



Church of King Charles the Martyr Potters Bar

Reports to the Annual Parochial Church Meeting



Wednesday 27 May 2026

Contents

Welcome and Introduction	page 4
Agenda	page 5
Annual Meeting of Parishioners Minutes	page 6
APCM 2025 Minutes	page 7

Statutory Reports

Churchwardens	page 15
Buildings Committee	page 16
Deanery Synod	page 17
Misson Action Plan	page 18
Safeguarding	page 19
PCC Secretary	page 21
Finance	page 23
Vicar's Report	page 25

Other Reports

Advent Group	page 29
Altar Servers	page 29
Children's Groups	page 30
Community Café	page 32
Flower Guild	page 33
5 th Potters Bar Girlguiding	page 34
Music	page 37
Pastoral Care Team Report	page 38
Reading for Pleasure	page 39
5 th Potters Bar Scout Group	page 39

Appendix

Accounts 2025	page 41
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Welcome and Introduction to the report booklet 2026

It is with great joy that I read through the reports collated in this report and I can't quite believe that I am your vicar! 2025 saw a great change for me as I followed God's leading to read your parish profile and then apply for the post of vicar when I was quite happily teaching year 6 in Hoddesdon!

As a church, you achieved so much during the period when you were without a vicar and all pulled together to ensure that the mission and ministry of the church was not interrupted, recognising that everyone has a part to play.

It is my prayer that as you prayerfully read these reports, you too will celebrate all that you have achieved as a church and community over the past year and give thanks to God for his presence with us. As you read, I pray also that you will be excited to consider all that may lie ahead and spend time asking God what He is calling you to in this new season.

Thank you to each and every one of you for the part you have played in this past year and for all that you continue to do to ensure that we fulfil our vision to Know Christ More and to Make Christ Known.

For all that has been – thanks. For all that shall be – yes.

Every blessing

A photograph of a handwritten signature in blue ink on a light-colored background. The signature reads "Emma-Jane Wilkins" in a cursive, flowing script. The name is written in a single line, with a long horizontal flourish extending from the end of the word "Wilkins".

Revd Emma
Vicar
May 2026

APCM WEDNESDAY 27 MAY 2026

AGENDA

Meeting of the Parishioners

1. Notice of meeting
2. Apologies for absence
3. Appointment of a minute taker
4. Confirmation of the minutes of the meeting held on 30 April 2025
5. Election of two Churchwardens 2026/27

followed by ...

Annual Parochial Church Meeting

1. Notice of meeting
2. Apologies for absence
3. Confirmation of Minutes of meeting held on 30 April 2025
4. To receive the report on the Electoral Roll
5. REPORTS
 - a. To receive the Churchwardens report - Fabric, Estate and Parish Life
 - b. To receive the report from Buildings Committee
 - c. To receive the report Barnet Deanery Synod
 - d. To receive the report KCM Mission Action Plan
 - e. To receive the report on Safeguarding
6. Election of PCC Members
 - a. PCC Members – three vacancies for three years.
 - b. Deanery Synod – one vacancy until 2028
 - c. Churches Together in Potters Bar Representative
7. Finance
 - a. To receive the financial statements of the Parochial Church Council for the year ended 31st December 2025 Treasurer and Recorder (with Adoption of the 2025 Accounts)
 - b. Appointment of Hon. Auditor – Neil Hewitt of Brennan Pearson + Co
8. To receive the Vicar's Report

Break for refreshments

9. To receive en-bloc the reports of other organisations and any other presentations
9. Any Other Urgent Business
10. Closing Prayer and Blessing

Nominations for two Churchwardens, three members for the Parochial Church Council and one Deanery Synod Representative are required.

Nomination forms are available from the PCC Honorary Secretary, Church and Church Office, to be completed and handed in to the PCC Secretary prior to the meeting.

2025 MINUTES

CHURCH OF KING CHARLES THE MARTYR, POTTERS BAR **Minutes of the Annual Meeting of Parishioners** **Wednesday 30th April 2025 at 7.30pm**

1. Welcome and Notice

Due notice of the meeting had been given in accordance with Church Representation Rules. Most Reports and the Agenda were available in the church. Bill Simpson (Lay Chair/ Churchwarden) welcomed all and opened the meeting with a prayer. Helen Schmitz (HS) chaired the Meeting of Parishioners.

2. Attendees and Apologies for Absence

There were 22 people present in church and 11 apologies for absence.

3. Appointment of Minute Clerk

Nicola Thrussell (NT) was appointed Clerk.

4. Minutes of the Meeting held on Wednesday 17th April 2024

The Minutes were unanimously accepted and signed as accurate.
Proposed by Gary Dakin and Seconded by Lynn Jones.

5. Matters Arising

There were no Matters Arising.

6. Appointment of Churchwardens for 2025/26

Grateful thanks were extended to both Phil Townsend (PT) and John (Bill) Simpson (BS) for all their work. Both Phil and Bill agreed to stand again. Phil has just completed his sixth year as churchwarden. Under the Church Wardens Measure 2001, an individual is only allowed to serve a maximum of six terms before they have to stand down and a new churchwarden is appointed in their place, however the 2001 Measure does allow that a Meeting of Parishioners may by resolution decide that this section shall not apply in relation to the Parish concerned. Any such resolution may be revoked by a subsequent meeting of parishioners.

HS read Section 3

The resolution before the meeting was: "Do we agree that Section 3 of the Church Wardens Measure 2001 shall not apply to this Parish for the year 2025-2026?"

The resolution was Proposed by Judith Reeve, Seconded by David Thomson and unanimously approved

Phil Townsend was proposed by ??? and seconded by Ann Davy.

Bill Simpson was proposed by Mavis Simpson and seconded by John Davy.

Both were elected Churchwardens and thanks were extended to both Phil and Bill.

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6. Electoral Roll Report

Maureen Townsend (MT) reported.

There were 87 people on the Roll in total, of which 50 were Residents and 37 were Non-Residents, a reduction of four people on last year.

“I am sure you are aware (due to my constant nagging), that the Electoral Roll had to be completely revised this year with everyone having to register whether they’d been on for the past 20 or 30 years or not – this is something that is completed every six years in the Church of England. Unless a member passes away or specifically requests to be removed, everyone can stay on the list until the next revision, so it is normal to have some people who will automatically come off. I did write to everyone on the 2024 Electoral Roll, and tried to make further contact with anyone I hadn’t heard from to try to ensure that everyone who wanted to be registered was included. I also talked to many who have more recently joined us at KCM both at the traditional services and at Café Church and Messy Church, so that the roll reflects our whole worshipping community.

Our numbers for 2025 I believe are very encouraging/ heartening with a total of 87 (50 Resident in the parish and 37 Non-Resident) – in 2024 the roll was 91. There has of course been sadness as we have said goodbye to those who have passed away, naming Jean Catling, Eileen Davies and Joan Palmer (may they rest in peace and rise in Glory) and those who have moved away this year and to whom we wish much happiness – naming Margaret Brown.

