THE PARISH OF CHELSFIELD

2021

ANNUAL VESTRY MEETING

and

ANNUAL PAROCHIAL CHURCH MEETING

ST. MARTIN OF TOURS CHURCH,
CHURCH ROAD, CHELSFIELD

SUNDAY 24TH APRIL 2022

at 4.30pm

Registered Charity number: 1131573

THE PARISH OF CHELSFIELD

2021

ANNUAL VESTRY MEETIING

and

ANNUAL PAROCHIAL CHURCH MEETING

24th APRIL 2022 at 4.30pm in ST. MARTIN'S CHURCH, CHELSFIELD

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THE ANNUAL VESTRY MEETING

of

THE PARISH OF CHELSFIELD

in the Benefice of Chelsfield with Green St. Green and Pratts Bottom

to be held on 24th APRIL 2022 at 4.30pm
in the church of St. Martin of Tours, Chelsfield

AGENDA

1. **Welcome and opening prayer**

2. **Apologies for absence**

3. **Minutes of the previous meetings held on 18th April 2021 and 20th May 2021**

4. **Matters arising**

5. **Election of Churchwardens**

to be followed by the Annual Parochial Church Meeting

MINUTES OF THE ANNUAL VESTRY MEETING
THE PARISH OF CHELSFIELD
held via ZOOM on SUNDAY, 18TH APRIL 2021 at 3pm

Those in attendance:

Rev'd John Tranter, Rev'd Susan Atkinson-Jones, Norman Bailey, Karen Barter, Susan Bennett, Gwen Bowen, Christine Cookson, Caroline Davis, Barry Foale, Paul Gosling, Anne Green, Tony Hemmings, Val Hemmings, Ken I'Anson, Anne Ireland, Brian Kemp, Jackie McCann, Steve McCann, Jim Nicol, Jim Rooke, Philippa Rooke, Jonathan Sargant, Graham Sawyer, Terry Sparkes, Mary Tozer, Gillian Vernon, Tony Vernon, Gerry Walker

Philippa Rooke ran through the protocol for speaking and voting at the Zoom meetings

1. Rev'd John welcomed those in attendance and opened the meeting with a prayer

2. **Apologies** were received from Janet Tranter, Gordon Ireland and Margaret Warren-Axe

3. **Minutes of the previous Annual Vestry Meeting held on 18th October 2020**
Approval of the Minutes was proposed by Paul Gosling, seconded by Brian Kemp and agreed unanimously.

4. **Matters arising**
None

5. **Election of Churchwardens**
Philippa Rooke indicated her willingness to serve again. She was nominated by Anne Ireland, seconded by Steve McCann, and elected by unanimous vote of those present.

Steve McCann had previously given notice of his retirement from his role as Churchwarden, following 9 years of service. Rev'd John expressed his thanks to him for his exemplary service over that time.

No candidate had come forward as willing to serve as the second Churchwarden, and after some discussion, it was agreed that the search for a new Churchwarden would continue outside the meeting. Rev'ds John and Susan asked people to pray for a suitable candidate to come forward. An election could be held, after giving the statutory notice, at an interim time in the year.

Official appointment of the Churchwardens would take place following interview and swearing in by the Bishop or his duly appointed representative, in accordance with the Churchwardens Measure 2001.

There being no other business, the meeting closed at 15.17

MINUTES OF THE EXTRAORDINARY VESTRY MEETING
THE PARISH OF CHELSFIELD
held via ZOOM on THURSDAY, 20th MAY 2021 at 7.30pm

Those present:

Rev'd Susan Atkinson-Jones, Pam Ames, Norman Bailey, Gwen Bowen, Michael Choong, Caroline Davis, Barry Foale, Paul Gosling, Anne Green, Tony Hemmings, Val Hemmings, Ken I'Anson, Anne Ireland, Brian Kemp, Jackie McCann, Steve McCann, Chris Mead, Jim Nicol, Jim Rooke, Philippa Rooke, Graham Sawyer, Mary Tozer, Paul Venton, Margaret Warren-Axe

1. Rev'd Susan welcomed those in attendance and opened the meeting with a prayer

2. **Apologies** were received from Gill Allen, Karen Barter and Jonathan Sargant

3. A nomination had been received for the vacant post of churchwarden, to serve alongside Philippa Rooke, who had been previously elected at the Annual Vestry Meeting on 18th April 2021.

   Paul Gosling was nominated by Anne Ireland and seconded by Parita Sheth. There being no other nominations, Paul Gosling was therefore elected as churchwarden. His official appointment would take place following the visitation interview in accordance with the Churchwardens Measure 2001.

   Rev'd Susan welcomed Paul and congratulated him on his appointment.

There being no other business, the meeting closed at 7.40 pm

THE ANNUAL PAROCHIAL CHURCH MEETING

of

THE PARISH OF CHELSFIELD

in the Benefice of Chelsfield with Green St. Green and Pratts Bottom

for the year ended

31st DECEMBER 2021

to be held on 24th APRIL 2022
in the church of St. Martin of Tours, Chelsfield
immediately following the Annual Vestry Meeting at 4.30pm

AGENDA

1. Apologies for absence

2. Minutes of the previous meeting held on 18th April 2021

3. Matters arising

4. Rector's and Associate Rector's Reports

5. Annual Reports:

   (a) Electoral Roll
   (b) Annual Report of the PCC
   (c) Financial Report for the year ending 31st December 2021
   (d) Safeguarding Report
   (e) Churchwardens' Fabric Report
   (f) Well Hill Report
   (g) Deanery and Diocesan Synod Reports
   (h) Other Reports

6. Elections and Appointments:

   (a) PCC Members
   (b) Appointment of Independent Examiner

7. Any Other Business

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING
ST. MARTIN OF TOURS CHELSFIELD
held via ZOOM on SUNDAY, 18TH APRIL 2021 at 3.20pm

Those in attendance:

Rev'd John Tranter, Rev'd Susan Atkinson-Jones, Norman Bailey, Karen Barter, Susan Bennett, Gwen Bowen, Christine Cookson, Caroline Davis, Barry Foale, Paul Gosling, Anne Green, Tony Hemmings, Val Hemmings, Ken I'Anson, Anne Ireland, Brian Kemp, Jackie McCann, Steve McCann, Jim Nicol, Jim Rooke, Philippa Rooke, Jonathan Sargant, Graham Sawyer, Terry Sparkes, Mary Tozer, Gillian Vernon, Tony Vernon, Gerry Walker

The meeting followed on from the Annual Vestry Meeting

1. Attendees and apologies for absence were the same as for the Annual Vestry Meeting

2. **Minutes of the previous APCM held on 18th October 2020**
Approval of the Minutes was proposed by Brian Kemp, seconded by Barry Foale and agreed unanimously.

3. **Matters arising**
None

4. **Annual Reports:**
All reports, other than noted below, had been published on the church website in the week prior to the meeting. Copies may be obtained from the Secretary after the meeting on request.

(a) Electoral Roll
There were 101 names on the Electoral Roll, 29 of these being people resident in the parish. The Roll had been published on the church noticeboard for the previous 2 weeks. No questions on the report were raised.

The Electoral Roll officer, Gillian Vernon, had previously indicated her wish to stand down at this APCM. Rev'd John thanked her for her many years of service.

Christine Cookson had indicated her willingness to stand as Electoral Roll officer and was duly appointed. Rev'd John welcomed her and thanked her for standing.

(b) Annual Report of the PCC
Rev'd John summarised the main points. The report had been approved by the PCC at their meeting on 25th March 2021. No questions were raised.

(c) Financial Report for the year ending 31st December 2020 and **Treasurer's Report** for the same period
The Treasurer, Barry Foale, summarised the main points of the reports. The Financial Report had been independently examined and approved by the PCC at their meeting on 25th March.

Rev'd John noted that the accounts did not show a very healthy position but that, in view of the effects of the pandemic, they could have been a lot worse. He expressed grateful thanks to Barry Foale and the finance team for all their work during such a difficult year.

(d) Churchwardens' Fabric Report

Steve McCann summarised the main points. There are still considerable uncertainties due to the continuing restrictions caused by the Covid pandemic. The clergy, churchwardens and PCC will keep matters under regular review in the forthcoming months.
Under the revised Church Representation Rules 2020, appointment of sidesmen is now a matter for the PCC and not the APCM and was therefore not discussed at the meeting.
In response to a question, it was agreed that the Terrier and Logbooks would be open for public inspection after morning service on Sunday, 2nd May.

The churchwardens expressed their appreciation and thanks to Rev'd John for all his diligence, leadership during such a difficult year, and for delaying his retirement for a year. The programme of recorded and streamed services had allowed both the congregation and many others to see St. Martin's in worshipping action.
The churchwardens also recorded thanks to Janet Tranter for all her work behind the scenes for the life of the church and in support of Rev'd John.

Philippa Rooke recorded her thanks to Steve McCann for his 9 years of exemplary service as a churchwarden, during which he had displayed his business head combined with his passionate heart. He had acted as a calm influence during the last difficult year.
Steve responded with thanks to her and to Rev'd John. He had found the role very interesting and urged people to consider offering themselves to stand as churchwarden to share the work with Philippa going forward. He also recorded his grateful thanks to Jackie McCann for all her support.

Rev'd John expressed his thanks to both churchwardens for all their work and support to him during the year.

(e) Deanery Synod Report

The deanery Synod representatives were Steve McCann and Mary Tozer, who had been appointed at the APCM held on 18th October 2020 for a 3-year term of office.

Steve summarised the main points. He reminded people that the Deanery Synod meetings are open to all church members and encouraged wider attendance.

Rev'd John expressed his thanks to them both.

(f) Well Hill Report

No questions were raised. Anne Ireland commented that worshippers at Well Hill had very much enjoyed the services held outdoors during the good weather.

(g) PCC Secretary's Report
No questions were raised

(h) Safeguarding Report
Steve McCann confirmed that all DBS checking had been completed. He noted that the Diocese newsletter had emphasised the importance of being aware of the potential for an increase in domestic abuse during lockdown. No evidence had been discovered within the parish, but anyone made aware of any matters of concern should notify him as safeguarding officer.

(i) Churchyard Report
Philippa Rooke noted that since the report had been written, there had been a very successful churchyard working party of volunteers in early April.

Rev'd John thanked Philippa for taking over the responsibility of keeping the churchyard records from Ann Blatcher and congratulated them for keeping them in good order.

5. **Elections and Appointments:**

(a) Election of PCC members:
4 nominations had been received for membership of the PCC:

- Michael Choong - proposed by Steve McCann, seconded by Beverley Choong
- Jackie McCann - proposed by Mary Tozer, seconded by Barry Foale
- Jonathan Sargant - proposed by Susan Bennett, seconded by Steve McCann
- Paul Venton - proposed by Steve McCann, seconded by Jackie McCann

All were elected by unanimous vote and welcomed as new members by Rev'd John.

(b) Appointment of Independent Examiner:
Diane Lewis had expressed her willingness to act again as Independent Examiner. Her appointment for 2021 was proposed by Anne Ireland and seconded by Ken I'Anson, and approved unanimously.

6. **Minister's Report**
Rev'd John's report is attached to these Minutes.
He expressed his sadness at retiring from his 7 years as Rector of St. Martin's and thanked everyone for all their love and support to him and Janet over that period.

Steve McCann paid tribute to Rev'd John's wonderful work and service to St. Martin's and the wider community during his time at Chelsfield. There had been some big challenges to face and especially the more recent difficulties of Covid-19. He expressed sincere thanks on behalf of everyone at St. Martin's and wished Rev'd John and Janet every happiness in their retirement.

