

**ST. CATHERINE'S CHURCH, LITTLETON**

**DIOCESE OF WINCHESTER**



**ANNUAL REVIEW OF ACTIVITIES**

**by the**

**PAROCHIAL CHURCH COUNCIL**

**for the**

**YEAR ENDING 31<sup>st</sup> DECEMBER 2018**

**RECTOR: REVD JAX MACHIN**

**CHURCHWARDENS: SIMON KINGSTON  
CLIVE THOMPSETT**

# ST CATHERINE'S LITTLETON - ANNUAL REVIEW FOR 2018

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# Annual Review of Church's Activities 2018

## 1. INTRODUCTION

### 1.1 Context

St Catherine's Church, Littleton, sits within the Downs Benefice, which was created in 2008 and comprises St Catherine's Littleton, St Stephen's Sparsholt with Lainston, St Mary's Crawley, St Mary-the-less Chilbolton and St Peter and Holy Cross Wherwell. The Downs Benefice lies within the Andover Deanery.

Revd Jax Machin, as Incumbent, leads the Benefice with support from a ministry team comprising retired clergy, Licensed Lay Ministers and other lay leaders.

The five Parochial Councils and Benefice Council continue to be supported by the benefice administrators and a vast host of others, who each make a valuable contribution to the work of God in this place.

*Simon Kingston  
Churchwarden*

### 1.2 Representatives

During the year the following served as members of the PCC:

*Incumbent:*

The Revd Jax Machin

*Wardens:*

Mr Simon Kingston  
Mr Clive Thompsett

*Representative on the Diocesan Synod:*

Mr Michael Coleman      **Treasurer** until 2018 APCM

*Representatives on Deanery Synod:*

Mr Simon Kingston  
Mr Clive Thompsett

*Elected Members:*

Mrs Carol Coleman  
Mrs Margaret Harris      (until 2018 APCM)  
Mrs Lucy Kington  
Mrs Barbara Kingston      **Secretary**  
Mr Michael Lupton  
Dr Ruth Meyers      **Treasurer** from 2018 APCM (until August 2018)  
Mr John Morrell  
Mr Chris O'Grady      (until November 2018)

*Barbara Kingston  
Secretary*

### **1.3 Explanation of Strategic Priorities**

The following strategic priorities were identified by the Diocese in 2013 and mission action plans (MAPs) have subsequently been formulated to focus on these priorities by the Deanery (dMAP) and through the Deanery by individual benefices (bMAPs) and parishes (pMAPs). The strategic priorities have not changed, but in 2018 a sub-group of the Downs Benefice Council started a review of the current bMAP to chart progress and to refine the objectives for the next three years by reference to the individual parishes. The most recent published version of the bMAP can be found on the web-site ([www.downsbenefice.org](http://www.downsbenefice.org)). As in the last four years, this Annual Report has been laid out in sections by reference to each of the four strategic priorities.

#### **Strategic Priority 1 - Discipleship**

We grow authentic disciples going out as individuals passionately, confidently and courageously sharing our faith, and coming together as creative church communities of prayer and worship that live out Kingdom values.

dMAP Objective: To train, resource, and motivate people more readily to live out their faith.

#### **Strategic Priority 2 - Re-imagining the Church**

We re-imagine the Church intentionally connecting and engaging with our local communities in culturally relevant ways. We will rejoice in the richness of the “mixed economy” of all ministry and proactively promote vibrant parochial and breathtaking pioneering ministries amongst ‘missing’ generations, eg children, young people, under 35s.

dMAP Objective: To actively engage with young families, children and youth, especially in schools.

#### **Strategic Priority 3 - Working for Social Transformation**

We are agents of social transformation using our influence as a Diocese to transform public and personal life. We will demonstrate loving faith at work in local communities and across the globe, bringing healing, restoration and reconciliation eg through education, social enterprise, health care, spiritual care teams.

dMAP objective: To develop a Pastoral Care Ministry which will transform lives in our local communities.

