



**St James**  
Hampton Hill

# Annual Parochial Church Meeting 2025

## Agenda

## Reports for 2024



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Dear Parishioner

**Notice of APCM – Sunday, 25 May after the 9:30am service**

I hereby give notice that the Annual Parochial Church Meeting (APCM) of St James's Church will be on the above date, following the 9:30am service. You are invited to join the meeting and, provided you are on the Electoral Roll (ER), stand for office and/or vote in the proceedings.

If you are not on the roll email me and I will send you a form. You won't be able to vote or stand this time (to count, you must have completed an application at least 14 days before the meeting), but if you count St James's as *your* church, you should be on our 'membership list'. You will find nomination papers to stand for the PCC or churchwarden on Derek's weekly email.

**What will happen at the APCM?**

Our annual meeting is the church's equivalent of a company AGM and will be reviewing 2024. We will receive a financial report from the treasurer, hear about how the church has operated in the past year, and Derek will set out some of the challenges that lie ahead.

**Will you play a part in our future?**

Part of the meeting will also be to elect two wardens and up to four members of the Parochial Church Council. Could one of these be you? Could you bring your life experiences or talents to the table to help us flourish? If you would like to know more about the roles, please speak to me or a current member without obligation.

On the following pages you will find reports of the various church teams or groups associated with us. You have also been sent an agenda and the minutes of last year's meeting. To save resources, only copies of the agenda and minutes will be available on the day.

Best wishes

A handwritten signature in black ink, appearing to read 'Nick', with a long, sweeping horizontal line extending to the right.

Nick Bagge  
**PCC Secretary**



**Meeting of Parishioners  
for the Election of Churchwardens  
and  
Annual Parochial Church Meeting  
Sunday 25 May 2025 after the 0930 service in the hall**

## Agenda

### 11.00am

1	Prayers	DW	
			See attachments/actions:
2	Apologies for Absence	NB	
3	Declarations of Interests / Fit and Proper Persons	DW	
4	Minutes of the last meeting: 19 May 2024 <i>Errors should be reported to the secretary prior to meeting to enable any corrections to be made</i>	DW	To note: Minutes 19 May (separate attachment)
5	Election of Churchwardens In the event that more than two applications are received by 0900 today, an election will be called	DW	

### 11.10am

			See attachments/actions:
1	Apologies for Absence	NB	
2	Minutes of the last meeting: 19 May 2024 <i>Errors should be reported to the secretary prior to meeting to enable any corrections to be made</i>	DW	To note: Minutes 19 May (separate attachment)
3	Matters Arising <i>From 21 May 2023 not otherwise covered in agenda</i>	DW	
4	Notice of Any Other Business (See item 13)	DW	
5	Presentation of the Electoral Roll This will be used to calculate the number of places on the Hampton Diocesan Synod when elections are held in 2026	NB	

6	<b>Election of up to four members of the Parochial Church Council</b> In the event that more than four applications were received by 0900 on Sunday 21 May, an election will be called.	DW	<b>To elect/appoint: Up to four members</b>
7	<b>Election of members of the Welcome Team</b> Derek on behalf of Linda Cargill to make oral recommendations	DW	
8	<b>Annual report and Accounts of the Parochial Church Council 2024</b> Treasurer Dawn Miller and Finance Team chair Laurence Sewell to give an account of the year	DM	<b>To note Annual Report and Accounts of the PCC 2024 (separate attachment)</b>
9	<b>Appointment of Independent Examiner</b> Dawn Miller to make an oral recommendation	DM	
10	<b>Churchwardens' Report, including the Fabric of the Church</b> A written report was prepared by Bryan Basdell, Chair of the Properties' Team, and Susan Horner and Nick Bagge, Churchwardens	SH/ NB	<b>To note Reports are part of APCM Reports</b>
11	<b>Consideration of written reports</b> Comments about any of the reports on the different aspects of church life	DW	<b>To note APCM Reports</b>
12	<b>Vicar's Report</b> Derek to report back to the congregation	DW	<b>To note Derek's report to be given orally</b>
13	<b>Any Other Business</b> For items to be considered they must be sent to the secretary by Wed 21 May	DW	
14	<b>Closing Prayer</b>	DW	

## Ark Playgroup

The Ark Playgroup for carers and pre-school children runs every Monday morning during term-time. There is a dedicated team of four who run the group in pairs on alternate Mondays.

Attendance has been good, made up of 0–4-year-olds coming with childminders, parents or grandparents. We often have 15-20 ‘families’, and on busy weeks we have seen in excess of 25 infants.

Each week we provide coffee/tea/juice and biscuits and have a craft activity. We also try to do some reading and singing.

We have a very busy and happy session with toys and games suitable for all ages, push-along toys going up and down the South aisle, and train tracks taking over the altar dais.