But, it is also brilliant that we have added some younger members to our number from the congregation – those who have turned 16 in the last year, or will do so during this coming year, as well as eight new adults, whom we most warmly welcome. It is indeed very encouraging to see our congregation grow as we carry out God’s work in this place and have continued to welcome people to all of our church activities.

I would remind anyone not on the roll, that provided you are baptised, you can be added to the Electoral Roll at any point in the year – you don’t have to wait until the next annual revision!

With God’s help we will continue to see us in number as well as in faith, and now under the leadership of our new Vicar.

*Maureen Townsend
Electoral Roll Officer
30th April 2025”*

MT was thanked for her report. There were no questions. MT was re-appointed as Electoral Roll Officer, Proposed by Lynn Jones, Seconded by John Davy and unanimously approved.

7. Reports

a) Churchwardens': Please see page 22 of the Report Booklet.

Phil Townsend Reported.

"The year since the last APCM has of course been dominated by the fact that we have had no vicar to run or oversee our activities which has left much of the organisation of all day to day services and events down to Phil with support from Bill. Although time consuming, the process of finding clerical cover for our services was not the most difficult part of the operation. We have been helped by many different clergy, notably by Revd Phil Green and David Thomson, who also took communion by extension on many occasions when other clergy were not available.

Revd Atalie had made many arrangements for clergy cover into the summer months with a few gaps but everything since has had to be arranged. But it has been all the other jobs that mainly go unnoticed that have unexpectedly taken up much of the time. Particularly updating the Orders of Service over Christmas, theming our PowerPoint presentations and card machine and leaflets and updating ACNY website with all our service details, completing Risk Assessments and all the other minor things.

We, that is the PCC in this case, decided to continue with our normal pattern of services whenever possible. However, we decided that continuing with Sunday afternoon Evensong services was putting too much pressure on ourselves and clergy sourcing, and we took the decision to stop them for the duration of the interregnum. Fortunately we have been able to continue the Tuesday morning services with the responsibilities being covered initially by Fr Ayoob with help from Canon Martin Banister who has since taken on the job of virtually all the Tuesday services through to the end of August.

Revd Phil Green elected to cover all of our 3rd weekends of the month services and David has taken over the services this year and covered the 1st weekend of the month, whilst also running the 11.00 Café Church service on the 4th Sunday of the month. Although Phil Green and David have covered many of the services, there have been a total of 9 different clergy including 2 bishops and 2 readers helping out, including, Canon Martin Banister, Bishop Stephen Venner, Revd Karen Turner, Revd Phil Green, Revd Hugh Wikner, Revd Calum Zuckert, Venerable Luke Miller, Canon Richard Osborn, Revd Tom Baron, Venerable Janet Mackenzie, David Thomson and Revd Mike Burns. Our thanks go to all of them, but especially Revd Phil Green, Revd Martin Banister and David Thomson. In recognition of their invaluable contributions, we extend heartfelt gratitude. Their dedication and hard work have been instrumental in making our community a better place.

Looking at the services we have had 44, 9.30 and 11.00 services, plus 11 joint services and 11 Messy Church services with 10 special services plus 3 baptisms and 1 funeral, but sadly no weddings. No one has been confirmed either.

Without a vicar in charge we have maintained very good attendances, we have not seen a drop off of those attending at either of the services at 9.30 and 11.00 with a healthy increase in attendance at the Café Church. Maureen has reported that our overall church family numbers, as recorded by the Electoral Roll figures, are down, but we do have 9 new people now regularly attending and 2 more will be added to the ER once they shortly turn 16 which. I think we can safely say, this is because we, as a church family, have maintained a high quality of services, including our welcoming and support activities providing such a good atmosphere.

On top of finding clergy cover and doing the other tasks, we have had staff changes. It started with Fred (our cleaner) retiring at the end of May, and we had to recruit a new person, Bernard. Then Nikki left as Family and Children's worker which put a lot of pressure on several people trying to continue the work but without a lead person. The PCC decided that we would not commit immediately to recruiting a replacement, but wait to see what the new vicar thought about the situation. Little did we know that the interregnum would go on quite so long.

Our thanks go to Elaine Hartland for taking up the responsibility of making sure Messy Church has continued and to Lynn Jones who is looking after Charlies Angels, plus all their helpers of course.

Children's Group runs on Sunday mornings is being run by a team of helpers who have organised a rota for this. Our thanks go to all of them for keeping this vital work going.

More recently Claire has given up her role as Youth Worker, which again we have not filled for the same reasons as Nikki's role, and then Fr Ayoob has left us a sizeable hole to cover, particularly as he was covering the 2nd Sunday of the month services, including Communion services for Morning Worship.

Lee our gardener also retired so a new gardener Ross was found with help from Penny and David. Add to all that, the halls complex is in need of constant work or decision making regarding hirers and rooms and equipment, but more on that in the Building Committee report.

Vacancy. Due to the timing of Atalie's departure, the creation of our new Parish Profile and the imminent start of summer, the first interview couldn't take place until October. Here we must pay tribute to the small band of people who helped with the Parish Profile, for everyone who wrote their part in it and especially to David Thomson for bringing it all together and creating such a masterpiece!

Our first attempt at recruiting in October failed. Our second attempt in January led to no candidates to interview and our third attempt brought us the reward of a new vicar, Emma-Jane Wilkinson, due to start with us in September, in just four more months. All of the upcoming services through to the end of August are all covered though, which is a relief.

Meanwhile the vicarage was left unoccupied until March but is now on a short term let. Bill has been keeping watch over the vicarage and vicar emails, but Steve has had to bully the Diocese into paying the Gas and Electricity bills, not all of which is sorted out yet. Thanks to Steve for his perseverance on this.

We have continued to run our PCC meetings mainly chaired by Bill, which have been well attended, and we have though gone back to the old system of monthly meetings, especially as there has been much to discuss, especially, on Safeguarding matters boldly presented to us by Helen Schmitz, who deserves our thanks for her perseverance doggedly chasing us to complete our training.

Our annual Archdeacon inspection was carried out by the Area Dean; Laura Hewitt and we passed without issue thankfully.

So although this report has included thank yous to several people, there are still many who toil away mostly unnoticed but the things they do are vitally important to the smooth running of the church and how it looks to ourselves and visitors. They include all those on the rotas, from welcoming to PowerPoint, to coffee and refreshments, not just after the services but for all the extra events too, like providing or overseeing refreshments for Café Church and other events. They include the flowers that help enhance the look of the church, to the Christmas and Easter scenes under the altar, and to Imogen and Nikki beavering away in the office handling the hirers and carrying out all their office work from Notice Sheets, PowerPoints, to the TV screen to the website. Not forgetting too, the valuable work carried out quietly by our Pastoral Team.

We are incredibly busy in the church and we have maintained that level exceptionally well. It does come at a cost to some, bringing a lot of hard work. The fact that we are here and doing so well is down to all that hard work, with maybe a little help from above!