#### **Strategic Priority 4 - Sacrificial Giving and Good Stewardship**

We belong together in Christ, practising sacrificial giving and good stewardship of all that God has entrusted to us. We will combine radical generosity, care and capacity building with a clear focus on directing finance into the mission of Jesus. Sharing and multiplying local good practice, using people, buildings and other resources wisely, we will seek to prune, plant and invest boldly in building for the Kingdom.

dMAP objective: To continue developing a more unified Deanery identity, sharing our resources more eagerly.

*Simon Kingston*  
Churchwarden

## 2 STRATEGIC PRIORITY 1

### 2.1 Church Membership

At 31<sup>st</sup> December, there were 168 persons on the electoral roll. Of these 69 (41%) were non-resident in the parish. The following movements have taken place:

	Members
<b>Electoral roll as at 1<sup>st</sup> January 2018</b>	<b>178</b>
Post January 2018: Died	-2
Moved away	-2
Requested removal. GDPR	-8
Joined	2
<b>Electoral roll as at 31<sup>st</sup> December 2018</b>	<b>168</b>

The average Sunday attendance is 50 adults.

*Clive Thompsett  
Electoral Roll Officer*

### 2.2 Ministry Team

The Revd Jax Machin continues as our Incumbent, having now completed her fourth full calendar year in what is her first parish. She manages a daunting workload in the Downs Benefice combining leadership with preaching, pastoral care and the myriad ex officio commitments, which she undertakes with passion and good sense.

We have also been fortunate to have the assistance of retired priests, Revd Norman de la Mouette and Canon Bruce Kington to take services for us and also assistance from outside the parish from a number of priests some of whom have become regular officiants within the Benefice. Our Licensed Lay Ministers (formerly known as Readers), Alan Disher and Charlotte Nash, continued to contribute to and support the ministry team joined by lay leaders Carol Coleman (Littleton), Alastair Barron (Sparsholt), Andrew Kent (Chilbolton) and Sally Wesley (Sparsholt). We owe them all a great debt of gratitude, not only for their hard work but also for the enriching diversity of worship we were privileged to enjoy during the year.

*Simon Kingston  
Churchwarden*

### 2.3 Services

The monthly schedule of Sunday services in 2018 was as follows:

			Average attendance in 2018
1 <sup>st</sup> Sunday	4.00 pm	Café Church	18
2 <sup>nd</sup> Sunday	10.00 am	Family Communion (shorter format)	56
3 <sup>rd</sup> Sunday	10.00 am	Morning Worship	42
	6.00 pm	Peace and Wholeness Service	19
4 <sup>th</sup> Sunday	10.00 am	Family Communion	53

*The averages above show adult attendance and omit Easter Sunday and Christmas Day, where the attendance figures were respectively 78 adults and eight children and 71 adults and three children.*

There is a BCP Holy Communion held 9.30 am on 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays each month - *average attendance nine*.

The following services also took place in church or in the parish: Weddings (1), Funerals and services of thanksgiving (10), Baptisms (5), monthly services at Flowerdown and Westholme care homes, Toddler Group services (3), Messy Church (3), Benefice Communion (1), Ash Wednesday, Mothering Sunday, Good Friday meditation, Ascension Day, Trinity Sunday, Littleton Show Service, All Souls, War Memorial (11<sup>th</sup> November), Posada, Advent compline, Carol Service and Crib Service. In addition, there were morning and evening prayers and other contemplative services which took place in the Church or the Church Room on other occasions throughout the year.

*Clive Thompsett  
Churchwarden*

## **2.4 Deanery Synod**

The Andover Deanery Synod met three times in 2018. A new Area Dean was appointed this year and the Deanery is closely involved in a range of new Diocesan initiatives. A new Deanery Mission Action Plan (dMAP) was adopted at the start of the year. This doesn't exist to provide additional objectives for the parishes in the Deanery, but instead seeks to support their individual plans. The Deanery Synod continues to provide a forum where areas of common interest for parishes can be explored. Synod membership also gives the parish representatives a valuable forum to share concerns directly with our Archdeacon and Suffragan Bishop, both of whom have attended one of the synod meetings this year. Each meeting of the synod includes a section where the members can share "good news from the parishes". This is always an inspiring part of the meeting where you get a flavour of the many exciting initiatives that are being fruitfully pursued across our diverse deanery.