After many years as part of the team Linda Webb is standing down in May. We would welcome anybody who may like to come and help either regularly or on an occasional basis.

*Carol Bailey, Jon Holloway, Linda Webb & Liz Wilmot*

## Bell-ringing Team

Bells have been rung every Sunday before the 9:30 Parish Communion service. Additionally we have rung for the Christmas Eve Communion service, for New Year, for two weddings and, most recently, for the 80th anniversary of VE Day.

About 80 visitors went up the tower on our annual Open Afternoon last July, to try ringing the bells and then to continue up to see the view.

I am grateful to our ringing team for continuing to keep the bells ringing on all these occasions. New ringers are always welcome !

*Susan Horner*

## Care and Contact (Parish Visitors)

We are blessed to have amongst the congregation some who have a particular caring role. It is the vocation of all the family of God to care for each other, but we have a team of ‘pastors’ who watch out for those who need extra care or contact. The group meets every few months to consider together if the church can offer particular help such as visiting, lifts or other encouragement. If you need a helping hand do not hesitate to be in touch via me.

*Derek Winterburn*

## Charity Support Team

Our total giving for 2024, traditionally excluding Christian Aid and the Children's Society, was £7,467 - slightly more than last year, and the first time in four years that the total was higher than the previous year. Some of the previous downturns have been due to obvious external factors like the global recession, Covid and Ukraine, however I like to think that our congregation were a little bit more generous this time. Certainly a big thank you is due to the many people involved in our charitable giving.

Some of our success was immediately apparent at the start of the year with our Lent Appeal raising £3,675, some 50% more than in 2023. This was split 50/50 between St Lukes Hospital, Milo, and the Christian Aid Middle East Appeal. This was perhaps a very timely one-off as there was no Diocese of London Lent Appeal in 2024. There was also a Lent lunch of soup and cheese this year.

St James's Festival weekend included many fundraising activities. As in previous years, all the money raised went to the church. St James's has had very substantial costs to contend with for roof repairs and heating. A wine tasting in September, the first for some time, raised £850 for the church.

The Harvest Appeal included a meal where people paid what they could and £1,215 was raised for The Upper Room. Also, as in previous years, a large collection of goods, both food and non-food, came from St James's and local schools and was consolidated here for onward transportation.

The Quiz night was repeated again in November and with bookings for 70 people, well above last year, it was deemed appropriate to move the event from the hall into the church. Yet again, the moveable seating played a very useful role. £374 was raised, split between London Churches Refugee Fund and our link church in Mecuburi, Northern Mozambique. A further £313 was donated for LCRF. A previous total of £1,250 of fundraising was remitted to Mozambique via the Diocese of London. The process took many months, and we look forward to hearing from the Bishop of Nampula about how it was spent.

The PCC again approved £1,500 from church funds to the Charities Team, to be given to Welcare (£1,250) and Bishop Wand School (£250).

Christian Aid Week raised £3,000, a very commendable increase on £2,338 in 2023, and the Children's Society collectors (some boxes, but now mostly by direct debit) raised £1,144, which was 10% up on 2023 (£1,033). £840 came from signing up for direct debits. A further £375 was raised from our Christingle service.

The Ark Playgroup has been very successful and raised £1676, split 50/50 between the church and Baby Basics, a charity working with midwives and health visitors to provide much-needed items for vulnerable groups such as refugees, asylum seekers, families in poverty, teenage mums, and women fleeing domestic violence and trafficking. The local branch is based at Sunbury Methodist Church.

The charities we support all benefit greatly from our support – they write and tell us so. A little bit (more) of your generosity goes a long way!

Dennis Wilmot  
Chair, Charities We Support Team

## Children and Families

Sunday afternoon continues to be our main gathering for families. There is a 'Together' service at 3.30pm in term times, and once a month it becomes 'Messy Church'. There are four families who regularly come, and a few others come (especially) to Messy Church. The latter is only possible because there is a great team of people who staff the craft tables or serve refreshments.

With the Scout leadership I have been thinking hard about how best to draw in the young people in the Scouts: they came at Harvest, Remembrance and Christingle. Christmas Eve was as popular as ever amongst the local community, Good Friday less so (!)

We have not been able to bring schools into church for 'experiences' this year, although I do take assemblies in Carlisle Infants, Hampton Hill Juniors, and LEH Juniors. At Christmas the school carol services were completely full.

Derek Winterburn

## Churches Together around Hampton

St James's hosted the group's annual *Songs of Praise* service during the Week of Prayer for Christian Unity. Our organist provided most of the musical support, but Joy Beauchamp pulled together a little band to add variety. The 'Day of Prayer' was held at Hampton Hill's URC, and next year will be at St James's. The Remembrance Sunday service at Hampton is very well attended and is a visible demonstration of unity in the community. The one at Hampton Hill is smaller and only features us and the URC - but is equally valuable.

