing safeguarding training or into meeting other safeguarding issues. Special thanks to Janet Chant, Hazel Whitehead and the PCC for their support with safeguarding.

Caroline Vost, Parish Safeguarding Officer  
[safeguarding@stbarnabas.org.uk](mailto:safeguarding@stbarnabas.org.uk)

## Property Report

### Grounds

During the calendar year, a team of mowers and strimmers continued to keep the grass cut and the boundary hedges well maintained. The hedging around the war memorial was heavily reshaped. We filled more gaps in the south hedge by planting extra whips (small hedging plants) and designated a 'no-mow' area for the summer period to support flora and fauna. The Scouts came in November to clear up all the dead wood (mostly fallen branches) and we had a wonderful bonfire. Thanks, as ever, to Barnaby's for most excellent coffee to kept us going and facilitating half-time chat.

We scarified, levelled and re-seeded the grassed area to the west of the Lychgate, and eliminated many longstanding ant hills in the south west area of the churchyard. Path renovation (including the Memorial Path) began this year and will be completed in 2024. The PCC has been discussing how to provide a path from the car park to the Link entrance with minimum degradation to the grass and taking into account grave locations.

Despite adverts in the two autumn Link magazines resulting in no objections, the tree planting in the South West resulted in much antipathy when the proposed locations were marked with posts. The PCC is going to consider what to do next.

### Gutters and roofs

We are attempting to make the buildings as watertight as possible, and the condition of the gutters and downpipes has been prioritised in 2023, including the replacement of all slipped/missing tiles accessible by ladder, and re-mortaring of hip joints (non-human).

A new inspecting architect\* was appointed towards the end of the year and we are expecting that this will lead two key roof repairs in 2024 (Barnaby's and Long Room).

\*Warren Whyte, of WhyteConsult, Freshwater, IoW

### Miscellaneous

Someone had purchased every 'metal' shed in the world that measures 8'x5', so the lack of storage space for equipment was not resolved in 2023. Quotations were obtained for replacing the windows in the Paterson Centre and may form part of long-term property planning.

Four rooms in the Vicarage were redecorated near the year end, ahead of Andy and Chris' arrival.

At year end we had 16 more items on our to-do list than there are members of the team.

Apart from all this, many people look after the buildings in a wide variety of ways: caring for the electrics, the linen, the sound system, the bells, the coffee machines, the lighting, the cleaning, and the heating systems, etc. Our thanks to them all for their most valuable Christian stewardship.

*Revd Canon Nick Whitehead*

## **Sunday Club & SC7+ 2023**

Numbers have declined in Sunday Club for various reasons, we have had several large families move away also I think families seem to be busy with other things, various groups and clubs, children's hobbies and interests that seem to take priority which is a shame.

We have also lost a few helpers in the year which has affected the running and set up of SC and SC7+ In July after a meeting with Nick and Hazel we decided to stop SC and SC7+ in the September, for the time being and perhaps look at it again after the new vicar starts if we feel there is a need for it. We understand young people and new families are a very important part of the church and with that in mind we decided to look at the way CC was run, we wanted to make sure it was 'all age' that there was plenty of craft for our younger members and the topics for discussion were suitable for all ages. We also wanted to make sure we had a number of services throughout the year suitable for all ages and that could involve the children if they wanted to be involved.

Events, CC and all age services will be advertised on Facebook, the church website, and in the Primary School newsletter to encourage families along. The Christingle craft morning was a great example of this, seeing over 20 children coming along with parents, many that had not been before. Although SC and SC7+ are now not running I feel we still have plenty on offer for our young people. I also keep families updated through email with the various groups and events that are running at Waltham Chase Methodist Church should they want to go along and meet others of a similar age and more likely they know from school.

As always, I ask you to remember our young people in your prayers and thank you for your prayers and continued support.

*Ben Armstrong*

## **Friday Home Group Report for 2023**

Friday morning Home Group has 8 members and usually meets on the second and fourth Friday of the month in each other's houses. Leadership of a session is taken by individual members.

Early in the year we studied three chapters of God in Lockdown, by Hazel Whitehead, and joined in the church's Lent course by Nick Whitehead. Summer Term we studied five sessions of Self Esteem – Seeing Ourselves as God Sees Us a LifeBuilder Bible Study by Jack Kuhatschek and we shared a summer lunch, with partners, in a member's garden. In the autumn we studied the first four weeks of Promises, promises – An Advent study course by Nick Fawcett. At our pre-Christmas meeting we considered the quizzes from Promises, promises and Christmas songs.

At each meeting we make a small donation for refreshments and during the year we sent £30 each to two charities of members choice.

*Derrinda Laing on behalf of Friday Home Group Members*

## **Barnaby's Report 2023**

Barnaby's had another very successful year in 2023, continuing to grow our customer base and showing that we have managed to recover our position as a valuable community hub following on from the Covid pandemic.

