



Trustees' Annual Report for the period

		Period start date			Period end date		
From	1st	January	2017	To	31st	December	2017

Section A Reference and administration details

Charity name

PARK END PRESBYTERIAN CHURCH, CARDIFF

Other names charity is known by

Registered charity number (if any)

1138189

Charity's principal address

Llandennis Road

Cyncoed

Cardiff

Postcode

CF23 6EG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev John Robert Bebb		Resigned on retirement 30 th September	
2	Diane Robbins			
3	Christopher John Sirrell	Treasurer		
4	Jan Tucker			
5	Tony Williams			
6	Margaret Wensley			
7	Frances Olwen Sirrell			
8	Bob Webb			
9	Keith Harold Daw	Chairman		
10	Nick Perry			
11	Iris Taylor	Secretary		
12	Beryl Wensley			
13	Michael John Franklin			
14	Dr. David Ian Williams			
15	Joan Goodfellow			
16	Janet Chapman			
17	Charles Robert Tucker			
	See attached Schedule			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution dated 4 th July 2010
How the charity is constituted (eg. trust, association, company)	Church trust
Trustee selection methods (eg. appointed by, elected by)	In accordance with the rules of the Presbyterian Church of Wales

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the Christian faith in accordance with the objects of the Presbyterian Church of Wales as set out in the Rules which includes serving our community through practical activity

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Elders are committed to ensuring that that Church is a worshipping and serving Christian community in our local area. The Elders are concerned to ensure that the activities that occur within the building and beyond are effective in promoting the values and principles of the Christian faith. We aim to incorporate as wide as possible an expression of activities from regular worship and praise and prayer to Bible Study and community service.

We have considered the Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion.

We try to ensure that there are opportunities for everyone with whom we have contact to understand the implications of the Christian faith and to live it out and practice it in the world in their ordinary lives.

We focus on worship and prayer, learning about the Gospel and the teaching of the Bible in general and helping people learn the implications of living the Christian life. We provide pastoral care for those who seek it and attempt to reach out in mission and service to any who do not yet understand what the Christian faith is.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D Achievements and performance

Leadership Team

Since the retirement of our full time minister, Rev. Robert Bebb in September the elders have ensured continuity of the delivery of the aims of the church's ministry. It has appointed a new chair of trustees, commenced the active search for a new minister with the appropriate stipulated support of the Presbyterian Church of Wales, and ensured the pastoral care, worship, teaching, mission and community support work continues. A part time administrator is in post to work with the church secretary and secretary to the Trustees board to ensure good accessible communication with the members and between the trustees and leadership team. The weekly notice sheet, church magazine and website are actively managed and updated to maximise sharing of up to date information.

Worship and Prayer

The Elders continue to ensure that the Christian worship is available in a variety of forms to reflect the needs of the members and congregation. Music may be lead by the organ with more traditional hymns, a praise band for more modern music choruses, or a combination of both. Services may be reflective and prayerful meditation or more exuberant and energetic praise. We celebrate Holy Communion twice a month and welcome all those who wish to participate regardless of formal Christian allegiance. Anyone who is unable to attend has the opportunity to be visited at home or in hospital by the Minister and the Elder who has pastoral charge of them. Since the retirement of our full time minister, and whilst waiting for his replacement other local ministers have offered to take communion to the local residential homes and house bound members who have requested it. One of the trustees is also receiving training to enable them to become part of the team who can deliver this.

We have a main service that focuses on prayer for healing 6 times a year and a monthly Family service for families with younger children. On three special occasions per year this specifically includes all the uniformed organisations which meet within the buildings.

Within the church building there is a weekly prayer meeting for those who have requested such support and to remember the needs of the world and our community. There is also a weekly Bible Study which is also attended by those who might not formally belong to the church. In addition we have several home groups which meet for worship, fellowship and Bible Study. Over the past few

years the numbers attending these groups has grown and it is our hope that this community based ministry will continue to grow.

We also provide formal and informal opportunities for families to acknowledge and celebrate such significant events as birth, marriage and death in sacrament and services.

The Wider Community

The Church has many groups meeting regularly which are open to anyone who wants to attend and cover the whole age range. The Circle is a fellowship meeting which meets weekly and is patronised by men and women. CAMEO (Come And Meet Each Other) has a similar ethos but provides for ladies and is an opportunity for ladies in the area many of whom have no other attachment to the church to meet together. The Mothers and Toddlers Group provides an opportunity for preschoolers and their carers to meet and share and have fellowship and has a very diverse membership.

There is a weekly coffee morning every Saturday which functions as a Drop-in with a monthly opportunity to buy Fairly Traded goods.

We support the local Foodbank and are one of the largest providers in Cardiff.

There is a recycling facility on the premises which supports the work of the YMCA.

There are several groups that support young people and children. These include meetings within the building and in outreach to the the local schools. Joshua Parmar is our full-time ministry assistant with responsibility for Children and Family work. He is supported and line managed by the youth trustees. He is financially supported by the church. He also receives support from outside the church to work with Open Air Campaigners who take Assemblies in various local and primary schools. Joshua is funded by the church to undertake work with those who are Young Adults and students in the 18-30 age range. Current work includes; a children's club: Big Fish open to those who attend Reception to Year 5 in the local primary schools and an open Youth Group: Rock Solid for 10 – 14 year olds which regularly attracts youngsters the majority of which have no church affiliations. A significant number of groups run by the Guides and Scouts movement also meet within the church building .

The Elders are concerned that such youth work is important and must be built upon not only for the long term benefit of the church but of the wider community.

In order to cope with such groups we have had to ensure that our kitchen facilities are compliant with the required hygiene standards and a 5 star rating.

The church has benefited from a bequest from a former member's Will. This has enabled us to make major refurbishments to the church. The buildings are now watertight and the interiors have been upgraded and improved with enhanced Audiovisual facilities, access and hearing loops.

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Section E

Financial review

Brief statement of the charity's policy on reserves

A reserve is kept to cover any contingencies or risks that may arise. The reserve at present stands at £10,836 but this will be increased to £12,000 which the trustees consider to be an adequate sum

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>K. H. Daw</i>	<i>C.J. Sirrell</i>
Full name(s)	Keith Harold Daw	Christopher John Sirrell
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	27 th February 2018	

