



**Reports for the 2022 Annual Parochial Church Meeting (APCM)**

Trustees' Report for  
Parish of Good  
Shepherd with St.  
Peter, Lee PCC  
(Registered charity  
number: 1171429)

Review of the year May  
2021 to April 2022  
(Financial Year 2021)

**Parish of the Good Shepherd with St. Peter, Lee**  
**Trustees' Report for 2022 Annual Parochial Church Meeting**

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## **A) Aims and Purposes**

The Good Shepherd with St Peter Lee's Parochial Church Council (PCC) has the object of the promotion of the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England and has the responsibility of cooperating with the incumbent, the Reverend Bridget Shepherd, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of our two church buildings – the Good Shepherd on Handen Road and St Peter's on Eltham Road – and the care and upkeep of the parish house located in Weigall Road.

## **B) Objectives and Activities**

As a church we are committed to:

*Shining God's light to our community and sharing the good news of God's love for all.*

This is expressed and lived out through the following five values:

- All are welcome – we are an inclusive church.
- All have space to grow in faith – every age and stage of life matters.
- All are called to serve – everyone has a part to play.
- All find a place to belong – we are committed to God and to one another.
- All reach out – we respond to the needs in our community with the love of God.

In 2021 we continued to maintain and develop the ministry of the church within the context of the Covid 19 pandemic. This included maintaining our worshipping life – both in person and online, providing pastoral care to those in the parish through baptisms, weddings, funerals and memorial services, responding to human need through the ongoing work of the Helping Hands Foodbank, reaching out to our local community through outdoor events such as the prayer labyrinth, and continuing to support our local Church of England school Trinity All Through School, Lewisham.

In order to provide a 'roadmap' out of the pandemic, the PCC agreed to adapt and adopt the Church of England's vision and strategic priorities for the next decade, and to commit to becoming a church that is:

### **Jesus Christ centred and Jesus Christ shaped**

That reflects the character of Jesus by being **humbler, simpler and bolder**

That focusses its energy on four priorities:

1. Exploring, releasing and supporting each other to live out our faith in everyday life
2. Encouraging variety and creativity in our worship, mission and practice

3. Being a church that's younger and more diverse
4. Pursuing social justice for all

These four priorities helped to guide our activity through the latter part of the year, and as we sought to restart activities as Covid restrictions permitted.

### **C) Achievements and Performance**

As in 2020, the Covid 19 pandemic continued to have a significant impact on our ministry – both limiting what we were able to do, and provoking us to do things in new ways.

For the first few months of the year our worship took place solely on Zoom. It was wonderful to return to the Good Shepherd at the start of April, for an open air service to mark Easter Sunday. During the year we have tried to encourage and enable participation in Sunday worship by offering a Zoom link to the Good Shepherd service. This has been appreciated by a range of people, not just those who've been unwell or self-isolating. From early summer we gradually re-introduced sung worship into our Sunday services, beginning by singing in the church garden, and then later in church with masks. Our worship has also been enriched by a rejuvenated choir, who have welcomed lots of new members, and are leading worship once a month. It has been good to renew this aspect of our church tradition.

One of the challenges of the year has been losing a large number of church members – with ten families choosing to move out of London. This has had a significant impact on our congregation, with the number of children and families now vastly reduced. To help rebuild this part of our congregation we have done a number of things. We have continued to offer our fortnightly youth group for children in Year 6 and above. We have also continued to run 'Wild Church' – our monthly outdoor service for families, where we've regularly welcomed new families, and families that haven't felt comfortable returning to indoor worship. Before we were able to safely restart Children's Church, we introduced some children's bags, containing books and toys, so that children felt welcome and cared for. At the end of 2021 we restarted Children's Church at Good Shepherd, and have endeavoured to raise their profile in services in a range of ways – not least by having them present at the altar during the Eucharistic prayer.

A further challenge of Covid is that we seem to have lost the large fringe membership that used to be evident at parade services, and key festivals. During 2021 we have continued to raise our profile in the local community by using our outdoor space in creative and visible ways. During Lent 2021 we had a prayer labyrinth in the garden, during Holy Week much of our worship took place outside, in September we hosted the fantastic 'Gig in the Garden', and at Christmas we moved Lighting the Lamps into the garden for a memorable (and wet!) Christmas Eve service. We also ran our first ever 'Pet Service' in July, and welcomed neighbours who've lived in the parish for many years, but never come into the church.