I think it fair to say that CTaH is not very sure of itself at present. The clergy gathering is as well supported as I remember in 28 years, but there is no clear sense of direction. Please pray for good decisions.

Derek Winterburn



## Churchwardens' Report

If you were to ask a churchwarden what their role was, you would probably get a different answer from every warden! We should have general oversight of everything and, in particular, support the clergy and act as a liaison between clergy and congregation. It really does depend to a certain extent on how many people support the work of the church.

St James's is blessed with many volunteers who lighten our load, which means that contrary to perceptions, we are not working full-time. We thank all who assist by welcoming, reading, leading intercessions, serving, ringing the bells, arranging the flowers, operating the sound or streaming desks, weekly church cleaning or by providing refreshments.

But there comes a point even in our church when longstanding volunteers look to reduce their toil or retire completely. Over the next year our ability to put on services and events will be dependent on finding new faces to take on some of the workload. It would be great if everyone who belongs to the family of St James's offered to play a part. There really are jobs to suit everyone with time, ability and frequency to suit. You are welcome to talk to Derek, Susan or Nick.

The one area that does fall under our office is caring for the fabric of the church, though here too we are lucky to have an able Properties Team, led by Bryan Basdell, who carry out much of the maintenance on the church's behalf. Where the job is much bigger, such as last year's repairs to the roof in the north aisle, they still have oversight of the work.

The roof work has impacted on the state of the garden, but the Gardening Team has begun restoring the lawn and beds to their former state. Still outside, the Garden of Rest has been expanded, ready for a second bench and new memorial stone. The team intend to keep the area well defined. Two other benches were replaced last year, one of which is in memory of Rita Malyon.

In the past year Christopher Carson has relaunched the Friends of St James and we have held a number of events, ranging from wine tastings to a ceilidh. These have successfully attracted many people from outside of the church, thereby helping us to better connect with the community as well as raising much-needed money for the church.

Thom Stanbury and the choir have continued to provide music through the year, including the extra services in Lent and Easter. We continue to offer three services on most Sundays. The 0800 is still valued by the small but loyal worshippers, numbers at the 0930 have increased a bit in the past year, and we have had regular

Together services on Sunday afternoons for younger families, with Messy Church once a month.

We continue to offer Morning Prayer during the week, but like many churches, there is little demand for a midweek Communion service, putting its future up for review.

We are grateful to the Finance Team, which includes Laurence Sewell, Dawn Miller and Carol Bailey. Carol, in particular has put in very many hours during the year to pay bills, produce accounts and track the budget. Dawn has stepped down from the role of Treasurer this year, and leaves with our thanks. Dennis Wilmot keeps us in touch with the charities that we support. The Health and Safety, Safeguarding and Ministry teams help to make us a safe and welcoming church. The Care and Contact team keep in touch with those who are housebound or unwell, and Lesley Mortimer takes home communion to those unable to attend church.

We continue to reach out to our local community. We held a successful and well-received Climate Chat in April, highlighting three local initiatives. Our Festival weekend in July provides people with the chance to climb the tower and tour the building. The church and hall remain well used by many local groups for concerts, classes and events and parties. We keep in touch with the community through the website, kept up to date by Prill Hinckley, and the Spire magazine, ably overseen by Janet Nunn. We also produce regular events booklets that you help us to put through letterboxes.

Above all, we are grateful to our clergy: Derek, Jacky Cammidge, Tim Marwood and Julian Reindorp between them preside and preach at our services, as well as leading the various study groups, not to mention the time they give to listening to our concerns. Of course, they wouldn't be able to do their jobs without the support of their other halves: so thanks go to Sandra, Alan, Jane and Louise.

Similarly, we couldn't do our jobs as wardens without the support of our families. And we also thank all of you for responding to us when we need help. This church's life really is the result of teamwork. Long may that continue.

*Susan Horner & Nick Bagge*

## Connections Café

Connections Café runs on Tuesdays from 10.30am-12.30pm. Typical attendance is about 5-10 people, plus one or two helpers to make coffee. There is a mixture of regular attendees and some who come every two or three sessions. Typically these are from elderly members of the congregation.

Those attending do appreciate the visit. One of our most regular attendees moved to the south coast to be close to her daughter and wrote saying how much she had appreciated the coffee mornings, and she made a very generous donation.

Other good causes have presented their stories at Connections: *Cooking Up* helping people to cook for themselves, and *Angel Care*, helping elderly people to stay at home with their support with cooking, cleaning, and even trips to their GP. Although the organisation is not a charity, and there are costs, it can mean people can stay living at home for much less than moving into a care home, with other advantages here.

