



ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF LOUTH FOR 2015

Presented to the Annual Parochial Church
Meeting on 27th April 2017

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Reference and administrative information

This is the annual report for the activities of The Parochial Church Council for the Parish of Louth (the 'PCC') for the year from 1st January to 31st December 2016.

The churches and chapels in the parish are:

- The Parish Church of All Saints, South Elkington
- The Parish Church of St. Andrew, Stewton
- The Parish Church of Louth St. James, Westgate, Louth
- The Parish Church of St. Martin, Welton-le-Wold
- The Parish Church of St. Michael, Church Street, Louth
- Trinity Centre, Eastgate, Louth (incorporating the Chapel of Holy Trinity, Louth)

The address for official correspondence for the PCC is: c/o The Deanery Office, 6 Ugate, Louth LN11 9ET.

The bankers to the PCC are: Lloyds Bank, Mercer Row, Louth.

The following people have been members of the PCC during the period being reported:

- Licensed clergy:
 - The Reverend Nick Brown
 - The Reverend Christine Hawkins
 - The Reverend Robert Mansfield
 - The Reverend Kate Toogood
 - The Reverend Matthew Harbage
- Readers:
 - Dr Paul Hill
 - Mrs Ronnie Partridge
 - Mrs Sylvia Pounds
- Churchwardens:
 - Mr Jim Cave
 - Mr Charles Dobson
 - Mr Alistair Kerr (from 2016 APCM)
 - Mr Brian Luckwell
 - Mrs Sylvia Luckwell
 - Mrs Dorothy Mansfield
 - Mr John Myers
 - Mrs Kate Roberts
 - Miss Helen Rushby
 - Mr John Troughton
 - Mr David Wormall (until 2016 APCM)
- Deanery Synod:
 - Mr Mike Crosby (**Treasurer**)(**Lay Vice-chair**)
 - Mrs Jill Day
 - Mr Greg Gilbert
 - Dr Paul Hill
 - Mrs Pru Wormell
- Elected Members:
 - Mrs Margaret Anderson
 - Mrs Adele Lee
 - Mrs Jane Rushby
 - Mr Peter Taylor
- Co-opted:
 - Mrs Jennifer Goodwin (**Secretary**)

In the normal course of events the day-to-day activities of the PCC are delegated to the appropriate Churchwardens, DCCs or PCC officers who work alongside the various members of the Ministry Team serving the parish.

Structure, governance and management

The Parochial Church Council of the Parish of Louth is a corporate body established in law as part of the Church of England. The PCC operates under the legal powers and provisions of the Parochial Church Council Powers Measure¹ and the Church Representation Rules.² The PCC exceeds the limits for exception from registering with the Charity Commission, and is therefore registered under the name of 'The Parochial Church Council of the Ecclesiastical Parish of Louth' (Charity No. 1132658). The geographical parish which the PCC of the Parish of Louth serves is coterminous with that which is served by the Parish of Louth Team Ministry, which was established by a Scheme made under the Pastoral Measure 1968 in 1974.

The appointment of PCC members is governed by and set out in the Church Representation Rules, under which a scheme has been drawn up for the representation of five districts within the parish. In line with these provisions, membership of the PCC is provided for as follows:

Ex officio members of the PCC:

All ordained and lay ministers licensed within the parish

2 Churchwardens for each of the 5 districts within the Parish

Representatives to Deanery Synod (the maximum number is decided by Diocesan

Synod) Any member of Diocesan Synod or the General Synod entitled to be a member

Elected members of the PCC:

One member per hundred electors (or part thereof) within each district

Co-opted members of the PCC:

The PCC is entitled to co-opt additional members up to one fifth of the number of elected members.

On appointment/election, members of the PCC are informed of their status as charity trustees and the broad remit of their responsibilities both under church and charity law. PCC members are informed, via the PCC Secretary, of training opportunities provided by the diocese.

As is legally required, the PCC has a Standing Committee that comprises the Rector, two Church Wardens (elected by, and from among, the churchwardens), the lay vice-chair of the PCC, the secretary of the PCC, the treasurer of the PCC, and three ordinary members of the PCC (elected by the PCC). The Standing Committee has the power to transact business on behalf of the PCC between its meetings. In addition to the Standing Committee the following groups have powers delegated to them as described:

District Church Councils for each of the five parish churches have powers delegated under a scheme established in 1995 and are responsible, through their Churchwardens and PCC representatives, to the PCC for the life of the church in the districts for which they are responsible. Their activities are outlined in the individual reports for each District that are attached as annexes to this report.

