

St John
Baptist
Burford

ANNUAL MEETING

Agenda & Papers

Monday 15 May 2023

Annual Meeting Contents

<i>Item</i>	<i>Page</i>
1. Annual Meeting Agenda	003
2. Minutes of the Previous Meeting	005
3. Annual Report & Accounts of the PCC	009
4. Vicar's Report	028
5. Electoral Roll Report	030
6. Buildings & Maintenance Team Report	031
7. Witney Deanery Synod Report	031
8. Safeguarding Report	032
9. Prayer Life Report	033
10. Children's Ministry Report	034
11. Youth Ministry Report	035
12. Small Group Report	035
13. Women's Small Group Report	036
14. Men's Ministry Report	036
15. Time Out Report	037
16. Pastoral Care Team Report	037
17. Coffee & Company Report	038
18. Focus on Faith Report	038
19. World Mission Report	039
20. Choir Report	039
21. Music Group Report	040
22. Café Fifteen Report	040
23. Friends of Burford Church Report	041
24. The Burford Benefice Bartholomew Trust Report	041
25. Bell Ringing Report	042

We will start at 7.30pm so that the meeting can begin promptly at 7.45pm.

Item:	Page:
Meeting of Parishioners:	
1.0 Welcome, Apologies, & Opening Prayer	
2.0 Minutes of the Previous Meeting of Parishioners & APCM <i>Action: Corrections; Approval</i>	
3.0 Election // Churchwardens 3.1 Three Vacancies (Term Length: One Year)	
Annual Parochial Church Meeting:	
4.0 Matters Arising	
5.0 Election // Lay Members to Parochial Church Council 5.1 Nine Vacancies (Term Length: Three Years) 5.2 One Vacancy (Term Length: One Year)	
6.0 Election // Lay Representatives to Witney Deanery Synod 6.1 Three Vacancies (Term Length: Three Years)	
7.0 Prayers for Those Newly Elected	
8.0 Appointment of Auditors <i>Action: Decision</i>	
9.0 Reports: 9.1 Vicar's Report 9.2 Parish Activities, Financial Report and Statement for 2022 9.3 Electoral Roll Report 9.4 Fabric Report 9.5 Deanery Synod Report 9.6 Safeguarding Report 9.7 Ministry Reports	 <i>028</i> <i>009</i> <i>030</i> <i>031</i> <i>031</i> <i>032</i> <i>033</i>
10.0 Any Other Business	
11.0 Closing Prayer	

It would be very helpful if any questions on the enclosed or items for Any Other Business are submitted in advance to the Chair and PCC Secretary before noon on Thursday 11 May 2023.

pccsecretary@burfordchurch.org

Apologies: Judy BRANSTON Suzanne FARR
Andrew BUTCHER Bob FORSTER
Judith BUTCHER Anna PUTT
Sally DENYER Roy TARBOX

1.0 Welcome, Apologies & Opening Prayer:

Owner:

By:

Tom PUTT welcomed everyone to the meeting and opened by reading from *Philippians 3:1-9a*. He noted that one of the great things about Annual Parochial Church Meetings are the opportunity they give for us to look back at all that the Lord Jesus has done in and through us. It also gives us an opportunity to pause and thank God for the salvation that we have received through the Lord Jesus Christ. Salvation came to us not because of anything that we are, or anything we may have done. There is nothing in us that commends us to God. Salvation is all of Christ, and the only thing we contribute is our sin. Tom PUTT noted that Paul here describes everything else as rubbish compared to the glory of knowing Christ. TP opened the meeting in prayer, asking that we might have the surpassing worth of Christ before us as we discuss the previous year.

Apologies for absence were received and noted.

2.0 Minutes of the Previous Meeting:

Owner:

By:

The minutes of the previous meeting on Monday 07 June 2021 (**page 002 to 006**) were agreed as a true summary of discussions and decisions.

3.0 Election // Churchwardens:

Owner:

By:

Tom PUTT thanked Andrew LORD and Linda PETRA for their service as churchwardens over the last year. He reported that both have helped steer the church through interesting and challenging times and have given much wisdom and support.

Tom PUTT advised that two nominations have been received for the three vacancies:

1. Andrew LORD (proposed by Paul PETERSON, seconded by Philippa HUGHES)
2. Linda PETRA (proposed by Andrew BUTCHER, seconded by Simon CHANDLER)

There being no further nominations, there was no need to hold an election. Tom PUTT declared that Andrew LORD and Linda PETRA were duly elected as churchwardens for the coming year.

The Meeting of Parishioners closed at 1955.

4.0 Matters Arising:	Owner:	By:
None noted not covered on the agenda.		
5.0 Election // Lay Members to Parochial Church Council:		
Tom PUTT thanked Trevor HAMES and Penelope KETTLE, both of whom have served on PCC for six years. Tom PUTT explained that it is good practice to give people a break after two consecutive terms, and so both were not going to stand again. Tom PUTT reported that Andrew SALSBURY will stand for re-election, having served one three-year term.		
Tom PUTT advised that two nominations have been received for the four vacancies:		
<ol style="list-style-type: none"> 1. Andrew BUTCHER (proposed by Penelope LEAF, seconded by Tom DOUGLAS) 2. Andrew SALSBURY (proposed by Trevor HAMES, seconded by Elisabeth SALSBURY) 		
There being no further nominations, there was no need to hold an election. Tom PUTT declared that Andrew BUTCHER and Andrew SALSBURY were duly elected as lay members of the Parochial Church Council for the coming three years.		
6.0 Prayers for Those Newly Elected:	Owner:	By:
The meeting spent time in small groups praying for those who had been elected.		
7.0 Appointment of Auditors:	Owner:	By:
<i>Tom DOUGLAS proposed, seconded by Andrew LORD, that Just Audit & Assurance Ltd. be appointed as auditors for the coming year.</i>		
Motion put to a vote. Unanimous in favour. <u>Motion passed.</u>		
8.0 Reports:	Owner:	By:
8.1 <u>Vicar's Report:</u>		
The report from Tome PUTT (page 026 to 028) was received and noted. He highlighted our shared commitment to growing in Christ, growing in love for one another, and for reaching Burford and beyond:		
<ul style="list-style-type: none"> • <u>Growing In Christ:</u> The meeting saw that unless we are growing in Christ, in our love and devotion for Him, then all our other endeavours will fail. • <u>Loving His People:</u> Tom PUTT reported that following the pandemic when getting to know one another was hard, it was great to welcome 148 people on the weekend away at the beginning of May. The group was encouraged by Rico TICE and various seminars and had plenty of time to get to know one another better. • <u>Reaching Burford and Beyond:</u> Conscious that many of our members come from beyond Burford, Tom PUTT spoke about 		

how we want to equip people to witness for Christ wherever they are. Tom PUTT reported on an outreach week run by the North Cotswold Gospel Partnership in October (which we will be taking part in) with various outreach opportunities in the area. The speaker (Roger CARSWELL) will be visiting Burford on Sunday 19 June, and there will be a training day on Saturday 02 July.

Tom PUTT expressed his thanks to the staff team for their devoted service of Christ and their hard work and extended his thanks to the hundreds of church members who serve Christ and His people here.

Tom PUTT noted the encouraging early responses to the Resourcing God's Mission pack published in March and expressed his thanks to God and God's people for continuing to provide resources for our mission here.

Looking forward, Tom PUTT commented on the work the PCC is doing on future staffing. Tom WILDING will be leaving in July and the PCC will need to think about youth provision. The PCC has considered the possibility of an Associate Vicar who may also be able to help equip God's people for mission. There are lots of possibilities that the PCC could take, so Tom PUTT asked for prayers.

Tom PUTT invited questions and comments, with the following being noted:

- Penelope LEAF commented on the value of the church building as an outreach opportunity, saying that the building attracts many visitors. She wondered whether more effort could be made, expressing the opinion that the PCC had made a mistake in not continuing to employ two vergers. Tom PUTT thanked her for the comment and agreed that the church is an incredible opportunity. He assured the meeting that the PCC had considered options carefully when making staffing decisions and were very grateful for the volunteer church welcomers.

8.2 Parish Activities, Financial Report and Statement for 2020

The financial statements (**page 007 to 025**) were received and noted. Tom DOUGLAS spoke to them noting that both the general fund and the fabric fund had increased over the year (see note 18). He reported that 2021 had been a challenging year, with Covid-19 and failure of heating impacting lettings and other activities. He reported that the PCC had received significant grants (business support, furlough, and Greening Trust) which meant that the general fund was able to repay £25,000.00 of a £100,000.00 loan from the fabric fund.

Tom DOUGLAS reported on the encouraging returns on investments in 2021 but noted that there can be considerable volatility. He noted that the PCC's best estimate on the general fund for 2022 is that it will be in balance.

Tom DOUGLAS invited questions and comments, with the following being noted:

- Penelope LEAF commented that the money spent on upgrading the church lighting and cleaning the stained glass, although large amounts, had really paid dividends and has improved the building. Tom DOUGLAS thanked her for the comment, agreeing that the PCC had had to wrestle with difficult decisions on those projects.
- Charles HUNTER SMART asked whether a budget for 2022 could be published.

Janey PETTERSON proposed, seconded by Andrew LORD, that the accounts be formally adopted.