*Dennis Wilmot*

## Eco-Church

The two big features of this year were the ongoing saga of our heating and the revision of the Eco Church survey. Through the first  $\frac{2}{3}$  of 2024 the PCC was involved in looking at replacement schemes for the gas boiler. This proved more draining than would be believed! Our initial proposal, for IR panels, arising from an eco-survey was turned down by the Diocesan Advisory Committee, who commissioned a new report that recommended a fresh approach. Meanwhile we were given permission to install a smaller boiler which could be supplemented as needed with our standing heat lamps. This solution, only intended to be short term, was good enough for the mild winter we have had. We are now directed to investigate high temperature air heat pumps.

A Rocha revised their Eco Church survey in the New Year and the team have been working through the implications to stay at silver and progress to gold. Many of the criteria require us to be more rigorous about what we already do.

We ran the fourth of our personal Eco Church surveys in January. Some of the biggest positive changes: more walking / cycling to church and more conversations with others about creation care.

A new development was the hosting of the first Hampton Hill Climate Chat at the end of April, which was attended by many people from the community. We hope to have another one later in the year.

St James has been invited to apply for a small grant from the central church towards energy reducing measures. We have prioritised changing the lighting in the office and around the hall to LED fittings.

The churchyard is actively maintained, in partnership with the Local Authority to provide a peaceful and beautiful area for the local community, and sensitive to the needs of a diverse wildlife. The Gardening Club does a great job of keeping everything orderly.

*Derek Winterburn*

## **Flower Team**

Since the modernisation and updating of the church interior we have used the cupboard tops to display some very good-natured house plants. These need very little attention and continue to look healthy and happy. This has ensured that there is normally only one pedestal display needed in church, plus a small vase on the book of remembrance.

We, as a team, have been mindful of the growing concern at the use of plastic floral foam and have minimised its use.

We are a small but very supportive team, using a flexible rota and timetable, and always enjoying the more major festivals as an opportunity to produce more significant displays. Due to the generosity of team members, this has been with minimal cost to the church.

*Coryn Robinson*

## **Gardening Team**

The graveyard is closed for new burials and consequently general maintenance responsibility rests with Richmond Council. They undertake grass cutting and general tree works in line with their ecological policy. The Gardening Club provides the 'icing on the top of the cake'.

We have met four times in the past year.

Our aim is to:

- Maintain and improve the graveyard for those who visit the graves of their departed family/friends, and
- Maintain and improve the area for the wildlife and the environment

Work has included:

- reducing the canopy of some of the trees/bushes to clear the debris on the graves below
- cutting away ivy and brambles encroaching on the graves and the graveyard
- clearing the 13 scattered Commonwealth war graves [the Canadian war graves are maintained by the Commonwealth War Graves Commission]

- cleared saplings and dead branches
- planted four rose bushes in remembrance of departed relatives

For aim 2) in the graveyard we have:

- planted a holly bush
- maintained 50 hedging saplings
- enhanced the wildflower area
- added plants to the small pond which is now inhabited by many water snails

Unfortunately one of the large trees was felled by persons unknown. The council were informed but were unable to act as it couldn't be determined who the perpetrator was.

The sessions have been a great social occasion as well. The camaraderie whilst working away as well as chatting whilst having great refreshments has been superb.

The garden areas have been hit by the high temperatures and lack of rain in the summer and then followed by extended frosts and excess rain in the winter and spring. Climate change is affecting what we plant and how we garden, we are never too old to learn and change our ways!!!

*Lou Coaker*

## Good Guys

The men's group has had a successful year of get-togethers over a meal or drink. We meet most months and have visited a number of local restaurants in Hampton, Hampton Hill and Teddington, where we had our Christmas meal. Attendance is regularly 8-12 members, and we always welcome new faces. Drop me an email in the office and I can add you to the mailing list for future dates.

*Nick Bagge*

## Hampton Deanery Synod

The Deanery Synod met three times in the past year.

The **first meeting** took place on 22 May 2024 at St Augustine, Whitton, chaired by the Area Dean, Rev Ben Lovell, vicar of St Mary's, Hampton. There were updates on the Common Fund and recent appointments. A new Multi-Academy Trust was being formed in the area involving St Mary's CE Primary School, Hampton, and Bishop Wand CE Secondary School, Sunbury.

Tony Dixon, St Stephen's, Twickenham, was elected the new Lay Chair.

The main item on the agenda was *Compassionate Communities*, introduced by Alison Tsang, head of the diocesan team supporting that aspect of the London Diocese 2030 Vision. She gave some examples of caring ministries in churches and chaplaincies and challenged Deanery churches to be involved in this work of caring for the community and responding to needs, as a mark of mission. Churches were invited to register their current activities, and the collated list was circulated after the meeting.

The **second meeting** was held on 7 November 2024 at St Mary with St Alban, Teddington.

The main topic was 'Love Matters', the Archbishops' Commission on Families and Households, led by Rev Mary Hawes who had supported the commissioners in their work. She explained how the commission had operated, how evidence had been gathered and outlined the final key priorities. We must:

1. Maximise the protective effect of the family
2. Ensure all loving relationships matter
3. Give every child the best possible start in life
4. Tackle the societal issues which limit people's ability to flourish.