*Michael Coleman  
Lay Chairman of Deanery Finance Committee*

## **2.5 House Groups**

The Mid-week House Group meets on Wednesday evenings during term time for a mix of fellowship, study and prayer. We use a range of materials to guide our discussions, this year following the Church of England's "Let Your Light Shine" Lent course, learning about Ezekiel, and looking at the "Coming Saviour" during Advent, as well as an occasional series studying individual psalms.

If you would like to come along, either on a regular basis or just from time to time, we would be delighted to welcome you. Get in touch with Michael and Carol Coleman on 01962 881886 – perhaps you might like to start by joining one of our popular "bring and share" meals – look out for details in Across the Downs or give us a call.

*Carol Coleman  
Mid-week House Group leader*

The Tuesday House Group has eight members; we meet in each other's houses. We are an ecumenical group, with the United Reformed, Baptist and St Catherine's represented.

Samples of recent study are the prophecies of Jesus' coming in Isaiah and the lesser prophets - Zechariah, Malachi and Haggai. We are now planning to study Jeremiah.

*Tim Speakman  
House Group Leader*

## **2.6 Downs Benefice – 2018 series of Lent Talks**

Our 2018 series of five Lent talks, one in each Parish, sadly became four when snow and seriously icy conditions led to the cancellation of the talk planned for Chilbolton. Stuart Palmer was scheduled to tell us about the work of Boaz - an inspirational project based on a horticultural facility close to Chilbolton which provides work-related opportunities for adults with learning disabilities. All is not lost, however, because Stuart is coming to talk to us in the 2019 Lent Series of Talks.

The remaining four talks - all quite different - provoked great interest and were very well received. At Wherwell Jill Bentall told us how she and her husband first settled in Andover and how she became involved in her local church. We had a fascinating insight into Jill's wider ordained Christian Ministry, which reaches across benefices and denominations - not only ministering to us in Downs Benefice from time to time but also regularly taking services in the Methodist church in Andover. At Crawley we heard from Kirsty Plant and Peter Mills about their working life at Arqiva, and how their Christian faith underpins their working relationships and directs how they live and work. In Littleton Norman de la Mouette took a packed audience through his life to date and how he came to the Christian faith, eventually being drawn to ordination - fortunately for us, because over the years Norman has become a regularly anticipated visiting Minister in our churches across Downs Benefice. Like Jill Bentall's sermons, Norman's are not to be missed! It was fascinating to hear about Norman's life at work, having had 17 jobs in all including signwriter, teacher and taxi driver. At Sparsholt we heard retired Admiral Mike Gretton talk about his life in the Royal Navy, including his command of HMS Invincible. Mike also has a strong Christian faith and he told us how that has guided his life in the RN and after - Mike has not slowed down since leaving the Navy, variously being Chief Executive of the Duke of Edinburgh's Awards programme, Chairman of Winchester and Eastleigh NHS Trust, Chairman of Hampshire Youth Options, and quite a bit more!

We were privileged to have four inspirational speakers, with generous hospitality and a warm welcome being provided by each of the Parishes, and we look forward to the 2019 Lent Series of talks.

*Andrew Kent*

## **2.7 New Wine Conference 2018**

New Wine is a Christian conference that has taken place at the Royal Bath and West Showground, Shepton Mallet every summer since 1989. Thousands of people come from across the country to join together in worship, listen to inspiring speakers, engage in a variety of crafts and other activities, or simply to relax in the company of their fellow Christians.

This year's conference was the final one to be held in Shepton Mallet as it is relocating to Peterborough. This gave the week a very special feel, as everyone looked back at their own experiences over the years. Once again, we were fortunate to camp with the group from Christ Church, Winchester, and partake in their hospitality, including discussions over tea and cake each afternoon. We were also blessed with day visits from friends from the Benefice and beyond.

