THE PARISH OF FARNHAM

THE PARISH PROFILE AND

STATEMENT OF NEEDS

FEBRUARY 2016
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OVERVIEW OF THE PARISH AND THE TOWN OF FARNHAM

St Andrew’s parish church is located right in the heart of Farnham – an historic market town situated in southwest Surrey. Centuries ago an important resting place for pilgrims on the Winchester to Canterbury route, Farnham was a busy market town specialising in wool and hops. It boasts an ancient castle and keep, attractive cobbled streets and alleyways and some of the finest Georgian architecture in the south of England, yet is within an hour’s rail commute of London and is close to both the A3 (trunk road to Portsmouth) and M3 (motorway to Southampton). Its 38,000 inhabitants live in the town and sixteen surrounding villages. The population of the parish is 8,629. A map of the parish can be found on page 17.

The Parish church is tucked down a cobbled lane leading from one of Farnham’s main shopping streets. The churchyard is a pedestrian link between two of the town’s busiest streets; the church is therefore a well-known landmark and one which is loved by many townsfolk, including those who are not regular churchgoers.

The town has a mix of housing which reflects the full age spectrum of population – single professionals, students, young families and older/retired couples. A significant number of inhabited listed buildings are to be found in the town centre. The town has a mix of traditional owner-occupied housing, some privately rented flats and houses, and a small amount of local authority housing. Recent years have seen an increasing trend towards small developments of modern flats and “mews houses” built in the town centre; previous 20th century buildings and houses having been demolished to make way for these. On the boundaries of the parish there are larger areas of private housing, some of which are in conservation areas. There are also likely to be extensive new housing developments (of several hundred houses) in the foreseeable future, and a large specialist retirement complex is under construction close to the church.

Farnham attracts a large number of visitors. For some it is a shopping destination; there are a number of small boutique style independent stores and The Maltings (a local arts and crafts centre) attracts visitors to its concerts, film showings and monthly markets. People come to see the ancient castle and keep, to enjoy the surrounding parkland and countryside, or just to meander around the attractive town centre. St Andrew’s church has a high profile with casual visitors as well as townspeople and is a major focal point in the town. The grave of one of Farnham’s best known sons, William Cobbett, is sited immediately by the north door of the church.

The town has a good sense of community, given its size and geographical spread. People feel strongly about the town’s heritage, its beauty, its green spaces and the maintenance of all of these. People are proud of their town and the accomplishments of its inhabitants, whether they are present-day (such as the world-famous Farnham Youth Choir, the Rock Choir, or Jonny Wilkinson) or historical (William Cobbett, Mike Hawthorn).

The town’s employment relies on a large variety of small, independent businesses. Many inhabitants commute to London or work locally in locations such as Aldershot, Guildford, Woking, Basingstoke or Camberley. Unemployment levels are relatively low but increasing. Farnham may be viewed as a “well-heeled” town, but there is a sizeable student population and there are areas of social deprivation both within and outside the parish. That this is the case is borne out by the real need for the local Food Bank initiative.

Within the parish there are several nursery schools and two Church of England-controlled schools. The church enjoys excellent links with these two C of E schools - Potters Gate and St Andrew’s infant school, the latter overlooking the churchyard. (Owing to a fall in pupil numbers, discussions are in progress with...
The Parish of Farnham

Surrey County Council and the Diocesan Board of Education concerning the long-term future of St Andrew’s School.) Parishioners serve on the governing bodies of both schools; the incumbent is an ex-officio governor. School services are held in the church for the major festivals and at the end of term. Some of the pupils from both schools attend St Andrew’s church with their parents on a regular basis.

There are established links between St Andrew’s and significant institutions in the town, including with Farnham Castle where there is a small chapel, and the Rector is on the committee of Farnham Visitors Council. The church building has acted as an exhibition venue for artworks and provided inspiration for projects by students of the University of the Creative Arts (UCA), located within the parish. There are opportunities to extend this link with the student body, many of whom are resident on campus. Links with other town centre amenities such as The Maltings Arts Centre, charities, associations and institutions have been opened up and could be developed further. The church building is used extensively as a concert venue.

Farnham has a large number of rest homes and warden-assisted residences, a privately-run hospice, several GP practices and its own hospital situated approximately one mile from the church. The hospital has an Outpatients Department and wards for elderly patients together with a Day Hospital and GP surgeries. A&E services are provided at two General Hospitals, in Frimley and Guildford, both about 10 miles away. Both the hospitals and Phyllis Tuckwell Hospice are served by full or part-time chaplains; links between the church and the chaplains have been established. Parishioners act as Chaplaincy Volunteers at Frimley Park Hospital and the Hospice. The nursing homes and warden-assisted residences are visited regularly by the pastoral team. A local charity assists older people with day care activities and transport and has been supported by the church’s giving. There are three groups of almshouses in Farnham, administered by Trustees including parishioners and the Rector.

