



APCM BOOKLET

2025



VESTRY MEETING AND ANNUAL PAROCHIAL CHURCH MEETING

to be held on

**Sunday 11th May 2025 at 11.00am
after the 9.30 am Morning Service.**

AGENDA

Annual Meeting of Parishioners 2025

- a) Prayers
- b) Minutes of the Vestry meeting held on 5th May 2024
- c) Election of Churchwarden(s) for 2025 - 2026

Annual Parochial Church Meeting 2025

- 1) Apologies for absence.
- 2) Notification of items for Any Other Business.
- 3) Minutes of the Annual Parochial Church Meeting held on 5th May 2024
- 4) Parochial Church Council report for 2024
- 5) Treasurer's Report for the year ended 31 December 2024 (separate document)
- 6) Report on Fabric, Goods and Ornaments for 2024
- 7) Report from the Deanery Synod for 2024
- 8) Electoral Roll Report for 2025
- 9) Reports from other Church Groups for 2024
- 10) Rector's Report for 2024
- 11) Election of new PCC members for 2025-2028
- 12) Re-appointment of HTP's Independent Financial Examiner
- 13) Any other business
- 14) Closing Prayers

Sandra Rolfe-Dickinson
Secretary, Parochial Church Council
Holy Trinity Church, Prestwood
21.4.2025

Meeting Minutes of the Vestry Meeting of Holy Trinity Church Prestwood (HTP) in the Deanery of Wendover held on Sunday 5th May 2024 @ 11:00am	
	Present: Rev Deiniol Heywood, Rector & Chair, the PCC secretary, Sandra Rolfe-Dickinson and 31 members of congregation
	ITEM
	The meeting opened in prayer
1	Apologies for absence
	Apologies were received from Lesley & David Wickham, Jean Green, Rev Nigel Spoor, Sadie Wright and Maggie Page.
2	Vote of thanks
	A vote of thanks was given to Barbara Paterson for all her hard work as the only church warden serving in the last year.
3	Minutes of the last Vestry meeting
	The minutes were approved & signed
4	Appointment of Church Wardens
	Barbara Paterson was elected as Church Warden for 2024-2025 (proposed: Su Mace, seconded Lesley Mes, vote unanimous). Robert Hart was elected as Church Warden for 2024-2025 (proposed: Nigel Bicknell, seconded Barbara Paterson, vote unanimous).
5	Meeting Closed
	The meeting closed at 11:05am

Signed.....

Rev Deiniol Heywood, Rector and Chair

Dated:.....

Meeting Minutes of the Annual Parochial Church Meeting (APCM) of Holy Trinity Church Prestwood (HTP) in the Deanery of Wendover held on Sunday 5th May 2024 @ 11:05am	
	Present: Rev Deiniol Heywood, Rector & Chair, the PCC secretary, Sandra Rolfe-Dickinson and 31 members of congregation
	ITEM
1.	Apologies for absence
	Apologies were received from Lesley & David Wickham, Jean Green, Rev Nigel Spoor, Sadie Wright & Maggie Page
2.	Notification of AOB
	None
3.	Minutes of last year's APCM
	The minutes were approved (with one minor typo correction) & signed
4.	Annual Report of PCC
	The report was provided in the booklet. No questions arising. Nigel Bicknell is stepping down from PCC after 6 years' service. Deiniol proposed a vote of thanks to Nigel. Nigel remains chair of finance committee, and in that capacity will be co-opted back onto PCC for the reporting of financial matters.
5.	Financial Report for calendar year 2023
	<p>Nigel Bicknell provided an overview of the finances of the last year, outlined in the budget document.</p> <p>In 2023 we budgeted for a deficit. In 2023 & 2024 we felt the full impact of energy price rises, having been protected previously by long term contracts. Salary costs have also gone up.</p> <p>Income funded by the generosity of the congregation, with approximately £90k income per year with gift aid. 65 members of the congregation contribute on regular basis, but every year we lose around 5 regular givers. We generated income last year from</p>

	<p>the letting of the property in Peters Close, and we also received a £5k bequest. We spent approximately £7k on minor projects. We are planning on having a Giving Campaign in June, where we would hope to raise around £10k. We are hoping this will come from a wider giving base, rather than relying on the further generosity of existing givers. We want to be seen in the village as a very good local charity to support.</p> <p>Nigel thanked Gill Bicknell for all her help with the book-keeping, the Finance Committee for all their hard work, and the regular givers who enable so much of our work & activities at HTP. There were no questions on the Financial Report.</p> <p>Deiniol proposed a vote of thanks to Nigel, Gill & the Finance Committee.</p>
6.	Fabric, Goods & Ornaments Report
	The report was provided in the booklet. No questions arising.
7.	Deanery Synod Report
	The report was provided in the booklet. No questions arising.
8.	Electoral roll report
	<p>Gill Hart reported that there are 105 people on the Electoral Roll this year. There were 103 last year, and we have lost 3 people and gained 5 people.</p> <p>Deiniol proposed a vote of thanks to Gill for her work on the Electoral Roll.</p>
9.	Other Reports
	<p>Other reports in the booklet included the following:</p> <ul style="list-style-type: none"> • Family Outreach Worker Report • Marketing Manager Report • Fundraising Report • Annual Buildings Report • Grounds Report • Health & Safety Report • Safeguarding Report • SEARCH Report • Servers' Report