Obviously, Peterborough isn't as convenient a location for us here in Hampshire (coming for the day would be a bit of a stretch!) but if you would like to join us in 2019 and experience New Wine for yourselves, please contact Carol and Michael Coleman on 01962 881886.

*Carol Coleman*

## **2.8 Prayer**

The Benefice Prayer List is produced monthly and copies are available at the back of the church for anyone wishing to use it in their own intercessions. As a result of recent data protection laws people cannot be identified by name and therefore the Prayer List includes only general categories for prayer, as well as recent deaths and the names of people with roles in the church.

A short service of prayer is held in the church room each Tuesday at 4.15 pm. It is based on the Evening Prayers for Healing liturgy and the Prayer List. The Revd Jax Machin now produces a weekly list of people who have asked to be prayed for and these names are included in the service. This list is not copied or circulated and is returned to the Benefice Office immediately after the service. Anyone wishing to be prayed for by name should contact Jax. For information about the Prayer List or the Tuesday service, contact David Targett at wdtcgt@aol.com.

The Mission Prayer Diary is produced every two months and is designed to help church members pray for the mission interests of St Catherine's. It is available at the back of the church. The Mission Support Group meets every two months (second Monday of alternate months) to share information and prayer. It is held at the house of Alan and Christine Disher in Vernham Road, Weeke, Winchester. For more information, contact Alan at alan@disher.org.uk.

The Prayer Chain is a means by which emergency prayers may be offered by a group of people in response to a critical situation. Anyone wishing to activate the Prayer Chain should telephone the Benefice Office or any member of the Ministry Team. It is a confidential prayer chain which aims to provide prayer support in time of urgent need.

On the fourth Wednesday of each month there is a half-hour service of Meditation at 7.00 pm in St Catherine's church.

The Julian meeting is held each Friday at 4.00 pm. It is a half-hour of meditation held in various homes. For information and to confirm the venue contact Sheila Trussler on 01962 881089.

*David Targett*

## **2.9 Peace and Wholeness**

Services are held in St Catherine's Church at 6.00 pm on the third Sunday of each month, when we aim to create a quiet and peaceful place where all may come for reflection, comfort and renewal.

On the preceding Saturday mornings, we meet for a Service of Prayer and Preparation, followed by a time for discussion and planning over a cup of tea or coffee. Do come along if you are interested - venues vary and can be found in *Across the Downs* or from the Benefice Office.

If you have any difficulty in getting to the services, lifts can be co-ordinated through Kris Morrison on 01962 880326 (email kris Morrison@mac.com)

*Betty Allen*



## **2.10 Music**

The choir has numbered eleven throughout the year, and has also benefitted on occasion from the help of past choir members and singers from other churches in the Benefice. As before, the choir has sung at all Communion services, usually performing an anthem. The choir has also sung at weddings and funerals, when requested; organists for these services being sourced by the Benefice Office.

The choir has been fortunate in continuing to have the considerable support of organist, Tim Rogerson, who has played at a substantial number of services and has also led many of our Friday evening practices. Tim has again introduced some new anthems and he also, as last year, did much of the preparation for the evening Carol Service at Christmas, which was a popular occasion.

Deirdre Wratten and Nikita Petrine have both played the organ regularly for the morning and evening services on the third Sunday of each month, and with Harry Halliwell playing at more services and also leading choir practices, we have been able to have organists playing at all regular services.

The selection of hymns for regular services has once more been carried out by Barbara Kingston and Carol Coleman, who also, with Tim Rogerson's input, select the anthems.

One day the choir, and the Church, will have to face potential change and volunteers to join the choir will always be welcome, together with ideas for music in church in the future.