The service at St. Martin's on 25th April would be Rev'd John's last service. Numbers were strictly limited due to social distancing, but the service would be videoed on Zoom and made available on the church Facebook page. It was impossible to hold a proper farewell party under current conditions, but Rev'd John and Janet would be returning to Chelsfield on 4th July when it was hoped to be possible to hold a suitable event, possibly in the Rectory garden.

All participants at the meeting joined in giving 3 cheers to Rev'd John.

There being no other business, the meeting closed at 16.10pm.

Rector's Report

This is my first report as Rector of the new Benefice of Chelsfield with Green Street Green and Pratts Bottom. Here in the Parish of Chelsfield 2021 was a year which brought with it joy tinged with sadness and some surprises too.

The Coronavirus pandemic and the associated restrictions continued to impact church life with closures in the earlier part of the year and the requirement to work within the evolving guidelines as they were published. However, we have not ceased in worship and service whether that be in our buildings, in the churchyard or through social media and for that I thank everyone who has worked so hard in these challenging times.

As we reflect on the year we pay tribute to Reverend John Tranter who retired in May. His enthusiasm and dedication to the Parish ensured a stable foundation from which we can grow in relationship with the Parish of Green Street Green and Pratts Bottom. Rev John's "official farewell" was a little delayed taking place in August (thanks to the virus) just before Reverend Michael Gentry took up his role of Associate Rector a few weeks later. However, Rev John was to make a surprise return for Midnight Mass at Christmas when we unexpectedly called upon him due to an urgent and last minute need for cover – something that no one expected but everyone enjoyed!

Over the last two years some hard decisions have had to be made but I hope that we have spurred one another on in prayer and service, with doorstep visits, walks, reflections, a listening ear on the phone or online etc. It has been a time of pain and frustrations but also joy and new opportunities.

As we return to a new normal, we know there have been losses. A loss of connections for some; a loss of faith for others; a loss of worth for those who have lost work or educational opportunities; practical losses with the loss of room lettings and congregation members all contributing to the deficit in our budget. But we have also gained: new knowledge of Information Technology; new connections in our community, not least through the increased numbers of baptisms that are now being carried out and the reopening of groups such as the Memory Café and the Toddlers Group.

We need to hold onto the lessons learnt, and new ways in which we have grown. As we continue to open up, I know we will need spaces to listen and help each other process the last couple of years and I believe God will meet us as we share and reflect together.

It is with that thought in mind and with the formation of the new Benefice on 1 June and the delight of Rev Michael's arrival we are now moving forward in identifying areas where the two parishes will work best together and where each identifies the mission priorities for the areas they serve.

As we look ahead to the future still not fully knowing how things may yet look, may we look with confidence, keep our eyes on Jesus and entrust ourselves and the life of our church to him.

Jesus said; 'I will build my church and the gates of Hades will not prevail against it' (Matthew 16:18). He is still building His Church. We all still have a part to play.

As the apostle Paul wrote to the church in Corinth;
'Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourself fully to the work of the Lord, because you know that your labour in the Lord is not in vain' (1 Corinthians 15:58).

Revd Susan Atkinson-Jones
March 2022

Annual Parochial Church Meeting - 24th April 2022

Associate Rector's Report

As I write this report, I realise that I have been in the parish for 6 months already. In normal circumstances, I would have hoped to have visited and met most of you by now but the restrictions of Covid 19 have put me back a bit. I hope that the coming year will enable me to press forward with that goal. Thank you all for the welcome we received when we arrived in the parish although the weather has not been so welcoming causing a large horse chestnut to come down in our garden destroying our fence and almost hitting the horse which lives in the glebe field next door! We really do feel part of a caring community here in Chelsfield. I have enjoyed the challenge of ministering during the pandemic, and it is good that we have been able to begin to look forward to future ministry and mission. The new service booklets are being introduced at both Chelsfield and Well Hill and I hope they are being well received. In addition, the benefice is now using IknowChurch and I hope it will aid communication and administration. I am looking forward to the coming year and I know the parish has planned to resume social activities in addition to our regular worship and it sounds to me like the church fete in the rectory garden is well received in the village and I have discovered the joys of a village that produces its own Christmas Song each year and I hope to follow my predecessor Rev John in grabbing a cameo role in the future! I am pleased to see that the village hall has a varied programme of groups meeting there and I have visited some already including the community café. Our Toddler Group and Memory Café continue to thrive, and they both provide an important support to the community.
As I write, it is also a week into the war in Ukraine and raging and the spectre of major war in Europe on a wider scale overshadows us. It is heartening to see the humanity shown by individuals and governments in providing aid and refuge to the people of Ukraine but that does not diminish the senselessness of war which will destroy the lives of so many people and for what? Our prayer for peace needs to be all the more stronger, and we need to pray that our leaders may finally see the futility of war.
The church has a role in all of this, and I know that we can provide aid to the people their and speak out against war. Let us pray that President Putin will see sense and show compassion.
It may seem strange to you that I have referenced the war in Ukraine in this annual report but the events of the world challenge us in how we respond as a church both in prayer and practical aid and I hope that when this report is read that peace will have been restored and that Ukraine is starting to rebuild.
In the coming year, I am looking forward to meeting those who I have not yet managed to meet yet and to continue to build a good working relationship with Rev Susan and the Churchwardens, PCC Members and Ministry Leadership Team.
Thank you to all those who have given their time and talents to St Martin's this year. The church could not function without your help and it has managed to survive and continue providing worship during this challenging year.
May God Bless you all

Rev Michael

ANNUAL PAROCHIAL CHURCH MEETING - 24TH APRIL 2022

The Parish of Chelsfield

ELECTORAL ROLL APRIL 2022

The total number of people entered on the Electoral Roll on 31st December 2021 was 101, and at 7th April 2022 was 102.

Three new names have been added since the previous report in April 2021, and two names removed in respect of people who have moved away or died.

There are 29 members residing within the Parish boundary.

Christine Cookson

Electoral Roll Officer
8th April 2022

Report and Accounts for the Parochial Church Council of the Parish Church of St Martin of Tours, Chelsfield

Registered Charity No: 1131573

2021

Aim and purposes

The Parochial Church Council (PCC) of St. Martin of Tours, Chelsfield has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also specifically responsible for the maintenance of the parish church and churchyard of St. Martin of Tours, Well Hill Mission church in Well Hill and the parish room in Skibbs Lane.

Changes in Clergy and Formation of new Joint Benefice

We were sad to say goodbye to Reverend John Tranter on his retirement on 31st May. Reverend John had been our Rector for 7 years. We were most grateful that he had deferred his retirement for a year due to the difficulties caused by the coronavirus pandemic, and we wish him and Janet a very happy retirement in Shropshire. It was not possible due to social distancing restrictions to hold a farewell ceremony at the time, but it was a great pleasure to welcome them both back to Chelsfield in August for a service and lunch.

On 1st June 2021 a new joint benefice was created consisting of the two parishes of Chelsfield and Green Street Green with Pratts Bottom. The benefice covers four churches - St. Martin's and Well Hill Mission in the Parish of Chelsfield, and St. Mary's and All Souls in the Parish of Green Street Green with Pratts Bottom.

Our new Rector is Reverend Susan Atkinson-Jones, who was appointed incumbent of the joint benefice. Reverend Susan had previously been active in the parish as associate priest at St. Martin's and priest-in-charge at St. Mary's, working with Reverend John, and we welcome her in her new role as incumbent of the joint benefice. In August 2021 we welcomed Reverend Michael Gentry, who was licensed as Associate Rector to assist Reverend Susan. Reverend Michael and his family have moved into the Rectory in Skibbs Lane. Both members of the clergy provide ministry across both parishes.

Each parish within the new benefice retains its own PCC. We look forward to getting to know fellow Christians in the parish of Green Street Green with Pratts Bottom and to developing a closer working relationship, sharing resources and building on each other's strengths and experience.

Covid-19

The coronavirus pandemic has continued to cause significant disruption for a second year throughout the world. However the extraordinary efforts of the scientific community in developing safe and effective vaccines in addition to methods for home testing for infection meant that once the first roll-out of vaccination had taken place, the disruption to both church and general life was less severe than in 2020. Having said that, in spite of some periods of respite when case numbers were in decline, new variants of the virus resulted in new waves of infection which saw the reintroduction of governmental and Church of England rulings over self-isolation, the wearing of face coverings and the restriction on numbers able to gather together.

In the case of Chelsfield the fast-spreading Alpha variant led to the total closure of both St. Martin's and Well Hill Mission from mid-January until 31st March 2021, with services being broadcast on social media only. In April, services in both churches recommenced with strict social distancing, cleaning and ventilation measures. The number of people able to attend services in person were limited to around 30 at St. Martin's and 9 indoors at Well Hill Mission, though most services at Well Hill were conducted out of doors from April to October, allowing more people to attend.
On 19th July 2021 the government removed all Covid-related restrictions. The Church of England also revised its guidelines, which emphasised the need for both personal and corporate responsibility. It imposed on incumbents the duty of decision-making on matters dealing with acts

of worship, events and the use of church facilities. Reverend Susan regularly consulted with the PCC to review the guidance in the context of the changing levels of risk. Restrictions were gradually eased through the second half of the year to allow more people to attend services in person and for the congregation to resume singing hymns, albeit whilst wearing facemasks. The choir was permitted to sing without facemasks whilst in the choir stalls. Holy Communion continued to be given to communicants only in one kind, it being considered still unsafe to return to using a communal cup.

Services and prayers were recorded and made available online throughout the year via the church website, Facebook and YouTube to reach those unable to attend church in person.

A collection has not been taken during a service since the start of the pandemic. Instead, the congregation have been encouraged to donate on the way in or out, including by using a new contactless payment and donation system purchased because of the restrictions imposed by the pandemic.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community at St. Martin's and Well Hill. This is reflected in our mission statement "St Martin's worships and serves a loving God, reaching out to the community in the name of Jesus Christ". The PCC maintains an overview of worship and makes suggestions on how our services can involve the various groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

We try to enable people to live out their faith as part of the church community through:

- Services which provide sacraments and opportunities for worship, prayer and learning about the Gospel.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the church of St Martin's and associated Brass Crosby Room, the Well Hill Mission church and the Parish Room.

Achievements and Performance

In our 2020 annual report we set out our aims for 2021 as follows:

- Rebuild our congregation, focussing particularly on those who have been less involved during the pandemic.
- Continue to develop and use our Churchyard providing opportunities for burial in consecrated ground, environmental benefits and a place of peace and beauty for visitors.
- Rebuild the very good relationship between St. Martin's and the local community.
- Implement the reorganisation of the new Benefice and develop a closer working relationship with St Mary's
- Publicise our special church services and social events more widely using social media.
- Review our Parish Stewardship
- Actively participate in Diocesan initiatives
- Review our Risk Management policies and recommendations.
- Enhance our Safeguarding practices.

We are pleased to be able to report that we have made good progress in achieving those aims in all areas in spite of the successive waves of infection through new variants limiting face to face social contact. Because of these restrictions, we have been unable to develop our working relationship with our fellow PCC of Green Street Green with Pratts Bottom as quickly as we would have liked, but the clergy and churchwardens of each parish have worked closely together to form rotas for worship and ministry across the benefice and we have been able to share administrative resources through the benefice office. We look to build on this start in the coming year.