The Helping Hands Foodbank has continued to operate throughout the year – albeit with a constantly evolving model of delivery! The foodbank currently provides food for 36 families, which is more than 100 adults and children. The foodbank continues to draw in volunteers that are not church members, and is supported by several of the schools and organisations in our parish.

The foodbank remains the central focus of ministry at St. Peter's, but we have struggled to rebuild Sunday services at St. Peter's. Over the course of the year there have been several conversations – both at the PCC and at St. Peter's – to discuss the challenges, and possible ways forward for the future. In the summer the PCC considered the bold step of using St. Peter's as a winter night shelter, working in partnership with Greenwich Winter Night Shelter (GWNS). GWNS latterly found a more suitable building, but the discussion indicated the desire on the part of the PCC to provide for those in affected by poverty. This was a theme that was also reflected in the congregational survey that was done last summer.

Ministry to local schools has continued – both in person and online. There have been invitations to provide lessons and assemblies for Trinity School, Colfe's School, Brindishe Manor, Brindishe Lee, Brindishe Green, St. Winifred's and Blackheath High Junior School. These are fantastic opportunities to share the Christian story with hundreds of children and young people who may otherwise not hear it.

In the latter part of the year much of our energy and resources were taken up with replacing the boiler at the Good Shepherd – more of which below. We are in the fortunate position of being able to undertake that work, and we continue to be in a healthy financial position considering that substantial outlay.

#### **D) The Electoral Roll**

As at April last year, the electoral roll stood at 118. Since then, 10 names have been removed and 10 names added which brings the new total to one hundred and eighteen (118).

#### **E) Safeguarding Report**

In the past year the PCC reviewed, approved and re-adopted the following policies: Safeguarding, Whistleblowing, Complaints and Grievance, Parish Disciplinary, and Health and Safety. These policies are based on standard diocesan policies and can be viewed on the church website at [www.goodpeter.org.uk/pcc](http://www.goodpeter.org.uk/pcc).

The Church of England Safeguarding Statement was also re-adopted. The PCC has complied with the duty under Section 5 of the *Safeguarding and Clergy Discipline Measure 2016* and have had regard to House of Bishops' guidance on safeguarding children and vulnerable adults. Safeguarding, Health & Safety, and GDPR compliance were all regular agenda items for the PCC. In the course of our ongoing ministry we have had cause to seek advice from the

Diocesan Safeguarding Team, and to liaise with Local Authority Social Services departments, although none of these actions have required formal feedback to the PCC.

## **F) Fabric Report**

### **Fabric report: Good Shepherd 2020 – 2021**

Routine maintenance continued as normal, despite being in lockdown for the start of the year. In addition, the main structural or urgent issues identified in the 2020 Quinquennial Inspection had been attended to by the end of 2020.

However, during the year two major problems emerged a) our Boiler failed and had to be replaced and b) our boundary wall is leaning rather more badly than identified on the Quinquennial report and the risk of falling is greater

#### **Boiler**

We have been without the Boiler for most of the winter. The Boiler was condemned and disconnected at its annual service in September. Replacement with a modern condensing boiler was the only timely and cost effective option. This will improve our energy efficiency substantially compared to use of the old boiler. Alternatives such as a heat pump or solar panels were considered, but would need a boiler back up anyway, are very costly and could not be implemented in the timeframe. The boiler chosen can be coupled to a heat pump in the future.

The replacement of a boiler in the same location and utilising an existing fuel supply and existing pipe runs required a List A faculty – with no permission or consultation required, which was registered.

The boiler room also needed to be tanked, and a new sump pump installed. Some damp in the chimney was also dealt with.

During the initial work some asbestos lagging was discovered which had to be removed under a Licenced Removal. This required a List B permission: DAC advice followed by Archdeacon's consent, which was obtained.

Access for the asbestos removal was via the Vestry floor which had to be lifted and then put back and re-varnished. Total costs for the project amounted to £44,220.