*John Morrell*

## **3. STRATEGIC PRIORITY 2**

### **3.1 Littleton Church Toddler Group**

This group meets in the Church Room every Monday morning during term-time, and is open to all babies, toddlers, pre-schoolers and their carers from across the Benefice and beyond. Numbers attending have remained high, and we regularly have 12-15 children attending each week with their Mums, Dads, nannies or grandparents.

Weekly crafts include play-dough, painting and collages, and we always finish the session with the Hokey-Cokey which is almost as popular as snack time! As well as providing the children with fun activities and opportunities to improve their social skills (especially sharing!), carers are very appreciative of the chance to relax and discuss the joys and stresses of child-rearing.

At Christmas, Harvest and Easter the group meets in the church for a brief celebration, usually with an interactive story about the festival, prayers and singing. This year the village Pre-school joined us for our Harvest Celebration, and the church was full of young children eagerly searching out hidden fruit and veg to fill their shopping bags.

For more information on the group please visit our Facebook page: Littleton Toddler Group

*Carol Coleman  
Children's Work Coordinator.*

### **3.2 Children's Work**

In addition to Toddler Group and Messy Church (see below), the main focus for children's work at St Catherine's has again been our very popular Posada. This year a total of 19 families hosted Mary, Joseph and their entourage, and they were, as ever, very well entertained. An added bonus this year was a trip to Flowerdown Nursing Home where they joined in with some carol singing. Thankfully, the Posada arrived safely back in church in time for the crib service which was very well attended. The whole event raised £678 (including Gift Aid) for Toybox, a charity which works with street children in Latin America, bringing our total for the ten years that the Posada has been running to over £5,000. Further information can be found on our Facebook page: Littleton Posada.

St Catherine's also contributed to the Benefice provision of nativity Advent calendars to all the children in Sparsholt primary school.

*Carol Coleman*  
*Children's Work Coordinator*

### **3.3 Messy Church**

In the Downs Benefice, Messy Church takes place on the second Saturday of each month (except April and August) between 4 and 6 pm, and circulates around the parishes of Littleton, Sparsholt and Crawley. Sessions take the form of one hour of crafts and other activities around a central Christian theme; a celebration with a Bible story, song and prayers; and a delicious meal to round the afternoon off. This year we have built houses with the wise and foolish builders, bathed in the River Jordan with Naaman, and wielded a hammer with Joseph the carpenter, but most importantly we have had fun together whilst learning about God and his love for us.

We have a tremendous team of volunteers from across the three parishes who willingly spend the afternoon cooking, helping children with crafts, laying tables or simply chatting with parents whilst their children are absorbed in their creations. Excitingly this year some of the older children from our families have transferred over to the helpers' team and have relished the extra responsibilities. Without all these willing helpers, we could not have achieved the wonderful success we have had to date. In 2018 a total of 17 families attended at least one Messy Church, many of whom have very little other contact with the church.

For more information, see our posters or visit our Facebook page: Messy Church in the Downs Benefice

*Carol Coleman*  
*Messy Church Leader*

### **3.4 Social and Fundraising Events 2018**

2018 has been another action-packed year for arranging events. These embraced the whole community as well as raising money for church funds.

In April we welcomed the Lyra singers from St Petersburg; a new, ambitious venture for us but one that was a great success. Very fine singers and good company too.

In May and June, we had four events:

- The Luptons and their team hosted the Great British Breakfast
- Cantores Episcopi gave us a memorable concert
- The ever-popular Safari Supper was held and enjoyed, with record attendances
- Five gardens were opened and cream teas sold. A wonderful summer's day and well attended.

October was the next busy month with three enjoyable events:

- The annual Autumn Sale of Plants and Produce
- Harvest Supper
- Faith in the Arts IV. A series of four talks organised by David Targett which, as always, were really interesting and much enjoyed.

As well as raising £5,800 valuable funds for the church, social events like these enable us to connect and engage with our local communities, many of whom are supportive of the church even if not necessarily active members of the congregation.

The church family meet in the church room for refreshments following Sunday morning services, a valuable time to greet newcomers, hear news and renew and deepen friendships.