So thank you, God, and everyone one of you for your help and support over this very challenging year.

Phil Townsend & Bill Simpson - Churchwardens"

There were no questions. The report was proposed by Peter Sansom and seconded by Lynn Jones and unanimously approved.

b) Buildings: Please see page 16 of the Report Booklet.

PT Reported.

"Once again, the halls enjoyed a very busy year with income rising moderately to £64,333 with expenses of £42,620 giving a surplus of £21,713 which is down considerably due to a number of exceptional expenses. The Xero accounting system continues to work well and has been extremely helpful in managing the hirers invoices.

The main factor contributing to the higher expenses was having the Main Hall, Margret Old Hall and Kitchen lobby floors all resurfaced, something they need every 5 years. This cost approximately £4300. Another exceptional expense was replacing 23 faulty emergency lights out of 38 (not 34 as reported last year) we have in the halls complex. These were found faulty when a full 3hr test was performed just after Christmas 2023.

Only one church heater needed repair during the year, which must be some kind of record. The organ was retuned as usual and the lightning conductors were tested this time.

A faculty was granted for an upgrade to the Audio-Visual equipment in church. The original camera, which Phil had setup during lockdown and was being used on a tripod on a table, was replaced with a PTZ camera mounted on the wall above the sound desk and the ambient microphones for the choir and congregations were fixed in place to the pillars instead of on floor stands. This not only improved the sound and pictures but the PTZ camera makes it possible to Point, Tilt and Zoom into different areas of the church. It also eliminated the trailing cables on the floors. This, fortunately was paid for by a kind donation by Bill and Mavis.

The old projector used in the main hall for Café Church failed one Sunday, so it was decided that most of the grant money from Communities 1st, given to the Community Café, would be spent to buy and install a new ceiling mounted projector which has worked brilliantly, in all senses of the word, since then. It is now also used for the Community Café.

Emphasis on using the hand dryers in the toilets to avoid the use of paper towels that were filling up the only single black bin that the council would let us have, without paying for another, led us to installing new blower driers in the toilets, generously paid for by a donation.

Last summer various areas around the premises were repainted, particularly the link ceiling which had been damaged by rain water and areas where the emergency lights had been replaced with new but smaller versions. Various bits of external woodwork were repainted or re-varnished where the rain and sun had taken its toll.

We are keeping a close watch on the hall floors, they are deteriorating in places. John Rowley and I managed to fix the window closer in the Main Hall ourselves, so we know how to do that now.

The Maple tree, that replaced the Oak tree, has grown well over the year and now should be able to survive without watering, however two of the three small trees that were planted are surviving and will need watering this summer.

Early this year work was needed on the halls heating system. A problem was highlighted during the maintenance carried out the previous September when the boilers were serviced ahead of their pressing need for the colder months. The joints to a heating circulation pump was leaking and the corrosion to the pump connections meant the whole pump needed to be replaced unfortunately, adding greatly to the cost.

This year's quinquennial inspection was carried out in March and highlighted only a few areas in need of minor attention to our church and halls complex, which was very gratifying to learn.

Our cleaner Fred, retired at the end of May last year so we quickly advertised locally and Bernard was recruited.

Most recently our gardener Lee retired and we recruited Ross as our new gardener, so far he is doing an excellent job, though disposing of the cuttings is a problem when the council has failed to send us the green bin sticker we have paid for.

All in all, it has been an eventful year.

Thanks to the committee of John Rowley, Robert Burt and Steve Jones for their support and to Nikki and Imogen for their halls management and to Bernard our cleaner.

Phil Townsend Building Committee Chair"

There were no questions. The report was proposed by Gary Dakin and seconded by Brenda Woodman and unanimously approved.

c) Barnet Deanery Synod: Please see page 27 of the Report Booklet.

John Schmitz Reported.

“The Deanery of Barnet (in the Archdeaconry of Hertford, in the Diocese of St. Albans Deanery) Report for 2024

Barnet Deanery Synod met three times during 2024

Thursday 8th February 2024 – Christ Church, Little Heath

Guest Speaker: Glyn Barker - St Albans Diocesan Director of Finance

Following a talk about Diocesan finance a number of points were raised by attendees, some shown here: There is a general reluctance within a parish to talk about money; Glyn suggested that the conversation can be helped by widening out the responsibility to make clear that the state of a parish’s finances is not just down to the treasurer.

The present scheme for the funding formula has been around for some time - are there any thoughts underway about different models? Glyn said there are 3 ‘types’ used across the country – formula schemes, negotiation schemes and purely voluntary schemes. A working group is looking at the strengths and weaknesses of each system.

Glyn also mentioned that Oxford pays an incentive to Deaneries who pay 100% of their share.

Glyn referred to ongoing deliberations about technical elements in the parish share formula such as the ‘multiplier’, and the fact that currently if one parish wants their calculation to be reduced, the deanery is expected to find another parish which can go up in response.

Wednesday 22nd May 2024 – St. Michael & All Angels, Borehamwood

Guest Speaker: Revd Canon Tim Bull, Diocesan Director of Vocations & Director of Ordinands

➤ *Callings and Vocations: Opportunities for Churches in the Barnet Deanery*

Tim presented a report on the current strategy for developing vocations and training leaders within the St. Albans Diocese.

➤ *Update from General Synod*

As member of General Synod since 2015, Tim gave an update on February’s meeting of General Synod.: An interesting topic which he mentioned, was the work on developing a Code of Conduct for PCCs in the effort to tackle bullying within church committees and leadership structures (which still has a long way to go).

Thursday 10th October 2024 – King Charles the Martyr, Potters Bar

Guest Speaker: The Bishop of Hertford The Rt Revd Dr Jane Mainwaring

The Synod began with the Act of Communion led by the Bishop of Hertford.

➤ *Working together as leadership and congregations of the Diocese*

A specific theme was volunteering, the cost of the pandemic, and ‘building back’.

St. Martins Shenley, like most churches, had suffered greatly in terms of its family mission in the wake of Covid, and felt they were at rock bottom with nothing they tried taking root.

With support from Youthscape Luton and their Launchpad programme, they have seen a small project with 3 young people baking puddings together transform into a 14-strong group in just 18 months. This was with the help of just one member of the congregation stepping forward to lead the project with their vicar.

➤ *Growing diversity in our leadership – Both Lay & Ordained*

2025 is The Diocesan Year of Spiritual Renewal & Wellbeing. The programme is still being finalised but all information and the ability to book places on events will be available at <https://year.stalbansdiocese.org> Please do take a look.

➤ *Safeguarding*

Bishop Jane gave a personal plea for the importance of getting the formal procedural matters right: It makes a huge difference if strong policies and procedures are in place, both for preventing harm and for protecting all sides if issues do arise and allegations are made.

➤ *Talking about Jesus*

A closing message, to remember how important it is to talk about Jesus, both spiritually and for church growth.