	<ul style="list-style-type: none"> • Wardens' Report • Worship & Outreach Group Report <p>Deiniol proposed a vote of thanks to all involved in supporting the church in these very important areas.</p>
10.	Rector's Report (Given in the 9:30 service rather than at the APCM)
	<p>Reflecting on 2023, Deiniol paid tribute to Jean Latham, Caroline Everitt, Joan Cuming, Elizabeth Zachariah and Terry Williams, who passed away in the last year, and are much missed.</p> <p>Fran McLean resigned from role as Family Support Worker in 2023, and Frances Pauls took on the role. Deiniol thanked Fran for all her hard work in developing the role.</p> <p>Kayleigh arrived in July 2023, which was real highlight. She has quickly become a key part of the life of the church & benefice, and we are very lucky to have her. We are looking forward to her ordination in a few weeks.</p> <p>In the office, Amy Sanchez left the Parish Administrator role. She has just been replaced by Lorna Crook, who started last week.</p> <p>In the last year the focus has been more on Great Hampden than normal, with its fundraising appeal, and ongoing building projects. The highlights of the year included the Coronation Fayre and the Charities Bazaar. Craft & Praise has really embedded and grown in the last year. We are lucky to have a good range of music, and we make use of the audio and visual resources we have.</p> <p>We are doing a lot in church, but we want things to happen in the village. Fran & Deiniol worked alongside others in the community to set up the Community Fridge. We are enablers, which is a Christlike trait. It has been interesting working with stakeholders who are perhaps not religious, and even suspicious of religion. Deiniol has written a booklet on the subject "Partnering with Non-</p>

	<p>religious people and organisations”.</p> <p>The PCC is working really well. It meets termly, and each meeting has a strategic focus. It is well supported by a good Standing Committee, Worship & Outreach Committee and Finance Committee. More support is required in the area of Finance, and also for the Buildings & Grounds. Deiniol thanked Greg Harvey & Dick Rivett for their work.</p> <p>Last September the PCC had their Away Day, which gave us space and time to think about important strategic topics. In this case, it was the role of the Family Outreach Worker, and what we wanted that role to achieve. We also thought about the concept of living with change, and what that means for the church. The PCC is responding to that by thinking about new forms of worship, such as a Relaxed Service.</p> <p>2024 marks the 175th anniversary of the consecration of HT. Deiniol stated that the role of the church is to be abiding in love within Prestwood & Great Kingshill. Love is not static - it changes and grows. We need to be more engaged in building the kingdom of God, and to recognise that fruitfulness.</p>
11.	Election of new PCC members
	<p>There are currently 8 vacancies on the PCC. New PCC members coming forward are Lesley Wickham and Fran McLean. Deiniol encouraged everyone to think about supporting the PCC in the future. Succession planning is key, and members of the PCC don't need to come from the centre of the church family. We would particularly like to bolster the finance team. Lesley & Fran were duly appointed to PCC.</p>
12.	Reappointment of HTP independent financial adviser
	<p>Nigel Bicknell stated that Independent Financial Examiner Lyn Williams would be happy to continue in this role. This was agreed unanimously.</p>

13.	AOB
	<p>Mary Wiles asked a question concerning the Community Fridge, and if there was any visible notification in the building that Holy Trinity had supported the project? Deiniol replied that it was deliberate that the church was an enabler, but didn't want to claim it as a church venture. Deiniol is a director of the company running the Community Fridge.</p> <p>Barbara Paterson gave a vote of thanks to Deiniol for all his hard work in the past year, and congratulated him on his new role as Commissary Archdeacon.</p>
	<p>The meeting concluded with prayer.</p> <p>The meeting closed at 11:32</p>

Signed.....

Rev Deiniol Heywood, Rector & Chair

Date.....

Parochial Church Council Report for 2024

The Parochial Church Council (PCC) is the Executive Committee of The Ecclesiastical Parish of Holy Trinity Prestwood (HTP). The PCC has a number of (legally defined) duties and responsibilities:

- to promote the mission of the Church [of England] in the parish in co-operation with the Rector
- to be responsible for the financial affairs of HTP
- to be responsible for the care, maintenance and security of the fabric of HTP and its contents
- similar responsibilities apply to the rest of HTP's Estate including 28 Peters Close
- to appoint a church electoral roll officer with defined duties

The PCC has a voice in the forms of service used at HTP and may also make representation to the presiding bishop and deanery synod on matters which may affect the welfare and pastoral care of the parish.

HTP is a registered charity (Number 1129233) and members of the PCC are trustees of the charity.

Members of the PCC from 5th May 2024 are:

Clergy: The Reverend Deiniol Heywood BA MPhil, Rector +
The Reverend Nigel Spoor MA, Assistant Curate
The Reverend Kayleigh Lucas, Assistant Curate

Churchwardens: Barbara Paterson^
Robert Hart^

Deanery Synod Beryl Doran
Representatives: Jean Green

Members: Gill Bicknell **
Nigel Bicknell**^

Sandra Rolfe-Dickinson (Secretary)^
Alex Fallon
Hannah Goldsmith
Chris Jolly
Fran McLean
Lesley Wickham
James Read (from 14th September 2024)

** Co-opted member

^ Member of Standing Committee

PCC Meetings and Membership.

The Church Year runs from April to March; however, the Financial Year is from January 1st to December 31st (for the purposes of this report we are looking at the calendar year 2024).

The main yearly meeting structure of the PCC is meetings being held “termly”, in addition to a welcome meeting for the new PCC after the APCM, and a PCC away day, where a strategic topic is discussed in detail. The Standing Committee meets in the month prior to each PCC meeting.

The PCC receives regular reports on Finance and Worship & Outreach from the two sub-groups, as well as a Buildings report and a Safeguarding report. The Family Outreach Worker and Marketing Manager also provide a regular update on all their work as the PCC is their employer.