Motion put to a vote. Unanimous in favour. Motion passed.

Tom PUTT expressed his thanks to Tom DOUGLAS for his work as treasurer, and Philippa HUGHES as chair of the Finance Oversight Team, for their hard work on overseeing the PCC's finances.

8.3 Electoral Roll Report:

The report on the Electoral Roll (**page 028**) was received and noted.

8.4 Fabric Report:

The report on the work of the Buildings & Maintenance (Fabric) Team (**page 029**) was received and noted.

8.5 Deanery Synod Report:

The report on the Witney Deanery Synod (**page 030**) was received and noted.

8.6 Safeguarding:

The report on safeguarding (**page 030**) was received and noted. Tom PUTT thanked James MORREY for his work on this vital area and noted that compliance is below 100% as some of the training and checks can take time to process. Tom PUTT shared that he had read six safeguarding reports from various church settings over the last 12 months all of which showed that a failure to question and appropriately challenge behaviour led to failures where people were not protected. Tom PUTT emphasised that safeguarding is an expression of our love for Christ, and a practical way for us to demonstrate love and care for one another. It is also a vital part in protecting and serving the many volunteers who serve Christ and His people here.

In response to a question from Adrian JACKSON, Tom PUTT confirmed that PCC would have discussions around what level of non-compliance it is prepared to accept.

8.7 Ministry Reports:

The other reports on ministry activities were received and noted.

9.0 Any Other Business:

Owner:

By:

Andrew LORD thanked Tom PUTT for his ministry, his faithfulness, and for preaching the gospel over the last year. Andrew LORD thanked Dick FARR, Cedric REAVLEY and Alex ROSS for their hard work and service of Christ, lifting Him up amongst us.

10.0 Closing Prayer:

Owner:

By:

The meeting took the opportunity to pray in small groups, conscious of all that we can be thankful to God for.

The meeting closed with the grace at 2100.

Agreed as a true record by APCM at their meeting on:

Signed:

Name:

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN
THE BAPTIST, BURFORD**

Charity number: 1130342

Annual report and accounts – Year ended 31 December 2022

INDEX

1-5	Report of the Trustees and General Information
6-9.	Independent Auditor's Report to the Trustees
10	Statement of Financial Activities
11	Balance Sheet
12-18	Notes to the Accounts

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

REPORT OF THE TRUSTEES for the year ended 31 December 2022

The trustees present their annual report and financial statements of the charity for the year ended 31 December 2022. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity's full name is The Parochial Church Council of the Ecclesiastical Parish of St John the Baptist, Burford, but it is generally known as the Parochial Church Council of St. John the Baptist, Burford, which is the name used in these financial statements.

Aim and purposes

The Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Parish Church of St. John the Baptist, Burford and of the Warwick Hall.

Objectives and Activities

The activities undertaken by the church in the year include offering a number of church services, children's and youth group ministry, home groups, prayer partnerships, outreach ministries, courses on marriage, parenting and discipleship, together with events which have brought the local church and community together.

The church gives around 10% of unrestricted income away, mainly through grants overseen by the Mission Committee. We seek to develop deep relationships with selected mission partners to support them with prayer, time and money. Our mission partners are engaged in a diverse range of ministries at local, national and international level.

Achievements and Performance

Church activities picked up during 2022 following the covid restrictions in 2021. By the end of the year numbers attending services and other activities were at least at pre-covid levels. Activities include weekly coffee morning, parent and baby/toddler group, fortnightly focus on faith group held in the Warwick Hall and many other groups held in people's homes. A large proportion of the church shared a weekend away from home together, there was a separate camping weekend for children and young people. The Church hosted several Real Lives events, listening to how faith impacted the lives of various people in extreme circumstances. During the year a fund was established to provide financial support for homes hosting Ukrainian refugees.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

REPORT OF THE TRUSTEES for the year ended 31 December 2022 (continued)

Investment Policy and Performance

The PCC has decided that the money making up the Fabric and Equipment Fund should be invested in long term, low risk, income-producing assets with a view to maintaining capital and using the income for the repair and maintenance of its buildings and equipment.

To this end investments have been made in:

- a residential property in Burford; and
- shares in the CBF Church of England Investment Fund

The total annual income available from these investments for the repair and maintenance of the buildings and equipment in 2022 was £24,997 (2021-£28,602).

In making these investments the charity has taken into account the ethical basis on which money is invested by the CBF Church of England Investment Fund.

Financial Review

General Fund This fund is for the day to day running and mission of the church and includes income and expenditure for the Warwick Hall. At 31 December 2022 £122k was held in the General Fund, £8k higher than at the start of the year. Turnover in the General Fund was around £365k for the year with members of the congregation and visitors giving £269k (including gift aid recovery). Of the expenditure, £30k was given for mission and charitable work.

Fabric Fund This fund, originating from various legacies, is designated for the repair and maintenance of the buildings and equipment of the church and hall. At 31 December 2022 £797k was held in the Fabric Fund, invested in various ways. This is £214k lower than at the start of the year as a result of some significant repair and maintenance projects and a fall in the value of investments during the year.

Reserves Policy

It is PCC policy to try to maintain a balance in the General Fund which equates to at least three months unrestricted payments. This is equivalent to between £80k and £100k. It is held to smooth out fluctuations in cash flow and to meet emergencies.

The Fabric Fund is invested to provide an income to meet regular costs of repair and maintenance. Where this income is not adequate to cover all regular repair and maintenance, or where there are one off fabric costs, this is met by disinvesting from the Fabric Fund.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

REPORT OF THE TRUSTEES for the year ended 31 December 2022 (continued)

Volunteers

The PCC appreciates that the work of St John's is hugely dependent upon the contribution of volunteers and wishes to record its thanks to all who offer their time and talents.

Volunteers working with children and vulnerable adults are subject to DBS (Disclosure & Barring Service) checks in line with St. John's Safeguarding Policy and approved by the PCC. Following consideration of the annual Safeguarding Report, our Safeguarding Policy was reapproved by the PCC on 19th September 2022.

Fundraising

The PCC is committed to high standards with regard to fundraising activity and has complied with all laws relating to charities and fundraising. We are clear, honest and open about our activities and fund raising requirements. We are respectful towards all supporters, and with the work carried out to meet GDPR regulations have recognised our strong procedures with regards to fundraising information security. The PCC received no complaints about its fundraising activities during 2022.

Funds are raised primarily through donations from church members and visitors to the church. A smaller amount is raised from letting rooms in the Warwick Hall.

The PCC does not employ any professional fundraisers or use commercial participators nor do we cold call members of the public. The PCC has not signed up to any voluntary fundraising scheme or standards.

Structure, Governance and Management

The charity is governed by the PCC, which consists of around twenty members plus clergy licensed to the church, who serve on the PCC ex-officio. All members of the PCC are trustees of the charity. The PCC meets at least six times a year. In addition a Standing Committee meets to consider matters arising between PCC meetings. Other specialist subcommittees support the work of the PCC, including the Finance Committee, the Fabric Committee and the Mission Committee.

PCC members are elected by vote at the Annual Parochial Church Meeting (APCM) by members of the electoral roll who are present at the meeting and in accordance with Church Representation Rules. PCC members normally serve for a period of three years.

The charity is affiliated to the Church of England, and as a result has representatives sitting on the local deanery and, potentially, diocese committees.

Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

**REPORT OF THE TRUSTEES
for the year ended 31 December 2022 (continued)**

Reference and Administrative Information

Trustees

The following trustees have served during the year for the dates shown:

Rev T Putt	Mrs L Petra
Mr T Douglas	Mrs R Reavley
Mr T Hames (to 23/5/22)	Mr A Butcher (from 23/5/22)
Mrs P Kettle (to 23/5/22)	Mr P White
Mr A Lord	Mr R Lind
Ms S McCrossan	Mr C Fieth (to 23/5/22)
Mrs P Hughes	Mrs J Petterson
Mr P Petterson	Mr A Jackson
Rev C Reavley	Mrs J Branston
Mr A Salisbury	Mr M Eyles
Mr R Tarbox	

Trustees are either ex-officio, co-opted or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Charity Registration Number: 1130342

Principal Office: St John the Baptist Church, Church Green, Burford, OX18 4RY

Auditors: Just Audit & Assurance Ltd, 37 Market Square, Witney, Oxon, OX28 6RE

Bankers: CAF Bank Ltd, 25 Kings Hill Avenue, West Malling, Kent. An additional account is held with TSB.

Investment Managers: CCLA Investment Management Limited, Senator House, 85 Queen Victoria Street, London, EC4V 4ET. CCLA Investment Management Limited is authorised and regulated by the Financial Conduct Authority.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

**REPORT OF THE TRUSTEES
for the year ended 31 December 2022 (continued)**

Responsibilities of the Trustees

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with general applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed in the financial statements; and
- prepare the financial statements on a going-concern basis unless it is inappropriate to presume that the church will continue to operate.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees on 20 March 2023 and signed on their behalf by:

Rev Tom Putt

.....