Useful websites for more information are:

www.standrewsfarnham.org
www.farnham.gov.uk
www.waverley.gov.uk
ST ANDREW’S PARISH

1. CHURCHES AND HALLS

With a history reaching back to at least the 12th century, the church building of St Andrew’s is recognised as being among Surrey’s most important buildings. Listed by English Heritage as Grade 1, it is one of the largest churches in west Surrey, and has the proportions of an abbey or small cathedral.

A major conservation and development project costing around £1.3 million commenced in the late 1990s and was completed in 2005. This not only allowed the refurbishment of the chapels, restoration of the tower, bells, clock and much more besides, but also brought the building into line with the needs of a 21st century congregation and wider community. The award-winning result has served to intensify the original beauty and splendour of the magnificent Grade 1 Listed church whilst enabling it to be used for events for the wider community. The 2011 quinquennial report stated that the church was generally in a good state of repair, but its age and Grade 1 Listed status inevitably incur continuing maintenance costs. Major problems are not anticipated in the next quinquennial inspection, which is due soon.

St Andrew’s has a daughter church, St Francis’, located at the top of Crondall Lane. Built in the mid 20th century to serve the housing development which surrounds it, the church has a small hall standing beside it, which can be hired. The quinquennial report for 2011 states both the church and hall are in a reasonable state of repair. St Francis’ serves a small but loyal congregation, many of whom also attend the regular services at St Andrew’s. St Mary’s chapel, a very small Victorian schoolhouse on the south side of town, was in need of substantial repair and, with the consent of the Diocese, was sold in 2015. No decision has yet been made on the deployment of the proceeds.
The Rectory is a fine Grade II Listed Georgian house, situated adjacent to the churchyard, at the intersection of Upper and Middle Church Lanes. Surrounded by old brick walls, there is a mature, well-stocked garden to the front and side of the house.

Leading from the entrance hall are a good-sized study and a large double-aspect lounge. The lounge has an open fire, window seats and a glazed door which leads out on to a terraced patio and the garden. To the rear of the hall, steps lead down to a passage to the right leading to the staircase, downstairs cloakroom (with shower cubicle) and a large double-aspect kitchen/diner which leads to a lobby, rear door into the Rectory Yard and separate utility room. Opposite the bottom of the hall steps is a short passage and door allowing locked, secure access from the Rectory itself to the wing housing the Parish Rooms and Office, and to the left a further door gives access to the stairs down into the large cellar.

On the first floor there are three double bedrooms and one single, a large family bathroom, and an additional separate toilet. Stairs lead to two further attic rooms.

Housed in a separate wing to the rear of the building and with their own entry door are the self-contained Parish Office and Meeting Rooms. The Parish is responsible for the interior upkeep of the Parish Rooms and Office and the internal decoration of the Rectory, while the building structure, main fittings and fixtures (e.g. bath, gas fire etc) and outbuildings are managed by the Diocese. All utilities and services to the Rectory, Parish Office and Rooms are shared. There are separate gas and electricity meters to allow for the division of bill payments.

There are four brick built outhouses/sheds and a double garage located in the Rectory Yard, which has parking space for approximately ten cars. Currently there is a parking arrangement with two neighbours of the Rectory, allowing limited parking in the Yard. Public entry to the Parish Office and Rooms is also via the Yard.

The Rectory will be inspected by the Diocese and any necessary repairs undertaken prior to occupancy by the new incumbent. The PCC will ensure that necessary interior redecoration of the Rectory takes place prior to the new incumbent’s occupancy and will consult on colours etc.
2. Other Church Property

The parish has responsibility for a house situated in High Park Road, in the centre of town, approximately ten minutes’ walk from the church. It has three bedrooms and a sizeable garden. Until 2009 this property was used as the home for stipendiary curates. Since then, in the absence of a curate, the rental income from this property has provided a useful source of funds.

The churchyard is large and attractive, with grassy areas and a good quantity of mature trees. Now closed for burials, it is managed by St Andrew’s: the parish is responsible for the maintenance of the graves and tombs, plus floodlighting. Waverley Borough Council is responsible for the maintenance of footpaths, grass and trees whilst the County Council is responsible for the lighting of the footpaths.

