



Annual Report for 2016

Vision Statement

- *As part of the church in Taunton, we seek to know Christ better and to make him better known.*
- *We do this through varied and lively worship, learning to apply God's word in the Bible, and being filled with his Holy Spirit.*

Signed on behalf of the PCC

Rev. Tim Jones

Chairman

13 March 2017

Registered Charity No: 1130757.

Full name of the charity: The Parochial Church Council of the Ecclesiastical Parish of St. James, Taunton.

Short names: St James Church PCC; St James Church Taunton.

Address: St James Church Office, St James Street, Taunton, TA1 1JS.

This report covers calendar year 2016 and has been written to meet the requirements of the Charity Commission's Statement of Recommended Practices (SORP FRS102).

Introduction

St James Church, Taunton, is a parish church within the Diocese of Bath and Wells in the Church of England. Its parish includes the Roughmoor, North Town, Priory and Firepool areas of Taunton. The church's membership is drawn partly from within the parish, partly from across the rest of the town, and from nearby villages. Its services and activities are open to all, and the church works with other churches and local inter-church organisations in proclaiming and applying the good news of Jesus Christ.

Attendance at services, counted during October, was 202 (compared to 194 in 2015, 187 in 2014 and 171 in 2013), this being the "number attending at least once during the period", excluding visitors. There were also 33 people under 18 attending at least once.

At the end of 2016, there were 197 people on the Church Electoral Roll.

Objectives

The governing document is The Parochial Church Councils (Powers) Measure 1956. In common with other Anglican (Church of England) churches, this gives the objects of the church as to:

Promote in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC's registration with the Charity Commission (using headings provided by Church of England Guidance at the time of initial registration) expands the statement of objects as covering:

- *Regular public worship open to all.*
- *The provision of sacred space for personal prayer and contemplation.*
- *Pastoral work, including visiting the sick and the bereaved.*
- *Teaching of Christianity through sermons, courses and small groups*
- *Taking of religious assemblies in schools.*
- *The provision of a youth club with a Christian ethos.*
- *Promotion of Christianity through the staging of events and meetings, and the distribution of literature.*
- *Promoting the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other special need groups.*
- *Supporting other charities in the UK and overseas.*

Public Benefit

The PCC has noted the Charity Commission guidance on public benefit, including publication PB4 *The Advancement of Religion for the Public Benefit*.

The way that St James Church provides public benefit is summarised in its Vision Statement:

- *As part of the church in Taunton, we seek to know Christ better and to make him better known.*
- *We do this through varied and lively worship, learning to apply God's word in the Bible, and being filled with his Holy Spirit.*

Worship services are all open to the public. The church building is open as many days as possible for private prayer, and is available for weddings and funerals of parishioners as required. Baptisms of parishioners are normally conducted during Sunday morning services. The church building is also used for concerts and by some other groups, such as the NHS Blood Doning service.

Pastoral support is available to anyone who requests it. Church members also receive support through home groups.

The church supports local Christian organisations including Street Pastors, Taunton Team Chaplaincy, Besom, Open Door and Taunton Area Debt Advice.

A church does not exist in isolation, but is part of one world-wide church of all denominations. St James supports the work of WEC (church planting), TEAR Fund and Samaritans Purse (emergency and relief work), and Barnabas Fund (support for the persecuted church worldwide).

The PCC also has maintenance responsibilities for St James' Church building (Grade 2* listed) and the church halls. The halls are available for hire by community groups.

Operating

The incumbent and the churchwardens manage the day-to-day business of the church, assisted by a Church Administrator. In particular, the church administrator handles bookings for the church halls and supervises the work of the caretaker. All financial matters are handled by the Treasurer.

Various church members manage other church activities on a day-to-day basis, and there are rotas and teams in place to manage all activities which occur on a regular weekly or monthly basis.

The vicar has appointed coordinators to whom he has delegated authority to manage certain aspects of church life: Worship, Pastoral Care, Teaching, Children & Young People's work, Outreach, Administration, and from 2016, Facilities (premises and technical). The aim is to avoid overloading the vicar with too many decisions in a church which is steadily growing, and also to free his time so he can focus on where he can be most effective.

The PCC meets monthly, except in April (Annual Church Meeting) and August (summer holidays). It approves all major non-recurring financial expenditure, and decides proposals to undertake any major new activity. Space is made in the agenda to maintain a strategic overview of the church's activities. In 2015 a process began of discerning God's vision for the church over the next five years, and it is planned to publish this in 2017.