All the PCC members have undergone safeguarding training.

Some PCC highlights of 2024

In February a discussion was held on the HT finances, and the management of the budget for the year. We also discussed the potential for a Relaxed church service, and this concept was to be developed by the Worship & Outreach group. We also discussed the forthcoming 175th anniversary of the consecration of the church, and how we might celebrate.

The PCC meeting in May welcomed the new PCC members, and appointed the key PCC roles of Lay Chair, PCC Secretary, Standing Committee, Treasurer, Safeguarding Officer, Health & Safety Officer and Electoral Roll Officer.

The main item of business for the meeting in July was Volunteering, where we have been trying to centralise our volunteering opportunities through a Volunteering Hub. We also discussed the Art Expo, which was to be the first event of the 175th anniversary celebrations.

In September, the PCC had an away day morning held at the Little Kingshill Baptist Church. Here we discussed the topic of our Mission Statement, with the help of Rev Asa Humphries (Diocesan Parish Development Officer). We considered our existing Mission Statement line by line, and considered how it applied to Holy Trinity in 2024. The outcome was to shorten and simplify our Mission Statement to the new version below:

Our worship celebrates Christ's love for all people.

We find rest in God's presence.

The Holy Spirit empowers our lives.

We enjoy building a loving community.

The Away Day concluded with lunch at the Full Moon, Little Kingshill.

Our meeting in November looked back on the outcomes of the Away Day, and also considered the next five years with a plan for our ongoing management of the church buildings.

I would like to take this opportunity to thank the PCC for all their hard work and support over the last 12 months.

Sandra Rolfe-Dickinson

PCC Secretary

February 2025

FABRIC AND ORNAMENTS REPORT 2024

Our Church, the Hall, Annexe and Cottage form Holy Trinity Prestwood's campus. All have been routinely maintained, the specifics of which can be found in the Buildings report.

The Church Inventory has been maintained with the addition of 10 oil filled candles, which were generously donated, and a Pressure Washer for the Grounds. No items in the Inventory have been disposed of or temporarily removed.

Barbara Paterson and Robert Hart (Church Wardens)
February 2025

WENDOVER DEANERY SYNOD 2024-2025

Synod has met 3 times since the 2024 APCMs. Unfortunately, the attendance at meetings has not been that good and there is an urgent need to attract parishioners and enthuse them with the value of our Deanery gatherings as an integral part of the Synodical government of the Church of England. The meetings were held at Wendover in May, Great Hampden in September and Aston Clinton in March this year.

Meetings have covered a variety of topics that have shown the way in which the church can appeal to the local population and promote our Christian faith.

Peter Gardener opened up the concept of the Repair Café with the benefits of mending items, drawing in people who would not normally have been to a church building, helping people to feel useful and being environmentally friendly by reducing waste. Kayleigh Lucas from Prestwood showed synod the way in which they were promoting the work of the parish with videos on their website. The videos are demonstrating the impact that the church has on the community through Food banks, Toy banks, the availability of church facilities for people to use—making God real to people in the local area. Asa Humphreys, a parish development officer, outlined the way in which rural

churches might thrive by trying to retain the personal touch, looking for patterns in behaviour that could be turned to advantage especially during the week. He suggested making more of a thing about the occasional offices of weddings, baptisms and funerals, promoting 'special' items in our church buildings and always putting an emphasis on hospitality and welcome. Sir Hector Sants from the Diocesan Finance team gave a most informative talk on Parish Share. He wanted everyone to understand the system. It is our money and not the dioceses! Wendover Deanery has been asked to produce a Deanery Stability Plan because as a deanery we have not been meeting our Share to the Diocese for a number of years. This came as a surprise to many as we thought that we were a net contributor and thus supporting other "less well off" deaneries. This has not been the case as the Diocese calculates that the full cost of maintaining a priest in a parish is some £90k pa and that it is this figure that shows a break even point. Parish Share is however a voluntary contribution but we should be endeavouring to at least meet our costs. The reality is that there are limited clergy available and they will be deployed where the need is greatest and a parish's ability to pay the cost will be a factor.

Other matters that have been discussed and acted upon are the need to develop a plan to encourage children and young people into the Christian community, and the future staffing of Weston Turville parish, and the Benefice of Stoke Mandeville, the Kimbles and Ellesborough.

All Deanery Synod meetings are open to all parishioners. Please encourage Deanery Synod reps and others to support the meetings.

Gareth Beynon
Wendover Deanery Synod Secretary

ELECTORAL ROLL REPORT 2024

Verbal report to be given at the meeting.

FAMILY OUTREACH WORKER ANNUAL REPORT 2024

Family Life at Holy Trinity Prestwood went from strength to strength during the 2024 year.

2024

Children's Church continues during term times. With a view to develop the notion of a 'Children's Church Mini Series', a Children's Church event which could be specifically communicated to families, we encouraged families to attend practices for the Nativity Play for the 3 Sunday's leading up to the Nativity Play Church Service. This series was well attended by new families and children, many of them being from our Make Lunch families which was very special. All the practices, attendance & outreach really paid off when it all came together in the finale, the Nativity Play. To me the Nativity Play tied the year of working with the Holy Trinity Families together as we saw the participation from all spheres of family life. Participants included children from the School's Lights & Sparks club, from Toddlers, from Make Lunch, from Children's Church and even Bumps & Babies! Even new children and families that we had only engaged with for the first time at the October Lights Party and a winner of the October Arts Expo Children's Competition – also went on to play key roles within the Nativity Play. This all spoke of the lovely community that Holy Trinity Prestwood has created within HP16 as well as the scope of ages & spheres of the community that we are able to reach across all of our outreach endeavours.