#### **Church Boundary Wall**

The area where the wall was most likely to collapse has been secured with temporary fencing for safety and a couple of quotes obtained based on builders' recommendations. The quotes obtained vary between £16k and £80k depending on whether a minimum repair is selected or whether the complete boundary wall is overhauled properly for the long term. The project was de-prioritised whilst we dealt with the Boiler which was a major project both in terms of time and finance. In 2022 we need to a) investigate the availability of grants and b) determine the set of specifications we tender for. If we can only rely on Church funds then we might have to go for the cheaper repair option although it would be preferable to obtain the grants to create the longer term solution. We hope to make this decision in the summer.

### **Fabric report: St. Peter's 2020 – 2021**

The Quinquennial Inspection was completed. There are no structural problems with the building, and the fabric is sound inside and out.

The main item identified is replacement of the gutters. Redecorating the kitchen is also recommended along with several small repairs and maintenance tasks throughout the building.

### **Fabric report: Parish House, Weigall Road 2020 – 2021**

A tenant moved in in September 2020, outside painting work was completed in 2021 and the property is in good repair. In the medium to longer term, we may consider improvements to hard outside surfaces, upgrading the kitchen and/or bathroom and improving energy efficiency potential to meet the minimum EPC rating of C which becomes mandatory for all new tenancies from 2025 and all tenancies from 2028.

### **Summary**

We bought forward the St Peter's Quinquennial Inspection to April 2021 to be nearer the completed Good Shepherd one, and we are now developing and costing a 5-year plan for the two churches, the Parish House and the Vicarage. However, the immediate past months and the next year or so was dominated by the Boiler and now the Boundary Wall. Essential maintenance will have to continue and we are helped by the massive effort made in 2020/1 referred to above.

### **G) Deanery Synod**

There were Deanery Synod meetings in June and October 2021 since the last reporting period Elections for Diocesan Synod were held at the June meeting with Rev Nick Walsh, Rev Daphne Clifton and Rev Michael Bailey elected to the House of Clergy; and Jennifer Henry, Laurie Roberts and Alexander Stronell elected to the House of Laity. The meeting also discussed the opportunities and challenges post Covid. Opportunities includes the gaining of new members, upskilling in use of Technology (which also helped improve inclusivity in some areas as meetings became more accessible) as well as some churches noting Alpha Online worked very well. Challenges included some churches losing contact with young people, and how a new online audience (or those who had developed a preference for online worship) could transition back into physical meetings.

The October 2021 meeting began with a short feedback session from churches that had engaged with 'Living in Love and Faith' with those involved reporting I had been a helpful and positive experience (contrary to some priors!). The main item was a discussion around Race and the Church, with a particular focus on the Diocese's Anti-racism charter which, inter alia, involved a revised process to recruitment, discernment and selection processes for lay/ordained posts, provided mentoring for leadership for lay/ordained Minority Ethnic (ME) leaders, promoted unconscious bias and racial awareness training, and sought to collect data so that progress could be monitored against benchmarks. Synod members suggested the Church consider reverse mentoring (where senior white leaders are mentored by those from a ME background on their lived experiences and how to make reforms) and queried whether

church structures needed to evolve to become more inclusive. On the latter point, it was noted that some people from ME backgrounds had previously been discouraged from seeking leadership roles due to bad experiences and it was important leaders continued to approach people from ME backgrounds and not assume people were not interested in leading because they weren't currently.