The Standing Committee is empowered by law to conduct PCC business in between meetings of the council. Its members are the church officers plus one ordinary member of the PCC. In practice, the Standing Committee operates primarily through email discussions.

Various provisions decided by legislation (enacted by General Synod) or decisions made by Diocesan Synod govern, for example, the type of formal public worship services that can be provided, but allow a church to develop its own style. The appointment of clergy and readers is managed by the diocese, in consultation with the parish. Payment of clergy is carried out via the diocesan Common Fund, which scheme decouples clergy pay from a parish's financial circumstances. Maintenance work and alteration of the church building is overseen by a Diocesan Advisory Committee, through faculties granted by the diocesan chancellor; this process is in lieu of civil planning procedures. The parish is required to appoint an architect approved by the diocese to advise on and specify all works required.

Activities

Worship

Contributed by Richard Lucas, Worship Coordinator.

The main worship service is at 10.30am on Sunday, generally alternating between Holy Communion and Morning Worship or an All-Age Service. Services run for around an hour and a quarter with the exception of the All Age Service, with the after-service time of fellowship lasting for as long again. During Morning Worship, an alternative Messy Church service, primarily for families, runs in the hall.

A team of around two dozen volunteers is typically involved in each morning service, including those preparing the building and providing floral arrangements, bell ringers, service leaders and preachers, singers and musicians, readers, people leading prayers, sound and video technicians, wardens, welcomers and stewards, crèche helpers, people serving refreshments, and people providing prayer ministry after the service. A greater pool is required as this is an expanding work with a great deal of equipment to be set up each week. Regular prayer meetings are held each Friday morning and before each morning service. The music team comprises a range of instrumentalists and singers with the Music Director providing settings to match the available skills, and introducing new music on a regular basis in collaboration with the Worship Coordinator. The style is based around the leading of corporate worship with between 3 and 5 singers leading worship each service. Regular practices are led by the worship coordinator and Music Director. A number of members provide lifts to church for those without their own transport.

A new pattern of evening services was introduced in April 2016, adopting a common time of 7pm and an informal praise format. The monthly pattern includes emphases on praise, communion, and teaching. The second Sunday follows the well-established Praise service format with extended times of praise with a

contemporary style. The third Sunday is Communion with the opportunity for different styles to be incorporated with the 4th Sunday including an extended time of in depth teaching. The aim is to provide a substantive alternative to the morning service, for those who are either not able to attend in the morning or values a different style and approach within a smaller setting. Numbers are currently between 20 and 40.

Services are also held during the week. The "Praise and Play" service for young families held on Wednesday mornings is growing in popularity; it is now a permanent event, whereas previously it had been regarded as a "Fresh Expression". The Wednesday Holy Communion service moved to a weekly event during the year, having previously been held monthly.

Off site, regular services are held at Northfield Gardens (retirement estate), Northfield Court (Abbeyfield) and Calway House residential home. Readers, retired clergy and other church members also help to lead services at other churches in the area. The vicar acts as chaplain to the House of St Martin (rehabilitation of offenders).

There are several Town wide services held in the church each year, for example in the week of Christian Unity and the Good Friday service for which the Church is full.

Future Plans

There is currently no evening service on the first Sunday of each month, since the cessation during the year of the former "PowerStation" event for teenagers held by Taunton Youth for Christ. Consideration will be given in 2017 as to how to best use this slot with the possibility of an alternative strand being developed that is not a recognised service, or the possibility of a youth based event.

There will be a review to give consideration to the weekly pattern of services as the evening becomes established. This will consider the needs of those who currently attend services and look at how we reach out those outside the church and make worship accessible and relevant within a changing landscape.

In January 2017 it is planned to introduce a monthly Holy Communion Service for the Alzheimer's group.

Pastoral Care

Contributed by Annie Reid, Pastoral Coordinator.

The monthly prayer meeting continues to flourish and is well supported on the 4th Tuesday of each month.

The e-mail prayer chain continues to be used regularly and is much appreciated by its users.

The catering committee has provided food for a number of events over the year and has plans in place for much of 2017.

Thursday Fellowship meets monthly and is well-attended.