Family Services are well attended; we are constantly striving to find the perfect balance of keeping the Children engaged with both craft & the message with within the sermon. An addition of 'pew packs' for older children (ages 10 and up) and a 'playdough station' for younger children indicates how we are trying to cater for and meet the needs of all ages at Family Services. I have received many appreciative comments from parents about crafts & supplies and I do feel that parents are feeling more comfortable to bring even the younger ones along too. Fusion continues one Sunday afternoon a month under the leadership of Kayleigh, we have

developed 'Fusion Plus' for the children who are the next age up, to split off from the main group into another space to be able to have different conversations to the younger ones, but sometimes the full group does remain together – depending on attendance on the day.

Prestwood Village Schools: Sparks & Lights Club are both well attended bustling clubs. We worked together with the schools, Bettina & Siyabulela in South Africa, to donate all of the school's discontinued school uniform to Siyabulela in South Africa which has been a very rewarding project. The Arts Expo Children's Art competition saw great participation & entries from the Village Schools.

Toddlers and Bumps & Babies continues as is; they are both well known events within the community and are well attended. Both groups had a lovely year end Christmas Special. We have started to occasionally do Bumps & Babies in the Church so that the adults who have never been inside the Church before have exposure to the lovely space – a few are always quite surprised at how modern & fresh the inside of the Church is.

Craft & Praise events have gone from strength to strength. Harvest Craft & Praise saw an attendance of 81 people including 41 children. We also held a Lights Party on the 31st October during Half Term, Clover ran a neon disco, it was great fun and loved by the community.

TLG Family Holiday Lunch Club (Make Lunch) is still running as is every Wednesday during the holidays and half terms. Grants fund the Lunch Club, this year we received grants from Sweet Charity and the Chiltern Foodbank. We remain a distributor for the Chiltern Foodbank, Helen Emerson does a brilliant job of running this along with her dedicated drivers.

Wool Gatherer's continues on a Tuesday morning successfully under the leadership of Barbara. They have donated their knitted products to support many causes – from fisherman's hats to baby's hats, to selling an incredible collection of Christmas goodies at the Autumn Fair and Prestmas.

I would like to thank all of our volunteers and everyone who supports any of the family events at Holy Trinity Prestwood in any way, without all of our amazing volunteers and supporters these groups would not be possible!
Thank you!

Frances Pauls

MARKETING MANAGER REPORT

Despite a dip in revenue, numbers of bookings have remained consistent over the past year and we continue to receive numerous positive remarks about our facilities and the warm reception that hirers enjoy. Addressing the needs of hirers continues to occupy much of my time. This includes tasks such as monthly invoicing, providing site tours for potential hirers, managing the diary by rescheduling bookings and tracking the impact on revenue, ensuring all booking paperwork is completed, and responding to a nearly constant flow of inquiries!

One of the most fulfilling aspects of my role over the past eight years continues to be my involvement with the local community. Serving as the primary contact for all bookings has allowed me to connect with many amazing individuals and community organisations, helping them celebrate significant events or providing a venue for their small businesses to flourish. I have also very much enjoyed being part of the church events that we have put on this year, in particular the Arts Expo in October.

Income for 2024

Income from lettings and events totalled £14,756 for the year to 31st December 2024, a decrease of just over £1,000 from £15,858 for the equivalent period last year.

A split of this year's income by building and comparison versus 2023 is shown below.

	2024	2023	Change
Hall	£9,187.02	£9,984.75	-£797.73 ¹
Church	£3,499.00	£3,677.50	-£178.50
Cottage	£520.00	£518.38	+£1.62
Events	-	-	- ²
Marquee	£7.00	-	£7.00
Annexe	£1,543.25	£1,677.38	-£134.13
Total	£14,756.27*	£15,858.01	-£1,101.74

* This figure may differ from appears in the published accounts due to timing differences in accounting for income from bookings that occur at year end and 'perpetual deposits'

Some of these changes in income would benefit from further explanation:

1. This drop in income from hiring out the hall (and indeed overall income) can be entirely attributed to Taylor-Made Education reducing their hiring days from Wednesday and Thursday afternoons to just Wednesdays (a reduction of c£750 from Sept) and from Lime Tree Yoga moving from HTP to Cornerstone (a reduction of c£115 from Nov). Due to the timings of the Taylor-Made slot (mid-afternoon), this has proved tricky to replace.
2. We have hired out our buildings for several larger events including Diocese Training Days, The Damon Singers Spring Concert, a filming session by an Australian media company and a series of wreath making workshops in December. As such, the income generated from these have been attributed to the building in which they took place (this has primarily been the church). Surpluses generated from the Arts Expo and Autumn Charities Fair have contributed to church funds.

Lettings

As can be seen from the year-on-year figures, lettings, on the whole, have remained relatively stable over the course of the year with the usual pattern of hirers coming and going. Our core group of regular hirers (consisting of the NHS Health Visiting Team, Clubbercise, Stephanie dCH

Yoga and Taylor-Made Education, and more recently, Mind Care Inspiration) continue to generate the majority of our revenue with many of these hirers having been with us with for several years. I feel I have formed very good relationships with all these hirers and we are very grateful for their continued loyalty. We have however lost a couple of larger bookings, namely Taylor-Made Education reducing their hiring days and Lime Tree Yoga moving from HTP to Cornerstone in Little Kingshill.