3. OUR VISION AND OUR MISSION

In 2007 the PCC reviewed our aims and established a vision for 2010 which noted that

“The community of St Andrew’s is at the heart of Farnham. As a Christian community, our role is to serve as a living sign of God’s creative and reconciling love in the world, as well as to be a part of the worldwide Anglican Church, and to play our part in bringing wholeness to our broken world. We do this daily through worship, offering nurture and growth through teaching, mission, outreach and pastoral care as well as by providing use of the church buildings to the wider community.”

A number of specific goals were established:

- Increase our work with newcomers, families and church schools
- Develop learning and nurturing programmes
- Increase support for worldwide and local Church

Some progress towards these goals has been achieved. Children’s Church has expanded its range of activities; our relationships with the church schools are strong, with parishioners on the boards of governors of each; church- and home-based study and prayer groups are now an established feature of parish life. Outreach and partnership with other denominations and town organisations is good.

Since the suspension of the previous Rector in November 2013 (following financial irregularities in another diocese) and the departure of the self-supporting Curate in the following Spring, further progress has been difficult. The period of over two years between the previous Rector’s suspension and his removal from office by the Bishop, including the traumatic experience of a criminal trial and the associated national publicity, has put the congregation under considerable stress and has severely tested its cohesion. Despite this there has been latterly an encouraging improvement in optimism and confidence, as the church family has come to recognise that it has lay people with the capacity to plan, manage and develop parish life.
4. OUR CHURCH LIFE

Services at St Andrew’s

St Andrew’s church building is open from early morning to dusk; we know from feedback (via our visitors’ book and casual conversation with a wide range of people) that this is much valued by visitors and townspeople alike. We believe it is important that the church is open every day for everyone in the town, as a place for prayer and reflection.

We welcome all visitors, whether to our weekday and Sunday services, or just to take some quiet time for themselves. The candle prayer stand and intercession board are in daily use.

St Andrew’s describes itself as “open catholic” in its churchmanship.

The worship service pattern is detailed below:

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Service</th>
<th>Average attendance*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>11.00 am</td>
<td>Holy Communion (BCP) - weekly</td>
<td>9</td>
</tr>
<tr>
<td>Thursday</td>
<td>9.15 am</td>
<td>Holy Communion (CW) - last Thursday only</td>
<td>6</td>
</tr>
<tr>
<td>Sunday</td>
<td>8.00 am</td>
<td>Holy Communion (BCP)</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>10.00 am</td>
<td>Parish Communion (CW)</td>
<td>99</td>
</tr>
<tr>
<td></td>
<td>6.30 pm</td>
<td>Evening Prayer</td>
<td>6</td>
</tr>
</tbody>
</table>

* six months to 31 December 2015

Easter 2015 had an attendance of 190, with 129 communicants.

Christmas 2015 saw total attendances of 1,144 (of which 251 were communicants and 750 were the parents and children attending one of the two Christingle services on Christmas Eve).

The Parish Communion is the main service of the week. Lay individuals contribute to this service in different ways and are encouraged to do so – through music, preaching, leading prayers, serving at the altar and providing hospitality and refreshments afterwards. Parish Communion is traditional. Vestments are worn at the celebration of the Eucharist and the choir of adults (men and women) is robed. Incense is used at festivals.

On the first Sunday of each calendar month the service is less formal and the address simpler. Young families take responsibility for distributing service books, reading lessons, leading intercessions and the offertory. On other Sundays, during the Parish communion there is a crèche for babies & toddlers whilst older children take part in activities, discussion and worship within “Children’s Church” which takes place in the Pavilions at the back of the church. They rejoin their parents later in the service.
Over the past year, members of a lay team have offered personal prayer to individuals in private after the Sunday-morning service. While not previously a tradition of the parish, this has become accepted and valued.

During the course of the year there are a number of Civic Services held on special occasions, e.g. Remembrance Sunday, the Town Mayor’s Civic Service, a service in November for the bereaved, and services for schools and local organisations.

**Services at St Francis’**

Second Sunday - Holy Communion (Common Worship) at 9 am.

Fourth Sunday - Morning Service (non-Eucharistic) at 11.30 am.