*Clive Thompsett  
Churchwarden*

## **4. STRATEGIC PRIORITY 3**

### **4.1 Parish Visitors**

2018 saw a continued growth in the work of our Benefice Pastoral Visitors team. Revd Jax is grateful to all those who offer their pastoral gifts in this valuable work in Christ's name. The Team has welcomed Anna Cockram as our Parish Visitor Administrator, and she is doing a fabulous job in allocating and monitoring trained Parish Visitors as they visit the vulnerable, sick and bereaved in each parish. In addition, our Benefice is blessed by the ministry of Licenced Lay Home Communion Assistants who support Revd Jax in the provision of Communion to individuals and groups in Nursing Homes, Hospice and home settings. Holy Communion to the sick in hospital settings continues to be conducted by Hospital Chaplaincy staff via a formal request from Revd Jax.

Anyone requiring a Pastoral Visitor or Holy Communion in Hospital, Hospice, Care Home or home setting should contact Revd Jax Machin or Anna Cockram through the Benefice Office on: (01962) 880845 or by email at: [office@downsbenefice.org.uk](mailto:office@downsbenefice.org.uk)

*Revd Jax Machin*

### **4.2 Village Outreach**

St Catherine's hosts:

- the weekly Toddlers' Group, which provides a much-appreciated opportunity for parents and carers to get together. Carol Coleman is the organiser.
- The monthly lunch club for our more senior parishioners. This is organised by Shirley Lupton and supported by cooks and helpers from across the community.

In addition to these regular events there are other activities:

Bereavement Anniversary cards are prepared and hand delivered where possible. Careful planning is given to the organisation of the benefice All Souls service. This involves a personal invitation and where possible a visit to each bereaved person. Our special thanks go to Vivienne Aspin for her expert work in the preparation of these services.

We also owe a big thank you to Geoff and Betty Allen for their regular coffee mornings, which are much appreciated and offer friendship and the opportunity to meet and chat to many of our neighbours.

In late May / early June we had a benefice holiday at Rydal in the Lake District. This was attended by 40 people from the congregations and wider communities within the benefice, who enjoyed the walks, visits and social activities in perfect weather.

We are grateful to the team of drivers who continue to pick up residents from the Sunrise Care Home, enabling them to attend our Sunday services. They really appreciate the participation and the welcome they receive from the St Catherine's congregation. This same team also provides a pick-up service to parishioners who are otherwise unable to attend church.

The St Catherine's Links system in Littleton continues to ensure that each road has a 'Link' who ensures that newcomers are welcomed and that the clergy are informed of sickness or special needs.

*Clive Thompsett  
Churchwarden*

#### **4.3 Mission Support Group**

One event in 2018 provided an outstanding illustration of what Mission Support is all about, and the key word was (and is) *encouragement*. The visit of the Vine family, our MAF link, coincided with the annual Benefice Trinity Sunday open air Service where Greg and Jill both spoke; several people commented afterwards that they were very moved by some of the events which Jill described. Both parents and their three teenage girls all enjoyed the day immensely and were greatly encouraged by the whole experience, as were the Mission Support group and others who spent time with them. It was just the kind of event that makes Mission Support really meaningful. It would be so good for us and all our Mission Partners if we could make this kind of relationship the norm.

*Alan Disher*

#### **4.4 Littleton Luncheon Club**

The "First Friday Luncheon Club", run by the Village Community Care Group, has continued to be held in the Church Room each month and is now well over twenty years old! The Lunch consists of a main dish with vegetables, a pudding, and coffee or tea, for a modest sum, enjoyed in happy and friendly surroundings.

Unfortunately, we have lost more members during the year and our current Lunch Club membership is under 25. Please get in touch with me if you know of anyone living alone, or in difficult circumstances, who might enjoy a home-cooked lunch once a month. If necessary, transport can be organised.

Our team of cooks, drivers and helpers continues to age and I would be very pleased to hear from anyone willing to join us in any of these capacities.