The flower rota team continue to provide weekly arrangements within the church but has been somewhat stretched of late and is seeking more volunteers.

Photographs of members of the congregation continue to be displayed on the screen at the beginning of each service to help familiarise the congregation with individuals' names and roles within the church.

The welcome team is working well and details of new members are being passed on to the office for inclusion in the church database.

Future plans

There is to be an updating of the transport team arrangements in response to an increase in the numbers of elderly people requesting a lift to church on Sundays.

An additional person is joining the pastoral care coordinator specifically to take an overview of the elderly and housebound among the congregation.

The new Alpha course catering arrangements will be undertaken by a rota of individual home groups and overseen by the pastoral care coordinator.

“Amnesty” name labels will be used periodically to help avoid the embarrassment of forgetting people’s names.

Discipleship

Contributed by Roger Fenton, Discipleship Coordinator.

During the year, Geoff Treasure completed his three years as Teaching Coordinator, and was succeeded by Roger Fenton. The scope of the post was widened to include all aspects of discipleship.

First action, following the accepting of this new role part way through the church year, was a period of thought, consultation and prayer for grace and wisdom in planning and priorities before setting out on a role new to the church and me.

I thank the home group leaders and group members for their support and encouragement as we have begun working together to re-examine the function and purpose of our church family meeting together in groups to study God’s word, and for prayer, mutual support and encouragement. I believe we are journeying in the right direction and we should expect our Lord to speak into and through our studies and our meeting together. I am praying for the continuing expansion of our home groups.

In the Bible studies, we have undertaken a series on Mission and Creation, God’s One Big Plan (an overview of the Old Testament), and an introduction to some of the Alpha talks; some of these were linked into the Sunday sermon, and some were studied independently. There are plans to continue with this mixed diet in 2017 and this will include some follow-up to ‘Frontlines’ and something on social justice / Christian ethics. Thank you to all who have voiced encouragements and honest criticism of the study notes I have produced myself.

Inevitably there is overlap between co-ordinators, the most obvious of these is the running of Alpha courses, which is within the Outreach Co-ordinator’s brief, but I co-ordinate, and the subsequent follow-up groups. We anticipate a continuing demand to offer Alpha or other discipleship courses and follow-up groups into 2017 and beyond.

Children’s & Youth Work

Contributed by Kate Taylor, Children and Young People’s Coordinator.

2016 was a period of consolidation and review. Sunday Club and Messy church continued to flourish, and saw the introduction of new staff. Liz Sykes took over responsibility for the planning and staffing.

Xplore Club at St James School saw an increase in demand for places. Staffing constraints mean we can only run one evening a week.

Praise & Play also saw an increase in numbers and became a recognised church service.

St James School and North Town School continue to attend church for special occasions. The Easter Experience was well received by the schools.

Sheila Marlow took over responsibility for Baby& Toddler Group. It continues to be well supported, and is often recommended on social media as a welcoming, well-run and warm environment.

During the year six young people were confirmed by the Bishop of Bath and Wells.

Future Plans

Kate Taylor has continued as C&YP Coordinator beyond the expected end of her three-year term in 2016. This is so that she can oversee the process of exploring the appointment of a paid Youth Worker. The project is currently underway.

Outreach

Contributed by Jenny Wakefield, Outreach Coordinator.

The post reverted to a single coordinator during the year when Roger Fenton was appointed as Discipleship Coordinator. However there are significant areas of overlaps, for instance in the development and running of the Alpha courses and enabling Church members to fulfil their everyday Christian lives.

The aim of the role continues to be encouraging the continued development of a “come with me” approach, developing a balanced range of opportunities to invite friends and family to and encouragement for members to be outward looking and aware of opportunities for service and mission in the wider community and world.

At the beginning of the year, in conjunction with Tim and the Pastoral Coordinator, home groups were encouraged to follow the Life on the Frontline course, developed by the London Institute of Contemporary Christianity, which challenges Christians to consider the opportunities they meet on their own frontlines during the week. This idea of “Frontline” has proved helpful as people become more aware of God given opportunities.

This year only one Alpha course was run, the second one planned for the Autumn did not have sufficient uptake. In reviewing this, we considered that it might benefit church members to be more aware of the newly updated course, to give them more confidence to invite interested friends, and this has informed plans for the January / February sermon series.