(PCC Chairman)

**PAROCHIAL CHURCH COUNCIL OF
ST JOHN THE BAPTIST, BURFORD**

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES

Opinion

We have audited the financial statements of The Parochial Church Council of St John the Baptist, Burford (the 'charity') for the year ended 31st December 2022, which comprise the Statement of Financial Activities, Balance Sheet, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31st December 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**PAROCHIAL CHURCH COUNCIL OF
ST JOHN THE BAPTIST, BURFORD**

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 5), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

**PAROCHIAL CHURCH COUNCIL OF
ST JOHN THE BAPTIST, BURFORD**

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES

Auditor Responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our assessment focused on key laws and regulations the charity has to comply with and areas of the financial statements we assessed as being more susceptible to misstatement. These key laws and regulations included but were not limited to compliance with the Charities Act 2011, United Kingdom Generally Accepted Accounting Practice and relevant tax legislation.

We are not responsible for preventing irregularities. Our approach to detect irregularities included, but was not limited to, the following:

- obtaining an understanding of the charity's policies and procedures and how the charity has complied with these, through discussions and sample testing of controls;
- obtaining an understanding of the legal and regulatory framework applicable to the charity and how the charity is complying with that framework;
- an understanding of the charity's risk assessment process, including the risk of fraud;
- designing our audit procedures to respond to our risk assessment; and
- performing audit work over the risk of management override of controls including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing estimates for bias.

Whilst considering how our audit work addressed the detection of irregularities, we also consider the likelihood of detection based on our approach. Irregularities arising from fraud are inherently more difficult to detect than those arising from error.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission, or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

**PAROCHIAL CHURCH COUNCIL OF
ST JOHN THE BAPTIST, BURFORD**

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES

Use of our report

This report is made solely to the charity trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our work has been undertaken so that we might state to the trustees those matters we are required to state to trustees in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

.....
J M Russell FCA (Senior Statutory Auditor)
For and on behalf of Just Audit & Assurance Ltd, Statutory Auditor

37 Market Square
Witney
Oxfordshire
OX28 6RE

Date

Just Audit & Assurance Ltd is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

Statement of Financial Activities
for the year ended 31 December 2022

	Note	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£		£	£
Income from:						
Donations and legacies	2	274,443	1,000	7,606	283,050	323,125
Charitable activities	3	38,384	-	11,703	50,087	33,420
Other trading activities	4	50,774	-	-	50,774	34,301
Investments	5	135	24,997	-	25,131	28,607
Total incoming resources		363,736	25,997	19,309	409,042	419,453
Expenditure on:						
Raising funds	6	-	10,098	-	10,098	1,545
Charitable activities	7	355,069	188,985	15,884	559,938	483,999
Total expenditure		355,069	199,083	15,884	570,036	485,544
Net income before gains on investment assets		8,667	(173,087)	3,426	(160,994)	(66,091)
Net gains on investment assets	14	-	(41,375)	-	(41,375)	180,227
Net movement in funds		8,667	(214,462)	3,426	(202,369)	114,136
Transfer between funds		-	-	-	-	-
Reconciliation of funds						
Total Funds brought forward		113,349	5,157,291	4,252	5,274,892	5,160,756
Total funds carried forward		122,016	4,942,830	7,678	5,072,523	5,274,892

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

Balance Sheet
as at 31 December 2022

	Note	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£	£
Fixed assets						
Tangible assets	13		4,119,603	-	4,119,603	4,119,603
Investments	14	80,987	823,227	-	904,214	1,095,589
		80,987	4,942,830	-	5,023,817	5,215,192
Current assets						
Debtors	15	3,297	-	-	3,297	2,687
Cash at bank and in hand	16	41,271		7,678	48,949	67,910
Total Current Assets		44,568	-	7,678	52,246	70,597
Liabilities						
Creditors falling due within one year	17	3,540	-	-	3,540	10,897
Net Current Assets		41,028	-	7,678	48,706	59,700
Net Assets		122,016	4,942,830	7,678	5,072,523	5,274,892
The funds of the Charity:						
Restricted income funds	18	0	0	7,678	7,678	4,252
Designated income funds	18	0	4,942,830	0	4,942,830	5,157,291
Unrestricted income funds	18	122,016	0	0	122,016	113,349
Total charity funds		122,016	4,942,830	7,678	5,072,523	5,274,892

The financial statements were approved by the Parochial Church Council on 20 March 2023 and signed on its behalf by:

T Putt
(PCC Chairman)

T C Douglas
(PCC Treasurer)

The notes on pages 15 to 18 form part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD**NOTES TO THE ACCOUNTS****for the year ended 31 December 2022****1. Accounting Policies****Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

The PCC meets the definition of a public benefit entity under FRS102. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income Recognition

All income is recognised once the charity has entitlement to the income, there is sufficient certainty or receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that a gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being measurable with a degree of reasonable accuracy and the title to the asset has been transferred to the charity.

Grants and donations are only included when the general income recognition criteria are met.

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD**NOTES TO THE ACCOUNTS****for the year ended 31 December 2022 (Continued)****Income recognition (continued)**

Donated services or facilities are recognised as income when the charity has control over the item, any conditions associated with a donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably.

All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources. All expenditure is accounted for on an accruals basis.

All resources expended are inclusive of irrecoverable VAT.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the Charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the Charity.

Further details of each fund are disclosed in Note 18.

Governance and Support Costs

Support costs have been allocated between governance costs and other support. Governance costs comprise the cost of audit. Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities such as salaries of support staff and office costs. These costs, set out in note 7, have been allocated as expenditure on charitable activities.

Volunteers

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD**NOTES TO THE ACCOUNTS****for the year ended 31 December 2022 (Continued)****Investments**

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end. Other investment assets are included at PCC's best estimate of market value

Fixed Assets

Consecrated and benefice property. In so far as 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 such assets are not capitalised in the financial statements.

Moveable church furnishings. These are not capitalised as no single item is considered material enough to do so.

Tangible fixed assets for use by charity. These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost and depreciated over a period of 4 years. No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

Debtors and Creditors

Trade and other debtors are recognised at the settlement amounts due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Short term deposits

This is cash held in bank deposit accounts.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

NOTES TO THE ACCOUNTS

for the year ended 31 December 2022 (Continued)

2. Income from donations and legacies	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Tax efficient planned giving	166,295	-	-	166,295	158,867
Other planned giving	35,354	-	-	35,354	28,215
Collections at services	865	-	-	865	942
Special collections	-	-	7,188	7,188	2,507
Other donations, including wall safe	21,417	-	-	21,417	12,681
Gift aid recovered	43,762	-	419	44,181	42,006
Legacies received	3,000	-	-	3,000	2,000
Grants	3,750	1,000	-	4,750	75,907
	<u>£274,443</u>	<u>£1,000</u>	<u>£7,606</u>	<u>£283,050</u>	<u>£323,125</u>
3. Income from charitable activities	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Fees (weddings, funerals and baptisms)	6,724	-	11,703	18,427	18,127
Church and outreach events	19,800	-	-	19,800	3,231
Church bookstall and leaflets	459	-	-	459	187
Benefice contributions	11,401	-	-	11,401	11,875
Total income from charitable activities	<u>£38,384</u>	<u>£-</u>	<u>£11,703</u>	<u>£50,087</u>	<u>£33,420</u>
4. Income earned from other trading activities	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Church hire and tours	60	-	-	60	50
Hire of Warwick Hall	50,714	-	-	50,714	34,251
Total income from other trading activities	<u>£50,774</u>	<u>£-</u>	<u>£-</u>	<u>£50,774</u>	<u>£34,301</u>
5. Investment income	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Dividends and rent	-	24,997	-	24,997	28,602
Interest on cash deposits	135	-	-	135	5
	<u>£135</u>	<u>£24,997</u>	<u>£-</u>	<u>£25,131</u>	<u>£28,607</u>
6. Costs of Raising Funds	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Costs of managing investment property	-	10,098	-	10,098	1,545

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

NOTES TO THE ACCOUNTS

for the year ended 31 December 2022 (Continued)

7. Analysis of expenditure on charitable activities	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Mission giving and donations	30,020	-	5,127	35,147	37,140
Diocesan parish share contribution	66,592	-	-	66,592	66,632
Youth & children's work - payroll costs	41,025	-	-	41,025	52,452
Youth & children's work - other costs	5,254	-	-	5,254	2,180
Clergy and visiting clergy expenses	4,714	-	-	4,714	3,619
Training	1,403	-	-	1,403	5,594
Baptism, wedding and funeral costs	-	-	10,757	10,757	11,623
Church and outreach events	26,684	-	-	26,684	3,062
Upkeep of services	4,448	-	-	4,448	4,539
Church bookstall and leaflets	699	-	-	699	234
Repairs and maintenance (see note 8)	-	188,985	-	188,985	127,822
Staff insurance	802	-	-	802	569
Utilities	17,898	-	-	17,898	18,098
Warwick Hall running costs (see note 8)	57,782	-	-	57,782	68,081
Cost of audit	3,540	-	-	3,540	3,180
Support costs (see note 8)	94,207	-	-	94,207	79,174
Total	£355,069	£188,985	£15,884	£559,938	£483,999

8. Further breakdown

	2022	2021
	£	£
Warwick Hall Costs		
Support Staff - payroll costs	32,152	49,455
Utilities and council tax	25,630	18,626
Total	£57,782	£68,081
Support Costs		
Support Staff - payroll costs	79,754	65,961
Office costs	4,851	4,459
Photocopy costs	3,695	2,272
Computer costs	4,329	4,658
Telephone and internet	1,092	1,402
Bank charges	486	423
Total	£94,207	£79,175
Repairs and maintenance		
Church - service contracts and other regular maintenance	13,230	12,916
Church - other costs	74,260	56,994
Warwick Hall - service contracts and other regular maintenance	25,723	25,312
Warwick Hall - other costs	75,773	32,600
Total	£188,985	£127,822

In 2022 included in "other costs" is £52,048 expended on historic glass conservation and cleaning in the Church and £40,620 expended on replacing the heat pumps in the Hall

9. Analysis of staff costs

	2022	2021
	£	£
Salaries and wages	155,798	165,867
Social security costs	6,671	9,078
Pension costs	5,470	6,021
	£167,939	£180,966

No employees had emoluments in excess of £60,000 (2021: Nil).