She ended by highlighting what this might look like in the parish context.

The **third meeting** was held on 11 February 2025 at St Mary's, Twickenham. The main item for discussion was *How can we use church buildings for Mission?* Rev Jeff Hopkin-Williams described how St Mary's had been re-ordered during the pandemic and the uses to which the church could now be put. There followed a presentation by Kevin Rogers, Diocesan Director of Parish Property and Fundraising, outlining the work of his team. Most importantly, the DAC was being restructured with a focus on Net Zero and accessibility.

A full report of each meeting, including finance and appointment updates, is available from the Secretary to the PCC.

Lesley Mortimer

## Hampton Fund (Fuel Allotment Charity)

This grant-making charity was established in 1811, and St James's nominates a trustee, supports the needs of residents in our parish and the wider local area.

It helps individuals and families in need with the cost of their electricity and gas bills through fuel grants; the provision of essential white goods and household items; and school journey and uniform grants. Secondly, community grants are made to cover the costs of a range of services and activities provided by the local voluntary sector. These address the needs of disabled people, carers, children &



young people, those living with poor mental health, elderly, vulnerable people, homeless people and many more.

In 2024 the charity launched a new strategy for the period 2024-27, with an emphasis on “relieving hardship (financial, physical, emotional ), creating opportunities to live well”.

In the period July 2023 to December 2024 a total of £1.704 million was disbursed to 2,386 households in the area of benefit, and community grants totalling £2.055 million were awarded to 53 organisations.

Hampton Fund is managed by a small team of five: a Chief Executive Officer, Operations Manager, Individual Grants Manager, Community Grants Manager and an Administrator, and is overseen by a board of twelve trustees.

Further details and information can be obtained from me.

*Laurence Sewell  
Trustee, Hampton Fund*

### **3rd Hampton Hill Scout Group**

The 3<sup>rd</sup> Hampton Hill Scout Group continues to thrive with over 100 young people in Beavers, Cubs and Scouts, and a further 28 or so in the 14–18-year old’s Explorer section.

We have just come back from two superb Easter camps, the Scouts enjoying the beautiful sunshine (and extremely cold nights) down at Ferny Crofts in the New Forest and the Cubs on a Roman-themed camp at Tolmers, near Potter’s Bar. We have a lot to look forward to as well this year with a return (after six years) to our Covid-delayed four-yearly trips to Kandersteg, taking 35 Scouts and Explorers to Scouting’s standing Jamboree camp in Switzerland in August.

Scouting is extremely rewarding and recent changes made by The Scout Association means that volunteering with us is easier than ever, with much reduced training requirements and a team-working approach to running Beavers, Cubs and Scouts. If you’d like to know more, just get in touch with me via **GSL@3hhscouts.org.uk**. We currently have vacancies in our Cub section and absolutely no experience is necessary!

*Paul Fitchett*

## Hampton Parochial Charities

HPC oversees two almshouses: Jubilee House, Ashley Road and the War Memorial Cottages, Oldfield Road – as well as two grant-making funds: Relief in Need and the School of Industry.

St James's provides three trustees: Dr David Wile, Sarah Selvanathan and Rev Derek Winterburn (Chair) served the whole year. The trustees have seen that energy efficiency measures have been carried out, although the age and build of the properties makes some remedies difficult.

The Clerk, Nicky Hall, looks after the wellbeing of the residents. As people age some, especially those without family nearby, need more and more care, which can be time consuming. She also administers the buildings: keeping on top of the myriads of safety checks and maintenance tasks. As a unit falls vacant there will be significant redecoration or refurbishments to manage. For more information about the charities go to: <https://www.hamptonparochial.org.uk/>

*Derek Winterburn*

## Parochial Church Council (PCC)

This was Derek's eighth full year as vicar.

The PCC has 19 members, including the vicar (chair), Associate Priest, two churchwardens, and two Deanery Synod representatives, who sat as ex-officio members. Two vacancies were unfilled.

It met eight times and attendance averaged 14 people or 86%. PCC members are trustees of St James's, which is a registered charity, and can serve a maximum of two consecutive three-year terms of office without a break, either starting or standing down after the Annual Parochial Church Meeting. Only churchwardens must stand for re-election every year. They can serve a maximum of six consecutive years without a break.

The year began looking back and forward. Derek had written a paper whilst on study leave about the reasons people went to church. Nationally 25% of churches had 12 or fewer people in them on Sundays and 50% had one or no children. That we were in the top third in the country for children's attendance showed how bad the situation was elsewhere! Using the Diocese of London's Mission Plan members formed their own ambitions for the next year and beyond.