Worship and prayer

The PCC is keen to offer a range of services over the year that our community find both socially beneficial and spiritually fulfilling. During 2021 the PCC continued to support the use of the Book of Common Prayer for a majority of its services. Outside of lockdowns the new pattern of services enforced by Covid was in place for the year, including the moving of Said Communion from 8am Sunday to 9.30am Wednesday. In this new placing this service continues to be better attended than before the pandemic. The Sunday services are Family Worship or Family Communion at 10.00am, and Evensong at 6.30pm (to include a Sung Eucharist on the second Sunday of each month). Because of the restrictions on capacity caused by social distancing Baptisms mainly continued to take place on a Sunday afternoon, but it is known that the clergy would prefer them to be held within a service once that is possible.

Each of our services each have a different ambience, as the 10.00am service is more suited to families and those new to church worship with some more modern hymns and interactive sermons. The 6.30pm service has started to include anthems once again, taking it closer to the traditional Evensong of previous years. The 9.30am Wednesday Communion service is quiet and reflective. On the 5th Sunday of the month the Benefice comes together in a joint 10am service at one of the larger churches. The average weekly attendance at one or more Services at St. Martin's or Well Hill, counted in October 2021, is assessed to be 67 adults and 3 young people. This is an increase on 2020, but still significantly lower than the average pre-pandemic numbers which, were assessed to be 109 adults and 11 children.

At Well Hill Mission church, services are held on the second and fourth Sundays of the month at 10.00am. The second Sunday is usually a service of Morning Prayer and the fourth a service of Holy Communion. Other services may be arranged to celebrate events in the Christian year or noted Sundays, such as Mothering Sunday and Remembrance Sunday. As with St Martin's, the normal pattern was again impacted by the coronavirus restrictions though services were held whenever the weather allowed in the church grounds. Attendance during the year averaged 14.

On 31 December 2021 there were 103 members on the Church Electoral Roll, 36 of whom were resident within the parish.

There were no services in Church from mid-January until the end of March and people were not permitted to enter the building. Services resumed for Holy week and Easter and continued, with restrictions as noted above, for the rest of the year. It was possible to hold our popular Christingle service once again at St. Martin's as well as Christmas services at both churches.

Occasional Services are a significant part of the life and mission of the Church. They enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life that is now complete in this world and to commend the person into God's keeping. During 2021 there were 11 Baptisms, 3 Marriages, 9 Funeral services held in Church and 11 Interment of Ashes in the Churchyard; all these numbers were lower than 2019 due to the effects of the pandemic, but higher than in the more severely restricted 2020. In contrast, but not surprisingly given the restrictions placed on Funerals, there was an increase to 17 in the number held on behalf of the church at a crematorium or cemetery. A special Benefice memorial service was held at St Martin's on All Souls Tide, to celebrate the lives of all those who have died.

Deanery and Diocesan Synod Representation
Two members of the PCC are members of the Deanery Synod, and one of these also represents the Deanery on the Diocesan Synod. This maintains the important link between the parish and the wider structure of the church.

The Church Building and Grounds
St. Martin's remains open during daylight hours to our community and visitors for private prayer. Our Brass Crosby Room and Parish Room are made available for church and local community groups. Donations are received towards the running costs of these rooms. Well Hill Mission church may be opened between services by contacting the PCC secretary.

Restoration & Quinquennial Maintenance: The Quinquennial survey was carried on 4th June 2021 by Thomas Ford & Partners, with the report being received by the churchwardens in September. The report advised that the church was generally well cared for and that many of the minor issues found could be dealt with by volunteer working parties. The only item requiring immediate attention was the Victorian wall bordering the Tryhorn, which had just started to collapse and was deemed a risk to churchyard visitors. This has been cordoned off and is awaiting a scope of work from the architect before repairs can begin. A number of other areas require intervention within the five-year timeframe including the spire, some external stone and timberwork, missing roof tiles and some cracks in the stone frames of two stained glass windows. Separately from the Quinquennial process, the old boiler failed its annual service in June and it proved impossible to find replacement parts. Bearing in mind the church is a Grade 2* listed building, so the options are limited, after research it was agreed to replace with a modern gas-fired boiler but with the ability to switch in new technologies as they became affordable.

Churchyard*:* A contractor is employed to undertake most of the churchyard maintenance. This is normally supplemented by monthly working parties organised by the Church, which were reinstated from April 2021. 2021 saw changes to footpath access due to work being carried out by Court Lodge, however the monthly Saturday working parties have cleared and tidied the boundaries allowing access to be clearer. Further work is intended in 2022 to enable this to provide a less slippery path, alongside the Court Lodge boundary. Ongoing work is envisioned to keep the Churchyard a safe and accessible place for visitors.

Well Hill Mission: Regular repairs and maintenance to the church and grounds are carried out by volunteers. No major work has been necessary during the year. In November a local historian with particular interest in Victorian churches attended the Remembrance Sunday service and took a series of photographs which were published together with a brief history.

Church Groups
St. Martin's Toddler Group: Our Toddler Group usually runs during school term time. Babies, pre-school age children and their carers meet in the Brass Crosby Room on a morning session once a week. The group is led by Jenny Wood, is run by volunteers and is non-profit making. The leader holds a DBS certificate and has attended safeguarding training covering all relevant aspects of safeguarding. The group was unable to operate through the early part of the year due to Covid restrictions, but reopened on 7th September, and has held weekly meetings since, averaging 10 adults and 10 children per week. A total of 39 different children have attended from time to time.

Choir: Usually the choir leads the singing at both Sunday services throughout the year and at other occasional and seasonal services. In the first part of 2021 the choir were unable to sing due to Covid restrictions. It was a joyful relief in June when the rules were relaxed and the choir were able to return and practice and sing together at services. Many in the choir felt relief that their singing voices had not disappeared during the long period of inactivity, and it was a reminder of what a pleasure it is to come together as a group and enhance the worship at St Martins.

Bellringers: The bellringers usually ring before our main Sunday Morning and Evening services; they also ring for weddings and funerals when requested. At the start of this year 'normal' ringing was still not possible, only four bells before a service, but updated guidance in June meant that all

the bells could be rung as long as sensible precautions were taken. Social distancing meant it was not possible to recruit and train new ringers. Because it is not wise to stay in the same small space for a long period only one peal and one quarter peal were run in the course of the year. We sadly lost two members of the band this year, Sarah Ford and Jean Pailing.

Ladies Group: The Ladies Group was unable to meet in the early part of the year but reconvened in the summer, holding meetings out of doors, weekly when possible. Later in the year meetings were able to be held indoors.

Pastoral Care

Some parishioners are unable to attend church due to sickness or age. When permitted, our clergy visits church members who have requested it, to join in prayer and celebrate communion with them at their homes or in hospital. Other members of our congregation also identify and regularly visit church members who are sick or in need. If requested, prayers are said at Sunday services for those who are sick or in need. We also contribute to Welcare in Bromley and to the local food bank.

The Memory Café met monthly in the Brass Crosby Room once restrictions had lifted in July. It is designed to provide a social environment for people living with dementia. It provides similarly for their carers, allowing them to share time with others who are in the same situation. Each meeting includes a short act of worship.

Mission, Evangelism and Social Media

Helping those in need is a demonstration of our faith. In addition to many of our parishioners giving generously of their time in volunteering, the PCC seeks to use the biblical principle of tithing in its financial charitable giving, both directly and by facilitating third party collections. The Focus Group meets to co-ordinate identified needs and make representation to the PCC on which missionary and relief agency projects should be supported. In 2021 the principal charity supported continued to be Christian Aid. Fundraising for The Bridge Trust and Welcare in Bromley was promoted during Advent and raised £1,869 including cheques made payable to the charities and gift aid.

During Covid, organising charity events has been made more difficult as has tracking third party facilitated giving. In November the PCC reluctantly voted not to guarantee the tithing amount for 2021 to help minimise our financial losses for the year, though generous giving during Advent and Christmas meant that by the end of year we were only £100 short of our target of 10%. Despite the difficulties of organising charity events and collections, St. Martin's and Well Hill Mission directly donated a total of £6,449 to 10 charities. In addition we facilitated third party donations of at least £520 to 5 charities.

Our magazine keeps parishioners and friends informed of the important matters affecting our churches and parish community and includes articles that help us grow as Christians. It is published monthly and distributed via email to approximately 160 people. The monthly newsletter is also published on the church website. We additionally produce and distribute a small number of paper copies to those with no internet access.

Our church website is 'www.stmartinchelsfield.org.uk' and our Facebook page can be found at 'www.facebook.com/ChelsfieldStMartins'. They both provide regularly updated information on regular church services, special services, events and other information for members and visitors. Our website was visited, on average, 1,250 times a month in 2021. The church also operates a YouTube channel which can found at YouTube under St. Martin of Tours Chelsfield. During lockdown when it was not possible to attend church services in person, services and sessions of prayer were recorded and both streamed live on Facebook and YouTube and recorded for later viewing as people preferred. We have continued to record and stream services and prayers through these channels throughout the year. They continue to be popular, with our Facebook page having 251 regular followers and our YouTube channel 35 subscribers. The church also operates a Twitter account (chelsfieldstmar) with 46 followers and an Instagram account (chelsfieldstmartins) with 109 followers.

Social events are an important part of parish life in helping to cement friendships both within and outside the church. They are also important in raising funds for the church. Unfortunately the continuing pandemic throughout 2021 has meant that almost all our normal social activities have been impossible to hold. We hosted two very successful Zoom events in January and February - a quiz with approximately 75 people in 14 teams, and a Murder Mystery evening hosted with the aid of a local amateur dramatic group. This latter event involved nearly 50 people, both adults and children, organised into 9 teams. We hope to reinstate many of the normal social events in 2022, including the Summer Fete, Heritage Open Day, concerts, guided walks, Sunday afternoon teas amongst others.

Ecumenical relationships
St. Martin's is a member of 'Churches Together in Orpington', a Corporate Member of the Prayer Book Society and is listed on the Small Pilgrim Places Network.

Financial Review:
The Financial Statements for St. Martin's cover the year ending 31st December 2021. They incorporate the finances of Well Hill Mission church and St. Martin's Toddler Group.

The coronavirus pandemic has had a seriously adverse effect on the PCC's finances in both 2020 and 2021. Few of the usual fundraising events, social activities and room lettings have been possible, and income in both years reflects that, being between £8k and £9k down on pre-pandemic figures. The PCC has had to use reserves to fund ongoing necessary expenditure.

Whilst we generally aim to have a balanced budget, we were unable to achieve this for 2021, given the ongoing effects of Covid on income generation. Our budget showed a deficit of £12.7k on general activities. We managed to improve on the budget a little through the year, but the final reported deficit on unrestricted income and expenditure was £9.9k (2020: £1.8k).

Total income for the year was £77.9k, of which £64.5k was unrestricted. Unrestricted income was 16% down on last year, but the difference was almost entirely due to a Special Appeal for general funds in 2020, which raised £11.9k.

Total expenditure increased to £105.3k, of which £74.4k (2020: £78.6k) related to normal on-going activities, and £30.9k for particular purposes funded from accumulated restricted funds. The largest single expense from these restricted funds was £22.7k on the urgent replacement of the church boiler in the autumn. The reduction in normal expenditure was primarily due to the decision of the PCC to reduce the Diocese Parish Share contribution to help mitigate the deficit.

The majority of our general expenditure is the cost of Ministry (£53.3k). Most of this is an annual payment to the Diocese in the form of Parish Share to pay for clergy stipend, pensions and other central costs. Rectory costs and clergy expenses are also included in Ministry costs. The upkeep of the church and churchyard is the second largest item of expenditure.

We have one of the few remaining open churchyards in the diocese. The fee that the church is able to request for a burial is set by government and is significantly less than that charged by public and private churchyards. This imbalance has remained little altered for 30 years. These fees in no way cover our long-term maintenance obligations. We are fortunate in that we receive a number of additional voluntary restricted donations for the churchyard fund which help to offset part of this long-term commitment.