Average attendance - 15

**Occasional Offices and Parish Policies**

St Andrew’s seeks to support people of all ages as they grow in the Christian faith. Our aim is to make the church a safe place without pressure, recognising that faith comes in different ways. Our policies underpin this approach. The number of baptisms, weddings and funerals last year was:

<table>
<thead>
<tr>
<th>Occasion</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baptisms</td>
<td>35</td>
</tr>
<tr>
<td>Weddings</td>
<td>14</td>
</tr>
<tr>
<td>Funerals/cremations</td>
<td>15</td>
</tr>
</tbody>
</table>

**Baptism** is open to all who live within the parish boundary or who are on the electoral roll. For those living outside the parish boundary we treat each request on an individual basis. Baptism families are visited by the Rector or a Pastoral Assistant, with the purpose of establishing a relationship, exploring the significance of baptism and the commitment which they will be making. A tea is held annually to which the families of those baptised over the previous twelve months are invited.

**Confirmation** The Deanery holds one confirmation service per year. Candidates from the parish are expected to commit themselves to a six week course of preparation. Owing to the absence of clergy for the preparation of candidates, only one has been presented in each of the past two years. Children who are in Year 4 and above, and who have the support of their parents, may receive a short course preparing them to receive Holy Communion. Six were prepared in this way in 2015.

**Weddings** St Andrew’s is a popular venue for weddings. Once it is established that the couple is entitled to be married at St Andrew’s, the Rector meets with them on a number of occasions to explore the meaning of Christian marriage. It has been the policy of previous incumbents to allow the remarriage of divorcees in accordance with the House of Bishops guidance.

**Funerals** The clergy officiate at both Aldershot and Guildford Crematoria by request and at memorial and thanksgiving services at St Andrew’s.
Children

St Andrew’s values children and the contribution made by young families, and has a team of about eight volunteers to undertake this important work. Attendance has fluctuated and at present is modest - rarely reaching double figures - but there is a good core of committed families. “Godly Play” is held on the second Sunday of each month in the Parish Rooms. Children’s Church is held in the church pavilions during the Parish Communion on the third, fourth and fifth Sundays of the month. At the Eucharist on the first Sunday in each month (“All Age” service), children are involved actively in the service - handing out hymn-books, doing the readings and prayers, and helping adults to take the offerings of the congregation. An All-Age non-Eucharistic service is held at St Francis’ church on the fourth Sunday of the month, attended by some St Andrew’s families and some from the immediate local area. Children’s parties involving games, craft activities, food and a short time of worship are held in the church at 3.30 pm on Fridays at approximately two-monthly intervals. These have proved both enjoyable for regular families and also a valuable form of outreach, with 20 - 30 children attending on occasions.

Music

Above left: the annual service of Christmas Lessons & Carols
Above right: St Andrew’s Choir at Winchester Cathedral
Music forms an important part of the worship experience at St Andrew’s, being an enhancement to our worship. The Organist, Stephen Lacey, has built up the choir from modest numbers to around 15 and this is augmented for major festivals. The choir of St Andrew’s has a traditional repertoire which they are working to extend. They have been invited to sing at Guildford and Winchester Cathedrals, including a full weekend of services at the latter on two occasions. The historic pipe organ underwent a major re-build in 2012 and is played by visiting organists at regular weekday, lunchtime recitals.

Parish groups

St Andrew’s has a wide variety of clubs and groups open to members of the church and the wider community, including the following:

- Lent Study Groups: a variety of courses is followed, sometimes shared with other churches. These groups meet in the church pavilions, the parish rooms and/or parishioners’ homes
- Regular Bible Study Groups: A group meets in the church pavilions for discussion based on a set passage of the Bible, followed by light lunch. Another group meets in the evening.
- Prayer Group: a small group meets twice monthly to pray for the needs of the parish
- Book Group: Meets monthly to discuss a book chosen by the members. Titles are broad ranging, covering contemporary topics, biographies, the classics and modern fiction
- Baby & Toddlers: Meets every Monday morning in the church pavilions, offering support and friendship to young families, many of whom are not regular churchgoers
- Women’s Breakfast: Held bi-monthly on a Saturday in the church pavilions. Breakfast is followed by an invited speaker session
- Meditation group: Meets in the church once a month for a quiet hour of meditation
- Choir: weekly practice
- Bell ringers: weekly practice; conduct visits to other Towers
- The Social Committee: organises all catering for our events, parties etc and runs any special events in conjunction with the Churchwardens

5. THE MINISTRY TEAM

In addition to the Rector, the parish has in the past had both stipendiary and self-supporting assistant clergy. The last self-supporting curate left in April 2014. The Parish also has two Licensed Lay Ministers (Rob Thain and Andrew Partridge) and two Pastoral Assistants (Mary Haines and Angela Wingfield). This lay team visit the housebound and people who are sick in local hospitals, nursing homes and supported living residences, in most cases taking Holy Communion.