The hall continues to be our 'busiest' building and the generator of over 60% of our lettings income. Its versatility, along with the fact that hirers have the use of kitchen facilities, means that the building is in very regular use. The church continues to be a wonderful space for hirers and their customers to exercise or meditate in and is hired out for 2 -3 evenings per week. And the little cottage room is still the base for the weekly tutoring group (along with the hall and the Annexe).

One-off bookings contributed to 14% of our total lettings income for 2024. As per last year, bookings for children's parties have declined again this year but encouragingly have been replaced with one-off bookings of other sorts, including gatherings after funerals and community meetings and events which although don't generate a huge amount of income as they are all entitled to our discounted charities rate, are very important in continuing to establish us in the heart of the community.

Impact Videos

In 2024, we produced a series of impact videos in conjunction with Ben Wooding from Five on a Bike. The purpose of these videos was to highlight the good work we do in the community and in turn, for us to be the first choice for people who are looking to donate to a local and worthwhile charity. They have been well-received amongst those who have viewed them.

We produced seven 2-3min videos covering the following topics:

- Worship with Us
- Community
- A Traditional Church
- Giving
- Social Justice
- Venues
- Families

The impact videos are available to view on our website and are regularly shared on Facebook. Over the final quarter of last year, we focused on the Giving campaign, so the relevant video was shown in services, in Toddlers and Bumps and Babies, with regular hirers and on social media. By sharing this video consistently during the Giving campaign, we hoped to ensure that we are at the forefront of people's minds when they next come to think about or review their charitable giving. The Venues video has also been regularly shared with two hirers coming forward as a result of viewing them on social media. One of these hirers is now booked into the church to run a dance fitness class on Monday evenings, proof that engaging content is invaluable.

Events

175th Anniversary Arts Expo

In October, we held our inaugural Arts Expo to celebrate the start of our 175th Anniversary year. This was a remarkable event that brought together a diverse range of talents from our community, showcasing paintings, artwork, greetings cards and photography. It was heartwarming to see the community coming together to celebrate creativity and collaboration. Over the course of the weekend, we received lots of positive feedback from the participating artists and guests alike. Visitor numbers totalled approximately 200 (excluding members of the congregation visiting on Sunday morning) with 16 pieces of art and nearly 100 greetings cards being sold. The children's competition organised by Frances was fabulous and as

usual Search did a wonderful job of proving delicious refreshments. As with all events that are being done for the very first time, it was a lot of hard work for those involved with many learnings along the way but it was considered a huge success with many of the artists expressing a desire to participate in any similar events we may run in the future!

In terms of marketing, the expo was supported by the development of a special anniversary logo, flyers and posters around Prestwood and Great Missenden, Wye Partnership event boards, plenty of social media activity and a banner outside the cottage on Wycombe Road.

Charities Bazaar

In November, we welcomed back our annual Winter Charities Bazaar (renamed for 2024 as Autumn Fair with Local Charities). As usual, we had an impressive turnout, and the charities were thrilled with the support for their causes and the chance to raise essential funds. It was decided not to have live music this year as has happened in the past but this did not detract from the atmosphere with the dedicated team of Holy Trinity volunteers ensuring everyone was well taken care of with a delicious selection of cakes and hot drinks. Attendees enjoyed a variety of handmade crafts and gifts, with plenty of activities for children, including a chocolate tombola and crafting sessions.

Marketing efforts included locally displayed posters, a banner outside the cottage, social media content and articles in The Source both prior to and following the event. Signage played a crucial role in guiding attendees to fully experience all that the bazaar had to offer, encouraging movement between buildings. We used an Autumn-themed design to unify our marketing materials to stand out amidst the many Christmas and winter markets that pop up in early November. Unfortunately, due to a misunderstanding at Wye Estate Agents' end, we did not have the promotional boards up in the village this year. Although concerning at the time, it didn't seem to detract too substantially from visitor numbers.

Such events would not be possible without our amazing volunteers, the generosity of local businesses, the charities themselves, and the goodwill of our community. In addition to raising funds for meaningful causes, the bazaar provided local charities with a platform to share the impactful work they do in our community and beyond, and everyone involved is deeply appreciative of the support. The next bazaar is already scheduled for November 2025!

Buildings

I am continuing to work with relevant staff members and volunteers to ensure that our facilities are kept to a high standard, enabling us to continue offering them for private hire. The hall, as has been the case in previous years, tends to require extra attention! It's crucial to communicate any potential issues that may impact hirers in a timely manner and resolve them promptly. Recently, we have encountered some problems such as a leaking toilet in the hall due to pipe blockages and the usual concerns regarding the ambient temperature (though complaints of this nature have been fewer and far between this year, possibly due to the installation of the curtain heater above the hall door). I sincerely appreciate Colin Holmes for their willingness to investigate and address these issues as needed.

At the end of the year, we started some work, as part of our regular fire extinguisher maintenance program, to ensure our Fire Exit signage is compliant with current regulations. The outcome of this will be reported in due course.

Cleaning

I continue to oversee our relationship with Pat Chambers and her daughter Amanda, who consistently do an excellent job of maintaining the cleanliness of all our buildings on a weekly basis. We receive numerous positive remarks regarding the cleanliness of our facilities, and without Pat and Amanda, we wouldn't be able to rent our spaces as effectively as we do. The monthly expense averages around £250 (slightly higher in a 5-week

month). This is an essential investment—our buildings, particularly the hall, are frequently used, and to justify our hire fees, it is crucial that we provide a clean, inviting, and organised environment for our hirers. Often, we need to adjust regular cleaning schedules to accommodate church events and bookings, and I appreciate Pat and Amanda's ongoing flexibility.