Significant expenditure on the church spire will be necessary in the next few years and we anticipate that a special Spire Appeal will be launched in 2022. Donations totalling £10,300 were received in 2020 in advance of the Appeal launch and are held in a restricted fund for that purpose.

Monies held in Restricted Funds arise from donations and fund-raising event income specified for a particular purpose. There are four funds, The Church Restoration Fund, the Spire Fund, Churchyard Fund, and a small balance held for use by the Toddlers Group. The new boiler was

funded from the Restoration Fund. Balances on these four funds totalled £116k at 31st December 2021, compared with £133.5k at the same date in 2020. Details of the balances on each of these funds are shown in Note 11 of the Financial Statements.

Well Hill Mission church maintains its own finances and are separately independently examined. Gift Aid donations for Well Hill are processed through St. Martin's and credited to their account. As part of the parish, its financial results are consolidated with those of St. Martin's. Well Hill Mission had a deficit of £371 in the year (£377 in 2020). Its reserves are set aside for future maintenance works.

The Toddler Group is a controlled group and their finances are consolidated as a restricted fund within the St. Martin's accounts. A surplus of £36 was recorded in 2021 (2020: £43). The group did not request any financial support from the PCC during 2021.

Reserves Policy

It is PCC policy to try to maintain a balance on 'free reserves' which equates to a minimum of 6 months of normal expenditure averaged over 3 years. It is held to smooth out fluctuations in cash flow and meet emergencies. Free reserves are unrestricted funds, excluding fixed assets, Well Hill Mission and all restricted funds. The balance of unrestricted free reserves at the end of the year 2021 was £47.5k, which represents approximately 7 months on that basis.

It is PCC policy to invest our short-term funds balances with the CCLA Church of England Deposit Fund and the Diocesan Board of Finance, primarily with the Diocesan Church Repair Fund.

Future Plans

The advent of proven vaccines against coronavirus gives us hope that restrictions on normal life will continue to ease. We will continue to be mindful of our responsibility to ensure our buildings and our social activities are organised so that parishioners and visitors alike are protected as much as possible from infection.

We aim to develop a closer working relationship with people in the new benefice as restrictions ease. We will continue to make safeguarding a priority and will update our procedures in line with guidance and best practice. We will build on the achievements of the year and continue to expand our ministry, and hope to encourage more of the regular congregation to return to the church post-pandemic.

As noted in the Financial Review, we plan to launch an appeal to help fund the cost of urgent repairs to the Spire and surrounding areas in 2022. The scope of works would be the renewal of the shingles to the roof with new hardwood (probably oak) shingles, the carrying out of stonework and other repairs to the walls of the tower and the carrying out of other repairs to the stonework around the church identified as being necessary in the Quinquennial Report. It is essential that the works to the tower are carried out at the same time as the shingle replacement work to make use of the scaffolding.

Risk Management & Safeguarding

The PCC regularly kept the special Covid-secure risk assessments under review, using the guidance from the Church of England for all operational events during the pandemic. These have been continually reviewed through 2021 as the situation changed. Once the church is able to re-open in a near-normal capacity the standard risk management report will be revised to consider any new working practices associated with the long-term management of the risk from Covid-19.

In compliance with the recommendations from Diocese of Rochester our 'Parish Safeguarding Officer' (PSO) has responsibility for Safeguarding of Children and Vulnerable Adults. Appropriate training has been undertaken by the PSO. It is now a requirement of all PCC members that they are DBS checked and undertake three safeguarding training courses, to give them a grounding in general safeguarding plus a module dealing with Domestic Abuse. Safeguarding policies are

approved annually by the PCC. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

Insurance: The Church building, Parish Room and Well Hill Mission are insured with Ecclesiastical Insurance, they are index-linked and reviewed regularly. In March 2021 the Church building and contents were insured for £8.87m. The Parish Room, including contents, was insured for £2.96m. Well Hill Mission's building and contents are insured for £2.96m. The cover for the Parish Room and Well Hill Mission are in excess of their likely rebuilding cost, but are the amounts specified by the insurer. Public liability insurance cover is for £10m. There were no insurance claims during the year.

Volunteers

The work of the Church and its achievements are dependent upon the unquantifiable time and talents its members bring to support all of its activities. The PCC takes this opportunity to thank all who have contributed during the year in any way to support the mission of the Church.

Structure, governance and management

The PCC is a corporate body established by the Church of England. It operates under the Church Representation Rules 2020 under the Church Representation and Minister Measure 2019. The PCC is a registered charity under the full name of The Parochial Church Council of the Ecclesiastical Parish of St. Martin of Tours Chelsfield, registered number 1131573.

The method of appointment of PCC members is set out in the Church Representation Rules. Membership of the PCC consists of the clergy, churchwardens, lay reader and members elected by those members of the congregation who are on the Electoral Roll of the church. All those adults who regularly attend our services of worship and regard St. Martin's or Well Hill Mission as their principal church are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

There is usually a meeting of the full PCC every second month. There were 6 main meetings, a meeting immediately following the APCM to appoint officers, and an additional meeting in August to discuss the urgent upgrade of the church heating system. The average attendance across all 8 meetings was 82%. All PCC meetings were held online via Zoom due to the continuing Covid restrictions. The 2020 APCM held in April 2021 was attended by 28 people.

The PCC operates through a number of committees, which meet between full meetings of the PCC:

- Standing Committee: Meets to make recommendations to the full PCC. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. It comprises the clergy, churchwardens, lay reader, treasurer and secretary
- Finance Committee: Reviews the budgets, financial reports and major financial decisions. It has the same membership as the Standing Committee, but other members with financial expertise are co-opted as required.
- Mission and Evangelism Focus Group: Attends to matters relating to ministry and needs of people in the UK and other countries, draws together the prayer requests of the church and makes representations to the PCC on appropriate charity giving.

Administrative Information

The church of St. Martin of Tours, Chelsfield is situated in the London Borough of Bromley and is located on the corner of Church Road and Court Road, Chelsfield, Kent. It is part of the Diocese of Rochester within the Church of England. Since 1st June 2021 it is part of the Benefice of Chelsfield with Green Street Green and Pratts Bottom.

The correspondence address is through the Joint Benefice office at St. Mary's Church, Worlds End Lane Orpington BR6 6AG and via email at office@smasch.org. The churchwardens may be

contacted via email at philippa@stmartinchelsfield.org.uk or paul@stmartinchelsfield.org.uk and the secretary on secretarypcc@stmartinchelsfield.org.uk.

Well Hill Mission church is included within the parish of Chelsfield. It is situated just outside the London Borough of Bromley, in Kent. It is located about a mile east of Chelsfield Village and is reached at the end of a single-lane track leading off Well Hill Road. OS ref. TQ496642.

The church website is http://www.stmartinchelsfield.org.uk

PCC members who have served at any time from 1st January 2021 until the date this report was approved are:

Ex Officio members:

Rector:	Rev'd John Tranter (Chairman) (to 31st May 2021)
	Rev'd Susan Atkinson-Jones (Chairman from 1st June 2021, having been a member prior to that date)
Associate Rector:	Rev'd Michael Gentry (from 25th August 2021)
Wardens:	Philippa Rooke
	Paul Gosling (from 20th May 2021)
	Stephen McCann (to 18th April 2021)
Representatives on the Deanery or Diocesan Synods:	
	Stephen McCann
	Mary Tozer
Elected Members:	Michael Choong (from 18th April 2021)
	Caroline Davis
	Tony Hemmings
	Val Hemmings
	Ken I'Anson (Reader)
	Anne Ireland (Secretary)
	Jackie McCann (from 18th April 2021)
	Jim Nicol
	Jonathan Sargant
	Graham Sawyer
	Terry Sparkes
	Paul Venton (from 18th April 2021)
Co-opted Member:	Barry Foale (Hon. Treasurer)

Bankers: HSBC, 249 High Street, Orpington, Kent

Independent Examiner: D J Lewis

Adopted by the PCC on 17th March 2022
and signed on their behalf by:

The Reverend Susan Atkinson-Jones

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2021

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	2020 £
INCOME					
Voluntary income	2(a)	51,227	13,276	64,503	88,752
Activities for generating funds	2(b)	5,259	0	5,259	4,203
Income from short term deposits	2(c)	197	0	197	850
Income from Church Activities	2(d)	7,819	121	7,940	7,565
Other incoming resources	2(e)	0	0	0	0
TOTAL INCOME		64,502	13,397	**77,899**	101,370
Church Activities	3(a)	74,371	30,937	105,308	85,775
Raising Funds	3(b)	20	0	20	257
TOTAL EXPENDITURE		74,391	30,937	**105,328**	86,032
NET INCOME/(EXPENDITURE)		-9,889	-17,540	-27,429	15,338
TRANSFER BETWEEN FUNDS	6	0	0	0	0
NET MOVEMENT IN FUNDS		-9,889	-17,540	-27,429	15,338
Total funds brought forward	11	114,660	133,547	248,207	232,869
Total funds carried forward	12	**104,771**	**116,007**	**220,778**	**248,207**

BALANCE SHEET AT 31 DECEMBER 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	7	47,651	47,651
		47,651	47,651
CURRENT ASSETS			
Debtors and prepayments	8	5,421	9,504
Short term deposits		159,164	168,789
Cash at bank and in hand		11,281	24,332
		175,866	202,625
LIABILITIES:			
Creditors - amounts falling due within one year	9	2,739	2,069
NET CURRENT ASSETS / (LIABILITIES)		**173,127**	200,556
TOTAL ASSETS LESS CURRENT LIABILITIES		220,778	248,207
Creditors - amounts falling due after one year	9	0	0
TOTAL NET ASSETS		**220,778**	248,207
PARISH FUNDS			
Unrestricted		104,771	114,660
Restricted	10	116,007	133,547
		220,778	248,207

Approved by the PCC on 17th March 2022 and signed on its behalf

by: The Reverend Susan Atkinson-Jones

S F. Atkinson-Jones

Chairman

The notes that preface these accounts and on pages 3 & 9 form part of this report.

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also prepared under FRS102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)1).

ASSETS

Consecrated and benefice property
Consecrated and benefice property of any kind is excluded from the statutory definition of `charity' by Section 10(2) (a) and (c) of the Charities Act 2011 and such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity
An impairment review is carried out at each year-end and any specific resultant loss identified included in the expenditure for the year. No such loss has been identified in the year.

Freehold land - "Landers Piece" is a 0.18 acres piece of land previously used as an overflow car park, valued as fallow agricultural land. It was valued at £2,250 in 2015 and the trustees consider this to remain a fair value.

Parish Room - this is 38.3% owned by the PCC, with the balance owned by the Diocese. It is leasehold property with 45 years of a 99 year lease still to run for a peppercorn rent. It was valued at £45,500 in 2015. It has not yet been possible to obtain guidance from the Diocese what a fair open market value attributable to the PCC should be. Until this is determined, the value showing in the accounts has been held at the 2015 value.

Moveable church furnishings are capitalised at cost and depreciated over their useful economic life. If their cost is unknown or impossible to estimate the item is not capitalised. All items are listed in the Church's inventory.

Other tangible fixed assets are capitalised at cost if over £1,000 and have a useful life of more than one year. If donated, they are capitalised at a reasonable estimate of open market value at the date of receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Freehold land — Nil
- Buildings <50yrs — Nil
- Buildings Leasehold >50yrs — Depreciated over the useful life of the building.
- Fixtures & Fittings. — 20 years
- Office Equipment — 3 years

Short term deposits
Cash is held on short deposit with CCLA, Diocese and at the bank.