In what became a permanent fixture at meetings, Derek explained the complexities of replacing the church's heating system. All forms of heating, green or fossil fuel,



now required a permission in the form of a faculty. A like-for-like replacement of our gas boiler would have to be part of a hybrid plan. All the options involved greater expense, which would mean applying for grants.

By February the focus was on Safeguarding, and the growing burden of requirements to demonstrate we were a safe place. Aside from the now commonplace DBS checks was the need for greater and more in-depth training. This applied to church officers (wardens, PCC members, etc), but also to many of our volunteers. The woeful past mistakes at national level meant we had a duty to get it right.

The PCC also had to grapple with an ageing building and the demands it placed upon us. Roof repairs became urgent – puddles of water were proof enough – and we still had a heating problem! It was solved temporarily by renting a gas boiler through the winter and beyond until Easter. For light relief members also agreed to use a legacy from a church member to buy a more fit for purpose lectern.

March brought two meetings concerning the heating saga. The PCC had to decide whether to only pursue the gas boiler solution or consider a hybrid option that included infrared. To complicate things, the church's electricity supply might not be up to job and would probably require an upgrade. Members deferred a decision until after a visit to see infrared heating being used by a north London church. The second meeting considered whether to accept an infrared option, and possibly a grant to fund the work, or go the gas route and find all the money from church funds. A small majority opted to continue along the non-fossil fuel route.

May's meeting was looking to a future where more of our running costs would need to come from new sources. As a result, a Fundraising Team was being created, tasked with putting on events that appealed to a wider population, to create a new income stream: new money from new people. Part of this involved relaunching the Friends of St James. The heating debate continued, with the appointment of an engineer to develop a plan to satisfy the Diocese.

June's focus was our Safeguarding policy and how the Church of England's overhaul would affect us. Money matters included our 2025 Common Fund offer to the Diocese. For many years St James's had been able to contribute more than the average cost of employing a priest, but our contribution for 2024 had covered only 77% of this. Faced with pressures in many directions, members settled on a further reduction for 2025, but with the promise to use our new fundraising initiatives to reverse this as soon as possible.

In September, we were joined by Archdeacon Richard to hear about our financial challenges. A large sum had already been committed to repairing the roof of the north aisle before considerations about the heating. Richard spoke about the Church of England's 2030 net zero carbon target and why the Diocese would not allow a like-for-like gas boiler to be installed. A compromise was found, whereby a smaller gas boiler could be installed provided we supplemented this with green energy – air source heat pumps seemed to be best option.

The year ended with financial worries, but some good news on heating. A domestic gas boiler was being installed with the promise of some heat. And the Fundraising Team were hopeful that following a ceilidh they would have at least plugged some of the deficit. 2025 could only get better!

*Nick Bagge  
PCC Secretary*

## **Properties Team**

### **Responsibility**

The Properties Team has the responsibility to the PCC for the maintenance, upkeep and care of the church, the hall, the vicarage, the garage, the shed and all other structures; apart from the moveable items that are the legal responsibility of the Churchwardens. The churchyard is maintained by the London Borough of Richmond upon Thames, overseen by the committee.

### **The Church - Summary State & Quinquennial Survey**

A Quinquennial Survey was formally issued by the architect that concluded that “the building is generally in a good state of repair”. However, it states that the age of the building is such that persistent maintenance and repairs are required to the external envelope to keep the building safe and watertight. The report identifies 11 items of Category 1 (Urgent, to be addressed within 6 months), 26 Category 2 (to be addressed within 12-18 months), 31 Category 3 (to be addressed within 5 years) and 23 Category 4 (Desirable). In terms of the Category 1 items, 4 are procedural and, therefore, not considered in the context of this report. In terms of the 7 structural Cat 1 items, all have now been addressed. With respect to the Category 2 items, 3 are procedural and 3 relate to the Churchyard and are the responsibility of Richmond Council; of the remaining 20 items, 7 have been addressed.

### **Routine Maintenance and Works**

As reported in recent years, the building is subject to significant regular use that entails an ongoing level of maintenance work. Heating, electrical services, fire appliances, lighting, the clock, the bells, the lightning conductor and the drains all have regular professional inspections that have been done in line with their

service/inspection schedules. All records of inspections and certificates are recorded and filed in the Church Logbook held in the Office.

In line with normal practice, maintenance activities have been conducted as and when required. In line with our agreed policy of only replacing light bulbs when they fail, a number have been replaced in the chandeliers and globes with, in all cases, the failed bulbs being replaced with more efficient LED equivalents. The “configurable” lighting configuration within the building has been subject to further enhancement. A new storage unit for altar frontals has been made and some minor joinery repairs have been carried out, in some cases repairing defective work undertaken by the ‘re-ordering’ contractor. Some areas of repointing identified as Cat 1 deficiencies have been undertaken by contractors, with remedial work undertaken to re-instate the gardens and shrubberies by the affected areas. The carpets and other soft furnishings have been treated to protect them against carpet moths.