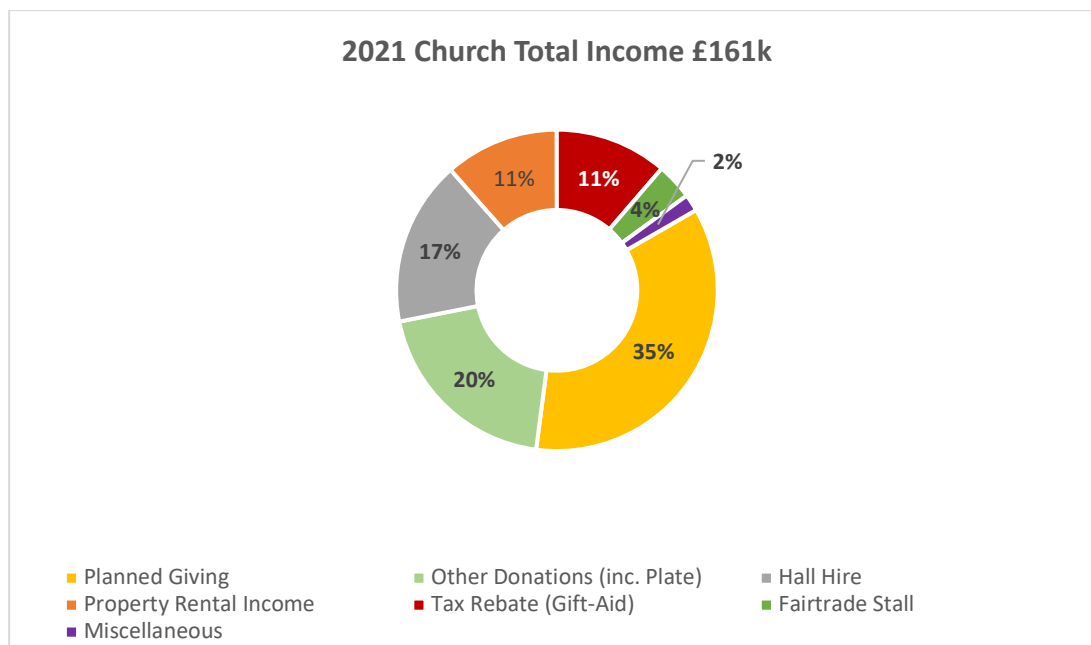
More broadly, the church wardens' group that has been set up to enable churches to better collaborate on issues of shared interest; whether that be sharing best practice and templates on Covid risk assessments, assisting one another with advice on building maintenance, or other issues, appears to continue to be found useful with good feedback received from those involved.

## H) Financial Report

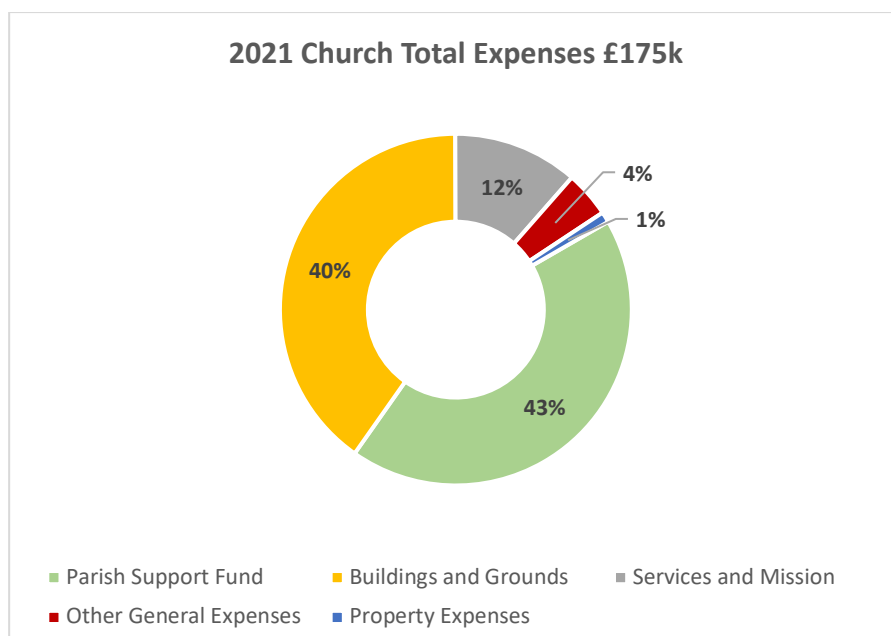
2021 was another year of uncertainty—the COVID pandemic continued to impact most of us, and many still had to face restrictions and difficulties. Despite all the negativities, things were definitely improving. Our church and community continued to thrive – we adopted the hybrid style of worship with both online and in-church presence; we adopted creative ways of reaching out to the local community through our outdoor space, and the music and singing is back!