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

NOTES TO THE ACCOUNTS

for the year ended 31 December 2022 (Continued)

10. Staff numbers

	2022	2021
The average number of employees during the year was as follows:	<u>9</u>	<u>8</u>

The number of full time contracted staff was 2 (2021:4) . The remaining staff are employed on a part time basis.

11. Related party transactions and trustees' expenses and remuneration

The trustees all give freely of their time and expertise without any form of remuneration or other benefit in cash or kind. Expenses paid to the trustees in the year totalled £6,415 (2021: £2,887). These expenses were paid to 6 Trustees as reimbursement for costs incurred in various church activities, all expenses were incurred for charitable activities.

Trustees made unconditional donations totalling £38,405 during the year (2021: £56,852)

12. Pensions

Employees of the charity are entitled to join a defined contribution "money purchase" scheme. The charity's contribution is restricted to the contributions disclosed in note 9. There were no outstanding employer's or employee's contributions at the year end. The money purchase plan is managed by NEST and the plan invests the contributions made in an investment fund to build up over the term of the plan a pension fund which can be accessed by the employee from the age of 55. The total expense ratio of the plan is 0.3% and this is deducted from the investment fund annually. The charity has no liability beyond making its contributions and paying across the deductions for the employees' contributions.

13. Tangible fixed assets

	£
Warwick Hall	<u>4,119,603</u>

The value reported is historic cost. No market valuation has been sought and, the purpose of the funding behind the build satisfied, the asset is reflected within designated funds.

14. Fixed asset investments

	At 1.1.22 £	Additions £	Disposals £	Change in Market Value £	At 31.12.22 £
Investment property (5 Sylvester Close)	414,000	-	-	30,000	444,000
Share of property (20 Oxford Road)	26,510	-	-	-	26,510
CBF Church of England Investment Fund	655,079	-	(150,000)	(71,375)	433,704
	<u>£1,095,589</u>	£-	£(150,000)	£(41,375)	<u>£904,214</u>

Sylvester Close

£444,000 is an approximate market value of 5 Sylvester Close at the start of 2023.

Oxford Road

The share of property asset represents the PCC's loan to the Burford Benefice Bartholomew Trust ("BBBT") to enable the purchase of 20 Oxford Road, Burford in October 2010; the property originally cost £245,000.

If the property were sold the PCC would receive a share of 27/245 of the net proceeds. The net proceeds being calculated as the sales price less refurbishment and other costs incurred by BBBT. This asset is included at cost within designated as the PCC has no direct control over the property or its sale.

CBF Church of England Investment Fund

Included in the unit price of the CBF Church of England Investment Fund is an annual management fee of 0.55%.

This is reflected as part of the change in annual market value

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, BURFORD

NOTES TO THE ACCOUNTS

for the year ended 31 December 2022 (Continued)

15. Debtors

	2022	2021
	£	£
Gift aid reclaims	3,297	2,687
	-	-
	<u>£3,297</u>	<u>£2,687</u>

16. Current Asset Investments

	2022	2021
	£	£
Cash at bank and in hand (unrestricted)	41,271	63,658
Cash at bank and in hand (restricted)	7,678	4,252
	<u>£48,949</u>	<u>£67,910</u>

17. Creditors: amounts falling due within one year

	2022	2021
	£	£
Audit	3,540	3,180
Other creditors	-	7,717
	<u>£3,540</u>	<u>£10,897</u>

18. Analysis of charitable funds

	Balance 1.1.22	Income	Expenditure	Gains / (Losses)	Transfer	Balance 31.12.22
	£	£	£	£	£	£
Unrestricted fund	113,349	363,736	(355,069)	-	-	122,016
Designated funds						
- Fabric fund	1,011,178	25,997	(199,083)	(41,375)	-	796,717
- Warwick Hall	4,119,603					4,119,603
- BBBT	26,510					26,510
Designated funds, total	<u>5,157,291</u>	<u>25,997</u>	<u>(199,083)</u>	<u>(41,375)</u>	<u>-</u>	<u>4,942,830</u>
Restricted fund	4,252	19,309	(15,884)	-		7,678
Total	<u>5,274,892</u>	<u>409,042</u>	<u>(570,036)</u>	<u>(41,375)</u>	<u>-</u>	<u>5,072,523</u>

Name of fund**Description, nature and purposes of the fund**

Unrestricted fund

The "general fund", the 'free reserves' after allowing for all designated funds. The general fund is available to be spent for any of the charity's purposes.

Designated fund

The "Fabric fund". Funds set aside by the PCC to enable it to meet its maintenance responsibilities for the Parish Church of St John the Baptist, Burford and other church buildings.

The "Warwick Hall" fund reflects the investment made in the construction of Warwick Hall. Whilst the building is central to the operations, there is no intention for sale.

The 'BBBT' fund recognises the interest that the PCC has in the purchase of 20 Oxford Road, Burford, over which it has no control as regards sale.

Restricted fund

Collections and other income given for specific purposes and which are required to be paid over to external beneficiaries.

Vicar's Report

I am always conscious as I look back, that people's experience of 2022 will vary. I know that some will look back on the year with real fondness, but for others it was a year of loss and heartache. We remember with thankfulness to God those from our church family who have gone to be with the Lord and ask that God might enable us to follow their example of faith and persevere to the end. We also remember the example of our Late Queen, Elizabeth II whose commitment to service and duty as well as her clear Christian faith and proclamation was an inspiration to many.

As I look back on all that God has done for us as a Church Family, I am reminded of his ever present help. The Lord has graciously added to our number, grown our love for one another and supremely, grown us in our knowledge of God and his love for us and his world.

Highlights from the Year:

Weekend Away:

In May we had a great weekend at Alexandra House, with over 140 church family attending. We had some inspiring teaching from Rico Tice, encouraging us to 'cross the pain barrier' in sharing our faith with friends and family. We also had some good seminars, offering opportunities for people to really ground some of the teaching and consider how we might share our faith more effectively as we seek to reach Burford and beyond. There was also plenty of time to relax, to enjoy the facilities, and to share a meal together that we might grow in our love for one another too.

Queen Elizabeth II:

In June we celebrated the Queen's Platinum Jubilee, sharing in celebrations with Burford Town, and with a special service recognising the Queen's reign in which Revd Cedric Reavley wore the Coronation Cope. This was followed just a few months later as we mourned the loss of a much loved Monarch. On behalf of the Town, we hosted the Book of Condolence which many hundreds signed. We also hosted a service of remembrance, and live streamed the Funeral Service for several local residents to share together. Queen Elizabeth II was indeed a servant Queen, and she is now with the King she served.

Real Lives Mission:

In October, we joined with other churches in the North Cotswold Gospel Partnership to run a series of 'Real Lives' Events. Roger Carswell joined us, and interviewed Piyush Jani, a Consultant Surgeon, and Debbie Brewer, an Olympic Rower and then spoke about the Lord Jesus, and called people to follow him. We also had a wonderful Yorkshire Tea afternoon, where Roger talked about lots of famous people from Yorkshire and how their faith impacted them. These events (and the others around the Cotswolds) were well attended, and we hope were part of enabling us to share our faith with friends and family alike.

Ministry:

Growing in Christ:

"I am the vine; you are the branches. If you remain in me and I in you, you will bear much fruit; apart from me you can do nothing." (John 15:5)

Sermon Series have covered how we might love like Jesus loved (from the Gospels), how we live as strangers in this world as we hope for the world to come in 1 Peter, and how we live together as Gospel Partners from Philippians.

In 2022 the average number of people attending services in Burford each week has grown compared with 2019 (the last full year without restrictions) and 2021. The growth at the 11.00am service more than offsets a small decline at the 9.30am and 8.00am services. The figures counted are for adults only, and if under 18s were included, overall growth would be even greater.

I continue to be very grateful to the leaders of our small groups. Home groups, women's groups, men's groups, and Focus on Faith have been a vital way for the church family to keep meeting together, to pray together and support one another through these most trying of times. These groups help keep our larger church feel small, strengthen relationships with each other and grow in our relationship with Christ.