Since the suspension of the previous Rector in November 2013, Sunday services have been led on a rota basis by an Honorary Assistant Priest loaned from a neighbouring parish or by one of three local retired priests, with occasional visits from senior Diocesan clergy.

6. PARISH ORGANISATION AND GOVERNANCE

The Rector of Farnham has an extensive range of responsibilities, having important duties not only within the church family but also the town. The role also requires involvement with a number of charities throughout the town, and governorship of the two C of E schools. The Rector provides an important link between Church and town, and is a natural contact with key decision-makers in the borough. This is an important part of the post.
The two current Churchwardens (Andrew Partridge and Richard Haines) were elected at the Annual Parochial Church Meetings in 2014 and 2015 respectively. The Churchwardens serve St Andrew’s and the daughter church, St Francis’. Churchwardens normally serve for three years and there are currently no deputy Churchwardens.

The PCC, which serves both churches, currently has nineteen members (see page 18).

The PCC meets approximately ten times per year and minutes are published on the church website. All major projects and financial decisions are voted on by the PCC. Other than the Finance Committee, there are no formal sub-committees of the PCC but PCC Working Groups (some with co-opted members) take responsibility for - Worship, Nurture and Learning, Communication and Outreach, and Fabric and Development.

There is currently no verger at St Andrew’s for regular duties, which adds to the routine tasks of churchwardens, the incumbent and those volunteering to open and close the church. A member of the congregation is however engaged as a paid verger for externally funded events such as weddings, funerals and concerts.

### Volunteers

We rely heavily on volunteers to carry out a wide spectrum of tasks, from printing and folding service leaflets, putting together the Parish Magazine, laundering altar linen and robes, cleaning the buildings, helping at services, through to making and serving refreshments at or after events and services.

There are teams and rotas in operation for church cleaning, sidespeople, readers, intercessions, and servers. The rotas are organised by volunteers. The burden on volunteers is especially heavy at the time of the main festivals, when extra help is needed for distributing publicity leaflets, making palm crosses or Christingles.

### Electoral Roll

At the time of writing, the number on the Roll was 230. This is maintained by an Electoral Roll Officer outside the PCC.

### COMMUNICATIONS

The Parish Administrator produces the weekly Parish Newsletter, where important announcements are made. These include forthcoming events and services, whether at St Andrew’s, other churches in the town or at the cathedral. It also details a list of the sick, whom we remember in the intercessory prayers, and lists those of the parish who have recently died.

A small band of enthusiastic volunteers produces a monthly Parish Magazine. This contains individual articles, and covers church and community-related activities with occasional profiles of individuals within the parish. The PCC see the magazine as being an important means of outreach and communication with townspeople, visitors and our own congregations. The monthly print-run is 300 copies.

The website provides essential information about the life of the parish, our services, and the history of the church. It acts as an online noticeboard and PCC Minutes are posted on it after approval. The Parish Administrator updates the website on a regular basis. St Andrew’s also has a Facebook page but this has not yet been fully exploited.
OUR OUTREACH

St Andrew’s values its links and engagement with the wider community, both in the town and further afield. As described above, we run a variety of clubs which are open to all; we seek to be an inclusive and welcoming community. Parishioners engage with local needs and issues as well as concerns abroad.

St Andrew’s is also a popular venue for concerts and dramatic presentations. The churches of Farnham have established a local Food Bank scheme and St Andrew’s parishioners are actively involved.

A team organises and provides for a number of social events throughout the year – refreshments after the major festival services, Harvest Lunch, and the Parish Fayre. These events – and the refreshments provided after the regular services – provide opportunity for further contact with visitors and newcomers.

Above: Parish lunches, concerts and social events are often held in the re-ordered church

We have run a Parish Fayre for over 15 years; this has become an annual late summer fixture in the town’s calendar. Held in the church and churchyard, it is a popular and well-known event which achieves good publicity for the church – not least, for our famous “parachuting teddies” which fearlessly drift down from the tower.

Above: Parish Fayre: Parachuting teddies from the tower and bargain hunting at the stalls
St Andrew’s promotes awareness of our membership of the world-wide church. We are actively engaged with the local Christian Aid group; our support for the Church Missionary Society and United Society for the Propagation of the Gospel is currently mostly financial, however.

The local group of Amnesty International meets regularly in the church and invites guest speakers. Parishioners are actively involved with this group, and the Shoe Box Appeal (run by Samaritan’s Purse, to provide boxes of gifts for children in deprived areas of the world) is well supported by the congregation.