The pandemic has had a continuing impact on our church finances. On the income side, **the planned giving (exclude tax rebate) and the hall hire income make up around 60% of our annual income.** We have been very grateful that our planned giving has been stable throughout the years. In 2021, we received over £57k through monthly direct debits and standing orders and with the 25% gift giving tax rebate, it reached just over £70k. This was a slight drop compared to the year before mainly due to families moving away and changes of personal circumstances. On the positive side, the 2021 hall hire income of £27k was recovered to almost the pre-COVID level thanks to the relatively relaxed COVID restrictions.





On the expense side, our biggest outgoing item in 2021 was our contribution to the **Southwark Diocese Parish Support Fund**— This contribution primarily goes towards the cost of having a vicar in each parish. Last year, the PCC agreed to increase our contribution by 20% from £63k in 2020 to £75.5k (compared with the Diocesan guidance of £80k). The other big expense incurred in the year was to replace the boiler in Good Shepherd: after 20 years of service, the boiler finally decided it was time to stop working so we had to replace it. The new boiler plus all the associated work including asbestos removal cost us just over £44k.



On balance, we had a **deficit of £14k** in 2021 so we had to utilise our reserves—the money we put aside to cover unexpected expenditure such as the boiler replacement.

Looking ahead, we will continue to monitor our spending carefully. Our Finance Team have been working hard behind the scenes, and at present, **our budget for 2022 stood at a small deficit of around £9k. This assumes** that we maintain a similar income level and increase our contribution to the Parish Support Fund and spend money on the boundary wall of the Good Shepherd.

We're aware that the pandemic has been impacting the finances of our parish members – both positively and negatively. If you are reviewing your giving, please notify us of any changes. If you don't currently give to the church on a regular basis, please consider whether that's something you're able to do. If you've not yet completed a Gift Aid declaration (and are eligible to do so) you can download one from the church website:

[www.goodpeter.org.uk/giving](http://www.goodpeter.org.uk/giving)

**Please do pray for our Treasurer, Finance Team and PCC as they continue to manage our church finances, and to plan for the future. If you have any questions about finances, please**

**get in touch. A full set of accounts are available from: [treasurer@goodpeter.org.uk](mailto:treasurer@goodpeter.org.uk)**

If you would like to find out more about giving to the church see: [www.goodpeter.org.uk/giving](http://www.goodpeter.org.uk/giving)

### **I) Reserves Policy**

The PCC will maintain a Reserve Fund that will provide for the payment of those sums that in the event of the closure of the church would still need to be spent because of contractual obligations or implied promises.

The former includes three months wages and utility bills, and the latter the Foodbank. At the current level of expenditure (in 2021) this was £6,000.

The PCC resolves therefore to keep a Reserve of no more than £10,000 for the time being. The purpose of this Reserve Fund is to pay our obligations in the event the church income drops below an otherwise sustainable level.

Note: Where money is set aside to meet predicted essential future spending, this is properly known as Designated Funds (budgeted items), This is a way of spreading the cost of funding a project that could not be met from future income alone.

Fluctuations in cash flow should be minor given the nature of our everyday income and expenditure.

### **J) Plans for Future Period**

As mentioned above, the PCC has adapted and adopted the Church of England's strategic priorities for the next decade:

1. Exploring, releasing and supporting each other to live out our faith in everyday life
2. Encouraging variety and creativity in our worship, mission and practice
3. Being a church that's younger and more diverse
4. Pursuing social justice for all

Our plans for the future period will be determined by these priorities, and any other needs that emerge.

The PCC are aware that in the short to medium term, the focus will need to be on rebuilding the church's ministry as we emerge from the pandemic – building back better, as it were. Given that a notable proportion of the congregation have moved away from the area, we need to be aware that even returning to 'pre-Covid' normality may be demanding, as we are seeking to deliver more with fewer people.

A key focus for 2022 will be deciding where and how St. Peter's fits into our ministry and mission within this parish. This will involve planning and leading a season of change, and seeking God for his way forward.

Recognising that there are limits to our time and resources, the PCC are also keen to develop our ministry in new ways. For example, seeking to achieve the 'Eco Church' bronze award, and enriching our programme of teaching and learning. The PCC are also committed to engaging with our local community so that we can learn more about the needs and concerns of people in our parish, and therefore how best to minister to them.

### **K) Structure, Governance and Management**

Church Wardens are elected at the Vestry Meeting, immediately prior to the APCM. Any on the Electoral Roll or resident of the Parish may attend and vote. Churchwardens who are on the Electoral Roll are automatically members of the PCC.