John Schmitz - March 2025"

John gave an overview of what Deanery Synod is and reminded all that they are welcome to all meetings. There were no questions. The report was proposed by Helen Schmitz and seconded by David Thomson and unanimously approved.

d) Mission Action Plan: No Report. Deferred to PCC

e) Safeguarding: Please see page 37 of the Report Booklet.

Helen Schmitz Reported.

"PCCs are legally obligated to include a Safeguarding Report in the annual report.

This report is to give you information as to how we, at KCM, adhere to, and follow the legislation and to state whether the PCC has 'complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Safeguarding continues to be at the centre of our faith, in our practice, in our worship, in our praying, and in our believing. Safeguarding is part of our core faith and an integral feature of Christian life in our church. The welfare of the child, young person and vulnerable adult is at all times paramount, and takes precedence over all other considerations.

Safeguarding Progress

Our policies provide a framework for our work here at King Charles the Martyr Church and these are regularly reviewed and updated by the PCC. The policies can be viewed on our website kcm-church.org.uk, outside the office, or you may request to see a written copy.

During the past year the PCC has reviewed training requirements in line with National expectations. We have begun to analyse our practices against the strands of the National Safeguarding Standards.

There are five strands altogether and we have focused on strands one and two; Culture, Leadership and Capacity, and Prevention. We have looked at the characteristics of a healthy church culture and how to promote a healthy and safe culture. When looking at Prevention, we have analysed our approach to safer recruitment and people management. However, as we welcome our new incumbent, Emma, I am sure it will be important to revisit these strands.

There have been changes in training requirements for those working with our very young children and this has been a challenge for some. We need to remain vigilant as a Church community and keep up to date with DBS registrations, Safer Recruitment strategies and in Safeguarding. To this end I continue to complete the Safeguarding Dashboard and Safeguarding Hub for our church along with grateful support from our Admin Assistant, Imogen.

We remain mindful of the need to be continually vigilant. If you do have any concerns for any child or vulnerable adult please do not hesitate to contact me. I can be contacted through the church office or by email safeguarding@kcm-church.org.uk . Thank you.

Helen Schmitz

Safeguarding Officer for KCM church."

There were no questions. The report was proposed by Judith Reeve and seconded by Gary Dakin and unanimously approved.

8. PCC Members

Thanks were expressed to those members of the PCC whose term of office was ending, although all three chose to stand again for the three 3 year vacancies there were.

Elaine Hartland (Proposed by Jenny Dakin and Seconded by Gary Dakin), Lynn Jones (Proposed by Jean Burt and Seconded by Janet Turner), and Maureen Townsend (Proposed by Lauren Townsend and Seconded by Ann Davy) all stood again for a 3 year term. All appointments were unanimously approved and all elected.

Thanks were expressed to all those on the PCC.

9. Deanery Synod Members

There were three vacancies for n Deanery Synod for a 3-year term. John Schmitz stood (proposed by Helen Schmitz and seconded by Nicola Thrussell) and was unanimously approved.

10. Churches Together in Potters Bar

Steve Jones has been KCMs representative and is happy to continue doing so. Steve was thanked for his continued representation. Lynn Jones also stood as representative for KCM with Steve and was thanked.

Proposed by Stella Howell and seconded by John Davy and unanimously approved.

11. Finance

a) Report: In Steve Jones absence, John Schmitz spoke to the report which was available to all at the meeting. The report is on page 30 of the Report Booklet.

“FINANCE REPORT TO THE APCM – 30 APRIL 2025

YEAR ENDED 31 DECEMBER 2024

I am grateful to John Schmitz for presenting this report in my absence.

Accounts which have been approved by the PCC and by our independent examiner, Neil Hewitt of Brennan Pearson & Co. are available to view on the table at the back of the church.

Whilst I want to take this opportunity to thank all those who support the many activities of this church by generous financial ‘giving’ it is a fact that the highlight from these accounts is a joint deficit of expenditure over income, aggregating activities from church and halls, amounting to £15,750. As has been the position in recent years, this is most certainly still a cause for concern, and the Finance Committee and in fact the whole PCC, have spent some time reflecting on how we might address this. Most of our expenditure is fixed and we have already made economies where we can.

You will all be aware that in the absence of a vicar for the past 12 months, we have not conducted any kind of Stewardship Campaign, but I would ask all members of our congregation to think about how they support our church financially, and particularly those individuals and families who are not enjoined in any of our giving schemes. I would remind you that the preferred way to regularly support our church is via the Planned Giving Scheme, where monthly donations are paid by means of a direct debit, and the aggregate sum, together with all appropriate Gift Aid, is paid directly to our bank account on a monthly basis. I would be happy to speak personally and confidentially to anyone about this at any time.

Thankfully we do still have some reserves, and our investments have performed reasonably well this year. But the reality is that these are being eaten up by the drain of the deficit position, year by year. We hear so many times from scripture of the importance of good stewardship, and thank God, our church and buildings are currently in a great state of repair, but as we all know, this comes at a cost, and we do need to maintain a contingency to deal with both ongoing deterioration and the unexpected.

Steve Jones

Hon Treasurer”

There were no questions. The report was Proposed by Gary Dakin and Seconded by Lynn Jones and unanimously approved.

b) Approval of Audited Accounts

The accounts were available for all. There were no questions. The Accounts were Proposed by Maureen Townsend, Seconded by Phil Townsend and unanimously approved.

b) Appointment of Auditor

Thanks were expressed to Neil Hewitt and to all who keep an eye on our finances and has agreed to continue his support.

Neil Hewitt of Brennan, Pearson and Co was reappointed Auditor. Proposed by Phil Townsend, Seconded by Lynn Jones and unanimously approved.

12. Reports En-Bloc

Reports approved en-bloc were:

- Altar Servers – Page 16 of the Report Booklet. Lynn Jones spoke to the Report.
- Children’s Activities – Page 18 of the Report Booklet. Lynn Jones spoke to the Charlie’s Angels Report
- Craft – Page 25 of the Report Booklet. Maureen Townsend and Jenny Dakin spoke to their report.
- Curate – Page 27 of the Report Booklet
- Flowers – Page 32 of the Report Booklet
- Rainbows, Brownies and Guides – Page 33 of the Report Booklet. Carole Connah Spoke to the Guiding Report.
- Music – Page 34 of the Report Booklet
- Pastoral Care – Page 35 of the Report Booklet
- Reading for Pleasure – Page 36 of the Report Booklet
- Scouts – Page 39 of the Report Booklet. Chris Brunning spoke to the Report.

There were no questions, all reports were unanimously accepted and Proposed by Peter Sansom and Seconded by John Schmitz.

All were thanked for their work and reports.

13. Lay Reader’s Report

At the time of the meeting we were still in Vacancy. Our Lay Reader, David Thomson reported, incorporating both his Ministry and Café roles.