**Friends of St Andrew’s (FoStA)**

FoStA was set up as an independent charity approximately fifteen years ago. Its key objectives are to encourage support and goodwill from the residents of the town towards the church, and to ensure that the building is maintained and enhanced for both churchgoers and the wider community. FoStA holds a variety of events and outings during the year to raise funds for special projects. In recent years projects have included the restoration of the carillon and a new wooden staircase giving safe access to the top of the tower. The most recent project is the financing of the new organ casing for the refurbished pipe organ.

**Farnham Deanery**

The Parish is part of the Deanery of Farnham, which extends from Farnham in the north, almost to Haslemere in the south and consists of 13 parishes. The parish is represented on Deanery Synod by three lay people.

The Clergy Chapter meets each month over lunch and also for occasional quiet days and social gatherings. Chapter is valued by the clergy as a source of encouragement and mutual support.

**Guildford Cathedral**

One member of the congregation acts as a Link person to the cathedral. She has a regular column in the Parish Newsletter (given out at the Sunday services and left in the church for general distribution during the week) and in the Parish Magazine, enabling her to advise of upcoming concerts, major exhibitions, talks, etc., at the cathedral.

**Ecumenical Links**

St Andrew’s is part of the Churches Together in Farnham network and through this has good links with other churches in the local community. An annual Unity Service during the Week of Prayer for Christian Unity rotates around churches in the locality, with St Andrew’s being a prime town centre choice.

There are especially strong links with the Farnham URC and Farnham Methodist church, and in 2010 under Canon B43/44 the Bishop of Guildford gave his permission for the ministers of those two churches on appropriate occasions to celebrate Holy Communion in St Andrew’s according to the rites of their own denomination. The URC Minster officiates regularly at the monthly Thursday communion in St Andrew’s; joint evening services are held with the URC on an approximately quarterly basis. An annual joint ecumenical service with Farnham URC and Farnham Methodists is held each year in one of the churches and is followed by lunch.
7. ADMINISTRATIVE SUPPORT

The Parish Office and Parish Rooms (meeting rooms including kitchen facilities) are in a self-contained wing at the rear of the Rectory. The Office is often the first line of contact for general enquiries about services, events and requests for visits. Having such a high profile within a small town centre, St Andrew’s parish attracts a heavy administrative workload.

We employ part-time Parish Administrators for 26 hours over 4 days per week. The Administrators deal with all general enquiries and a myriad of other tasks. Among these are: diary management of the church bookings for numerous concerts, school assemblies and visits, filming and exhibition activities by our local University for the Creative Arts; all the administration in connection with weddings, baptisms and funerals; writing up the Parish registers; putting together the weekly Parish Newsletter given out at the regular Sunday services; keeping the church website up to date, submitting required statistics to the Diocese on attendance; typing and printing service leaflets and booklets required, and printing large posters for display outside the church.

The management and banking of all cash expenses, donations and collections is undertaken by a parishioner who does this on a voluntary basis, one morning per week, based at the Parish Office. Invoice settlement is made by cheque; two authorised signatories are required. Cheques are drawn up by another parishioner who is employed to work one morning per week at the Office and also drafts the church accounts (under the supervision of the Hon Treasurer).

8. OUR FINANCES

Our Parish supports two churches for which we produce a single budget at the start of the year and a set of combined accounts at the December year end which are provided to the Charity Commission. The Parish is relatively asset rich and with stable fundraising from a range of income sources, including letting out various rooms and a building. The PCC’s view is that use of the churches for events, exhibitions or concerts is a form of outreach and so we have not had a “rate card” of charges for its use.

Provisional total income in 2015 was £147,000 (2014: £134,000) and expenditure was £143,000 (2014: £143,000).

Principal income and expenditure elements (based on 2014) are as follows:

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<thead>
<tr>
<th>Income</th>
<th>Expenditure</th>
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<tr>
<td>Standing orders &amp; envelope scheme</td>
<td>£60,000</td>
</tr>
<tr>
<td>Gift Aid</td>
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<td>High Park Road rental and hall lettings</td>
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<td>Investment income</td>
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<td>£74,000</td>
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<td>Utilities, insurance and repairs</td>
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<td>£31,000</td>
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<tr>
<td></td>
<td>Salaries (administration &amp; organist)</td>
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<tr>
<td></td>
<td>£19,000</td>
</tr>
<tr>
<td></td>
<td>Outward giving (to local &amp; overseas charities)</td>
</tr>
<tr>
<td></td>
<td>£5,000</td>
</tr>
</tbody>
</table>