Trinity Centre Sub-committee, established by resolution of the PCC in 2011, which is responsible for the maintenance of the building and provision of ecclesiastical services in Trinity Centre that were formerly the responsibility of the Holy Trinity District Church Council. It also manages the separate funds of the various community outreach programmes.

Finance Sub-committee, established by resolution of the PCC in 2011, to identify and implement the changes to reporting made necessary by the change from exempted to registered charitable status. After a deal of work at enabling the consolidation of accounts during 2012 there has been less work for this group in 2013, particularly given the uncertain direction of overall financial strategy within the Diocese as a whole. Now that this is becoming clearer the group plans to meet again to consider how we may best respond to the significant changes that are likely to take place in the way the mission and ministry of the Church is funded locally.

Discipleship Sub-committee, established by resolution of the PCC in 2011, to identify ways in which people might be encouraged to explore their faith in more depth and recommend possible developments to the PCC/Ministry Team. This committee met to discuss and agree an outline programme of activities for the year.

Louth Cross Sub-committee, was established during 2016 to draw up and implement plans in co-operation with the DCC of St James relating to the Anglo-Saxon Cross discovered near to the Parish Church of St James.

¹ <http://www.legislation.gov.uk/ukcm/Eliz2/4-5/3/contents>

² <https://www.churchofengland.org/about-us/structure/churchlawlegis/church-representation-rules/church-representation-rulesonline.aspx>

Each of our church communities

Mission Communities – a vision for the local church

We continue to seek to discern God’s will for the various gathered communities that make up the Parish of Louth. Within the Mission Communities Strategy that was introduced to the Diocese in 2014 the six locations (spread across five districts) comprise the Parish of Louth Mission Community. Within this St James’ and Trinity Centre fulfil the function of being a Key Mission Church, with a contribution to make to the wider work of the Diocese as well as serving their respective local needs. Each of the other churches in the Parish are seeking to be Local Mission Churches – serving the needs of the gathered community that meets to worship in them and to connect with the needs of their local area (in most cases identified as their District). In the initial exercise of reflecting on our work South Elkington discerned that it had many of the features of a Celebration/Festival Church and it is seeking to build on these strengths in its future work.

Mission planning

Over the past two years we have gradually worked to develop a Mission Plan for each area of our work, and in 2015 this was completed by committing to paper our hopes for the future life of the church in Welton le Wold and South Elkington. Alongside this there has been the opportunity for each of the other Mission Plans to be updated to reflect where we now feel called to work.

Safeguarding

Safeguarding documentation was reviewed by the Rector and Safeguarding Officers during the year and this was recorded at the June meeting of the PCC. During this annual review our processes were found to be in line with recommended practice. The PCC commits to reviewing our safeguarding practice at least once each year. The current Safeguarding Officers are:

Mandy Gilbert

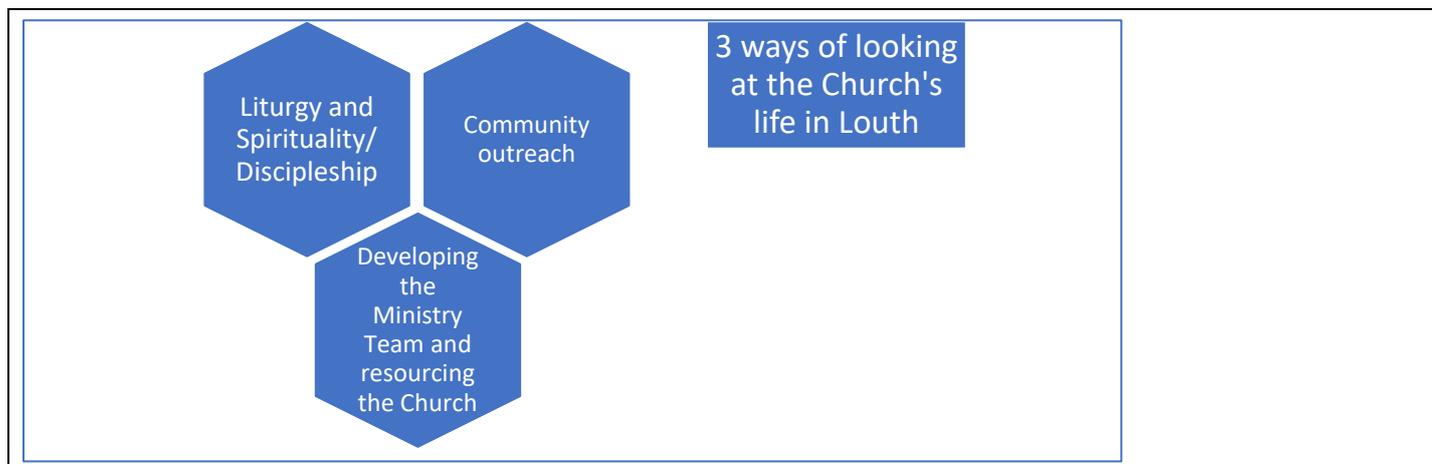
Cate Green

Frances Green

Objectives and activities

The primary object of the PCC is ‘the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England’. In doing so it ‘co-operates with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical’.³ In the case of Louth, where a Team Ministry is in place, this co-operation is both with the Team Ministry (Rector and Team Vicar) and the Parish Ministry Team that they oversee. The PCC held four ordinary meetings during the year and a short meeting to approve the Accounts prior to the APCM. Much of its business is transacted through the District Church Councils or Churchwardens and Sub-committees working to support the ministry of the Church that is exercised by the Ministry Team.

At the 2013 APCM and following PCC Meeting it was agreed that the following aspirations should be a part of our life in the coming years:



³ PCC (Powers) Measure 1956.

Developing the Ministry Team and resourcing the Church

This area of work within the local Church might well include:

- Developing a common life of prayer and service at the heart of the parish to draw together the whole body of Christ and resource it for its task of making God known across the parish
- Identifying and building a Ministry Team that draws widely on the talents of people; both lay and ordained
- Providing a forum for the development of life across the Parish that seeks to build up the body of Christ, witness to God's presence in our lives, and promote good stewardship of the resources we are entrusted with (both human and material)

Community outreach

Within the Parish of Louth, the work that already takes place in this area is an obvious area of pride, and one to be nurtured, supported and further grown. As well as existing work, further developments in the future might well deepen this work to include:

- Development of existing work in areas of social inclusion
- Engaging with civic bodies to articulate issues of faith in and to wider society
- Developing work with young people, building deeper links with educational establishments
- Engaging with those who seek the sacramental ministry of the Church in marking significant life events (e.g. Baptism, Marriage and Funerals)
- Seeking to develop the ministry of our buildings as 'sacred spaces' for the local community and those who visit us

Discipleship/Spirituality and Liturgy

The [2012] Parish Profile identifies this aspect of the Church's life in Louth as a particular area for development; focused on finding ways to nurture people's faith and deepen their experience of God.

This area of work within the local Church might well include:

- Developing ways to nurture people's faith – including the promotion of courses, support to regular small groups and seeking to help people articulate their own Christian vocation
- Supporting congregations across the Parish to deepen their spiritual resources as a community of prayer
- Promoting pastoral and sacramental care that engages all in ministering to the needs of their neighbour
- Building a sense of community at all levels by promoting social events and other means of sharing the company and experience of fellow members of the body of Christ

In all we do, we will seek to live out Jesus' command to draw close to the love of God in worship, and to share this by loving our neighbour

As a parish...

The Ministry Team, supported by the PCC, will seek to encourage the Church to fulfil this calling by:

- Maintaining a rhythm of prayer and resourcing worship;
- Encouraging people to grow closer to God in faith;
- Reaching out beyond the boundaries of the gathered Church to all those touched by Christ;
- Serving the wider community and making visible God's love for all; and
- Enabling each of us, as the body of Christ, to fulfil our vocation by resourcing our work. [APCM 2013]

In the town of Louth...

The Parish Church of St James, Westgate will seek to be...

- A place of prayer and worship.
- A place for visitors to encounter the wonder of God.
- A varied community travelling together and growing in faith. [DCC Jan 2014/ADM March 2014]

The Parish Church of St. Michael, Church Street will seek to be...

- A gathered community that celebrates Christ's presence among them, and takes that presence into his world.
- A place that is ready to serve the needs of the local neighbourhood. [DCC Feb 2014/ADM 2014]

Trinity Centre, Eastgate will seek to be...

- A resource for the wider Church and community.
- A place where people can experience the love of God.
- A place where people can encounter God on their own terms. [Trinity Centre Committee 2014]

In the villages...

...our churches exist to create an environment where we can worship, listen and grow to become better and more responsive disciples of Christ, so that we can witness to God's presence, and minister the things of God to all people. *In five years' time, we will be more open to and guided by the Holy Spirit, so that the fruit of the Spirit will be clearly shown in our confidence in Christ, varied provision of meaningful, joyful, accessible worship grasping of opportunities to communicate the things of God wherever and whenever they appear in our communities and beyond.* [DDP Nov. 2013]

The tables that follow aim to summarise our work towards making this vision a reality in our communities. Plans for individual Districts are included within their Reports which are included as an appendix to this Report.