PCC members are appointed at the APCM. The method of appointment of PCC members is set out in the Church Representation Rules (latest revision 2020). Deanery Synod Members are also appointed in accordance with the said rules at the APCM.

At the Good Shepherd with St Peter, Lee, the membership of the PCC consists of the incumbent (our Vicar), the Curate, Churchwardens, Deanery Synod members, and members who are elected by the APCM. Readers<sup>1</sup> may also be appointed to the PCC by the APCM. All members of the congregation who are on the Electoral Roll of the Church may attend and vote; all those who attend our services or consider themselves to be members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. Members of the PCC serve for three years with one third of the members being elected each year.

The Parish has a Scheme which ensures that we have proper representation on the PCC and Deanery Synod from both churches. This Scheme as amended at the APCM held on 2nd April 2017 is:

Each Church must make up at least one third of the places, and the balance (or any shortfall in the event of insufficient candidates standing for election from either church) may comprise members of the congregation of either church.

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<sup>1</sup> Readers are people licensed by the Church of England to serve in certain ways.

The PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding how the funds of the PCC are to be spent. PCC members are inducted through a discussion of their role and function in the first meeting of the new PCC, and by going through a review of PCC policies annually. Specific training provided by the Diocese is given in Safeguarding, and eligibility and DBS (Disclosure and Barring Service) checks are carried out.

The full PCC met seven times during the year, via Zoom, with an average level of attendance of 83%.

There have been no significant transactions with PCC members or closely related persons.

The PCC has only one employee, the Parish Administrator. Their pay and remuneration is set by the Church Wardens and Treasurer after looking at rates on the Charity Job website and specifically at an advertised similar post on the Diocesan website.

## **L) Administrative Information**

The Parish of the Good Shepherd with St Peter, Lee is part of the Diocese of Southwark in the Church of England. It is in the Archdeaconry of Lewisham and within the Woolwich Episcopal Area.

It consists of two churches, the Good Shepherd which is situated on the corner of Wantage and Handen Roads, and St. Peter's which is situated on the corner of Weigall and Eltham Roads. The correspondence address is The Vicarage, 47 Handen Road, Lee, London, SE12 8NR.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules (2020)) and members are Trustees responsible to the Charities Commission (Registered charity number: 1171429)

PCC members ***who have served at any time*** from 16<sup>th</sup> May 2021 until the date which this report was approved are:

### **Ex Officio members**

Incumbent:               Revd Bridget Shepherd  
Clergy:                    Revd Paul Adlington  
Church Wardens:       Sue Tearle (GS), James Murdoch (GS)

### **Lay Deanery Synod members**

Adriaan Goosen, James Murdoch and Laurie Roberts

### **Elected members**

Good Shepherd: Sue King, Trudi Bramson, Allison Streetly, Conway Tearle, John Murray, Richard Evans, Yi Baylis, Gladys Ekpo-Daniels, Clare Johnson, Mia Hatfield-Spoor, John Savill and Joanne McCrone (until July 2021)

St Peter's: Abel Wali, Angela Stebbings

Members of the PCC also serve on the Standing Committee, as Deputy Wardens, and as Sidespeople.

The Vicar and PCC are supported by a large body of volunteers who fill various roles and on whose help we rely and to whom we offer thanks.

There is also a **Ministry Team**:

Clergy: Revd Bridget Shepherd, Revd Paul Adlington and Revd Henry Whyte

Readers: Nick Shepherd, David Britton, Richard Evans and Cherry Murdoch

SPA<sup>2</sup>: Laurie Stuart

#### **Bankers and Advisers**

Bankers: Barclays Bank UK PLC, 93 Lewisham High Street, London SE13 6BB

Independent Examiner: John Howard FCA, Thornton Road, Lee, London SE13 5RG

Quinquennial Architect: Nicholas Weedon of HMDW Architects Ltd, 16 Swains Lane, London N6 6QS

#### **M) Approval**

Approved by the PCC on 21<sup>st</sup> April 2022 and signed on their behalf by the Revd Bridget Shepherd (Vicar)

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<sup>2</sup> Southwark Pastoral Auxiliary