From an electoral roll of 230, there are 100 regular pledged-givers donating an average of £11.50 per week, which has remained steady in recent years. Our annual Autumn stewardship renewal programme has been suspended in the last two years but would be expected to be reinstated following the appointment of a new rector. Most monthly giving is by standing order, though the PCC is in the process of piloting the Parish Giving Scheme to simplify gift aid collection. We also run an annual Parish Gift Day as an opportunity for people to ‘top up’ their regular giving.
Our principal ‘unrestricted’ asset is 6 High Park Road – a house in the town centre valued at £450,000 in 2011. In the past this has been used by our curate but is currently let out. The PCC holds around £275,000 in unrestricted general reserves, including £195,000 raised in 2015 from the sale of the former chapel of St Mary at Compton.

Three restricted funds are managed by the PCC, details of which are set out at page 19. Income from restricted funds is typically not relied on to support the annual surplus or deficit of the Parish. Over the last two years, during the absence of an incumbent, these monies have remained dormant pending the establishment of a new vision for the Parish.

All monies in our ‘Restricted’ funds and the bulk of our general ‘Unrestricted’ fund are held and managed by the CCLA, as required by the Diocese.

The Parish and its office holders (Rector and churchwardens) are associated with a small number of trusts and endowments linked to the local town. Further details are set out at page 19.

Two parishioners - one paid, one volunteer - look after the day-to-day running of the church finances. A third parishioner keeps the confidential records of giving and reclaems Gift Aid from HMRC. We have good financial controls in place. Our annual accounts are prepared by the book-keeper and audited and examined by a qualified parishioner who is independent of the parish finance team. Two signatories are required on all cheques for the various accounts, direct debits and standing orders. Signatories are the incumbent, the two church wardens and the Treasurer.
Marker number 1 indicates St Andrew’s Church, number 2 = St Francis’ Church and number 5 = the former St Mary’s Chapel.

For an interactive version of this map, please use the following link:

**ANNEX B - PCC MEMBERSHIP**  as at January 2016

<table>
<thead>
<tr>
<th>Ex officio</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrew Partridge</td>
<td>(Licensed Lay Minister and Churchwarden)</td>
</tr>
<tr>
<td>Rob Thain</td>
<td>(Licensed Lay Minister)</td>
</tr>
<tr>
<td>Canon Nigel Nicholson</td>
<td>(Acting Honorary Priest)</td>
</tr>
<tr>
<td>Richard Haines</td>
<td>(Churchwarden)</td>
</tr>
<tr>
<td>Jenny Grant</td>
<td>(Diocesan Synod)</td>
</tr>
<tr>
<td>Elise Marlow</td>
<td>(Deanery Synod)</td>
</tr>
<tr>
<td>Rob Thorburn</td>
<td>(Deanery Synod)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elected/co-opted</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Alan Butler</td>
<td>(elected 2015)</td>
</tr>
<tr>
<td>Meg Daniels</td>
<td>(elected 2015)</td>
</tr>
<tr>
<td>Matthew Elliott</td>
<td>(elected 2013 and Honorary Treasurer)</td>
</tr>
<tr>
<td>Mary Haines</td>
<td>(co-opted January 2016)</td>
</tr>
<tr>
<td>Barbara Haworth</td>
<td>(Honorary Secretary)</td>
</tr>
<tr>
<td>Ian Jacob</td>
<td>(elected 2014)</td>
</tr>
<tr>
<td>Richard Poppe</td>
<td>(elected 2014)</td>
</tr>
<tr>
<td>Canon Geoffrey Riggs</td>
<td>(elected 2014 &amp; Deanery Synod)</td>
</tr>
<tr>
<td>Jonathan Seale</td>
<td>(elected 2015)</td>
</tr>
<tr>
<td>Lesley Whymper</td>
<td>(elected 2013)</td>
</tr>
<tr>
<td>Angela Wingfield</td>
<td>(elected 2013)</td>
</tr>
<tr>
<td>Jack Wingfield</td>
<td>(elected 2015 and Diocesan Synod)</td>
</tr>
</tbody>
</table>

**Recently resigned on moving away**
Alice Beattie
Ceri Myles
ANNEX C - TRUSTS

The PCC has responsibility for three ‘Restricted’ funds:

1. **Grahame Nash Will Trust:** The parish is the beneficiary of one third of the income from this trust for which the Diocese is the custodial trustee. By agreement with the Diocese one third of the capital of the trust rests with the PCC, worth £118,000 at the last year-end.