Developing Discipleship Plan for the Ministry Team serving the Parish of Louth

Our five year goals are...	Work so far...	The planned steps during 2016 were...	Our progress...	Work left to do includes...
1. We aim to establish and maintain a rhythm of prayer and to resource worship appropriately throughout the parish	From Jan 2013 a pattern of Daily Prayer and worship for and on behalf of the local community was re-established. From this date Morning Prayer has taken place each weekday, with Evensong on Sundays. In 2014 this pattern of Daily Prayer was completed with the addition of Midday Prayer on Saturdays.	To explore the ways in which we might find opportunities to extend this pattern to other locations in the parish.	The rhythm of prayer has been maintained and the regular pattern of Sunday and Weekday worship continues to work well.	Tweak the service pattern so that village services on Sundays are only cancelled for CTLD United Services. Identify suitable opportunities to celebrate Saints Day Eucharist in 'smaller' churches – both for communion and fellowship (not necessarily connected to Patronal Festivals). Identify and publicise times when members for the Ministry Team are available for discussion and conversation.
2. We aim to encourage people to grow closer to God in faith	Links have been made with most schools in the town, including regular engagement with: KEVIGS, Cordeaux, Kidgate, Lacey Gardens, St Michael's and Greenwich House schools. The following activities for families and young people have been introduced: Parent and Toddler Group at St James, Tinies Breakfast at St Michaels and Messy Church at Trinity Centre. A Discipleship Programme has been developed to draw together existing and new provision, including: 'Pilgrim' groups, 'Exploring...' mornings, Lent course, Film evenings, Bible Study and Discussion Groups.	To explore possible links with Eastfield Infants and St Bernard's Special Schools. Support current activity. Support current activity.	Work in schools has continued, with particular development of the chaplaincy to KEVIGS and an increased presence at Cordeaux. Links have also been re-established with St Bernard's School. All of these activities have continued successfully. This programme has now settled into a regular pattern of provision.	Our work in secondary schools is a particular area for focus as the member of the Ministry Team leading much of this work moves to a new post. As well as maintaining and developing existing work there is a significant piece of work to be done with expanding provision to other ages groups. With this in mind the PCC will work with others to see whether a Youth Worker or similar post can be supported. Revisit small groups (incl. Pilgrim) and seek to establish new groups to foster reflection and fellowship.
3. We aim to reach out beyond the boundaries of the gathered Church to all those touched by Christ	Baptisms: A trial Baptism Partner Scheme was introduced from autumn 2014 with positive initial feedback. Weddings: The first wedding preparation course ran in Spring 2013 with positive feedback from participants, and has been repeated each year since. Funerals: An All Souls Service, to which all families we had ministered to were invited, was introduced in 2013. This was repeated each year, with an increase in the number of people engaging with this opportunity for reflection. Home Communion: Home Communion to Care Homes are now covered on a regular basis and there is a system in place for people to request communion at home when they are unable to get to church due to illness.	To continue developing this scheme – particularly seeking more people to act as Baptism Partners. Support current activity. Reflect on the ways in which we provide pastoral care following a funeral, exploring how we might link existing provision more effectively and supplement this where needed. Look at how we link provision of pastoral visits and home communion with networks in each District and the wider Parish.	This scheme has foundered and needs re-establishing. Wedding preparation has continued to support couples as they prepare for their weddings. No progress has been made with providing more provision for follow-up after funerals. Home communions continue to be fully resourced. During 2016 a database of those regularly attending church was started (with an initial focus on St James').	Identify and train additional Baptism Partners to join those already involved so that this scheme can be restarted. Look at what may be effective as follow-up for wedding couples after their wedding. See below. A group of people willing to become Pastoral Visitors has been identified. Once training has been provided they need to be supported in establishing a pastoral visiting team. This might include a ministry to those who are bereaved as part of its work.