This is the 8th year of the new management of the Community Café, but there have been 20 years of the Café including its many successful years as the Open Door Café. The Café is very special for the parish, local community and beyond. It is a place where there is a great buzz and people enjoy being there – both the volunteers and the customers! There was no stepping-stone between the Café and the Church which in turn saw the introduction of our very popular Café Church. On average the Café donates £1000 per month and serves about 1230 people each week, with an increase in numbers attending over the last year. In December we hosted Christmas Lunch for over 100 people and regularly cater for other church events.

In David’s 30 years at KCM he has seen four vicars and three vacancies. When David first came to KCM he was not attending church regularly, but KCM soon became very important to him and 13 years ago he completed Reader training.

Vacancies put a lot of pressure on a small group of volunteers, but allows people to find their talents. During this most recent vacancy, we have done more than tread water and grown numbers. David expressed thanks to the PCC, Treasurer and Churchwardens, but especially to Phil Townsend. We are excited for the future with our new vicar, Emma-Jane Wilkinson.

Proposed by Peter Sansom and Seconded by John Schmitz, unanimously approved.

12. Any Other Business

a) Closing Comments: Bill Simpson thanked Phil Townsend for doing the lion’s share of work over the last year and through the vacancy.

13. Closing Prayer and Blessing

The meeting was closed at 8.58pm with prayer and the Grace. Followed by refreshments in the church.

Statutory Reports 2025

Church Wardens – Bill Simpson/ Phil Townsend

The year 2025 started with us still in vacancy. Services were being covered by David Thomson, Fr Ayoob and many others until, rather earlier than expected, Fr Ayoob left us at the end of January, and services had to be rearranged. PCC meetings, fellowship groups, pastoral care, Messy Church, Café Church, Charlie's Angels and children's groups, everything we, as a family, continued by working together.

In total 98 services plus 7 Messy Church services were covered in 2025 before Emma joined us, on top of the 99 services and 11 Messy Church services that were covered in 2024. Both 9.30 and 11.00 services were well attended with new people joining our family and the WhatsApp groups.

In March our Quinquennial Inspection was carried out at a cost of £1020. Nothing was noted that needed any immediate work, mostly it referenced on-going maintenance work, like cleaning gutters and clearing away ivy from the walls. Hopes were high that the January interviews would have brought us a new vicar but there was another disappointment with no one to interview until in April, we met Emma and were immediately impressed. The appointment was made and then the planning preparations started. A list of guests, thoughts of numbers, where they'd sit, what they'd eat, what rooms we'd need, the hirers we'd upset, the parking arrangements, the timings and the service sheet to name the main things to be considered. It was a very busy time for Phil and the team arranging the catering.

April included Easter last year and the lead up was even more challenging than Christmas had been, with more services and new service booklets to be devised, especially when 'communion by extension' was needed for David T to take the service. In May we lost John Rowley who have been such a vital part of the church family in many ways, but especially when helping Phil in jobs around the Church and halls, much missed by all.

To make the Church look at its best for the Installation, a team of volunteers met to clean the church which, thanks to Steve, included the wooden panelling on the side aisle ceilings. This was a mighty task on its own but with the aid of some very long poles we reached to the very top and it made a huge difference to the overall effect, our thanks to all those involved led by John S and Nicola.

Very soon September 6th was upon us and, the Church was filled with seating arranged for 260, much of which was used, and with a lot of help from many people, the day went perfectly, everyone had a very enjoyable time, especially the Churchwardens who were pleased to hand over the responsibilities to Revd Emma.

With Revd Emma in place and adding her flair to the services and life of the church we can see a huge improvement to the church life, albeit a some what lengthening of the services! There are many people that need thanking for all they did last year especially throughout the vacancy, some in particular, David Thomson, Rev Philip Green, and Cannon Martin Bannister with much help from Bishop Stephen Venner, Rev Karen Turner and Richard Osborne to name a few of those who covered services for us.

Our thanks go as usual to Imogen and Nikki in the office, Bernard our cleaner, Lynn for really stepping up and helping in many ways, and Steve our talented treasurer. Plus, thanks to every one else who helped in so many ways, from flower arranging to the catering.

Buildings Committee – Phil Townsend

Last year the halls were even busier than ever, raising a good income from the many and varied uses the halls complex is put to. Ranging from different versions of keep fit to the Community Café and of course Charles Angel's, Green Room, ballet, line dancing, Slimming World to name but a few.

As an example, 235 hrs were hired in April 2025, which equates to almost 50% of the time available from 9am to 10pm 6 days a week.

This led to a healthy profit, as explained by Steve of £35,377 for the year. This was boosted by new hirings, particularly Home School tutoring starting in April and Protego starting in May.

Although Steve has said there have been no significant capital expenditure, work has continued to change the light fittings in the halls to LED and 2025 saw the main hall lights being changed. We changed the PC's for the lobby display and the office.

Towards the end of the year the boiler showed their age by failing again, and they will definitely need changing in 2026, with an expected cost of at least £12,500, and a lot more if we are not allowed to change to 'like for like' gas boilers.

One of the trees that John Rowley planted in 2024 and failed to establish itself, was replaced by Phil following another donation scheme run by the council and is now flourishing. The Maple tree continues to grow well.

Deanery Synod – John Schmitz

February 2025 St James New Barnet

Our Guest Speaker was Archdeacon Janet who spoke about the Spiritual Gifts in The Feeding of the Five Thousand. She guided us through a series of prayer, readings and meditation on the Scriptural accounts of this most well-known of stories.

Archdeacon Janet also formally Commissioned The Revd. Stefan Chrysostomou as the new Area Dean of Barnet.

May 2025 St Mark's Barnet Vale

Guest Speaker Richard Jackson (Local Church Income Generation Support Officer) advised us on Parish Income Generation. He gave some examples of where additional income could come from:

1. Renting out car parking spaces;
2. TV & Film Locations – Capitalising on local film studios.
3. Musician Recital Recordings – Opportunities for graduate-level performance and beyond;
4. Organ Tuition – Rent time with the organ;
5. On-site Trading – Permanent or pop-up banking/post-office hubs etc.

October 2025 St Mary the Virgin, East Barnet

The Revd. Dr Alec Corio, Rector of East Barnet and Interfaith Advisor, spoke about Interfaith Collaborations and how other faiths are doing this for shared concerns. Some examples of Local Action are The Feast, Luton, Watford Peace Garden and Christ Church Radlett

Mission Action Plan (MAP) – Revd Emma

Our current MAP was compiled in 2022 to run for three years and is now ready to be renewed, a task which the PCC will undertake, in consultation with the congregation during 2026.

Coming to the church new, it has been great for me to look at what have been your priorities over the past three years and to see how much work has been done to achieve those. Here are a few headlines for us to celebrate:

Priority One To enable church members to grow in faith.