*Shirley Lupton*

#### **4.5 Residential Care Homes**

This year our commitment and support of residents in Care Homes, Hospital and Hospice settings within our benefice has continued apace, with a significant increase of requests to

Revd Jax for sacramental and pastoral 'end of life' care. Monthly Holy Communion services at Westholme and Flowerdown Care Homes, and our connections to residents in Sunrise, continue to be deeply valued by all who receive them. Many pastoral relationships have flourished at critical points in people's lives, bringing the comfort of Jesus' grace to patients and their families.

Revd Jax is grateful to all those who offer their gifts and skills in this challenging work in Christ's name, leading and supporting the Communion services, visiting the sick in their rooms and in playing the organ at our lively worship services.

*Revd Jax Machin*

### **Flowerdown Care Home**

A very small group of people from the Downs Benefice continues to visit Flowerdown Care Home twice a month.

A Games Afternoon is held at 2.30 pm on the First Tuesday of each month when Bingo and Horseracing are enjoyed by residents.

The Communion Service, in the lounge, is led by the Rector at 2.00 pm on the third Tuesday of each month with two or three helpers. We are very grateful to Silvia Arnold who continues to accompany the hymns for us. The Service is followed by Room Communions and visits throughout the house.

If you could spare an hour or so to join us on the first or third Tuesday, please call me on 01962 884376.

*Shirley Lupton*

### **4.6 Christmas Gifts for the Winchester Nightshelter**

During the weeks of Advent, St Catherine's congregation generously donated 56 Christmas gifts for the residents of the Nightshelter. These were later acknowledged by a very appreciative letter of thanks.

*Margaret Harris*

### **4.7 Safeguarding**

Following the latest guidance from the Diocese a Benefice Safeguarding Policy is being formulated which will be a statement of what the parishes in the benefice will be doing to keep children and vulnerable adults safe, and the mechanism by which they will respond to any concerns raised. Meanwhile, each PCC has its own designated Safeguarding Officer, details of whom can be found displayed in the porch of each respective parish church. Safeguarding Officers report directly and in confidence to the Rector. Safeguarding is a compulsory item raised at each PCC meeting to ascertain any additional concerns. The Safeguarding Policy document, when adopted, will be considered for revision annually prior to APCM. DBS clearance is sought for any individual deemed to be working in any capacity with children and vulnerable adults. Also all PCC members and Church leaders are required/recommended to take various courses providing safeguarding information and training. In the first instance please raise any concerns you have with the relevant parish Safeguarding Officer or, in an emergency, please contact the Rector.

*Simon Kingston*

## 4.8 Data Protection

European GDPR (General Data Protection Regulation) legislation was implemented on 25<sup>th</sup> May 2018. This new framework for data protection laws has replaced the previous 1995 Data Protection Directive. Security of data has been reviewed and changes implemented. To the best of our knowledge we are GDPR compliant.

*Clive Thompsett  
Churchwarden*

## 5. STRATEGIC PRIORITY 4

### 5.1 Finance

Full accounts have been produced detailing the income and expenditure of the church during 2018. The accounts have been adopted by the PCC and reviewed by an independent examiner. Copies have been posted on the notice boards in the porch and the church room and will be available to download from the church website following the APCM. If you have any questions on the accounts, then please contact Clive Thompsett (01962 885039) who will be able to respond.

This year has seen further growth with the *St Catherine's Friends* and the church is very grateful to the people who are now helping to support the church in this way. Including tax refunds, this scheme contributed £4,600 to our income.

We remain blessed with many people who continue to support the church faithfully through regular planned giving.

As can be seen from the accounts, this year the church's routine expenditure has exceeded its income by £2007; there was also a decrease in the market value of our longer-term investments. This means that we end the year with a decrease in reserves of £2963. Fortunately, during the year we received two legacies totaling £10,300 so our unrestricted reserves have grown by £7337.