FUNDS

Unrestricted Funds
These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its `free reserves' as disclosed in the trustees' report.

Restricted Funds
These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds
We have no endowment funds.

2	INCOME	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	2020 £
2(a)	**Voluntary income**				
	Planned giving:				
	Gift Aid Donations	27,007		27,007	25,118
	Tax recoverable	7,703	270	7,973	10,190
	CAF Donations	6,330		6,330	5,350
	Other - Non Gift Aid	960		960	960
	Gift Aid Donations - (Well Hill)	1,545		1,545	985
	Tax recoverable - (Well Hill)	386		386	396
	Collections (open plate) at all services	2,997	4,923	7,920	6,941
	Tax recoverable - GASDS	510		510	307
	Collections at all services - (Well Hill)	408	938	1,346	1,349
	Sundry donations	2,981	8	2,989	5,622
	Special Funds Appeal			0	11,912
	Sundry donations - (Well Hill)	400		400	1,465
	Legacies			0	0
	Donations *(Charity Events)*		219	219	0
	Donations *(Church Restoration)*		20	20	0
	Donations (Church Spire)			0	10,300
	Donations (Churchyard Maintenance)		6,898	6,898	7,857
		51,227	**13,276**	**64,503**	**88,752**
2(b)	**Activities for generating funds**				
	Parish Room use - donations	2,297		2,297	1,819
	Brass Crosby room lettings & donations	1,008		1,008	635
	Let out for Local Council (Well Hill)	400		400	0
	Grazing on lands leased by the PCC	640		640	225
	Concerts	0		0	902
	Concerts (Well Hill)	0		0	0
	Fetes, bazaars, other fund raising events	914		914	622
		5,259	**0**	**5,259**	**4,203**
2(c)	**Income from short term deposits**				
	Bank and CCLA Deposit Fund Interest	197	0	197	850
		197	**0**	**197**	**850**
2(d)	**Income from church activities**				
	Church Magazine	54		54	141
	Extra's for Weddings & Funerals	718		718	1,702
	PCC Fees for Weddings & Funerals	7,047		7,047	5,636
	Toddler Group	0	121	121	86
		7,819	**121**	**7,940**	**7,565**
2(e)	**Other incoming resources**				
	Insurance claims	0	0	0	0
		0	**0**	**0**	**0**
	TOTAL INCOMING RESOURCES	**64,502**	**13,397**	**77,899**	**101,370**

3	EXPENDITURE	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
3(a)	**Church Activities**				
	Missionary and charitable giving: (includes Well Hill)				
	Church Overseas:- Missionary societies	0	0	0	1,223
	Overseas - Relief & Development agencies	0	3,367	3,367	2,826
	Secular charites	90	2,992	3,082	3,228
	Sub Total	90	6,359	6,449	7,277
	Ministry:				
	diocesan parish share	45,600		45,600	51,468
	parish share (Well Hill contribution)	2,400		2,400	2,627
	clergy working expenses	817		817	1,116
	clergy expenses (Well Hill contribution)	245		245	245
	rectory costs	4,261		4,261	3,180
	Sub Total	53,323	0	53,323	58,636
	Church - Running expenses (incl Insurance)	2,588		2,588	*2,642*
	Running expenses (Well Hill)	542		542	531
	Church Utility Bills	2,506		2,506	*2,587*
	Utilities (Well Hill)	265		265	230
	Church maintenance (incl organ tuning)	1,553		1,553	2,009
	Maintenance & Replacement (Well Hill)	0		0	59
	Church Quinquennial Repairs	1,204		1,204	0
	Church Restoration non Quinquennial	0	22,740	22,740	0
	Upkeep of Services	441		441	675
	Mission & Evangelism	66		66	50
	Advertising Services (incl Christmas Card)	84		84	273
	Hospitality	81		81	0
	Fees for organists.	1,230		1,230	510
	Toddler Group	0	84	84	43
	Upkeep of churchyard	5,413	1,754	7,167	5,394
	Magazine & bookstall	0		0	162
	Parish Room running costs	1,156		1,156	1,179
	Brass Crosby Room Running Costs	1,051		1,051	2,070
	Field Running Costs	484		484	484
	PCC running costs	100		100	200
	Committee running costs Well Hill	62		62	74
	Church Management and administration	2,122		2,122	675
	Bank charges	10		10	0
	Other Support costs	0		0	15
	Sub Total	20,958	24,578	45,536	19,862
		74,371	**30,937**	**105,308**	**85,775**
3(b)	**Raising Funds**				
	Cost of stewardship envelopes	0		0	0
	Costs of concerts (Well Hill)	0		0	0
	Costs of fete and fund raising events	20		20	257
		20	**0**	**20**	**257**
	TOTAL RESOURCES EXPENDED	**74,391**	**30,937**	**105,328**	**86,032**

4	ANALYSIS OF EXPENDITURE INCLUDING ALLOCATION OF SUPPORT COSTS	Direct costs £	Support costs £	TOTAL £
	Church activities, running and maintenance	103,014	2,294	105,308

		2021 £	2020 £
	Independent examiner's remuneration	100	100
	(fees payable to the PCC's examiner for the examination of the financial statements)		

5	STAFF COSTS	2021 £	2020 £
	Wages and salaries	0	0
	Average no. of employees	0	0

During the year the PCC had no contractual employees. The PCC made payment to Organists, cleaners and gardeners as private contractors paying against invoice.

5(a) RELATED PARTIES

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties.

6 ANALYSIS OF TRANSFER BETWEEN FUNDS

	Unrestricted £	Restricted £	TOTAL £
None	0	0	0

7 FIXED ASSETS
(all unrestricted)

		Freehold Land £	Leasehold Buildings £	Church equipment £	Total £
Tangible					
Cost of valuation	At 1 January 2021	2,250	45,400	878	48,528
	Disposal				
	Additions at cost	0	0	0	0
	At 31 December 2021	2,250	45,400	878	48,528
Depreciation	At 1 January 2021		0	877	877
	Withdrawn on disposal		0	0	0
	Charge for the year.		0	0	0
	At 31 December 2021	0	0	877	877
Net book value	At 31 December 2021	2,250	45,400	1	47,651
	At 31 December 2021	2,250	45,400	1	47,651

Depreciation on fixed asset properties has not been provided in these accounts as any charge is considered to be not material, on the basis that the asset has either a very long useful life; or a residual value, based on current value which is not materially different from its current value - see notes page 3 of this report for treatment of assets.
All are functional assets.

8 Debtors (Unrestricted funds)

	£ 2021 £	2020 £
Income tax recoverable	2,894	7,730
Prepayments	0	0
Other debtors	2,527	1,774
	5,421	9,504

9 LIABILITIES

	2021 £	2020 £
Amounts falling due within one year (unrestricted funds)		
Accruals and deferred income	0	0
Creditors for goods and services	647	386
Other creditors	2,092	1,683
	2,739	2,069
Amounts falling due after one year (unrestricted funds)	0	0

10 FUNDS

The restricted funds comprise the Church Building Restoration fund, the Spire fund, the Churchyard Maintenance fund and the Toddler Group funds.

11 SUMMARY OF FUND MOVEMENTS

	Restricted Toddlers £	Restricted Restoration £	Restricted Spire £	Restricted Churchyard £	Restricted Total £
Balance at 1 January 2021	267	83,650	10,300	39,330	133,547
Incoming resources	120	20	0	6,898	7,038
Resources expended	-84	-22,740	0	-1,754	-24,578
Transfer between funds	0	0	0	0	0
Balance at 31 December 2021	**303**	**60,930**	**10,300**	**44,474**	**116,007**

	Unrestricted Funds £	Restricted Funds £	Total £
Balance at 1 January 2021	114,660	133,547	248,207
Incoming resources	64,502	7,038	71,540
Resources expended	-74,391	-24,578	-98,969
Transfer between funds	0	0	0
Balance at 31 December 2021	**104,771**	**116,007**	**220,778**

12 SUMMARY OF ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £
Tangible Fixed Assets	47,651	0	47,651
Current Assets	59,859	116,007	175,866
Liabilities			
Amounts falling due in one year	-2,739	0	-2,739
Amounts falling due after one year	0	0	0
Fund balance	**104,771**	**116,007**	**220,778**

Of the Unrestricted Funds, £43,096 has been set aside as Designated Funds for Quinquennial Church Repairs

Independent Examiner's Report

To the Trustees of St Martin of Tours, Chelsfield, Parochial Church Council

I report on the accounts for the year ended 31 December 2021.

Responsibilities and basis of report

The Church's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

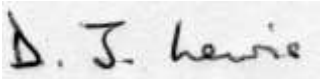
Independent Examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



D J Lewis

46 Sutherland Avenue
Petts Wood
Kent
BR5 1RB

14 March 2022

An overview of Income and Expenditure (All Percentages of Income)

(This information is not part of the Formal Charitable Accounts but is produced as an aid to the PCC)

ST.MARTINS INCOME SUMMARY		2021 £	%	2020 £	%
Collections, FWO Envel. & Tax Recovered		49,936	68%	48,813	56%
Weddings & Funerals *(Incl churchyard)*		14,815	20%	15,219	18%
Crosby, Parish Rooms & Field		3,945	5%	2,678	3%
Legacies & Misc Donations *(incl Restoration)*		3,228	4%	5,622	6%
Fete and general fundraising events		914	1%	1,524	2%
Baptism collections		612	1%	29	0%
Dividends & Interest		193	0%	816	1%
Magazine & Bookstall		54	0%	141	0%
Special Funding Appeal		0	0%	11,912	14%
See Note (a)	*	**73,697**	100%	86,756	100%
Insurance Claims		0		0	
Church Spire Appeal		0		10,300	
		73,697		97,056	
Toddler Group	(d)	*281*		*266*	
Well Hill Mission	(d)	*4,081*		*4,229*	

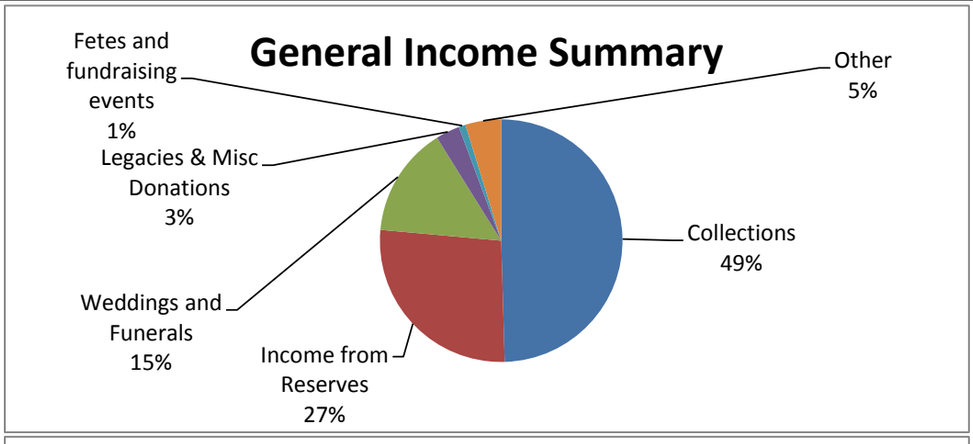
ST.MARTINS EXPENDITURE SUMMARY		2021 £	%	2020 £	%
Parish Share / Pledge	(a)	45,600	62%	51,468	59%
Church Restoration	(b)	23,944	32%	0	0%
Churchyard		7,167	10%	5,394	6%
Charity giving *(excl. direct & 3rd Party)*	(c)	5,510	7%	6,437	7%
Church Running costs		5,094	7%	5,229	6%
Rectory & clergy expenses		5,078	7%	4,296	5%
Parish, Brass Crosby Room & Field		2,691	4%	3,733	4%
Church Admin & PCC Running costs		2,232	3%	875	1%
Church Maintenance		1,553	2%	2,009	2%
Organist & Choirmaster		1,230	2%	510	1%
Upkeep of Services incl. Candles, Wine etc:		441	1%	675	1%
Mission, Evangelism & Advertising		150	0%	323	0%
Misc		81	0%	15	0%
Fetes etc: costs		20	0%	257	0%
Mag & Bookstall		0	0%	162	0%
	*	**100,791**	137%	81,384	94%
Surplus / Deficit (excl Well Hill & Toddler)	*	-27,094	-37%	15,672	18%
Toddler Group	(d)	*244*		*223*	
Well Hill Mission	(d)	*4,452*		*4,606*	