- There is a fabulous on-line presence on a Sunday morning with the live-streaming of our two main services
- Cafe church has gone from strength to strength and is well attended each month
- The choir has some new members and are often augmented by friends from other churches for special occasions
- Study groups have been arranged for key times of the year
- Opportunities to pray together have been provided and pray prompts are included in the notice sheet each week
- KCM is well represented at Churches together in Potters Bar events
- Safeguarding has become a priority for the PCC and the church and the safeguarding hub is effectively used to monitor training needs.
- A number of social events have been held to enable the congregation to get to know each other better

Priority Two To enable and get to know those who use our facilities

- A screen signposting church and community events has been installed in the entrance hall and is regularly updated
- Signage shows when the Church Office is open
- Welcomers are on the door at every service
- Our King Charles 1 legacy is regularly celebrated
- A variety of community events have been organised and are often well attended including our very successful Christmas Fayre.

Priority Three To reach out to those in our local area and the parish who do not know us.

- Our facebook page and website are kept up-to-date and church events advertised on other Potters Bar facebook pages.
- A Church Near You website is kept up-to-date with key information about the church.
- Links have been made with local schools and they have been welcomed into the Church for services, concerts and support with RE lessons
- Moving on booklets have been given to year 6 children at Cranborne and St Giles.
- The Bible Course was run and well attended
- Our halls are well used by the community for regular and one-off events

None of this would have happened without the dedication, support and hard-work of so many within the church, so thank you. As a result of all your collective efforts KCM is a living church, a beacon of light in the community of Potters Bar.

Safeguarding – Helen Schmitz (Parish Safeguarding Officer)

This report is to give you information as to how we, at KCM, adhere to, and follow the legislation and to state whether the PCC has 'complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Safeguarding is at the centre of our faith, in our practice, in our worship, in our praying, and in our believing. Safeguarding is part of our core faith and an integral feature of Christian life in our church. The welfare of the child, young person and vulnerable adult is at all times paramount and takes precedence over all other considerations.

It has been a joy to welcome Reverend Emma as our Vicar and together we shared Safeguarding Sunday last November, making pledges for our church around the premise 'Actions Speak Louder than Words.'

The PCC continues to regularly review and update the policies which provide a framework for our work here at King Charles the Martyr Church. The policies can be viewed on our website kcm-church.org.uk, at the rear of the church, or you may request to see a written copy. The PCC has also reviewed and agreed risk assessments for all Church activities – something that has certainly taken some time- but something that I am delighted to share that we have finally achieved.

We continue to respond to updated guidance and follow all training requirements for our staff and volunteers, and I thank everyone for responding positively when training requests are made. We need to remain vigilant as a Church community and keep up to date with DBS registrations, Safer Recruitment procedures and in our Safeguarding. I continue to update the Safeguarding Dashboard and the Safeguarding Hub for our church and thank Imogen for her support with this. The Dashboard is a secure system, used by churches nationally, to manage and track data such as DBS checks, information about training and risk assessments and helps to create action plans for the PCC. The Safeguarding Dashboard provides us with important indicators of what 'good practice' looks like and enables us to work towards and achieve National Safeguarding Standards. We have certainly achieved Standard 3 'Recognising, Assessing and Managing Risk,' however we need to be aware that this is not just a tick box exercise, but something that underpins our Safeguarding here at KCM.

We remain mindful of the need to be continually vigilant. If you do have any concerns for any child or vulnerable adult, please do not hesitate to contact me. I can be contacted through the church office or by email safeguarding@kcm-church.org.uk Thank you.

PCC Secretary Annual Report to the APCM – January - December 2025 Nicola Thrussell

The Parochial Church Council (PCC) of the Ecclesiastical Parish of the Church of King Charles the Martyr, Potters Bar is a registered charity with the Charity Commission, Charity Number 1130748.

The number of members of the PCC is dependent on how many people are on our Electoral Roll. Last year's Electoral Roll had less than 100 people meaning the PCC is currently made up of 9 elected members in addition to the Vicar, Lay Reader, Churchwardens and any co-opted members. If the numbers on the Electoral Roll go above 100 people we should have 12 elected members on the PCC. Elected PCC members usually serve a term of three years. In addition, we should also elect two Deanery Synod representatives to serve a three-year term. They are ex-officio on the PCC.

Our PCC meets 12 times a year, usually on the first Wednesday of each month. To be quorate and approve any decisions that fall to the PCC, one third of the elected members of PCC are required to be present and of those, three quarters of them must vote in favour of actions in order to pass any decisions.

The present make-up of the PCC is

Ministry Team

Revd. Emma,
David Thomson (Lay Reader),

Church Wardens

Phil Townsend (Churchwarden),
Bill Simpson (Churchwarden),

Co-opted members

Steve Jones (Co-opted Hon. Treasurer),

Deanery Synod Representative (ex-officio)

John Schmitz

Elected to serve until April 2026

Nicola Thrussell (Standing Committee Rep & PCC Secretary.)

Helen Schmitz (Parish Safeguarding Officer)

David Driscoll

Elected to serve until April 2027

Gary Dakin

Debbie Reed

Sue Trewella

Elected to serve until April 2028

Elaine Hartland

Lynn Jones

Maureen Townsend

Working with the Vicar, or the Churchwardens during a period of vacancy, as a PCC we have a number of responsibilities that aid the safe and effective running of the church on a day-to-day basis. We look at the production and implementation of policy, of which Safeguarding is a huge part, finance, Mission Action Plan, general maintenance and a whole host of other things. As I'm sure you can all imagine, much of last year was taken up ensuring the church and its various services ran as seamlessly as possible, carefully and diligently led by our Churchwardens, whilst also working to appoint a new vicar. In April 2025 our prayers were answered when Revd. Emma was appointed our new vicar, and in September 2025 the wait was finally over with Revd. Emma's Installation and Induction, and what a blessing Revd. Emma is.

The role of a PCC member does not have to be an onerous task and it is not all work; you will often find the PCC in the pub following our meetings!

If you feel you have some time and the passion for our wonderful church, do consider whether you could join the PCC

Treasurer's Report for year ending 31 December 2025

Steve Jones

Accounts have been approved by the PCC and by our independent examiner, Neil Hewitt of Brennan Pearson & Co. and are available to view in appendix 1. We are grateful to Neil for this service which he provides at no charge.

In previous years figures have always included income and expenditure relating to church and halls, but for 2025, for the first time, we have also incorporated activities carried out by the Community Café.

The aggregate results show a surplus for the year amounting to £20,498, which is indeed a great improvement in the financial position which has been apparent for the last few years. In fact we have not shown a surplus since before the period in which we were hit by Covid.

But I believe it is important for me to break down these accounts and demonstrate to you that the commercial hiring activities carried out in our halls complex resulted in a surplus of £35,377 and we did benefit from a gain on the disposal of shares amounting to £12,402. Looking at church income and direct expenditure alone, these amounted to £74,452 and £97,213 which produced a deficit of £22,761. I am also making available 'management accounts' for both church and halls, and for the Community Café as attachments to this document, and from these you can see much more fully than from the formal accounts, where our income comes from and how it is spent.