Focus for 2025

- Income – continue to explore and maximise all opportunities to increase our revenue from lettings
- Lettings - fill any gaps in capacity in our buildings
- Events – when appropriate and of tangible benefit (whether that be financial or otherwise), look to continue to book events
- Relationships - continue to maintain strong relationships with all hirers and offer a flexible, reliable, timely and accommodating service

Finally....

It continues to be a pleasure working with all of you, and it's hard to believe that I've held this position for eight years now! As always, I sincerely value your continued support and take great pride in being a part of the larger church community. I am always on the lookout for ways to expand our offerings and exploring new ways to engage with our community so if you have any questions about our marketing activities or indeed have any ideas about events you'd like to see us host or future initiatives, please don't hesitate to get in touch – just pop into the office or drop me an email on marketing@htprestwood.org.uk.

Lesley Nicholl

FINANCE COMMITTEE ANNUAL REPORT FOR APCM FOR 2024

The most significant events to report in 2024 were as follows:

- We recorded a deficit in the General Fund of £5k, compared with break-even in 2023.
- Reserves at Year End were £3k lower than the balances held at December 2023
- Our Budget for 2025 shows a deficit on the General Fund of £14k. Reserves are budgeted to fall by £27k with a number of essential Repairs/Projects budgeted to be funded from existing Reserves.

The key features in the 2024 Accounts were:

- Regular Giving was in line with 2023. The Financial Initiative in June 2024 resulted in an increase from Regular Giving of £5k, which compensated for the loss of a number of Regular Givers during 2023/24.
- Fund raising activities at £7k were boosted by the agreement to sell jams, marmalade and preserves through Hildreth's , and Jean Green and her team responded amazingly to the challenge of meeting this increased demand.
- Our Utility costs increased by £4k to £15k. We had benefitted in 2022 and 2023 through the long-term contracts we had in place before for the spike in Energy prices, but in 2024 we felt the full impact of these increases. We will begin to see some decrease from this level in 2025.
- We had a 3 month period between Amy leaving and the recruitment of a new Parish Administrator. This resulted in a one-off saving in 2024 of £3k.
- We received a one-off £3k reduction in our Parish Share because of Deiniol's increased duties in the Diocese, in the period we were without a Bishop.

- Without these one-offs the 2024 deficit would have been £11k, which more accurately represents the underlying performance.

A big thank you to all who have contributed to achieving this 2024 outcome, against a difficult background. In particular a big thank you to our committed band of regular givers, whose regular monthly donations have given us stability and confidence over many years.

In 2025 we will face even bigger financial issues. Without the benefit of the one-offs received in 2023 and 2024, the deficit in 2025 is budgeted at £14k. A number of essential Repairs/Projects have been budgeted to be funded from existing Reserves. We are budgeting for a £27k fall in Reserves by December 2025. Deficits at this level take us into uncharted waters.

We plan to hold a Financial Initiative in May/June 2025. This will be partly targeted at our existing Regular Givers. But increasingly we need to look to develop an income stream from people who are more loosely connected with Holy Trinity, and who are prepared to financially support our wider work within the local community. This will be a major focus in the coming months.

Nigel Bicknell

FUNDRAISING REPORT

This fundraising report is closely aligned with the accounts so is for the year 2024. Anything done so far this year of 2025 will be reported on in 2026. Funds are raised in many ways. In 2024 there were contributions from men's breakfasts, SEARCH events, selling cakes, jams etc. at various locations, the charity bazaar, Prestmas and Easy Fundraising among others. We also had the Art Expo, which, while not contributing much to general funds, was a tremendous success with lessons learnt for the future. Some of these events are reported on by the various groups.

The donations for the coffee and biscuits enjoyed in church on a Sunday morning were much increased during 2024. This may be more to do with people's generosity than my moan last year!

Easyfundraising continues to raise some funds. For those of you unsure as to what Easyfundraising is I will try to explain. Easyfundraising is, as its name implies, a very easy way of raising funds. If you shop on-line many retailers who are part of the scheme (John Lewis, Ebay, Expedia, Tui, Sainsbury, Tesco, M & S, Next, Viking, to name just a few) will give a percentage of the purchase price to a charity of your choice, at no extra cost to you. It is a well-worth exercise. If you are not yet registered under this scheme and would like to be then please go to

<https://www.easyfundraising.org.uk>

and register with Holy Trinity – Prestwood. It could well be that you Easyfundraise for other good causes, but if not, and you shop online, please do consider this.

The annual Charities Bazaar took place again, on site, in November. Some local charities were absent this year, but their place was taken up by other local causes. Those charities who did attend were once again grateful for the chance to showcase their cause with some raising funds for themselves. As far as HT were concerned the event was hugely successful raising just over £1100 and drawing large numbers of people into the buildings.

HTP had a presence at Prestmas in the Village Hall just before Christmas and did well selling craft items.

Missenden Abbey held their annual Christmas Fair, and we once again had a stall there selling home baked items, home-made craft items and some preserves. My thanks to all the people who made, baked, set up and served. A good day was had by all where we raised over £500.

We were devastated when Pete and Tash closed their doors of N & P Fruits on Christmas Eve 2023. We still had stocks of preserves and, apart from

internal sales, nowhere to sell them from. Rescue came, but not until August, when we heard that Hildreth's was asking around to find if anyone knew who had supplied N&P with their preserves. Life for the Preserve team became quite hectic following on from that. They sold around 600 jars in just 4½ months raising over £2000. I have to say a huge thank you to my band of preserve makers who made and donated almost 800 jars of marmalade, jam, chutney etc over the course of the year. If you make any kind of preserve yourself, please consider joining the team. You don't have to make large batches. If you have even just 1 odd jar surplus to your requirements it will be gratefully received. Please speak to Jean. Thanks this year also go to those people who have donated surplus fruit, and contributed toward the cost of sugar. As prices continue to spiral this financial support does help greatly.