Other events have taken place to enable church members to invite friends and family to discover the outworking of faith in the church. Contacts are made through activities such as the weekly Toddler Group, *Praise and Play*, Bellringing and Art Group, and the monthly Thursday Fellowship. One off events in 2016 included:

- A Murder Mystery Evening with a meal, with proceeds being raised for RAFT a newly formed grassroots refugee charity
- Easter Experience – a weeklong opportunity to share the Easter Story with children of local schools
- A celebration of St. James Day, with Tower trips, children’s activities, an art workshop, displays of our community and mission links, lunches and refreshments, which saw over a hundred people of different ages visiting the church.
- A stall at the French Weir Fun Day (held in a local park).
- In September, we welcomed the new Bishop of Taunton, Ruth Worsley, who spoke on her journey of faith to nearly 100 congregation members and their guests at a dinner and talk evening.
- A barn dance in October, attended by 60 plus people, included friends who were invited by members.

Many copies of *The Servant Queen and the King She Serves* were given by church members to their friends and contacts. This book uses the Queen’s own words to draw out the central role of her Christian faith and the Bible.

The church continues to play a full part in working with other local churches on town-wide ‘social concern’ evangelism, comprising:

- Street Pastors (ministry to young people visiting the town’s night clubs);
- Taunton Team Chaplaincy (providing chaplains to businesses and offices in the town);
- Besom (carrying out decorating and gardening jobs for people referred to it who cannot do such jobs themselves and crisis food parcels);
- Open Door (providing meals, clothes, showers, a laundry - and a listening ear - for homeless people).
- Taunton Youth for Christ (providing chaplaincy and youth work to mainly secondary schools in the town). St James’ supports TYFC financially and in

prayer. The church also hosts the TYFC office, though this is expected to end in mid-2017.

- Taunton Area Debt Advice, providing support to people struggling with financial difficulties.

St James members volunteer to work directly with these organisations, and the PCC supports them financially.

The church premises are popular as a venue for concerts and meetings, and a large number of people attend the regular blood-donating sessions held in both the church and the hall. These hirings help to make the church familiar to more people in the town and hirers appreciate the welcome given by our administrator and caretaker.

We seek where possible to keep the church open to the community, with a team of people locking and unlocking this church. Although we do not have a huge footfall, there are a significant number who call in, take away the mini guide, and chat with church members who happen to be working in the church.

The church continues to support the following overseas missions, financially and in prayer; David and Margie Whitehorn, the leaders for WEC's church planting work in Africa; TEAR Fund (emergency and relief work); Samaritans Purse (an international relief organization); and Barnabas Fund (which supports the persecuted church worldwide). Shona Gilmour-White continues to promote Traidcraft with a monthly post church opportunity to purchase Fair Trade items.

The church website is a valuable point of contact, being kept up to date weekly for forthcoming events, and carrying recordings of Sunday sermons. The quarterly church magazine keeps church members in touch with what is happening and the church also has its own Facebook page. Publicity of events happens in a number of forms, but is something we need to develop.

Outreach work with our local schools is covered under Children's & Youth Work.

Facilities

Contributed by Martin Wakefield, Facilities Coordinator.

The main premises projects undertaken during the year were rebuilding the stained-glass window at the west end of the North Aisle, installing modern LED stage floodlights in the church, and rendering the deteriorating long brick wall which faces the main church entrance. The first two of these were paid for by donations, and the work on the wall was undertaken by another member.

Progress has been made with the items identified by the 2015 Quinquennial Inspection. Of the remaining items, all bar one are in hand or planned. An annual maintenance programme, as recommended by the inspection report, has been devised and will be trialled in 2017. Also flowing from one of the items in the report has been an inspection of the drains, and, finding numerous blockages, an annual clearance exercise is now planned for the summer working parties.

On the technical front, good progress was made with rectifying defects with the church's sound system, and this will continue in 2017. A programme of work to overhaul the office PC was also started, and this will also continue in 2017. The project to install video screens in church was delayed by the need to divert effort into replacing both the main church projector and the portable projector; it is hoped to resume work in 2017. The project to build a new website has proceeded slowly: a development site has been established, and is now waiting for effort to become available to resume work on the content.

Towards the end of the year a Facilities Coordinator was appointed to look after all aspects of premises and technical systems.

Administration

Administrative matters are covered in various places elsewhere in this report, so a separate report has not been prepared.

Our Administration Coordinator is Karen Gamblen.