I will be happy to answer any queries on these figures at the APCM, but I think it is worth pointing out in this report, the following highlights

- 1) Nearly 60% of church income, an amount of £44,604. comes from the Parish Giving Scheme with its associated Gift Aid, which as most of you already know is our much preferred way for church members to make regular donations. Direct debit payments over which the giver has absolute control are taken on the first working day of the month and the total is credited to our church account a few days later. A simple and efficient way to manage giving with an option to uprate for inflation (or not) as the giver chooses. There are currently donations being made on behalf of 34 individuals and families, and the amounts

vary from £25 to £293 each month. I would repeat an encouragement I have made previously, to those church members who have not chosen to join this scheme so far, to consider whether they would now like to do so.

- 2) It is pleasing to see an increased use of our Sum-up Card Machines, one of which is permanently sited at the back of the church and another which is used for fringe activities. Total receipts here amounted to £6712
- 3) Extraordinary Income includes a legacy from the late Neo Notley for which we are very grateful. Legacies can be a thoughtful and tax efficient way to provide funds for our church which is of course a Registered Charity.
- 4) The bulk of expenditure incurred by the church is non-discretionary as the Finance Committee and the whole PCC have considered at some length this year, where and how we can trim what we spend to ensure we get best value. By far our largest outgoing is the 'Parish Share' a monthly contribution to Diocesan Funds from which the vicar and associated accommodation are provided and which includes a contribution to clergy training and other centralised costs. Financially we have also benefited this year as payments to our Children's Worker ceased in April.
- 5) During 2025 we have undertaken minor repairs and improvements to our buildings and structure, mostly concerned with keeping the halls complex in the state of good condition required by regulations and of course to keep our very important hiring customers happy. No significant capital expenditure has been incurred this year.

The value of our Capital Assets increased by about 9% due in large part to the appreciation and realisation of the investments we hold in CCLA Funds. We are indeed fortunate that our church is in a relatively healthy financial position and I would like to thank all those who support, financially and otherwise, the many activities which KCM offers both to our own church family and to the outreach community in which we are involved.

As always, as Treasurer, I am available on a confidential basis, to provide information and assistance, about how best you can support financially the brilliant part that KCM plays in our lives.

Vicar's Report – Revd Emma

At the beginning of 2025, I was happily teaching a year 6 class at the other Cranbourne in Hoddesdon and planning on becoming Associate Priest (self-supporting) at St Mary's Stotfold where I was in the throes of completing my curacy and this is what I said at the end of my presentation for my curacy sign-off meeting:

And so what next? I really don't know, just as I didn't know when I first felt the call of God to explore ordained ministry where it would lead, but I know that my desire, if it is God's will is to be able to be more involved in parish ministry, possibly having a church of my own, because that is where I feel most present and believe I flourish, walking alongside others and growing God's kingdom here on earth. But whatever the end of curacy brings, the promise that I will hold onto is this, that God who has called me is faithful and he has said we are going to the other side. I know that whatever, I am in for an exciting ride because it will be determined by God's 'unique, loving and always unpredictable attentiveness'.



Fast forward to February half-term and I went on a day's retreat led by Tim Lomax focusing on the Rublev Icon of the three visitors. This icon is based on the passage from Genesis. During one of the sessions, we were encouraged to reflect on where we saw ourselves in the story and to consider whether God was calling us to something else. I knew that I wanted to be Sara, in the tent, providing hospitality and remaining where it was safe, but God very clearly showed me that He wanted me to be Abraham, standing outside the tent and being ready to run, to encounter something new!

The very next day I met with Bishop Jane for my end of curacy sign off and at the end of the meeting she asked me what next and I said there

were three options: stay as I am, take a house for duty and teach part-time or look at a full-time post. I added that if it were to be either of the changing roles then it would have to be a September start because I wouldn't leave a class mid-year. She then said, let's see what is coming up and after a few minutes mentioned KCM which she encouraged me to go away and read the profile, pray about and speak to the Archdeacon and that began, after a week or so of procrastination and imposter syndrome on my part, my discernment process of whether this was where I was being called.

When I eventually read the profile, and showed it to a friend, there were so many things that she went –that's you, and I felt a stirring of something within me, and I kept coming back to God telling me I needed to be Abraham and be ready to run! The more I read it, the more excited I became about all that the church is offering currently, its potential for the future and as I said in my letter of application,



I could see so much of myself, my passions and theological stance in the profile and the mission to “Know Christ More and Make Christ Known” resonated so much with my own faith journey and my continuing desire for myself and others. But what really gripped my attention were the last two sentences: *‘We know that God has a plan for KCM, and He has a plan for you - perhaps you are part of God’s plan for KCM and we are part of His plan for you. If you are, we can assure you of our support, friendship and prayer’* and this photograph.

And the rest as they say is history as I went on to apply for the post, came to interview, was offered the post, resigned from my Assistant Headteacher position and began to prepare for the move to Potters Bar, the place where my parents were born and I never dreamt I would live one day. In the meantime, you as a church, continued to work together to maintain all the services and other activities which went on each week.

Thank you to each and every one of you for doing so – interregnums are hard. Particular thanks to David, our licensed lay minister, the church wardens, Bill and Phil, the office staff, Imogen and Nikki and all those who came and covered services for you.

September arrived and I had moved into the vicarage, been on retreat and was ready to begin my ministry among you. My installation and induction service is a day I will never forget – I think I got a foretaste of heaven that day and I thank you all for making it such a special day and for being so welcoming. All aspects of my life combined that day, and as I looked out from my stool for the very first time, I knew I was where God had ordained for me to be in the book of my life that He is writing. Since September, it has been a joy to get to know you all - our regular worshippers, those who hire our halls, and members of the wider community – and to join you in all that KCM does.

Highlights for me have been:

- The rich variety of our worship on a Sunday morning
- Messy Church and Charlies Angels
- Being welcomed into the cafe team – Thursdays are probably my favourite day of the week, apart from Sundays of course!
- Safeguarding Sunday and seeing your commitment to this important aspect of church life
- The bike and hike walk on the first Saturday I was here
- Our harvest lunch
- Taking Home Communion to housebound members of our fellowship
- Making contact with the local schools and having children from Cranborne into church for Christmas celebrations
- Working with our Uniformed organisations and discerning what works best for our parade services
- Attending Cafe Church and being amazed at all the scientific evidence that leads to a belief in the existence of God – I have learnt so much
- The Christmas Fayre and Cafe Christmas lunch

- Visiting people in their homes and getting to know you all better
- Being able to welcome you into the vicarage for meetings and our Advent groups
- All our Christmas services and activities especially the two Christingle services and the beautiful chaos of the crib service!
- Our fellowship meal on the 28 December where I knew for certain that this was my home!

2025 was certainly a year of great change for me but through it all I know God has been faithful and I look forward to discovering together, all that He has in store for us in the coming year as we seek together to Know Christ More, and Make Christ Known. Let's all hold onto this verse from Jeremiah 29:11

'For I know the plans I have for you,' declares the Lord, 'plans to prosper you and not to harm you, plans to give you hope and a future'.