Loving His People:

"A new command I give you: love one another. As I have loved you, so you must love one another. By this everyone will know that you are my disciples, if you love one another." (John 13:34-35)

The Weekend Away was a big part of trying to develop relationships together. Again, our small groups are key in developing relationships with one another. We also enjoyed several wider social events, as well as lots of occasions to meet together. Sharing a Harvest meal, meeting for picnics in the Warwick Hall, as well as the resumption of Men's Breakfasts have helped to grow relationships.

There are also the regular meetings with Signpost, Coffee and Company and midweek communion - all ways in which we seek to develop relationships with one another.

Reaching Burford and Beyond:

"The Lord added to their number daily." (Acts 2:47)

Reaching out with the good news of Christ always takes energy and creativity, and we always expect it to be hard.

We are aware that Evangelism (sharing our faith) is not just about centralised events – helpful though they may be. Our teaching on the Weekend Away was instrumental in trying to equip us to be sharing our faith wherever we are, and whenever we can. We will continue to focus on how we are each equipped, so we can live and speak for Christ wherever we are.

Alongside the Real Lives mission mentioned earlier, we have had visitors from all over the world visit our Grade 1 listed building, and the Warwick Hall throughout the week, and I continue to be thankful for all those who welcome them and gently witness to their faith.

Another key aspect of seeking to reach Burford and Beyond is the work of our World Mission Committee, and the continued support of local, national, and international mission agencies and partners. We have enjoyed hearing news of how God has been at work in the lives of so many.

With Thanks:

As always, it is good to remind ourselves that as a Church, we are all called to ministry and to minister wherever we find that God takes us. It therefore is a real joy that we serve alongside one another using the gifts God has given for his greater glory – so thank you to you all!

I do want to particularly thank the Staff & Clergy Team – who help behind the scenes as well as leading and preaching across the Benefice.

James Morrey has continued to work tirelessly in the background leading our operational staff. His work with our facilities, bookings, PCC Secretary, health and safety & safeguarding to name just a few of his roles – has been typically thorough and careful. A significant number of systems and policies are now fully up to date to ensure that we operate within the bounds of the law and that the wider ministry is able to flourish.

Jo Vickers continues to serve our families with real care and enthusiasm – as well as taking additional roles to support special events. I'm delighted at how she continues to gather a wide number of people to serve in various capacities. Her labours for Christ's sake continue to bear fruit in the lives of our children.

Tarnia Usher continues to serve as our Church Administrator but also willing to take up other tasks and roles when they need to be done. Cecile Mezino has really thrown herself in as my PA, and I have never been as organised, and communication has been vastly improved. She has been responsible for ensuring far fewer balls are dropped than would otherwise be.

I continue to be grateful to Lynette Derry as our Verger, for leading the team of Volunteer Vergers in keeping the building open and welcoming to visitors, as well as preparing it for services.

We said goodbye to Tom Wilding this year, giving thanks to God for his two years with us as our Youth Minister. He has moved to Oxford to work for Trinity Church with students which I'm sure is a great move for him. He is due to marry in early 2023 – we wish him every success.

This year we also want to thank the contribution of Roy and Jenny Tarbox, both in Burford and in the wider Benefice. Not only a lay reader, but Roy also chaired our Buildings & Maintenance Team helping the smooth delivery of the Stained glass project, plus various works on the Warwick Hall. Jenny has also served in several

capacities, but most recently as the Chair and Secretary of our Mission Support group. She has kept in touch with mission agencies, and individual mission partners, so we had up to date prayer requests so our partnership with them could be strengthened.

My thanks also go to the Wardens, Linda Petra, and Andrew Lord. They have been a wonderful support to me and serve us well. Their role is both spiritual and practical and their Christian faith and wisdom are invaluable in both. They listen with patience, give wisdom in areas of confusion, and genuine care and encouragement. I am delighted they are willing to stand again.

Philippa Hughes has led our Finance Team with real wisdom in challenging times. She presents the accounts and finances with clarity, but also with real faith so the PCC the information they need so they may respond with due diligence and wise stewardship in challenging financial circumstances.

Adrian Jackson has led our Management Oversight Team with grace and compassion, navigating various challenging circumstances. He has also taken the management of our bookings in a voluntary capacity, for which we are extremely grateful.

There are a number of folk who are stepping down from the PCC at the annual meeting – who have all contributed in many and various ways (and will continue to do so), but I do want to particularly highlight Tom Douglas, who will step down from the PCC as Treasurer having been on PCC's around the country since his 20s! He gives significant time, and real care in the stewardship of our finances, in sorting payroll, claiming gift aid and other tax relief. We really are very grateful to him.

Looking Ahead:

As we look ahead, I have been spending quite some time in *Psalm 103*. It's a Psalm of David, and it is both personal for him but also for the whole worshipping community to join. Often we say that talking to ourselves is the first sign of madness – I think the Bible would say – it depends what you're talking to yourself about. David wants to fill his mind with who God is, and so he talks about God to himself, to instruct him, to pour out praise and to keep him thinking rightly so he lives his life on the right path.

The Psalmist begins by praising the Lord and teaching his soul not to forget all the 'benefits' of knowing Him: He forgives sins, heals disease, redeems us, shows us love and compassion, gives good things that renew our strength, and works true and everlasting justice. That's quite some list to remind ourselves of time and again – it will cause us to delight in him day by day.

But the list goes on. He is the God who reveals himself to us. We don't need to guess who he is, or what he is like. He has acted in history, and speaks through his word. His deeds? His great love, and his compassion on us his people. His love is displayed through his forgiveness and removal of our sins, his compassion on his understanding of our weakness. When we fail, are weak, and sin again, "He remembers that we are dust" – and shows us compassion.

Finally, the Psalmist teaches us to look to the heavens, to the very throne room of heaven. As David instructs the angels and all the heavenly host to worship the Lord, he is teaching us to see that as all creation worships – we should join in, with all our soul!

With these things in mind, we look forward to 2023 with a reminder of who our God is. Let us think of all benefits that are ours in Him, let us consider his great love and his compassion in our weakness, and let us join in with all of heaven in the praise that is due his name. May we live, heart, soul, mind, and body in a way that brings him praise,

Revd Tom Putt
Vicar

Electoral Roll Report

The electoral roll was revised in May 2022 in preparation for the APCM. I can report the following:

Total number of individuals on the Roll:	154
Resident in the parish:	58
Members removed since the last APCM	5

The Roll will open again for applications for enrolment on Tuesday 16 May 2023.

James Morrey
Electoral Roll Officer

Buildings & Maintenance (Fabric) Team Report

In *Exodus 31*, the Lord tells Moses that he has commissioned Bezalel and Oholiab to make the furnishings for the tabernacle because they were skilled craftsmen. In *Exodus 35:30* we read that Moses appoints them to the task. He records in *Exodus 36:1* that the Lord has given to Bezalel, Oholiab and their colleagues skill, ability, and know-how to carry out the necessary work.

Similarly, the Lord has given us a group of people with a wide range of considerable skills and experience to undertake the maintenance and restoration of the church building and churchyard, the Warwick Hall and 5 Sylvester Close. And so, our thanks go to David Barham, Lynnette Derry, Geoff Enoch, David Hunt, Robert Lind, Andrew Lord, James Morrey, Jane Poulson, and Geoff Taylor, who collectively ensure the buildings are suitable for regular worship, Christian outreach, community use and support to church staff. Other people have assisted the team from time to time including Kevin Bishop, who has brought his skills in heating to bear in respect of the church building.

Particular thanks go to Roy Tarbox who diligently led the team's work for 18 months until the end of 2022 when he and Jenny moved away from Burford. Roy's contribution was enormous over a ten year period of constant involvement with the buildings; initially with the construction and use of the Warwick Hall, more latterly with the church building as well. The church is greatly indebted to Roy. Treasure in heaven awaits.

Over the past year we have seen the following tasks progressed and completed:

- Church building and churchyard
 - Cleaning and restoration of some of the church's medieval and Victorian stained glass
 - Installation of replacement stonework in the spire
 - Temporary repairs to the church heating system
 - Commencement of planning for permanent heating solutions
- Warwick Hall
 - Repairs to the north facing roof
 - Repairs to the coping stones
 - Replacement of failed ground source heat pumps with new air source heat pumps
 - Improvements to compartmentalisation for fire precautions
- 5 Sylvester Close
 - Replacement of faulty boiler

We have in hand during 2023 repairs to the south aisle roof in the church, further work to improve heating in the church, and the possibility of installing solar panels as well as minor maintenance works. We are grateful for the generous provision of the Lord as we address the many challenges and opportunities of our buildings. To God be the glory.

Andrew Butcher
Chair, Buildings & Maintenance (Fabric) Team

Witney Deanery Synod Report

Deanery Synod is one of four cogs in the Church of England's democratic mechanism. The others are the PCC, Diocesan Synod (covering Oxfordshire, Berkshire, and Buckinghamshire) and General Synod (the national body). The Deanery covers roughly the area of the District Council. There are lay and clergy members. Burford had three lay places; currently two are filled, by Sue McCrossan and Ruth Reavley; Clive Fieth stood down during the year.

The role of all the cogs is to debate, sometimes to decide, to inform, and to be informed. So, for example the Deanery Synod receives the results of the Parish Share allocation methodology from the Diocesan Synod and determines how it is shared out to the parishes in the Deanery. The Deanery shares out a rebate when all its parishes pay in full, on time. The Deanery can send a motion for debate to Diocesan Synod; the Diocesan Synod can send one to the General Synod. The PCC can do likewise all the way through the mechanism.