<p>4. We aim to serve the wider community and make visible God's love for all</p>	<p>Support and develop the work based at Trinity Centre, including ensuring its medium and long term sustainability.</p> <hr/> <p>The Men's Shed project has taken shape and is now close to taking possession of its future base.</p> <hr/> <p>A chance encounter has led to an experiment in partnership working with the local Community Policing Team during evening period, with ministry team members working alongside PCSOs as 'Street Chaplains'.</p> <hr/> <p>HDFL Outreach has started using Church House as a location for its outreach work as an extension of the work based at Trinity Centre.</p>	<p><i>See DDP for Trinity Centre for full details.</i></p> <hr/> <p>Implement project during 2015.</p> <hr/> <p>Complete pilot phase, and seek to further develop from September 2015 onwards.</p> <hr/> <p>Support existing partnership.</p>	<p>The range of activities has continued and been developed. Trinity Centre is now self-funding in its core work. Reserves held by the Holy Trinity DCC are held for major capital work as required.</p> <hr/> <p>During 2016 this became a fully functioning group in its own right and is working towards becoming a charitable organisation.</p> <hr/> <p>This group ceased to function and therefore support has not been required.</p>	<p><i>See DDP for Trinity Centre for full details.</i></p> <p>As part of the recruitment of a new Team Vicar one area for development is creating stronger pastoral links between Trinity Centre and other churches.</p> <hr/> <p>Continue 'light touch' support to this group as required.</p> <hr/> <p>Encourage members of the congregations (including other denominations) to support work alongside the police.</p> <hr/> <p>Work to communicate more fully the work that takes place both at Trinity Centre, in each of the parish churches and in the wider community.</p>
<p>5. We aim to enable each other, as part of the body of Christ, to fulfil our vocation by resourcing our work</p>	<p>Discussion Group for those involved in Lay Ministry, using Parish Foundation Course materials.</p> <hr/>	<p>Modify as required following proposed changes to Diocesan provision.</p> <hr/>	<p>This group finished the Parish Foundation Course during 2016 and are now seeking to identify their personal contributions to the ministry of the church. This includes exploring Fresh Expressions (e.g. Café Church) and becoming involved in establishing Pastoral Visiting Team.</p> <hr/> <p>Work has taken place to identify our assets and ensure that they are being used in the best way to support the costs of the Church's ministry.</p>	<p>Look to provide more opportunities for people to train for particular aspects of ministry (e.g. Pastoral Visiting training) as needs are identified. Being mindful that the training needs to support people in what they feel called to do, not directing them to something else!</p> <hr/> <p>Appropriate Stewardship programmes need developing to support:</p> <ul style="list-style-type: none"> • Each parish church • Trinity Centre • Parish-wide ministry <p>We need to seek support from central provision in the Diocese to do this effectively.</p> <hr/> <p>Church Wardens and PCC members to take a proactive role in encouraging enthusiasm for the Church's work in worship, fellowship and service.</p>

Ministry Team Meeting Dec. 2014. Revised: Jan. 2017

Financial review

The PCC is responsible for the direct management of accounts relating to those expenses that are parish-wide in nature, and also holds reserves (both restricted and unrestricted). In addition to these directly managed funds, the PCC is responsible for those funds that are managed at a local level by the five DCCs and the Trinity Centre Committee. Again, most of these funds include a mixture of revenue and reserve accounts; some having significant sums invested in reserves.

Accounts are prepared in line with the Church Accounting Regulations 2006 and the Charities Act 2011. The accounts of each District are presented and adopted at the Annual District Meeting and consolidated with the accounts relating solely to the PCC and presented for adoption at the Annual Parochial Church Meeting.

During the year the PCC looked to develop reserves and investment policies and, whilst this work is ongoing, the following statements represent current policy in these areas:

Reserves Policy: The PCC holds reserves to cover peaks and troughs in income and expenditure, to protect against uncertainties in future income and to deliver future charitable activities. The Parish Treasurer will review reserves with DCC Treasurers on an annual basis to ensure adequate cover for planned activities and to identify future risks for the PCC.

Investment Policy: The PCC holds investments through The Central Board of Finance (CBF) Church of England Funds managed by CCLA Investment Management Limited, deposit accounts including The CBF Church of England Deposit Fund and UK banks, and current accounts with UK banks. The Parish Treasurer will review the detail of the investments with DCC Treasurers on an annual basis and confirm the institutions and investments acceptable to the PCC for any investments.

Funds held as custodian trustees on behalf of others

Trinity Centre undertakes a number of activities that serve the wider mission of the Church to the local community. The assets of these various projects are held in trust by the PCC, and managed on their behalf by the Trinity Centre SubCommittee of the PCC. Each project held in trust is accounted for as a separate designated/restricted fund within the Trinity Centre accounts. Currently these projects include:

- The Louth and District Community Larder (run on behalf of Churches Together in Louth and District)
- Louth Men's Shed
- Louth Churches for Refugees