Over the whole year the sales of cakes, jams, etc. contributed over £2670 of the £4800 fund-raising total.

Thank you, everybody!

Jean Green

ANNUAL BUILDING REPORT FOR 2024

2024 started with no dedicated Buildings Manager and therefore the role returned to the Wardens where the ultimate responsibility rests. We have been very blessed in the preceding years with the work of Greg Harvey and before him David Wickham so our buildings are in reasonable shape.

The buildings continue to be well used by the church and the local community, with many activities taking place during the week. We are very fortunate with Lesley Nichol, our Marketing manager, who successfully raises significant funds for the church.

With Lorna Crook, in the office, we have set up routine maintenance plans, ensuring care is taken of our boilers, fire extinguishers, sewage pumps etc. In addition Lorna supports the Wardens by maintaining our schedules of work, contact with suppliers and record keeping.

We are also grateful to Colin Holmes who week by week keeps the buildings in good shape.

In the autumn leaves blocking the hall gutters resulted in an overflow into the Annexe causing minor damage. A regular maintenance plan will hopefully prevent this in future.

The weather vane/turret on the hall roof needs repair and we are finding it very difficult to identify a company to fix this; the search continues.

In addition to day-to-day maintenance we have had a deep clean of all the buildings. We have repositioned the church entrance glass doors which had slipped. We have replaced a broken thermostat in the church.

To support the Wardens in caring for our buildings, early in 2025 we set up a Fabric and Buildings Group, (FAB), for overseeing our maintenance and development. With Deiniol as Chair the group comprises Robert Hart, Colin Holmes, John Latchford and David Paterson.

Robert Hart & Barbara Paterson
Church Wardens

GROUNDS REPORT

We have had a good year the hedges and the wild meadow on the north side of the church where both cut by contractors. The flower bed soil was replaced and 18 new roses were planted in the three beds.

I would like to say a big thank you to the team Mat McLean, Nigel Bicknell, Peter Byrne, Dave Paterson and Robert Hart who have kept the lawns so smart during the year and Greg Harvey and John & Mary Wiles for looking after two of the flower beds (I am still hoping someone will adopt the third

bed). I would also like to thank Colin Holmes for his help in filling in on all the other numerous jobs not covered above.

We bought a new salt spreader as the old one fell apart.

Our major outlay was having the hedges cut.

Dick Rivett

HEALTH & SAFETY INCLUDING RISK ASSESSMENT

Firstly, it is good to report that there have been no reportable accidents during this last year.

The Government Guidance relating to Covid-19 - guidance for the safe use of places of worship – was withdrawn in March 2022. However, we need to be mindful of the feelings of those friends and members of the congregation who may feel the need to continue with their own precautions against the risk of infection and respect them. This also applies to any outside parties who make use of the facilities of the church for their own private events.

During this last year there have been no matters giving rise to any amendments to the Health and Safety Policy. However, Parts 13 and 14 have been renamed to reflect the corresponding change in the naming of two groups, namely:

- Youth Group to Youth Fusion Group and
- Kit Bag Club to School Clubs.

These titles in Part 00 General Principles have, correspondingly, been updated.

The policies on the Church website are the current versions.

John Rolfe-Dickinson

SAFEGUARDING REPORT FOR 2024

All new volunteers were Safer Recruited. We also ensured that all volunteers who had completed three years reapplied for Enhanced DBS checks where appropriate. All new PCC members completed a confidential declaration form and undertook safeguarding training.

Enhanced DBS Checks

DBS checks must be renewed every **three** years.

We had 1 DBS renewal and 0 DBS checks for new PCC members or volunteers.

Safeguarding Learning Pathways

Safeguarding Training must be renewed every **three** years online. Once a higher level of training has been attained, the Basic Awareness need not be repeated, Current volunteers are up to date with their training. Any new volunteers are asked to complete both the on-line Basic Awareness and Foundation trainings as part of the Safer Recruitment process.

We had 3 people repeat their Foundation training, and 3 complete both Basic Awareness and Foundation for the first time.

Parish Safeguarding Dashboards

The Parish Safeguarding Dashboard was set up to ensure that parishes understand the safeguarding requirements of the Church of England and the Charity Commission. The Parish Safeguarding Dashboard is updated on a regular basis. There are three levels which focus on safer foundations, safer activities, and safer practices. We continue to be at Level Three. Regular updating of the Parish Safeguarding Dashboard helps with the setting and implementing of the Safeguarding Action Plan.

During the year the Dashboard added a Safeguarding Hub. The first level allows us to list volunteer roles along with their DBS and Safeguarding

Training requirements and the volunteers with the roles they perform. Reports generated from the Hub keeps us up to date with any DBS or training requirements which need completing or updating. We are in the process of completing Level 2: the development of role descriptions and person specifications Most of these are now complete and are available to give to anyone considering volunteering for a specific role to inform them of what the role involves. Level 3 involves the tracking of Safer Recruitment and hopefully will be in place during 2025.

Where there were incidents of concern, advice was sought where needed and the appropriate action taken.

To ensure the successful implementation of safeguarding processes I am helped by Gill Hart and Sandra Rolfe-Dickinson (DBS verifiers), Sue Mace (Safer Recruitment interviewer), Frances Pauls and Lorna Crook. I would like to take this opportunity to thank them all for the work that they do.

I would also like to thank the Rector and the PCC for their support and guidance and for their understanding of the importance of Safeguarding.