In May 2022 one of the new General Synod representatives of Oxford Diocese, Revd Toby Wright, reported on his first meeting: formalities like Hogwarts, challenging debates including on race and diversity led by Lord Boateng, modern slavery, clergy pensions amongst a great deal more. Oxford Diocesan Clergy Conference was subsequently addressed by Lord Boateng. A new Deanery Pilgrimage route, taking in every church in the Deanery, was launched at that meeting. Burford Church was visited in early June 2022 when the first band of pilgrims walked the route. Evidently there is a Deanery Facebook page – not a Facebook user myself, I can't comment on it.

There was a summer meeting, but all of us were away, so unable to attend. In December, the Parish Share Allocation for 2023 was the main agenda item. The Deanery Treasurers were superb at explaining how the methodology worked. We were also warned to expect across the board increases for 2024 and 2025.

At all meetings, good news is shared, so we hear about A Rocha Environmental awards, new men, and women clergy (and their weddings to each other), Jubilee events (including Swinbrook's beacon on the top of the church tower), support for Iranian, Iraqi, and Albanian asylum seekers housed by the Government in the Witney Four Pillars Hotel, and various Diocesan schemes and initiatives to support parishes in their mission and finance.

The challenge is to make the cogs turn. Maybe a brief report can be included in e-news in future.

Ruth Reavley
Deanery Synod Representative

Safeguarding Report

We, as a church family, are committed to the safeguarding of all people made in the image of God and so work to promote the welfare of children, young people, and adults. We do this because safeguarding is at the heart of the gospel and an outworking of our commitment to grow in Christ, love His people and reach Burford, the Benefice and beyond. Safeguarding is a standing agenda item at PCC and Standing Committee meetings.

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

We have been working on improving compliance with the national church Safeguarding policies and procedures. In broad terms, work has fallen into three categories:

1. Disclosure & Barring Service (DBS) Checks: The National Church and Diocese of Oxford require that individuals working with children, young people, or vulnerable adults, as well as members of the PCC, obtain a DBS certificate. Certificates are non-transferrable (meaning that one for another organisation is not acceptable), but a subscription to an update service is available for a fee. DBS certificates last for a period of three years. At the time of writing, four individuals need to apply for a certificate.
2. Confidential Declaration (CD) Forms: These are required for those roles requiring a DBS certificate. In line with the certificate checks, the recommendation is that Declaration Forms are renewed every three years.
3. Training: The National Church and Diocese of Oxford require various mandatory training modules be completed by volunteers working with children, young people, or vulnerable adults, as well as members of the PCC. Training is an important way of raising awareness of safeguarding issues and keeps us up to date with good practice. The two modules that are generally required are Safeguarding Basic Awareness (Basic) and Safeguarding Foundations.

I can report the following levels of compliance with Church of England Safeguarding Policy:

Criteria	2022							2023		
	Jan.	Mar.	May	Jul.	Sep.	Nov.	Change	Jan.	Mar.	Change
Children's Ministry:										
CD	88%	87%	84%	91%	91%	89%	+2%	94%	92%	-2%
DBS Certificate	75%	78%	82%	93%	93%	89%	+14%	91%	90%	-1%
Basics	54%	57%	73%	89%	89%	89%	+35%	91%	90%	-1%
Foundations	40%	46%	61%	80%	89%	89%	+49%	91%	90%	-1%
Youth Ministry:										
CD	94%	93%	76%	87%	100%	100%	+6%	100%	100%	0%
DBS Certificate	88%	87%	94%	100%	95%	100%	+13%	100%	100%	0%
Basics	75%	80%	76%	93%	100%	94%	+19%	100%	100%	0%
Foundations	44%	60%	65%	80%	95%	94%	+50%	100%	100%	0%
PCC:										
CD	89%	89%	94%	100%	100%	94%	+5%	100%	100%	0%
DBS Certificate	61%	61%	89%	94%	100%	94%	+33%	100%	100%	0%
Basics	83%	83%	89%	100%	100%	100%	+17%	100%	100%	0%
Foundations	56%	56%	67%	100%	100%	100%	+44%	100%	100%	0%
Small Groups:										
Basics	46%	54%	84%	94%	86%	100%	+54%	100%	100%	0%
Foundations	36%	46%	75%	88%	84%	100%	+64%	100%	100%	0%
Time Out:										
CD	0%	0%	0%	0%	33%	75%	+75%	75%	100%	+25%
DBS Certificate	0%	0%	0%	0%	33%	75%	+75%	75%	100%	+25%
Basics	0%	0%	0%	0%	33%	92%	+92%	92%	100%	+8%
Foundations	0%	0%	0%	0%	0%	83%	+83%	83%	100%	+17%
Focus on Faith:										
CD	0%	0%	0%	0%	100%	100%	+100%	100%	100%	0%
DBS Certificate	0%	0%	0%	0%	100%	100%	+100%	100%	100%	0%
Basics	0%	0%	0%	0%	100%	100%	+100%	100%	100%	0%
Foundations	0%	0%	0%	0%	67%	100%	+100%	100%	100%	0%

I would like to express my gratitude to everyone for their help in improving compliance. Since I took over as Parish Safeguarding Officer, six safeguarding concerns have been raised with me, and I have made five referrals to the Diocesan Safeguarding Team asking for their advice. Every single one of us is responsible for making our church family a safe space for all. Please do not hesitate to contact me if I can be of any help (safeguarding@burfordchurch.org).

James Morrey
Parish Safeguarding Officer

Prayer Life Report

Over the last year Central Prayer on the first Wednesday of each month has been the key corporate prayer meeting with good numbers of between 30 and 40 people attending and a wide range of prayer topics covered. Our primary focus is on the life and function of the Benefice. However, this past year we have also focused heavily on what is going on in Ukraine.

We have held two specific evenings for Ukraine: the first linking with the Country's National Day of Prayer, and the second in January building up to the anniversary date of 24th February.

In October, prior to the North Cotswold Real Lives mission events, we held a week of various events or different ways that people could join in to pray towards the events.

The regular 40-minute Wednesday morning prayer meeting at 7.30am continues with 4 to 6 regulars most weeks. As a left over from Covid, this continues to meet on Zoom most weeks with the occasional face to face in the warmer months.

Prayer ministry after the 11.00am service continues to be offered and serviced by two people on hand to pray each Sunday in the Chapel of the Holy Spirit. The numbers who come asking for prayer are small, but they are always important times when they happen.

The monthly prayer news now can be found via a web link and is updated each month.

We continue to believe that prayer is the engine room of the church's ministry.

Charles Hunter Smart
Prayer Co-Ordinator

Children & Families Ministry Report

I would like to take this opportunity to thank the many volunteers that have shaped JAM and made it possible to run such a large Sunday school every Sunday. They are a joyous team to serve alongside and we have been blessed with a dedicated and gifted team of nearly 40 volunteers. Our aim in JAM is to support the Christian parents and help to encourage the younger generation in their faith in Jesus and help our youngsters to have Jesus shaped lives. In January 2023 we had our annual JAM team lunch, review, and prayer time. It was incredibly encouraging and helpful to have time to reflect and feedback ways to continue to move the Children's Ministry forward.

In addition to Sunday JAM, we also run Waffle! Zoom homegroup for school years 5-6 on Tuesday evenings. And monthly Friday socials called BREAD for school years 3-6 to give the children the opportunity to make closer friendships and have fun! Again, these are all supported by willing teams of volunteers that enable events to run safely and smoothly. One of the annual highlights is the camping night at Gigley Farm - after a two year break due to Covid, we were thrilled to be able to be camping again with 23 youngsters and a team of 9 adults. We had a busy evening of orienteering, team tent inspections, BBQ supper and craft time (making lanterns). We had fantastic weather, and it was a great night. I would like to particularly thank Howard Dodd for all the preparations that goes onto making sure the farm is ready for us, and Ruth McCalman who undertook all the catering and cooking for 30+ and the talks.

Rock-A-Tots continues to grow in popularity. Sue Chandler and I are very grateful to Kathleen Keene who has joined the hosting team. I would also like to thank the team of bakers. We run two full sessions back-to-back every Tuesday morning. Feedback from the adults is very positive and we continue to pray that seeds will be sown for the Gospel. Last July we also ran our first Rock-A-Tots Mums' Retreat Morning-hosted and run by Liz Jackson.

Once a term we have our Families Together Sunday. This model served us so well through the pandemic and is an informal café style session with Bible chat in families and a mix of games, songs, and prayer time. I would also like to thank Jacob Dent who we interviewed at our Families Together Remembrance Sunday Service back in November. Jacob shared his amazing testimony of his time out in Afghanistan and the children got to try on some of his gear at the end.

Finally, I would like to thank James Morrey for the hours of administration he puts in to make sure we all have the mandatory DBS checks and online Safeguarding training for our teams.



Jo Vickers
Children & Families Minister

Youth Ministry Report

Rock Solid meets on Sunday mornings and tends to have a regular attendance of between 12-14 children from school years 7-9. They are a delightful and enthusiastic group.