We have worked hard to ensure that we keep our prices competitive during a time of increasing inflation, absorbing the additional costs that we face as far as possible. As a result, we have managed to ensure that we focus on the primary purpose of being a community facility rather than focusing on income generation. Despite this emphasis, we have been able to continue our contribution to the church for heating and running costs of the building, giving £7,800 for this purpose in 2023, plus an additional donation of £3,000 to cover increased fuel costs last winter. We are grateful for the continuing generosity of the Church enabling the use of the building at non-commercial rates.

In line with our original remit, we have contributed £6,800 over the course of 2023 to various local and national charities, and some local organizations, through our events, our takings and donations from our customers. We have additionally chosen to support the Meon Valley Food Bank via a monthly contribution, enabling them to purchase food in response to need within the area. In conjunction with the Parish Council, we continued to host the monthly Classic Car events throughout the summer months, with all takings from the pop-up coffee tent at each event going directly to a charity chosen by those involved.

We continue to support the Country Market by purchasing several cakes a week to supplement those given by our wonderful bakers, and by purchasing teacakes from them. This enables us to continue providing locally homemade produce and increases our product range. All our milk and crumpets are also sourced from local suppliers. However, we are always in need of additional cake contributions, having lost some contributors since early 2023.

Re-investment into Barnaby's is also a key part of our remit, for example the purchase of capital equipment and the one-off contributions to the fabric of the building we occupy when necessary. In 2023 we re-invested £1,230, but are aware of areas that will require attention early in 2024 and have finance set aside to enable this. As we approach our 10th birthday in 2024, we will be required to make major investment in new equipment as several items are reaching the end of reliable service, creating a risk that a major breakdown will occur and thereby threatening business continuity. The Barnaby's Committee are very grateful to the band of highly valued (and talented) volunteers who help run the Coffee shop, providing cake as well as working behind the counter – increasingly challenging as Barnaby's popularity continues to grow!! Without them we could not provide a successful community service, and we are always looking for more volunteers to help 'lighten the load'.

In addition, there is also an enormous amount of hard work that goes into keeping Barnaby's open, much of which happens behind the scenes, accomplished by the Committee whilst also juggling paid work (in some cases, full time) and home commitments. At the very beginning of 2024, Sarah and Alastair Walton stepped back from the committee, following 9 years of commitment. There is no doubt that Barnaby's has benefitted greatly from the contribution that they have made, and we will miss their input. Whilst many aspects of their remit are being covered by the remaining committee members, there are some areas, such as our Facebook page, that are currently without regular input. We are grateful that Sarah will continue as a volunteer, and that Al will continue involvement with the Classic Car events.

We look forward to further developing the contribution of Barnaby's to the village over the coming year.

*Mike & Dot Holubinka, Gail Norris, Rachel Worthington, Liz Newbold- Barnaby's Management Committee*

## Church Cleaning Report

The church continues to be cleaned each week by a dedicated team of 14 volunteers. Each week 3 people undertake the cleaning tasks working as a team. The Spring cleaning is a joint effort by the cleaning team and any other members of the congregation who volunteer. In March 2023 we had 17 volunteers to help with the spring clean which meant the task was completed in a couple of hours and proved to be a fun event. Cake was a good incentive!

During the year we have had 3 new members of the cleaning team and 3 have left.

Thank you to everyone who contributes to keeping our church so lovely and clean.

*Jen Frampton*

## St Barnabas Swanmore PCC Clock Report

1. Serviced by Cumbria Clock Company on 15 June 2023; see attached service report (Swanmore 2023.pdf). Cost £190 plus VAT. Cumbria Clock had requested a service delay from April 2023 due to other commitments.
2. Next service is due April 24. Current forecast it will be £190 ex VAT.
3. Team of 6 winders wind clock usually on each Saturday of each calendar month The Rota was agreed by all by end of previous year. Changeover last Saturday of month after wind. Currently 2 winders are on IR.
4. All clock winders signed up to working alone practice
5. Current Risk Assessment (Swanmore Clock RA V2.0 dated 29/11/2021) is out for review and update.
6. Objective to keep the clock to +/- 20 seconds of real time taken on the 1st strike of the bell on the hour. Also to be +/- 2 seconds on Armistice Day.
7. There have been no unusual stoppages this year.
8. Given the age of the clock I am looking to have a survey completed in the next 12 months. Cumberland Clock have been asked to provide a quote.
9. The winding chamber is scheduled to be cleaned in May 24

*Roger de Vere.*

## The Communications Team

This role covers the digital link between the Church and the Swanmore community via the website: <http://stbarnabas.org.uk> and our Facebook page: <https://www.facebook.com/StBarnabasSwanmore>.

The aim is to be welcoming, informative and share how it feels to be part of a Church family. The key tasks in summary are;

1. Manage the website and liaise with 21six to arrange software updates and any hosting/security issues.
2. Update the website with forthcoming events, pdf's to the information hub, changes to text & photographs.
3. Manage the Facebook Page, posting new information and photos about what's happening in Church and Swanmore.
4. Reply to any queries that come in via the Website or Messenger.

5. Work with the Events Team & Young Peoples Leader to create Facebook Event posts with ticketing information.
6. Liaise with the Primary School to ensure information is shared in their newsletter about family events in church and the monthly Café Church.
7. Assist with Facebook Live recordings of significant events.

*Helen Dyer*