Following significant review, approval to install a new gas fired central heating boiler was given. As part of its installation, a major overhaul of the configuration of the system and its associated pipework was undertaken. The IR heaters have been retained as a backup in the case of future failure and to augment the capacity in more extreme conditions. The requisite cabling has been channelled as appropriate but without augmenting the building’s overall power supply.

The re-ordering programme is now complete; all snagging jobs having been addressed. The damaged paintwork in the Chancel was addressed following the repair to the faulty gutter on the south wall and the damaged ceiling in the north aisle was repaired following completion of work on the north aisle roof. As previously reported the quality of the electrical work undertaken during the re-ordering programme was poor, resulting in the retrospective installation of a new power cable; we are still awaiting formal certification of our installation. Some minor changes to the power network in the NE area of the building have taken place. More rationalisation of the power circuits is planned for which a specification is being produced to support tendering.

In line with usual practice, the building was subject to an annual “spring clean” in readiness for Easter. The annual leaf-sweep and gutter clearance was undertaken in December 2024. All gutters around the courtyard were also subject to more frequent clearances in the autumn as necessitated by the build-up of leaves from surrounding trees. As is now standard practice, these activities are augmented by a commercial company that clears and inspects the state of gutters on the church, hall and vicarage; the resultant report did not identify any areas that required attention.

## **Church Roof**

The roof on the North Aisle has undergone major refurbishment. Removal of the old copper cladding identified significant deterioration of the supporting deck that necessitated its complete replacement. This was unplanned but necessary, increasing both cost and timeframe for completion. The new deck and copper cladding are now in place together with new slates and ridge tiles.

The cast iron hoppers affixed to the north aisle wall are subject to significant corrosion. One hopper is cracked and requires repair. Investigations are in hand to address these issues.

## **Church Hall**

The wooden floor has been sanded and sealed to extend its life. This is likely to be the last occasion when sanding will be possible, and replacement of the floor needs to be considered as part of a major refurbishment. Routine maintenance work has been undertaken in the Hall, including to address broken toilet seats and leaking cisterns.

## **Graveyard and Environs**

As mentioned above general maintenance of the graveyard is now the responsibility of Richmond Council and is undertaken by its contractor, Continental Landscapes. The Properties Team works with other church groups in the general development of the graveyard, where its efforts are focussed particularly on the more manual activities. A major intervention during the year has been the installation of the base for the new bench that the Brunt family is donating as part of the re-configuration of the Garden of Rest. In addition the "Rita Malyon" bench has been installed by the South Porch and the bench in the NW garden damaged by the roofers has been repaired.

## **Membership**

The committee meets four times a year, with routine work being undertaken as required outside these meetings. If you have an interest in the maintenance of old buildings, some special knowledge or expertise, or simply enjoy practical challenges and you feel that you could contribute, please contact me. Email [bryan.basdell@btinternet.com](mailto:bryan.basdell@btinternet.com) or phone 020 8979 2040.

*Bryan Basdell  
Chair, Properties Team*

## Safeguarding

The first thing I need to say is that safeguarding is everyone's responsibility! As we get to know and encourage one another within the church family, we are helping to keep each other safe – that's everyone from the youngest to the oldest!

Copies of our church safeguarding documents can be found on the noticeboards in both church buildings and on the church website, the main policy being the Parish Safeguarding Policy.

We are encouraging vigilance and transparency to help create a culture that encourages safeguarding concerns or incidents to be raised. We aim to provide support and safeguard victims. Our collective vigilance will help ensure support and help is provided when needed. I can report that there have been no incidents since the last PCC when an update was last given.

St James's has been using the Parish Safeguarding Dashboard for about five years. In September 2024 it had a significant upgrade to ensure it aligns with the new National Safeguarding Standards. An Action Plan is produced each time the Safeguarding Dashboard is updated - this is done in time for each PCC meeting with the most recent Action Plan produced on 28 April 2025 to support the writing of this report. The most recent Action Plan is reported on at each PCC meeting as this continues to be a standing agenda item.

The training requirements are set out in the Church of England's Safeguarding Learning and Development Framework, which states that all members of the PCC and leaders of church activities must undertake Basic Awareness and Foundation modules, and such training should be completed at three-yearly intervals.

The Domestic Abuse pathway has become mandatory for all members of the PCC and leaders of church activities to complete. This remains an action point of the highest importance in order to ensure the St James's is in line with our safeguarding policy. All training is available as online modules which take a few hours to complete (please either contact myself or Nick and we will be able to support you with where to find this training).

I understand that some people would prefer some face-to-face training so I pleased to say that I will be running some training at church. Either Nick or I will be in emailing these dates to the people who need to complete the training shortly.

*Annalea Gratton*  
*Parish Safeguarding Officer*

## Servers' Team

Six servers were available for regular duty from April 2024 to March 2025. We have been able to provide two servers each Sunday at 9:30am and on the main festival days. We have sorely missed the services of Janet Nunn in the latter part of the year.