We generally follow the sermon series but this Spring term we have continued with Matthew's gospel.

The children have enjoyed serving at various church events at Christmas and especially hosting the tea party in February. This provided a great opportunity for older and younger members of our church community to get to know one another better and was very much appreciated by the guests.

We have also enjoyed various social events including a film night, treasure hunt and pizza night. In the Autumn term many members of the group joined with young people from other churches in the North Cotswolds for a weekend away at Adventure+ in nearby Clanfield.

Liz Jackson
Rock Solid Coordinator

Crossfire is for school years 9-13 and meets on Sunday evenings from 6.45-8pm at Liz and Adrian Jackson's home in Church Green. Numbers vary but average attendance is between 7-10 young people.

In the Autumn term we had a series on Daniel and in the Spring term we studied Matthew's gospel. We also look at one off topical issues such as relationships, the environment and sexuality.

There are occasional social events such as bowling, crazy golf, and a Christmas meal.

We sometimes attend a joint youth service, currently led by St Mary's Chipping Norton, as well as joint social events with Wychwood Baptist and St David's in Moreton. At the end of the summer term there will be a trip for all youth to the Cotswold Wildlife Park.

Adrian Jackson
Crossfire Coordinator

Small Groups Report

Small Groups have continued to thrive. Together with the women's groups the majority who regularly attend St John's belong to a group.

There are 17 groups including three groups of men and one for young adults, six of these groups are new during the past two years with over 160 members.

In the Autumn most groups studied Philippians and in the Spring part of Matthew's Gospel.

As always, I am so very grateful to all the leaders who diligently pastor those in their group by feeding them from God's Word and caring for them just as members care for each other.

Trevor Hames
Small Groups Coordinator

Women's Small Groups Report

Women's Bible study groups have continued to meet over the past year, and we give great thanks for all God has been doing through these groups. We have known Him encouraging and challenging us as we study His word together and the blessing of fellowship together. Small groups are a vital way that we can love and support each other as a church family.

We have 7 women's groups meeting on a weekly basis, at least one on each day of the week Monday to Friday. We give thanks that a new group on a Tuesday morning was able to start. Do give thanks for all the dedicated leaders of these groups and their hard work in leading studies and caring for the women in the groups. Please pray that God would continue to strengthen them and help them in this vital role.

This past year we have finished looking through the gospel of Luke before spending the Autumn term in Daniel and then this last term in 2 Timothy.

"But as for you, continue in what you have learned and have become convinced of, because you know those from whom you learned it, and how from infancy you have known the Holy Scriptures, which are able to make you wise for salvation through faith in Christ Jesus. All Scripture is God-breathed and is useful for teaching, rebuking, correcting and training in righteousness, so that the servant of God may be thoroughly equipped for every good work." (2 Timothy 3:14-17)

Please pray that we would continue in what we have learned, rejoicing in our salvation, and be thoroughly equipped for every good work as we come together around God's word over the next year. If you would like to be part of a group, do please get in touch!

Becky Eyles
Women's Small Group Coordinator

Men's Ministry Report

Along with a few other men from Burford church (Rob Lind, Rob Emmerson, and Steve Petra) we have started a men's breakfast. This is running every three months usually on the first Saturday of January, April, July, and October. We have had around 30 men from Burford, across the Benefice and other churches in the area. We have had several interviews with members of the church family and used the October one to think about the mission events week later that month. There is a good team of cooks who are all trained to use the kitchen, and we liaise with the cafe team to ensure that we are out of their way so that they can open at 10.00am. The aim has been for men in the church to get to know each other more and build deeper friendships, but also to be able to invite friends to something at church. Several friends have come and enjoyed the time chatting with others and been encouraged by a thoughtful interview or someone sharing about an aspect of life.

We have also started to look beyond the men's breakfast at doing a variety of other events throughout the year which might also serve this twin purpose. The idea of a curry night with a guest speaker like the Roger Carswell events, and then a few other events such as a butchery evening, a rugby fixture, a walk, and a morning of splitting logs. We are also looking to run a few evening discussions over the year 2023/24 discussing various topics such as being a good dad, how to care for elderly relatives, social media, money,

Paul Oatridge
Men's Ministry Coordinator

Time Out Report

We started the year in January and February with group numbers restricted to 12 members only due to Covid. Since then, Time Out has returned to some sort of normality. However, we still request a negative Covid test on all members and volunteers each week as we are dealing with such a vulnerable sector of our community.

Many thanks go to our wonderful group of volunteers who help provide the fantastic atmosphere created in Time Out each week. This is thoroughly enjoyed by our members who take part in a wide range of activities each week including craft sessions, art, crosswords, word search, musical bingo, dominoes, scrabble, quizzes, speakers on relevant topics and trips out on occasions.

During the year we had 6 trips out - the Chip Shed at Bourton-on-the-Water, lunch in Penny Barraclough's garden, a visit to Burford Bowls Club, the Fosseyway Garden Centre in Moreton-in-Marsh and 2 lunches out at the Carpenters Arms, Fulbrook when bank holidays precluded us from meeting on Mondays. These were all greatly enjoyed as they brought back happy memories to many of our members as they had made similar visits with family in the past.

From early October we commenced our activities for Christmas - we made Christmas puddings and a Christmas cake, filled crackers, and made table decorations. It was a wonderfully busy time, and all these items were used at our Christmas lunch party on 19th December. The 40 plus people attending, including Tom Putt, Paul White and representatives from the town, all enjoyed a joyous lunch.

In November we raffled a wonderfully dressed Teddy Bear which had been donated by one of our members. With the money raised we secured some 30 small soft toys which we sent to Ukraine for children at Christmas time. We also held prayers for Ukraine at a very emotional meeting.

All in all, a very good year.

John Harrington
Time Out Coordinator

Pastoral Care Report

A pilot project was launched in mid-May 2021 to expand the outreach work of the Church and, in particular, to those struggling with a variety of issues in their lives. It is open to all comers in the Burford Benefice, the town itself and beyond. It operates during term-time on Wednesdays from 10.00am to 12.00pm.

The criteria were:

- To provide a safe space where the team would provide a confidential listening ear for people to share their concerns.
- To offer information, where possible, to address whatever those concerns might be – for example, loneliness, bereavement, money worries, need for practical help, employment, marriage, parenting, legal.
- To provide suitable links for individuals to get further help.
- To share Jesus' love, bring comfort and renewed purpose into broken lives and by so doing the evangelism of the church.

The Signpost Team:

The existing Pastoral Care Team is co-led by Sue Hunter Smart and Sally Denyer with Ruth McCalman and Jenny Cridge-Raven.

Raising Awareness:

There is always the need to remind people that Signpost exists for everyone and generate continuing awareness. We try to maintain the awareness with repeat posters around the benefice but would like to remind everyone that this work is for the whole church family to advertise as well as use. We welcome individuals from anywhere, with any issues.

How well is Signpost working?

Overall, there have been many positive outcomes, several of significance, where the team were able to help those who felt lost and alone, were bereaved, had unresolved consumer issues and employment matters to address. In each case they were provided with advice and/or pointers as how to solve their problems, as well as encouragement and support. Those with mental ill health were supported.

It has made gentle, positive progress including providing a stopping-off point for church family members to explore issues in their own lives or even just to chat and enjoy coffee and cake. There have been referrals both within the church and from other support agencies. An example of this was a request for help from WODC on behalf of an agency they support, and we were able to provide the needed help for a Burford resident. The Lord has blessed and encouraged along the way.

Prayer needs to underpin the work overall and the commitment of the church is greatly valued because the team know that they would be much less effective without the Holy Spirit to empower and guide the team. The hope is that Signpost will continue to consolidate and expand its outreach,

The Signpost team would like to thank the Staff team and members of the church family for their support practically and in prayer.

Sally Denyer
Pastoral Care Team

Coffee & Company Report

We restarted Coffee & Company in the summer of 2021 with a lovely team of 9 volunteers, in a rota of 3 each week, meeting every Wednesday morning in the Lady Chapel in the church.

Initially to fulfil the need for coffee after the Wednesday morning midweek Communion Service, we soon found that there was a real need for a meeting point not only amongst church members but also within the community. This has now grown to up to 25 people despite the loss of some due to illness.

However, during the winter, with the lack of heating in the church we have been meeting in the Warwick Hall which has proved to be successful. However, at the beginning of May when it is warmer, we plan to move back into the church. This gives us the opportunity to reach out to the passing visitors, which unfortunately we miss in the Warwick Hall. We feel very much that this is part of our vision for Coffee & Company and of the Church's outreach into the community.

Jane Poulson
Coffee & Company Coordinator

Focus on Faith Report

Having looked at the life and teachings of Jesus in the Gospels of Luke and Mark last year, this year we spent two terms looking at the early church and the life of St Paul in the book of Acts.

Since Christmas, we have been studying the Beatitudes and how this teaching of Jesus can be applied in our lives. The group has really grasped the counter-cultural nature of Christianity and is learning what the Kingdom of God means and how we can be part of this in our own lives now and in eternity. What is delightful is how the group have become close and able to share their thoughts and experiences with the others.