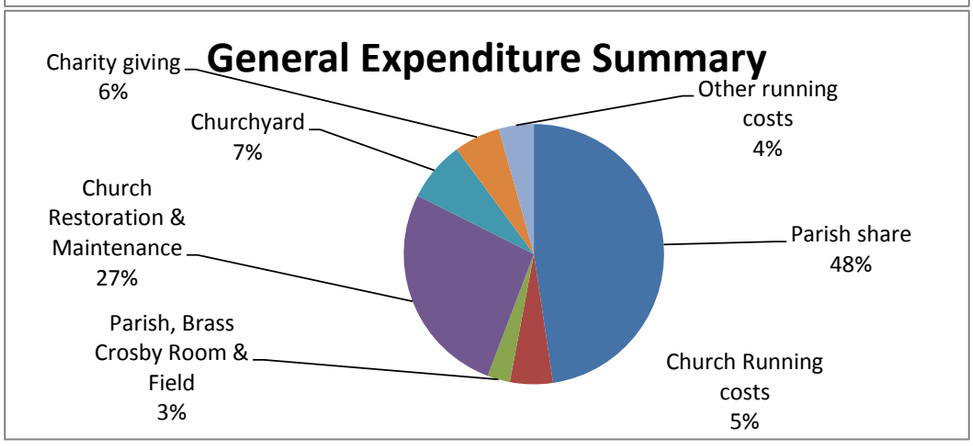
CURRENT ASSETS		2021	2020
Bank Current Account & Cash		9,673	22,336
Funds on Deposit	(e)	151,122	160,751
Net Debtors, Creditors & Accruals		2,396	7,198
Current Assets (St.Martins)		163,191	190,285
Toddler Group Cash		303	267
Well Hill Bank, Deposit & Cash		9,348	9,766
Well Hill Net Debtors, Creditors & Accruals		285	237
		173,127	200,556

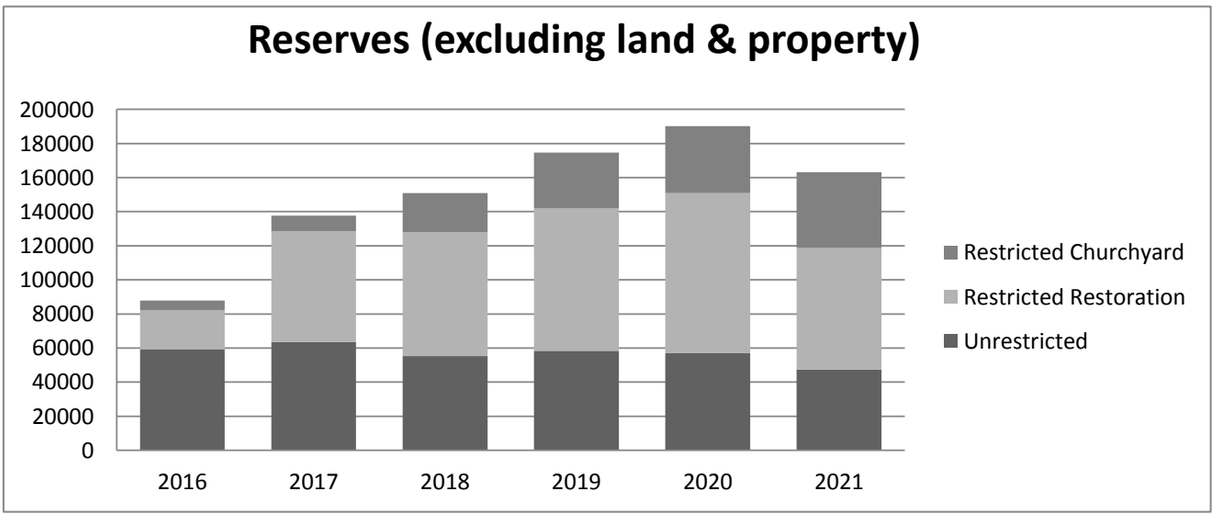
ST.MARTINS FUNDS		2021	2020
Restoration Fund	R	60,930	83,650
Church Spire Fund	R	10,300	10,300
Churchyard Maintenance Fund	R	44,474	39,330
St.Martins restricted funds.	R	**115,704**	133,280
Unrestricted Funds (St.Martins)		**47,487**	57,005
(Excludes fixed assetts)		**163,191**	190,285
Church Repair Fund (DRF included above)	(f)	43,096	38,725

Unrestricted Reserves as a percentage of normal unrestricted expenditure.	57%	84%

Note:(a) Additional contributions were made by Well Hill.
Note:(b) Not regarded as normal expenditure.
Note:(c) Excludes Charity Donations and payments collected on behalf of a third party charity.
Note:(d) Toddler Group and Well Hill income and expenditure. Includes some items already in St.Martin's accounts.
Note:(e) Includes monies (f) held in a Diocesan Account (DRF) earmarked for Quinquennial Repairs.







(This information is not part of the Formal Charitable Accounts but is produced as an aid to the PCC)

Charity Giving including Agency Giving Specified Fund	**2021 In Accounts £**	**2021 3rd Party £**	**2021 TOTAL £**	**2020 TOTAL £**
Home Missions & Other Church Societies.				
	0	0	0	0
Sub Total	0	0	0	0
Secular Charities				
Bridge Trust	863	113	976	1,223
B Legion Poppy Appeal	199	67	266	214
B Legion Poppy Appeal (Well Hill)	278	0	278	250
Children's Society	185	0	185	175
Crisis	100	0	100	100
Demelza House Hospice (from Well Hill)	200	0	200	150
Feegans (from Well Hill)	320	0	320	300
Friends of Rochester Cathedral	50	0	50	50
Welcare in Bromley	886	113	999	900
Sub Total	3,081	293	3,374	3,362
Overseas Missionary Societies				
Leprosy Mission	0	0	0	1,230
Rochester Support Partnership	0	228	228	0
Sub Total	0	228	228	1,230
Overseas Relief & Development Agencies				
Christian Aid	2,917	0	2,917	2,993
Christian Aid (Well Hill)	140	0	140	140
Poverty & Hope	310	0	310	1,223
Sub Total	3,367	0	3,367	4,356
TOTAL	**6,449**	**520**	**6,969**	**8,948**

St. Martin's Charity Giving (excludes Well Hill) *(from above table)*	**2021 In Accounts**	**2021 3rd Party**	**2021 TOTAL**	**2019 TOTAL**
By restricted / 3rd party donations	5,421	520	5,941	7,117
By PCC Donation	90	0	90	990
TOTAL	**5,511**	**520**	**6,031**	**8,107**

Note	*SELF HELP NOTES ONLY*		2021 £ INCOME		2021 £ EXPEND		2020 £
3(a)	**Details WELL HILL MISSION**						
2(b)	FWO Gift Aid (incl. GA Donations)		1,545				985
	Tax Rebate on FWO in year	*	386				396
	Collections (open plate) General		408				509
	Collections / Donations Restricted	R	938				840
	Hire income incl Shoreham & Sevenoaks		400				0
	Concerts & Carols		0				0
	Payments (direct by PCC)		0				0
	Sundry Donations (non GA)		400				1,465
	Donation from Chelsfield Village Fair		0				0
2(e)	Interest from CB of F D/A		4				34
			4,081				4,229
3(a)	Utilities				265		230
	Insurance Premiums				542		531
	Christmas Tree				0		0
	Visiting Clergy *(via St.Martins)*				0		0
	Maintenance Fire Extinguisher				0		59
	Repairs & External Repainting				0		0
	Flowers for services				0		0
	Concert Costs				0		0
	Rectors / Rectory Expenses Contribution				245		245
	Parish Pledge Contribution				2,400		2,627
	Fegans			R	320		300
	Demelza House			R	200		150
	Christian Aid			R	140		140
	British Legion Poppy Appeal			R	278		250
	Postage, Stationary, cards & photocopying				62		74
	Refreshments				0		0
	Altar Supplies - candles				0		0
			4,081		4,452		4,606
	Debtors included above	*	**285**				296
	Liabilities: included above		**0**				
	Net Incoming Resources		**-371**		**TOTAL**	**FUNDS**	-377

	2021 £	2020 £
Cash at year end	7	10
Bank Account at year end	1,299	1,719
uncleared cheques	0	0
CBF Deposit Account	8,042	8,038
Liabilities:(Fire Extinguisher Maintenance)	0	-59
Debtors:Tax Reclaim part year	285	296
Well Hill Total Assets	**9,633**	**10,004**

	Details TODDLER GROUP	2021 £ INCOME	2021 £ EXPEND	2020
2(d)	Subs *(General)*	120		84
	Subs *(used for Crosby Room Donations)*	*160*		*180*
	Donations (occasional)	1		2
		281		266
3(a)	Advertising & Printing		0	0
	Brass Crosby Room Contribution to PCC		*160*	*180*
	Craft Materials		2	0
	Playmats & Toys		6	0
	Refreshments		38	18
	Sub for Volunteers Christmas Lunch		25	0
	Other Resources		13	25
		281	**244**	223
	Toddler Group Net Incoming Resources	**36**		43
11ii	**Toddler Group cash in hand**	**303**		267

Treasurers Report 2021 Accounts for the 2022 APCM

Accounts: The formal Annual Report and Accounts for 2021 were issued for PCC approval on 17 March 2022, they cover the Church Financial year, which runs from January to December 2021. These additional notes concentrate on the supplementary pages 10 - 12 of the Annual Accounts, which relate to St.Martins funds. They should be read in conjunction with pages 6 & 7 of the Annual Report. The formal Accounts incorporate the finances of Well Hill and The Toddler Group.

People: My thanks continue to be extended to Jim Rooke for processing the Gift Aid claims and to our sidesmen / Service Stewards for counting the collections each week. The PCC were pleased to appoint Di Lewis, who has generously offered her services, as our Independent Examiner, (I.E.) again this year.

On line Transactions: The majority of our financial transactions are now carried out on line. Although we have a static collecting bowl and a contactless donation facility for one off donations, cash collections during services have yet to be resumed due to Covid. Since November 2021 we have been charged a fee for processing cash and cheque transactions. Fortunately over 95% of our regular transactions are now conducted by Bank Transfers. We also continued with our 'one off' on line donations linked to our social media platforms and contactless donation facilities when our church was in use, these also attract a small transaction charge.

Budget: The PCC set a budget each year, for the following year, at the November PCC meeting. Our budget is based upon trends from previous years, forecasts of future trends plus planned initiatives. Budget Results and the Annual deficit are discussed in the Annual Report page 6 para.3 of the Financial Review. St.Martin's Start of year Budget predicted an end of year deficit of normal income over normal expenditure of £12.7k, the end of year figure was slightly improved at £8.3k.