2. **Charity for an Assistant Curate and other Ecclesiastical Purposes:** In 1967 the Charity Commissioners agreed that capital from the charity could be used to defray costs for clergy house improvements but with a recoupment of that capital over a period of 30 years through investment with CBF (Church Board of Finance), administered by the CCLA. We use this fund for the refurbishment of High Park Road. It contained £2,400 at the last year-end.

3. **Conservation & Development fund:** As at the end of 2014, this fund amounted to £24,000 and has not been used during 2015.

The Rector and Churchwardens hold offices in a small number of trusts associated with the local town which are outside of the PCC’s control. Those that can be used to support the work of the Parish are set out below.

1. **The Oliver Bequest:** This comprises an endowment trust (current value approx. £100,000), from which the income may contribute to general church funds. Approximately £46,000 is currently available.

2. **Church House Trust:** Church House Farnham was registered with the Charity Commission in January 2002 and comprises permanent endowment fund of £540,000 raised by the sale of a town centre hall now used by the Vineyard Church; Copies of the trust deeds are held by the Diocese. Income generated from the funds (approximately £12,000 per year) can be used in accordance with the object of the charity, which is “to further the religious and other charitable work of the Church of England in the Parish of Farnham”. The trustees review and identify suitable projects for which grants can be made from this trust. Some of the funding required for the recent refurbishing of the organ at St Andrew’s has been met from this trust. The amount available for use is currently around £31,000.
STATEMENT OF NEEDS

The material in this section and the New Incumbent Profile were derived from a morning session facilitated by the Diocese of Guildford Parish Development and Evangelism team. The session was open to all who were interested and able to attend. Attendance on the day comprised about 35 parishioners.

The following points are those that arose in discussing the current state of our parish and its potential future:

- We are a town centre church in a vibrant community that we feel called to serve.
- We have a unified church family and support one another well, moving mainly as a single group through the challenges of the last two years without a rector.
- Although united in our desire to move forward, we need help with healing as we come to terms with the events of the last two years.
- A large number of dedicated and active volunteers has kept our church running and is serving our congregations well, but we recognise that we need to add new approaches to attract younger members and serve our community better. We also need help in expanding pastoral care, adding to the work of our two pastoral assistants.
- We particularly need to bring more 11 to 40 year olds to discipleship, to balance the existing high proportion of members over 60 and better reflect the diversity of our community.
- We want to achieve this by exploring new ways to engage with our town and with our own faith. We want to be challenged and are ready to explore new ideas, including how we use our buildings; the timing and content of regular forms of worship in addition to our valued, traditional Sunday-morning communion; promoting fellowship in smaller groups; and building bridges between our outreach activities and our regular worship.
- Our two excellent buildings, strong musical tradition, town centre location and stable finances provide a strong platform for this growth. We attract a small flow of new members and already engage well with the town through toddler groups, concerts, lunch time organ recitals, the annual parish fayre and the recent Christmas Tree festival. We need help developing a strategy and vision to capitalise on these gifts.

We have identified the following areas as key priorities for the growth of our church:

- Setting a coherent vision for our church
- Developing prayer, listening to God and spiritual maturity
- Directing ourselves outwards
- Improving our service to younger age groups and adult newcomers
NEW INCUMBENT PROFILE

We are seeking a new Rector who will be a prayerful and warm-hearted priest, compassionate and encouraging, and open to the Holy Spirit.

To engage with the particular work we believe lies ahead of us, as described above in the Statement of Needs, we have identified the following gifts and characteristics which we believe that our new incumbent should possess:

- **Enabler**: Someone to enable us in ministry.
- **Teacher**: Someone to direct our hunger for learning how to grow in our own faith and prayer life.
- **Challenger**: We are ready to explore new ways of growing together in faith through worship, fellowship and serving our community.
- **Relationship builder**: Someone to engage with our town as a town-centre church.

The new Rector will also need to be:

- A leader who will work collaboratively with us, re-energising the volunteers that have kept the church running for the last two years and enabling more involvement and engagement in the congregation.
- Someone to help us find new ways to listen and adapt to what our parish and community needs from us, and to help us grow in discipleship, including by adding new forms of worship to our current pattern.
- A guide and facilitator to introduce structured teaching in prayer, worship, bible study and related spiritual disciplines.
- Someone capable of the formal elements of the role including conducting civic services and serving the large number of ex officio appointments within the town.

Farnham Parochial Church Council

8 February 2016