The PCC has continued its policy of supporting a range of mission partners both financially and through the development of long-term relationships. The list of donations made in 2018 is as follows:

	2018 £	2017 £		2018 £	2017 £
UK Based			Overseas Based		
Basics Bank	400	550	Open Doors Int'l	650	700
Night Shelter	500	550	Tearfund	650	700
Trinity Centre	800	850	Guyana Mission	504	500
City Chaplaincy	300	300	CMS	500	500
Messy Church	150	150	MAF	500	500
			OMF	500	500
			Karis Kids	200	200
			Brickworks	500	500
	<b>£2150</b>	<b>£2400</b>		<b>£4004</b>	<b>£4100</b>

*Clive Thompsett  
Treasurer*

## **5.2 Volunteers**

At St Catherine's we are extremely fortunate to have an extensive list of people who are willing and able to donate their time and varied talents to the work of the church,

- from cleaning the church to organising social events;
- from washing and ironing the linen to visiting the sick and lonely;
- from collecting up leaves in the churchyard to providing lifts to enable people to attend church services.
- From serving coffee after services to cleaning the brass

The PCC is indebted to you all and without you we would not be able to sustain our regular church services nor our many and varied outreach projects. If any reader is inspired by these words and wishes to volunteer in any capacity, please contact me.

*Clive Thompsett  
Churchwarden*

## **5.3 Church Fabric**

The church building is currently in a good state of repair, and the log book and terrier are up to date.

As stated in the 2015 Annual Review the required quinquennial inspection was carried out by the appointed architect, James Lunn-Rockcliffe on 2<sup>nd</sup> September 2015. The subsequent formal report noted that the general condition of the church was "good" with "little needing immediate attention". Those items which were suggested for immediate attention were all carried out in 2015.

Repairs to the plastered wall beside the vestry door and re-painting of parts of the chancel arch were carried out in 2018.

Most of the fencing around the Church was replaced in Spring 2018. It is intended to replace the fencing in front of the War Memorial and to carry out refurbishment works to the Main Road entrance and steps during 2019.

The works to the graveyard entrance on the corner of Main Road and Church Lane were finally completed in 2018 with splendid results. We record our thanks to the generous anonymous donor, who paid for all the work, and to the various designers, craftsmen, contractors and professionals who brought the project to fruition. There is to be a formal dedication of the new entrance in 2019.

Routine inspection and maintenance work was also carried out in the church during the year.

*Simon Kingston  
Churchwarden*

## **5.4 Churchyards**

The churchyards continue to be well maintained, with many people giving willingly of their time especially at the annual clear up held this year a little later in July. We continue to have great support from the non-parishioners who have loved ones buried in our churchyard and join parishioners for a three-hour working session and then enjoy a communal ploughman's lunch.

Throughout the year, a rota of people who can operate strimmers keep the area tidy. In the autumn there is a need to collect and dispose of the huge volume of leaves. Ian Muir again assembled volunteers for regular leaf-blowing sessions to ensure that the leaves are kept

under control. The year finished in early December with a 'strimmer-fest', leaving the whole area tidy for Christmas and the winter

The way the churchyard is maintained is really appreciated by all those who have loved ones buried at Littleton and thanks are expressed to all who have helped.

*Clive Thompsett  
Churchwarden*

## **5.5 Church Room**

The church room continues to be well used. In addition to the after-church coffee sessions, the Toddlers, the Art Group, the Tuesday Prayer Group and the WI Choir all have their weekly slots. Other regular users are the Lunch Club, Messy Church, the Littleton Players, the Gardening Club committee, the PCC and of course the monthly Café Church service.

In 2018 the room was once again the venue for a variety of talks and presentations, notably the Faith and the Arts Series IV, and for a number of meetings and training courses. It continues to be popular for family parties and we are particularly pleased to be able to offer the facility for post-christening and funeral receptions following services in the church.

*Barbara Kingston*

.....  
**Simon Kingston**  
**Churchwarden**  
**On behalf of the PCC**

.....  
**Clive Thompsett**  
**Churchwarden**  
**On behalf of the PCC**

**Date: ..... 2019**

**Date: ..... 2019**