Income: Ref p10. Our 'Normal' Income (which for this table includes regular restricted income but excludes any special projects) reduced, for the 2nd year running, by 15% to £73.7k, £86.7k in (2020). Very similar to 2020 but without our special appeal which had raised £12k in 2020 but we decided could not be repeated this year. We are particularly fortunate that so many of our regular donations are made by standing order and their increased donations were maintained this year. Thank you to all who have continued with and increased their financial support.

Giving: During 2021 the number of regular (planned) givers reduced by 2 to 45. In total more than 90% of the regular giving (excluding Charity Trust) was Gift Aided (GA) to St.Martin's which gives us an extra 25p in the £1. The 'one off' Blue Gift Aid envelopes and the GASDS schemes gaining income from in church cash service collections continued to be reduced to under £600 due to Covid restrictions.

Dividends and Interest: Following the trend of the previous 11 years, National Interest rates remained low for the whole year. The lowest returns we have had for over 15 years.

Expenditure: Ref: page 10, other than the Church Restoration expenditure for the replacement boiler, funded from restricted reserves, overall expenditure remained significantly similar to 2020. Several items of planned building and churchyard works continued to be postponed to a later year.

Parish Pledge/Share: Continues to remain our major expenditure item. In the budget review of November 2020 the PCC voted to further slightly reduce the amount of Parish Pledge to be offered during 2021 but to fully cover the cost of a full time priest (even with the reduction in payments, you will see from page 10 that this now represents 62% of our normal expenditure).

Restoration and Quinquennial Works. There were no major works carried out during 2021. The costed report from the Quinquennial Inspection of 2021 were not received during the year. It is hoped to produce final costed proposals for the Church Spire re-shingling works, held over for 3 years, early in 2022.

Charitable Giving: Ref page 12. During 2021 the PCC reluctantly voted not to allocate general funds to top up our charitable giving for the year to the target 10% of normal unrestricted giving. At the end of year we were only £60 short of that target with direct and 3rd party facilitated donations of £6,031 – quite an achievement. The number of charities supported slightly reduced but Christian Aid continued to be our main supported charity.

Funds and Reserves: Page 11 shows the composition of St.Martin's Funds together with a pillar graph showing our fund holding for the past 6 years. In 2021, 27% of our 'normal' expenditure came from our unrestricted reserves. Our unrestricted reserves of £47,487 are now the lowest they have been since 2014 falling from 84% of our normal unrestricted annual expenditure in 2020 to 57% in 2021 ie: our unrestricted funds would only keep us running for 7 months if all income ceased!

The Church Repair (Fund)/Account (CRF) are 'designated' funds held on deposit by the Diocese primarily for Quinquenial and major church maintenance works, this fund is credited from our general funds by £4,300 each year. By the end of 2021 we had three restricted funds, the Restoration Fund of £60,930 (for church repairs). A Churchyard Maintenance fund of £44,474 including burial donations showing an increase of £10.4k, *(this must be kept high to meet the long term maintenance demands, it also includes donations towards the Churchyard wall repairs*.). A Church Spire Fund of £10.3 unchanged from 2020.

Bank Accounts: Our Bankers continued to be HSBC. Unfortunately, in September 2021 our local Orpington Branch closed their counter services so cash deposits and cheque deposits now require us to travel to Sidcup or use Post Counter Services. Along with many 'high street' banks, from November 2021, HSBC ceased to provide 'free banking' for charities. The PCC may need to review our Banking services during 2022.

Barry Foale Hon Treasurer

The Parish of Chelsfield

Safeguarding Report - APCM 2022

Policy
Safeguarding remains an important part of the way we operate. The PCC has committed St Martin's to follow the guidance issued by the House of Bishops.

DBS
All members of PCC plus the leader of the Toddler Group have current DBS certificates.

Training
Safeguarding training is compulsory for PCC members and certain other roles. The training requirement was increased during the year, with the addition of a module dealing with Domestic Abuse.

Steve McCann
Parish Safeguarding Officer

Annual Parochial Church Meeting - 24th April 2022

CHURCHWARDENS' FABRIC REPORT 2021

Once again the lockdowns due to the pandemic, allied to continued poor health for our Church Architect, Edward Sargent, ensured that no major work to the church took place in 2021. This was again unfortunate as the several areas that needed attention have been able to deteriorate further which will probably increase the eventual cost of repair.

Quinquennial Survey
This was undertaken by Karen Butti of Thomas Ford & Partners on Friday 4 June 2021 but the report was not received until September. One item was flagged as urgent on the day of the survey, that of the state of the Victorian wall between the old churchyard and the Tryhorn field. This had started to collapse and was unsafe so, at Ms Butti's, direction has been marked off with a hazard-tape barrier. At the time of writing, we are still awaiting the promised plan of works to enable the repairs to be commissioned but recent interaction with Edward Sargent, Church Architect, suggests this will be dealt with very soon.

Other urgent works identified as requiring attention within 12 months were given as

- Replacing a small pane of fractured glass in a vestry window
- Add a pull bar and full view mirror to the accessible WC
- Re-lay Memorial Garden paving

Strangely the poor condition of the spire was covered in the report but not listed under the Recommendations. However, the Standing Committee recognised that this work should be given priority if damage to the bells and tower fabric is to be avoided. Edward Sargent and Karen Butti are now working together on a plan of works for this and other aspects identified in the report. It is expected to launch a fundraising appeal for the spire later in 2022.

Church
Routine servicing of the organ, boiler and fire extinguishers took place in order to meet our statutory Health and Safety obligations, and electrical work on all the outstanding issues from last year's statutory five-year survey has now been completed.

After nearly 30 years the church boiler failed the annual inspection in June and, due to the age of the system, the service company were unable to find the spares required to repair it. It therefore had to be replaced so Barry Foale undertook some research to help the PCC to assess all the available options. Despite several attempts to get advice from the DAC, particularly in the area of using renewable energy sources in a 12th Century church, no guidance was forthcoming. Advice was therefore sought from the recommended specialist boiler company for Southwark Diocese and a new gas boiler was installed in September but with the ability to switch to new technologies as they become available.

The lightning conductor also failed the safety test this year, unexpectedly, so remedial works were required to bring it up to current standards.

An issue was identified with the church water supply in November. Although Thames Water testing found that it was safe to drink, it was very discoloured and foul smelling. Despite lengthy investigations by Thames Water Quality Team the cause has not been found but the water returned to apparently normal just before Christmas.

Well Hill Mission
As mentioned in the PCC report regular repairs and maintenance to the church and grounds were carried out by volunteers. No major work was necessary during the year.

Parish Room
The parish room is still being used on a regular basis by the charity 'Living On', albeit with gaps due to the pandemic. The charity paid for the electrical installation in the building to be improved during the course of the year.

Churchyard

The churchyard continues to be maintained by Ferns Gardens (Michael Pocock), with whom we have a contract, under which they provide a basic level of maintenance on a monthly scheduled basis. An additional strim of the Tryhorn Field was undertaken in the autumn so that it looked tidy during the winter months. The Churchyard Working Parties are now established on the first Saturday in the month and do a huge amount to keep the large area looking cared-for. In addition, members of the group have helped to clear gutters and gulleys and clean the Brass Crosby windows.

As detailed above, the Victorian wall by the Tryhorn is now unsafe and needs to be repaired or rebuilt urgently. Until the repair has been completed no work should be undertaken within 6 feet of the wall without the agreement of the Churchwardens.

The five-year survey and dead wood clearance of the Lime trees and Scots Pine on the drive took place in May. The cost of the survey was covered by Chelsfield Charities. No immediate problems were found but it was recommended that a potentially weak area on the Scots Pine be watched for any change. This was done, with no change spotted, but sadly Storm Eunice made a great change in that spot in February 2022 when the top section of the tree broke off. Fortunately no one was hurt and there was no damage to the church.

Following a recommendation by the Diocesan Tree Advisors the Yew tree outside the vestry door was pollarded by 3m in an attempt to prolong its life. A recurring problem over the last year has been large branches from trees from the British Gas site next to the East churchyard breaking off in high winds and falling on graves. It is very fortunate that no damaged has been done to gravestones. The site manager is always very apologetic and prompt at getting their groundsmen to dispose of the branches.

There was a much higher footfall through the churchyard during lockdowns as people took their daily exercise. While we are glad that more people are seeing our beautiful church, and may hopefully venture in, one area of concern is the impact this increased traffic has had on the paths and grass. The churchwardens are looking at ways to improve footpaths and remind users of the official routes. Another problem has been the increased litter, which the working parties have kindly helped deal with, but we are still looking for a volunteer to take over regular emptying of the bins.

Another area of difficulty is the increase in grave decorations that are in breach of the Churchyard Regulations. It is very difficult to ‘police’ this area without appearing insensitive to grieving relatives. The Diocese have been planning to release revised Regulations for the last five years but they have not yet appeared. It is difficult to insist the current ones, which are 40 years old, are enforced if an element under dispute is then found not to be an issue in the new ones.

The owner of Court Lodge was affected by several attempted break-ins during the lockdowns, with the perpetrators gaining access from the church car park and churchyard. Mrs Needham has since replaced and increased the height of fences and installed other measures to try to improve security. She also paid for the rebuild of the top of the wall alongside the path leading to the porch.

A plaque is being commissioned for the oak tree planted in the Tryhorn to commemorate the long service in and to the Parish by Leslie Virgo. Another oak tree has just been planted in the Tryhorn which will be blessed on Jubilee weekend in honour of HM The Queen.

Philippa Rooke & Paul Gosling

Annual Parochial Church Meeting - 24th April 2022

WELL HILL MISSION CHURCH - 2021

We were unable to hold any services in the first 3 months of the year due to Covid. The size of the church meant that with the then recommended social distancing of 2 metres, only 8 or 9 people could safely be accommodated indoors at any one time, so once services were restarted, we decided to hold our services outside on the grass behind the church instead. Our first was a service of Holy Communion held on a beautifully sunny Easter Day with a record attendance and accompanied by birdsong.

A fortnight later we held a further service of Holy Communion, led by Rev'd John Tranter, that being his farewell service at Well Hill before his retirement. He and Janet were presented with gifts and photographs in commemoration of their time with us, along with our grateful thanks for their service and support over the years and our good wishes for their retirement.

We were blessed with good weather for almost all of our services right through until the end of October, only being forced inside on a couple of occasions by rain. After that, with the reduced requirement for social distancing, we were able to hold services in the church again.

Our regular programme of services remains as Morning Worship on the 2nd Sunday of the month, and Holy Communion on the 4th. We welcomed Rev'd Susan and Rev'd Michael to Well Hill on a number of occasions and look forward to their continued leadership in the coming years. We are also grateful to Ken I'Anson for leading our Morning Worship services. We have also welcomed a number of new residents to the hill and to the church.

We managed to support our usual charities - Demelza, Christian Aid, Fegans and The Royal British Legion - with our collections at Mothering Sunday, Christian Aid week, Harvest and Remembrance respectively.

We are grateful to all the people who look after our church in different ways; undertaking repairs, looking after the grounds, doing the flowers, providing coffee and biscuits, cleaning and more.

Since the year end, we have been missed Gerry Walker, who has been a mainstay of Well Hill Mission church for many decades. He has been in hospital for several weeks, though, at the time of writing, there are hopes that he can return to his own home soon with appropriate care. We keep him in our prayers.

The financial results for Well Hill Mission are consolidated within the financial results for the Parish, but its separate figures are shown on page 13 of the Financial Report.