It is not all serious study – thanks to Bob Forster's guitar playing we sing hymns and choruses. We also have discussion in pairs or threes, wordplay games and of course, tea and cake at the end. Talking of which, I am indebted to our faithful cake bakers for providing our cakes. Our guests are really appreciative of this and know that this is an expression of the love and care of Burford Church for them.

Sadly, the group has lost several members, due to the necessity for them to enter care and/or move away to be near family. Most of those who have needed to do so were from Burford, leaving a group that is mainly from Witney, Carterton, and outlying villages. Over the next year, it is hoped to liaise with other groups within the church providing for the elderly with a view to growing the group.

Bob Forster and I co-lead the group, since Mary Fieth stepped down last Christmas after very faithful service since 2016 in Friday Focus and then Focus on Faith. She is much missed by us all but continues to keep in touch with our guests over coffees and lunches. We are also very grateful to Eleanor Bishop for all her help with running the afternoons and befriending the group and to Tom Douglas for providing lifts.

Sue McCrossan
Focus on Faith Co-Ordinator

World Mission Report

Our mission policy, which can be viewed via the church website, gives a detailed account of how the committee operates and provides a useful tool to support and sustain decisions made by the committee.

In the Autumn of 2022, Jenny Tarbox stepped down from the role of Chair to the World Mission Team after many years of service. Her knowledge, wisdom and kindness helped galvanise the team as it shaped our mission matrix, and she knew each of our mission partners well. Her commitment to communication, across partners and with the church, was something that we hope to keep in focus as we move forward.

Lorenc Hoxhallari also stepped away from the team in 2022, leaving just two members on the team: Roger Owen and Sally Denyer. Following prayer requests at Central Prayer, Paul Peterson has stepped forward to join the team in 2023, and this is a real boost - however we are still looking to actively recruit a few more members who have a heart for mission support. We are particularly in need of members who have a passion for communication with our partners and the church body. Should you know of anyone who may have an interest, please do email Roger or Sally: mission@burfordchurch.org.

The committee has continued to be encouraged by the messages of grateful thanks that we have received from our partners and in 2022 and these messages were shared in e-news regularly. In recent months, news has not been shared quite so regularly, as we have been navigating the road forward with a smaller team, however we have maintained our contact with our partners and aim to be back up to speed with the dissemination of news in the weeks ahead.

It was excellent to have Caitlin Ormiston with us in late November; she always speaks with such passion about the work of TSCF in New Zealand and was extremely generous with her time while visiting the UK ahead of the new year. Like many of our partners, Caitlin provides regular updates and is always keen to engage with her supporters.

Tim Vickers from Graduate Impact hosted a breakfast and gave an update on a wide variety of projects earlier this year. His knowledge of the transition between university and the workplace is unique and his passion to see young Christians engaging with the gospel on their frontline is an area of mission we are glad to support.

Erica Payne left Innovista at the end of 2022, at which point we withdrew our financial support as it was something unexpected and notice was given at short notice. However, Roger is meeting with Mary Oakes in April, with a view to having some questions answered and helping to determine the on-going status of Innovista International as one of our mission partners.

Mary and Wanyeki retired from their work with Crosslinks this year, bringing our support for their work to a close. Thankfully, we were able to offer a retirement donation to help support them as they enter a new phase of life, and this was gratefully received.

Roger Owen
Member of the World Mission Committee

Choir Report

A traditional service was held at 9.30am on 39 Sundays in 2022. The choir sang for choral matins on 11 occasions, and supported special services including the Benefice Platinum Jubilee service, Rosamund Leach's funeral, and both the Civic and Parish Carol services.

We are particularly blessed with the loyal service of our organists. Edwin Wilson plays most of the services, with Phil Ormiston, Geoff Taylor and Cedric Reavley also having supported services this year.

The choice of hymns for the congregation to sing is very carefully matched to the readings, to the position of a hymn in the service, and to the liturgical year. The sermon series in 2022 took us to 24 new hymns, drawing on poets from many centuries. In total, we sang 148 different hymns. 6 were sung once, 18 twice, 4 three times, and one four times (Jesu, thou joy of loving hearts). When new words are introduced, they are usually sung to a familiar hymn tune.

The choir has seen some changes in membership this year, notably the death of our great friend Rosamund. The choir numbered 21 singers at the end of 2022. We have welcomed several singers from Taynton Parish, where the frequency of services allows them also to sing in Burford for Matins once a month. The choir prepares an Introit for each Matins and supports the congregation in the singing of psalms and canticles to Anglican chant. In addition, they prepare Anthems for special services.

It is indeed a great joy to "*Sing unto the Lord a new song*" (*Psalms 96*).

Ruth Reavley
Choir Co-Ordinator

Music Group Report

The group continues to flourish. Several new group members arrived in 2022. Including those gifted with the ability to play more than one instrument, we are now blessed with 7 singers, 5 pianists, 2 organists, 2 drummers, 1 bassist, 1 flautist, 1 violist and 3 guitarists.

The new audio-visual system has taken time to balance, but we now have two very capable sound engineers, Dan Leedham and Tom Fantham who continue to make improvements. We are grateful for the devotion and hard work of Tarnia Usher and James Morrey, who usually operate the system through two morning services.

Congregational singing, at least from the south-facing position of the musicians, seems to grow in engagement and passion.

The music group held a music development day in November, which helped us to get to know one-another better and to experiment with new music. We plan to hold more events in 2023. The repertoire continues to expand with the best of the new and best of the old.

We are always open to new group members who should make themselves known to me please. We would love to encourage youth group members!

David Hunt
Music Group Coordinator

Café Fifteen Report

The year has been challenging, starting with the failed heating at the beginning of the year, but the Summer was as busy as we could have hoped for and we managed to go into the winter with the team intact, but not suspecting just how demanding the country's financial situation would become.

With our agreed contribution to the church's maintenance costs doubling over the course of the year, flexibility was required in sustaining the payments over Christmas and the early months of 2023, but our new working partnership with the Church has paid dividends and the Café team are confident we may be heading for our best summer to date.

A flattering appearance on American television and an award from Trip Advisor placing us among the top 10% of Cafes reviewed globally, reflected well on the team and their contribution to Burford Church.

Allan Read
Café Fifteen Manager

Friends of Burford Church Report

At our AGM in May 2022, Penelope Leaf announced that, after five years in post, she would not be standing as chairman after the next committee meeting. This role has now been taken on by Cedric Reavley. In June, ten Friends were taken on a guided visit to Eton College, focussing on the chapels. This was kindly and efficiently arranged by Rory Darling, to whom we are most grateful. Also in June, there was an organ recital given by James Grainger in aid of the Friends, of music with a royal connection, to mark Queen Elizabeth's Platinum Jubilee.

The choir of Elstree school came to Burford Church in September to sing Evensong. This proved to be very popular, and our thanks are due again to Rory Darling for organising the event. In October, four members of the Friends committee visited Lichfield cathedral to meet Dr Louise Hampson from the Centre for the Study of Christianity and Culture at York University, who was instrumental in providing a touch-screen information system about some of the stained glass at Lichfield. The committee believe that a similar system in our church would help to enhance understanding of the Whall window in the South transept and are working with the PCC to achieve that end. Dr Hampson has agreed to come to address our next AGM on 21 May 2023.

We were pleased to welcome some Friends of Christ Church Cathedral, Oxford for a guided tour of our church, and we are planning a return visit in the Summer of 2023.

Cedric Reavley
Chair

The Burford Benefice Bartholomew Trust Report

Objectives:

The objectives of the Trust are the advancement of the Christian religion and of education, and such other charitable purposes that are beneficial to the community in the Burford Benefice with Fulbrook, Taynton, Asthall, Swinbrook and Widford.

Trustees & Responsibilities:

The Trustees during the year were:

- Tom Putt (Ex-officio) (Chairman)
- Ivan Hall (Treasurer)
- Ruth McCalman

The Trust's responsibilities include the provision of assistance to the clergy within the Benefice by various charitable means. In this respect, the Trust holds a part share (with the four PCCs in the Benefice) in 20 Oxford Road, Burford. The property provides accommodation for the Curate of the Benefice and, in the absence of an incumbent during the year, the property was let on a temporary arrangement to private tenants. It is expected that the tenancy will terminate in May 2023 prior to the arrival of the new Curate.

Financial Statement:

The main payments during the year related to repairs and maintenance of 20 Oxford Road. These costs were more than offset by rent receipts and this resulted in a net operating profit of £4,775.00. Detailed accounts are available on request.

On 31st December 2022 the available funds of the Trust were £28,843.00. Whilst this is a healthy balance, the Trustees are mindful of the need to maintain sufficient reserves to cover potential future spending. Such spending could include any structural work at 20 Oxford Road and the support of future ministry needs.

Ivan Hall
Treasurer

Bell Ringing Report

Bell ringing has largely returned to normal this year.

We have generally been able to return to ringing before 11.00am Services at Burford, often ringing all eight bells, and for many other services in the Benefice.

We have rung for several weddings in the Benefice, and other special events, notably in memory of Her Majesty Queen Elizabeth II.

Our weekly practices continue to be on Tuesday nights from 7.30pm to 9.00pm. We have recently resumed teaching beginners and hope to increase the numbers of ringers in the Benefice.

Nigel Harrison
Bell Ringing Tower Captain