Financial Review

The majority of the PCC's income is from direct giving by church members (including tax reclaimed under Gift Aid), with a smaller proportion deriving from hire of premises. No funds are raised from the general public.

Income from stewardship and collections was up in 2016 as compared with 2015. Expenditure, other than expenditure on maintenance and repairs and extra activities, was similar to that in 2015, after taking into account increases due to inflation.

The General Fund ended the year with a balance of £93,611 which is £9,695 more than at the end of 2015. The increase due mainly to some very generous donations towards repairs and replacements of nearly £9,800.

£2,206 of the expenditure for 2016 was met from the Projects & Grants Funds. These funds hold the balance of money received some years ago from the sale of land. The Projects Fund was hardly used. The PCC agreed during 2010 to set aside 15% of this money for making grants, as and when appropriate requests are received. In 2016 £2,000 was used from the Grants Fund, to support Taunton Area Debt Advice.

Investment Policy: it is our strategy to invest our funds balances in the Church of England's Central Board of Finance deposit funds.

No funds are held as custodian trustee on behalf of others.

Reserves policy: the PCC has adopted a minimum level of general unrestricted reserves of 6 months' budgeted expenditure. This policy was adopted for the PCC to meet its financial obligations as they fall due should there be a sudden reduction in income, or unexpected additional expenditure. At the year-end general unrestricted reserves amounted to £79,545 which is above the required minimum level of £68,000.

Grant-making policy: the PCC has a policy of donating a minimum of 10% of stewardship giving (including cash collections and income tax recovered) to other Christian organisations. This is because an individual church such as St James is part of the one worldwide Christian church, with different parts of the church undertaking different responsibilities, and also being dependent on each other. Local organisations supported have aims which overlap with those of St James church. Organisations outside the local area are largely ones with which the church has had a relationship for some time. From time to time, the PCC also supports church members undergoing Christian training, and undertaking full-time work with Christian organisations.

Staff and Volunteer Management

Approximately two full-time equivalent posts are paid. One of these is represented by the incumbent, the other is made up of the two part time posts of Church Administrator and Caretaker. A deputy administrator was also appointed during the year (but normally working limited hours), and she also has taken responsibility for the office IT systems.

In terms of the number of hours spent on preparing for and running church activities, the majority of effort comes from volunteers. It is difficult to gauge the total effort put in by voluntary workers, but a conservative estimate would be more than 12 full-time equivalent posts, probably more.

The contributions of all volunteers are much appreciated and are essential for the running of services, children's and other groups, maintenance, pastoral care and every other aspect of church life. In particular, the churchwardens, treasurer, and Music Director all carry heavy loads.

Appointment of volunteers: where a post involves working with children or vulnerable adults, appointments are made using the Safer Recruitment process set out in the diocese's *Safeguarding Children, Young People and Vulnerable Adults Policy 2013*. This includes having a formal job description, being interviewed with references taken up, and the completion of DBS checks.

Other appointments do not usually warrant such a formal process. The length and format of any interview will be appropriate to the work being undertaken.

Line Management of volunteers: everyone who volunteers has a right to be able to discuss their roles with the relevant coordinator in order to agree expectations, receive support, be reasonably resourced, discuss training needs and, as far as practicable, and have these met. For further pastoral

support, they may talk with the vicar, a member of the clergy/readers team, or a trusted church member of their choosing.

Future Plans: the voluntary nature of most of the staffing in the church constrains future planning, because most effort goes into supporting established patterns of operation. The church has a number of aspirations, and these are mentioned in the text where they are sufficiently well developed. However, it is difficult to place targets on many of these, because they are dependent on effort being available to pursue them. A small group is examining ways in which support for volunteers can be improved.

Risks

Finance: the main risk to the operation of the church is financial support. Most funding comes from church members, supplemented by income from hiring the church hall and car park. The church is not in receipt of any regular funding from other sources, either from within the Church of England, or the government. Grants may be obtainable to cover partial costs of some projects, and legacies may occasionally be received, but such sources do not impact on routine planning.

The church's finances are thus vulnerable to:

- Fluctuations in income from hall hire;
- Church members moving away;
- Gradual changes from one generation to another of members' understanding of their financial responsibility;
- Unexpected large costs for repairing the church building;
- Increases in the Parish Share contribution to the diocese which can be well above inflation.