Anne Ireland

Synod Reports - APCM 2022

Deanery Synod
The first meeting of Deanery Synod in 2021 took place at All Saints Church on 13th July. The principal topic addressed was the 'Living in love and faith' initiative, which was led by Rev Jane Winter who also gave a presentation on the initiative.
To celebrate the fact that it was an in-person meeting (plus Zoom) refreshments were provided after the meeting.

The other meeting was held on 18th November, unfortunately back on Zoom. As we had experienced in 2020, there appears little real appetite for those meetings and attendance was relatively poor, perhaps influenced by the absence of a compelling speaker. Good use of the time was made by planning some really interesting sessions for 2022:
- a session to discuss the report 'From Lament to Action', which addresses how C of E should positively encourage people from an ethnic minority to gain senior positions in the Church (that session has already taken place and was very interesting – but more on that in next year's report).
- a session to discuss Eco-Church, with confirmed guest speaker – Lord Deben. It will be held on 25 May 2022 at St Francis, Petts Wood and will be open to all.

It was also decided at that meeting to put on a Deanery ''Living in love and faith' course, so that people from churches who weren't planning their own could still participate.

Steve McCann and Mary Tozer

Diocesan Synod
There were three meetings during the year, in March, June (both Zoom) and November (in person).
At all meetings there are reports about Safeguarding, General Synod and Bishop's Council, plus the major current initiatives - Called Together and Living in Love and Faith being the current matters.
The March meeting received reports about Finance and some fairly arcane, but important, stuff that needed approval.
June contained similar reports, plus the need to approve the 2020 Accounts. An interesting discussion took place on the use of 'Missional Funds' covering several areas such as property and children's work.
November's meeting looked in detail at the 2022 Budget and also received reports from the Diocesan Board of Education.

Finally, I hope you receive the newsletter from Diocese; it's called 'Together' and is sent out quarterly. More details can be found on the Communications page of the (new) Diocesan website: Diocese of Rochester | Communication (anglican.org)

Steve McCann

Annual Parochial Church Meeting - 24th April 2022

St Martin's Ladies Group

Owing to Covid Restrictions the Group met via Zoom for the first few months of 2021 but as the year progressed we met in Jean Pemberton's garden in May and Rosemary Norris' in July. In December we met up for a pre-Christmas Tea party and in January for the annual Ladies Group lunch at the 3 Horseshoes in Knockholt.

At the AGM in October the future of the Group, as it stands, was debated. Many members had remembered it as the Young Wives years ago but it was agreed that we should maintain our affiliation to St Martin's and keep the current title. We voted to support Women's Refuge and Demelza Hospice as our charities in 2022.

Several older members no longer feel able to come to meetings, and the membership in general has decreased, although recently two past members have re-joined.

New members are very welcome and we try to publicise meetings in advance especially if we have booked a speaker.

Meetings are held in the afternoon of the second Tuesday of each month, generally in the Brass Crosby Room during the winter, but visiting places of interest in the summer.

Mary Tozer

ST. MARTIN'S TODDLER GROUP

I must start this short report by saying that its founder, Sarah Ford, sadly died in March leaving a husband and 2 young teenage sons, Christopher and Edward. Mary Tozer and I were able to represent Toddler Group and St Martin's at her beautiful funeral service at Orpington Baptist Church on 23rd March. Sarah had reluctantly given up leading Toddler Group in November 2019 when she started a full time job as a Teaching Assistant in Riverhead. Before then she had juggled Toddler Group, part-time working at Tower Pre-School and a lot, lot more. She is greatly missed.

Toddler Group re-opened its doors, after an 18 month break due to Covid, on 7th September. We advertised our re-opening in The Chelsfield Voice, St Martin's Newsletter and on the Churches Together in Orpington Facebook page and have been very pleased with the response. Numbers do vary quite a bit from week to week but we average 10 adults and 10 children. So far in total we have seen 39 different children this term - some come only once, others know they will only attend for a short period and then we have our regulars. The adults include parents, grandparents, childminders and nannies - we really are quite a mixed group.

I am so indebted to our wonderful group of volunteers who all returned after covid lockdown - Val Hemmings, Mary Tozer, Peter Gandolfi, Anne Green and Mo Sparks - without whom Toddler Group would not function. I am also happy to report that we have recently been blessed with a new volunteer too - Val's sister, Ally, who has slotted into the team perfectly playing with the children, chatting to the carers as well as setting out and clearing up. Like the people who attend Toddlers, the volunteers are a mixed bunch brought together by the love of children. Between us we attend 3 different churches and live across Chelsfield Village, Orpington, Green Street Green, Locksbottom and Petts Wood.

Jenny Wood, Toddler Group Leader.

The financial results for the Toddler Group are consolidated within the financial results for the Parish, but its separate figures are shown on page 14 of the Financial Report.

FOCUS GROUP REPORT FOR APCM APRIL 2022

The Focus Group met in October for the first time after a break of many months due to the Coved restrictions. We meet monthly to remember and pray both for those we know at home and others in the wider world with its multiple areas of need, poverty and conflict, highlighted vividly by the refugee crisis.

In the past we have been able to concentrate on generous charitable giving, selecting and suggesting a number of different charities to support over the year. However, times are changing and because of falling numbers in the congregation and hence falling income, it has become increasingly difficult to make decisions about priorities, keeping in mind the pressure of the day to day running and upkeep of the church to which we all belong.

It was suggested therefore to focus our giving on fewer charities, continuing to support Christian Aid as our main charity but using Advent as a time for giving to two home projects: **The Bridge Trust and Welcare.**

The Bridge Trust has its base in the Tonbridge area and cares for the homeless by providing some accommodation in safe housing, rehabilitation for residents and help with health and finance, plus advice on legal issues. These services are not only available to residents but to other networks in many parts of West Kent.
Website: **thebridgetrust.org.uk**

Welcare works in many areas where there is deprivation, providing food, clothing etc. for those struggling on little or no income. They work with children on community projects and clubs, giving advice and support to families in need.
Website: welcare.org

It is hoped that by concentrating only on these two charities we can make a worthwhile contribution to their work. During the year there will probably be other "one off" collections as needs arise, but we will continue to support The Children's Society during the Christmas period and hope to remember our long standing giving to the Leprosy Mission later in the year. The Group made a "one off" donation to UNICEF's appeal for Yemen in October.

In a time of world turmoil we all have our own priorities for giving, and with many letters through our mailboxes, comes a new deserving appeal. We can only therefore give thanks for our privileged life in the U.K.

Christian Aid Week 15th – 21 May 2022

St Martin's will host a cream tea on Sunday 15th May and the Focus Group plan to hold a simple breakfast in the Brass Crosby Room on Sunday 21st May from 9.30 -10.30. All donations to Christian Aid.

Margaret Coppard

The Parish of Chelsfield

Memory Cafe Report - APCM 2022

The aim of the Memory Café is to provide a safe, friendly place where those living with dementia can have a relaxing social time together and their carers can relax in the company of those in a similar situation.
A typical afternoon sees us prepare a number of activities that can be undertaken. They include table quizzes, craft work, some 'sing-along' music and materials to support the day's theme.
Tea and cake is served in amazing quantities and a constant buzz of conversation fills the room.
The afternoon is closed with a short act of Worship; a hymn, a prayer and a few words from the Rector, which all present seem to enjoy.

2021 was, of course challenged by Covid. During the early part of the year we held no 'in person' Cafes, but we did have a couple of Zoom sessions; they were not particularly suitable for our members.

We resumed our Cafes in the Brass Crosby Room in July and were pleased to do so for the rest of the year.

It is always lovely to welcome people referred to us by Bromley Dementia Hub and Churches Together in Orpington, as well as from or own congregation.

Finally I would like to thank all the volunteers for their contribution to a challenging but successful year.

Jackie McCann
April 2022

Annual Parochial Church Meeting - 24th April 2022

SOCIAL COMMITTEE

Covid again restricted almost all organised social activities in the year. The outbreak of the Alpha variant which forced our churches to close for nearly 3 months at the beginning of the year made it impossible to think of running the annual Summer Fete with any degree of confidence. That, together with most of our usual annual events, had to be put on hold.

However, we did manage to run two very successful events using Zoom early in the year. In January, with the invaluable help of Philippa Rooke's technical IT expertise, Angela and John Wilkins ran a quiz, with 14 teams involving around 65 people. In February, in collaboration with Prime Suspects, a local amateur dramatics group, we held a Zoom murder mystery evening, involving nearly 50 people. As well as being very enjoyable evenings, the two events together raised over £800 for church funds.

Later in the year, Worlds End Music held an excellent concert of Christmas music in the church in December. We welcome them back in April for a fundraising concert for Ukraine.

We hope that 2022 will be a much more socially active year as we get used to 'living with Covid'. Plans are already well in hand for the Summer Fete, which will be held on Saturday, 11th June in the Rectory gardens. We will need many helping hands for this to be a success, so even if people can only offer an hour of help in some way, it would be much appreciated. We will also need help in selling tickets for the Prize Draw, the winners of which will be drawn at the Summer Fete.

Other activities are being planned and will include guided walks, concerts, the Heritage open day, a quiz in the Village Hall, breakfasts and a series of teas hosted by Rev'd Michael and Sue at the church.

A preliminary calendar of dates for 2022 is:

Saturday 30th April	Spring walk
Sunday 15th May	Christian Aid afternoon tea
Sunday 22nd May	Christian Aid breakfast
Saturday 11th June	Summer Fete
Saturday 9th July	Chelsfield Village Fair
Saturday 23rd July	Summer walk
July - date to be confirmed	Well Hill concert
Saturday 10th September	Heritage Open Day
Saturday 24th September	Autumn walk (tbc)
Saturday 29th October	Quiz

plus fortnightly Sunday teas during the summer, dates to be confirmed.

Details of these and any other social events will be published in the church magazine and website.

Anne Ireland

St Martin of Tours Church, Chelsfield

Sacristan Report - APCM 2022

I took over the role of Sacristan from John Squirrell late last year and wish to record my thanks to John for all the help he has given me as I have learned the role.

Inevitably the Covid pandemic has had a significant impact on the roles of Server and Assistant. The requirements of social distancing have meant that there has been no role for a Server in the Sanctuary and taking Communion in 'one kind' has meant there has been no need for an Assistant to administer the chalice. The role has temporarily reduced to setting up and clearing away. Special thanks are due to Barry Foale, who has done this for many Sundays and virtually every Wednesday.

We look forward to a resumption of normal duties when it is deemed safe to do so.

We have four different altar frontals, which have to be changed at least 14 times per year and thanks are due to Philippa Rooke for doing most of these changes.

Jackie McCann
April 2022

Annual Parochial Church Meeting - 24th April 2022

Orpington Churches Together report

The churches together in Orpington continue to make significant impact on our town and proves that we are stronger if we work together. Over the past year the food bank has been running with hampers delivered at Christmas. The Street Pastors are in the town on Friday evenings. A Life Skills course and debt counselling has proved invaluable along with the job club. There are cafes in the week at Christ Church, Methodist Church, Baptist Church, St Pauls Crofton and Holy Innocents are planning to open one soon. These cafes offer friendship and a meeting place. The Church of Unity has the community fridge twice a week where fresh food donated by cafes and supermarkets is available for any who are in need.
The week of Christian Unity in January took place in St Martins and a variety of churches around town, it was very well attended.
The Good Friday United Witness will take place in the town square at 11am
On 5th May at 8pm at Orpington Baptist Church there is a united vision meeting to which everyone is invited where exciting plans for the future will be explored.
CTO is currently looking for a volunteer to manage the finances as Nelson is retiring. It apparently it only requires a few hours a month. Anyone interested should contact the chairman Martin Travers at Orpington Baptist Church.

Val Hemmings