To quote Lesley Wickham (previous PSO): "Safeguarding is everyone's responsibility, and we must continue to be vigilant and respond to safeguarding concerns".

Jean Green
Safeguarding Officer

SEARCH REPORT 2024

SEARCH has enjoyed catering for twenty or so events this year, of all shapes and sizes. Some regular, including The Pancake Party, which was back to being a busy evening cooking in excess of 500 pancakes! Thanks Team! Also our regular Easter Eve Celebration, Trinity Sunday, Christmas mince pies and mulled wine, Craft and Praise events, Seniors Tea, Chapter lunch, HT Charities Bazaar, Family Service breakfasts (back from June) and more... As well as our 'regulars' we had some standout specials within our community,

Kayleigh's First Communion celebrated with a BBQ and buffet, our bring and share Agape Meal, Baptism Reunion and celebrating the start of HT's 175th Anniversary Year with Art Expo where SEARCH ran the Art Expo Cafe.

Our breakfasts are on the 1st Sunday of the month, timed from 8.40 to 9.20am to welcome you either after the 8am or before 9.30am service, please come along to this friendly get together.

This year we were delighted that our events enabled us to make a contribution of £579.86 to HT funds.

SEARCH is a fairly small team of regular helpers some of whom meet to plan events others who prefer to come along on a more ad hoc basis to help at events. We'd be delighted if you could join us, you need only make the odd cake or help at the events that fit with your diary ...and... we do enjoy ourselves!

Susanne Baker/Betty Byrne on behalf of The SEARCH Team

SERVERS REPORT 2024

Our serving team assisted at most services during the year helping to set up and clear away the equipment used such as candles, silverware, wine and wafers etc. Our job is to support the clergy as they celebrate the Eucharist and to do this efficiently and reverently.

As I have reported for the last few years we are small in number and there have been occasions when we have not been able to field a full team of three, or indeed a team at all. We very much need to recruit extra members of the congregation so that we can continue the weekly tradition at Holy Trinity of having two acolytes (carrying candles) and an MC, who leads with the processional cross and assists the clergy during communion set up. Please speak to me if you would like to explore joining the team.

Having welcomed Harry and Oliver Read to the serving team last year, their working commitments mean they no longer can be with us. We thank them

for their support in the past. We are also delighted that Jacob Goldsmith and Pam Findley have become MCs.

I wish to thank all our servers for their dedicated work in the Servers' Ministry at Holy Trinity.

Special thanks are also due to Su Mace who keeps the Servers' Cassocks and Cottas clean, well pressed and repaired.

Robert Hart

WARDENS REPORT 2024

It has been good to have two Churchwardens serving over the past year – a problem shared is a problem halved!

We launched our 175th Anniversary celebrations in October with an excellent Art Expo and will end with a Flower Festival in June over the Trinity Sunday weekend.

We are privileged to have such a strong and supportive clergy team in Deiniol, Nigel and Kayleigh – something we do not take for granted.

We are indebted to Gill and Nigel Bicknell and the Finance Committee for all they do at HTP, as balancing the books gets trickier every year.

For the Churchwardens, buildings are our greatest challenge. However, Lorna and Robert have set up a comprehensive spreadsheet that sets out the myriads of checks, inspections and tasks that are required each year. This is helping enormously.

We have a new Fabric & Buildings Committee to look at maintenance and long-term projects, such as refreshing the Hall. Day to day maintenance is admirably undertaken by Colin Holmes.

We also record our thanks to Dick and his team for the maintenance of our grounds.

This year we are looking for a deputy warden to shadow what we do, so that we can plan for succession next year. If you would like to find out more about how you can serve God in this role, please speak to one of the Churchwardens or Deiniol.

Robert Hart & Barbara Paterson

WORSHIP AND OUTREACH GROUP (W&O GROUP)

The W&O Group is a subgroup of the PCC and its remit is to support our Clergy, Wardens, PCC, staff and others in:

- providing the best worship we can to promote and resource church life
- contributing to the development of HTP's Worship
- contributing to the development of discipleship growth and confidence
- forging missional and resourced outreach within the church, village and wider.

Our current membership is Alex Fallon, Hannah Goldsmith, Jean Green, Robert Hart, Deiniol Heywood, Kayleigh Lucas, Barbara Paterson, Frances Paul, and Lesley Wickham

Highlights through 2024 included:

- Lent appeal – supporting Christian Aid, St Matthews Burnley and Inspire Bucks.
- Christian Aid Lent Course.
- An Agape meal during Holy Week
- Over 80s Tea Party in the summer
- Art Expo in the Autumn
- November Charities Bazaar – a forum to promote local charities.
- Light Party for Children in October

- Prestmas stall in December
- More use of our Audio/Visual equipment, particularly at Family Services.
- Continuing partnership with Acts 435 helping those in need in our Parish.
- Support for the 2025 'Why? A programme of exploration' series.

Enormous thanks are owed to the group for its energy and creativity and to everyone at HTP for their participation in Church life. We hope that in belonging, Sunday by Sunday and throughout each week, HTP is seen as a warm, friendly and lovely place to be.

Looking forward to 2025 and coming to the end of our 175th year, Bishop Stephen will be preaching at our service on Trinity Sunday. Over that weekend a Flower Festival will bring much joy for contributors and visitors.

We would like to invite anyone who is interested in Church growth to speak to us to hear more and possibly join the group too! There is no need to be a PCC member to participate. We want to hear from you if you have suggestions for our Worship, support for your personal discipleship or Outreach within the Parish.

Robert Hart and Barbara Paterson