The PCC keeps a proactive watch on these matters through reports from the Treasurer to alternate meetings of the council. An annual stewardship campaign, led by the Planned Giving Officer, aims to refresh church members' awareness of the principles of giving.

Communications: as the church grows in numbers, there is a risk of fragmentation due to the inability of all members to know every other member and what the various groups and teams are doing. Part of the PCC's strategy for growth is that the coordinators will facilitate communications within their respective functional areas. The small group looking at support for volunteers is considering the production of a guide/programme for church members.

Disaster Recovery Planning: The loss of the use of the church building is not considered to be a major risk. In 2001, the church moved its activities temporarily to the local church school, while the floor in the church building was replaced. It is considered that similar arrangements could be made again. The PCC does not consider that any disaster recovery plans need to be maintained for specific activities; the scale of operations is such that contingency plans are best drawn up in response to the nature of any issue that may occur. Action is in hand to secure the church computer system against loss of data and system failures.

Health & Safety: physical risks are managed through the church's *Health and Safety Policy*, which is reviewed annually by the PCC. The Policy document includes a schedule of risks using a checklist provided by the Ecclesiastical Insurance Company. The Schedule sets out the procedures for mitigating and managing each risk. Equipment safety checks (gas appliances, security alarms, lightning conductor, fire extinguishers and electrical PAT testing) are undertaken annually.

Trustees

The members of the Parochial Church Council are the trustees of the charity. PCC members who have served from 1st January 2016 until the date this report was approved were:

Incumbent:	Rev Tim Jones	Chairman	*	
Churchwardens:	Mrs Ruth Stevens		*	
	Mrs Joyce Kirk		*	(from April 2016)
	<i>Mr Stan Wojcik</i>		*	(until April 2016)
Diocesan Synod:	Mrs Jackie Gillingham			
Deanery Synod:	Mr Richard Carpenter			
	Mrs Julie Kimber			Also Diocesan Synod
Elected members:	Mr Martin Wakefield	Secretary	*	
	Mr Steve Bradford	Vice chairman	*	
	Miss Michelle Durnell			
	Mrs Ruth Dunn			
	Mr Jesse Eveleigh			
	Mr Roger Fenton			
	Mr Jamie Fox			(from April 2016)
	Mr Joe Gentile			
	Mrs Sheila Marlow			
	<i>Miss Michelle Owen</i>			(until April 2016)
	<i>Mr Andy Rowden</i>			(until April 2016)
	<i>Mrs Bernice Stocks</i>			(until April 2016)
	Mr Richard Sainsbury	Treasurer	*	(from April 2016)
	Mr Richard Taylor		*	
Mrs Jenny Wakefield				
Co-opted:	Mr Stan Wojcik			(from April 2016)
	<i>Mr Richard Sainsbury</i>	Treasurer	*	(until April 2016)
	<i>Mrs Joyce Kirk</i>	Associate warden	*	(until April 2016)

* Asterisks indicate members of the Standing Committee: the Church Officers plus one ordinary member of the PCC.

Rev. Matthew Dietz, as Associate Minister, is also ex-officio a member of the PCC, but has indicated that his full time role (as School Chaplain) precludes him from participating actively in this way.

Appointment of trustees: The method of appointment of PCC members is set out in the Church of England's *Church Representation Rules*. The number of elected members is 12, with a minimum of four places to come up for election each year.

Ex-officio members of the PCC are:

- Clergy licensed to the parish.
- Two churchwardens, separately elected annually (on the same date as the main PCC election).
- Three representatives of the parish to Deanery Synod, elected every three years (on the same date as the main PCC election).
- Any members of Diocesan Synod and General Synod who are members of the church.

Recruitment of trustees: all Church attendees are encouraged to register on the Electoral Roll and consider standing for election to the PCC. Active recruitment may occur when one sector of the church appears to be under-represented on the PCC.

Training of trustees: New members are provided with a copy of the *PCC Standing Orders*, which sets out how the PCC works, and a copy of the booklet *Trusteeship – an introduction for PCC members*. They are encouraged to obtain a copy of *A Handbook for Churchwardens and Parochial Church Councillors* and to attend any training events run by the diocese. PCC members also receive safeguarding awareness training.

Custodian Trustees: The Diocese of Bath and Wells is the custodian trustee for property owned by the church, i.e. the church hall and associated buildings and land.