St James's is fortunate to have a very reliable and professional group of servers - my thanks to all of them for their work throughout the year and for their flexibility in the face of ongoing constraints.

We are always seeking new servers to add to the rota - none of us is getting any younger! The more of us there are, the easier it is to fit serving duties around people's other commitments.

I would be pleased to speak to anyone who feels that they would like to offer their services by assisting at the altar on a regular basis.

*Lesley Mortimer*

## Spire Team

Janet Nunn - Chair and Editor

Nick Bagge - Design and Sub-Editor   Rev Derek Winterburn

Susan Horner - Proof-reader/Distribution   Dennis Wilmot - Charities

Catherine Gash regularly assists with proofreading

Susan Horner receives copies of the magazine from the printers, Paul and Julie Venn, and counts them out for the local distributors, delivering some as well as topping up supplies in the Post Office and other local shops. She also keeps the church holders stocked up. This is a big commitment for nine months of the year.

As usual we published nine issues with a circular of 500 copies with double issues in April/May, August/September and December/January. The team meets every month either for producing an issue or planning for the future.

We ran the annual appeal in June 2024, which raised over £2000, including Gift Aid, which is a considerable increase from previous years. We are very grateful to everyone who donated and helped towards the cost of printing the Spire, which the PCC continues so generously to fund as part of our outreach work in the parish.

We are particularly grateful to Paul and Julie Venn, who give us an excellent price each year for printing the magazine and delivering it their office in Shepperton.

We are continually grateful to all our regular contributors who very rarely need a gentle reminder. We thank Tim Marwood, Richard Melville and Julian Reindorp who produce articles for each issue. We are always open to offers if anyone has an idea for an article or can write an article of interest to the church and parish.

*Janet Nunn, Editor*

## Sunday Kitchen Team

The past year has on a number of occasions been more challenging. We have had a significant number of changes or gaps to the rota in real time. This has been due to changes in personal circumstances, holidays, health issues and some unfortunate accidents. It is a credit to others in the team that we have managed to provide refreshments after every Sunday service. But it has put considerable pressure on two or three volunteers who very kindly stepped in, sometimes at quite short notice. You know who you are! A big thank you.

Jacqui Fuller has joined the team and settled in very quickly. We really need two or three more helpers. I hope to be able to continue managing the team for another year, but being realistic, I doubt I shall be able to do more. So we shall need to find someone to take over. Again many thanks to everyone.

*Patricia Newton*

## Teaching and Nurture

On Wednesday evenings in Lent 24 the evening group used the movie *Casablanca* to explore Biblical and contemporary issues. The daytime group used material provided by the Diocesan *Way of Life* Team, about listening.

Through the summer and autumn, the evening group studied the *Letter to the Romans*, and the afternoon group explored more *Hard Questions*.

This year in Lent the evening group used the *Way of Life* provided material reflecting on Climate Justice and the afternoon group considered turning points in the Bible.

Through the year we have used the lectionary readings as provided, but in the summer we followed the continuous track that followed the history of Israel and then moved into the wisdom literature of the Old Testament. In the summer a quiet day in Hampton was organised to explore the *Way of Life* materials.

*Time to Pray* has read through some of John's Gospel, 2 Peter, Ecclesiastes and 1 Corinthians, as well as some Sunday lectionary readings.

*Derek Winterburn*

## Walking Group

Since the last annual meeting there have been five Saturday walks: Horsell Common, Pirbright, Pyrford, Wraysbury and Puttenham. We have been blessed with good weather and generally have found the paths easy to follow (though not always, alas). After the walk of usually about four miles, everyone is ready for lunch at a convenient pub. We are very grateful for Gill Powell who (with others) conducts a preliminary visit to check the suitability of the walk and the hostelry! There is always capacity for more to join us. Come!

*Derek Winterburn*

## Welcome Team

The Welcomers' Team is a group of volunteers from the congregation who continue to provide the vital function of meeting people as they arrive at church, mainly for the 9.30 am service, answer any queries and invite people to stay for refreshments afterwards.

I would like to thank the Welcomers for their ongoing support, flexibility and humour in maintaining what may be a small but arguably important role in the life of St James's. I would welcome some new faces Hopefully our work will continue with new members joining the Team.

The Team currently consists of the following members. We request that they be re-appointed for the coming year:

Wendy Baker	Christopher Carson	Susan Horner
Jon Holloway	Moya Meredith-Smith	Ann Peterken
Sarah Selvanathan	Linda Webb	Darrell Webb
Liz Wilmot	Dennis Wilmot	Jenny Wright
Linda Cargill		

We are always delighted to encourage other members of the congregation to join the Welcomers, so please let us know if you would like to join the Team.

*Linda Cargill*