And not forget that whatever 2026 holds for each one of us, we are, as I discovered in 2025, in for an exciting ride because it will be determined by God's 'unique, loving and always unpredictable attentiveness'.

Other Reports 2025

Advent Group – Revd Emma



During Advent this year a group of us got together in the vicarage either on a Monday morning or a Monday evening and journeyed through Advent studying Bishop Guli's Advent Book, 'Listening to the music of the soul'. On the Monday morning's we were pleased to be joined by friends from St Mary's as well. We had some interesting and lively discussions as we discovered more about our faith and each other. It was lovely to fellowship together in this way and I hope study and fellowship groups are something that will become a regular part of our worshipping pattern in the future.

Altar Servers – Lynn Jones

Last year report I started with how delighted I was to take up this very important job within our Community, and I am so pleased that many more things have happened to brighten our church.

I would like to thank John Schmitz for organising the cleaning team that gives our Church that extra sparkle and for all those that came along to make it happen, long may it continue. To the flower ladies especially Judith Reeves who I have quite often found watering away and clearing away.

It had been a tough beginning to the year as we were still in vacancy and we were having different clergy from week to week, all doing things very differently and really keeping us on our toes!!! We should be very grateful to Phil T for his patience and preference in managing to fill nearly all our services including our Tuesday morning Eucharist. The Church Wardens are such special people, and I am so glad that they have put up with me over the last year, great teamwork gentleman.

I must not forget the serving team, Steve Jones, Janet Turner and Jonathon Burt, together we have tried our best to keep things going last year in the Vestry and hopefully we have succeeded.

Children's activities

Charlie's Angels Toddler Group – Lynn Jones

What angel's they are as well!!! We had such a good group of children that help one another and played so nicely together. They would greet and wave to one another on arrival and departure through the windows– it's such a joy to see.

Some we lost to nursery school in September but they have been replaced by babies who are turning into toddlers and toddlers who are growing just too fast. They still know when its biscuit time and I have been reminded when I have been involved with chatting with a carer that they have not had one yet.

The slide is still one of the most popular toys and it is amazing how many different ways they can go down it, always supervised of course.

I am grateful for the support as always of Janet and Stella and our newbie, Revd Emma who has turned out to be a whizz on the mat with the singing at the end and does the sleeping bunny far better than I.

The Nativity was, as always, a great success and always very noisy and chaotic. I tried to lead it but it was children's version that made it so much fun.

Children's Groups – Revd Emma

Our children's groups have continued to meet on the first and third Sundays of the month and we are very grateful to those who volunteer to make this happen following the departure of Children's worker. Numbers have dwindled, especially on the third Sunday as many of the families go to Creative Church at the Methodist Church on this Sunday. Thanks go to Claire Driscall for sorting materials to be used in Children's church. Good use has also been made of the children's area in church on the Sunday's where there are no groups.

Messy Church – Revd Emma

During the first half of 2025, Messy Church was ably run by a team of volunteers led by Elaine Hartland. The church is very grateful to her and her team for keeping this important work going. Since my arrival, I have thoroughly enjoyed getting back into Messy Church after a few years break for me, and am very grateful to the volunteers who have come along each month and just got on with it! Particular thanks to Jenny Dakin and Janet Turner for providing a delicious tea each month.

We have been following the themes in the Messy Church book for the year which is looking at different values and so far we have considered: hope, compassion, peace and joy. The highlight for me was our Christingle service where May and Amy led us on a Jesus hunt. The only problem was we didn't have a Jesus and so the cuddly toy Jesus in the children's area came to our rescue – complete with long hair and a beard!

Messy Church is a great outreach to our community and it is lovely to have on average about 12 children attending each month. Thank you again to everyone involved.

Youth Group – Revd Emma

It is very exciting that we have a significant number of young people in our church and it is vital that we continue to nurture and support them. After I arrived, I invited this group to a pizza evening at the vicarage and 11 attended which was great. We ate pizza, played a fascinating game of ‘Would you rather’ and chatted together.

This evening was repeated in December when we taught them the delights of Yahtzee which many of them had not played before.

Our young people have continued to be involved with Children’s church, the choir, serving and welcoming and it is always lovely to see them stepping up to take on new roles. May, for example, was an excellent Bishop’s Chaplain at my installation.

As we look towards 2026, I hope to run more of these evenings and also to consider a Youth Alpha course or something similar. It is also my hope that lots of them will get involved with Holiday Club in the summer as this gives the opportunity to join with other like-minded young people in the town and I know there is a very exciting programme planned for them.

Community Café – David Thomson

Unbelievably, it has been eight years since a small band of us rashly took on the mantle of running the Café from the “Open Door Café” team. The previous team had built it up from nothing and ran a well-oiled machine. I for one, had no idea how to run a café – this clearly had the potential to go pear-shaped!

However, eight years later, the Café continues to go from strength to strength and most weeks we see all our tables fully occupied by people who truly value the warm and friendly atmosphere, not to mention the excellent food. Week after week we have an amazing band of over 20 volunteers who bake cakes, set up tables, serve at tables, prepare the food then pack it all away again. Not only have we provided a Christian-based hub for the local community, but we have also raised thousands of pounds for the church and a variety of charities and good causes.

For the past couple of years, we have received generous support from “Community First”, a charity with a mission to “make a positive impact on the wellbeing of local people through support, knowledge, voice, infrastructure and innovation”. In addition to financial sponsorship, the regular visits by their community adviser to help our customers with any tasks they are struggling with (benefits applications, setting up their phones, safety advice), has been very well received.

For me, it has been one of the most enjoyable and rewarding projects that I have been involved with. Many of our customers have got to know one another and it is great to see the close-knit community that they have formed. The volunteers have also formed into a strong and supportive team – we laugh a lot and care for one another.

While the Café has never been primarily about mission, the establishment of Café Church has provided a valuable opportunity to introduce our customers to the Gospel in a familiar setting, and it has been immensely gratifying to witness a number of customers becoming regular attendees at Café church and in some cases, full members of the church.

So, thank you to all of you who support the café by attending. And a huge thank you to all those of you who give up your time and skills to make the café the success that it is.

Flower Guild – Judith Reeve



Our small but loyal team of flower arrangers continue to enjoy our contribution of service to KCM. This year we have had very good support from the KCM family in the form of donations: both of money and sometimes flowers. There have been donations to mark anniversaries, memorials, funerals and to enhance the major church festivals. This gives us scope to meet people’s requests wherever possible and is a change from the traditional liturgical colours and to provide more arrangements. We made very good use of pampas grass heads for instance and these gave added height and colour at Harvest.

You may like to know that we do not use heavily scented flowers such as lilies and hyacinths in church as some people are asthmatic. The lilies we use are good quality silk. We also try to minimise the use of Oasis, using vases and our ever-faithful set of jugs to help the environment.

We had an additional very special event this year: the licensing, induction and installation of Revd Emma as our vicar and enjoyed beautifying the church.

We would love others to join the team as many hands make light work especially at festival time.

Girlguiding

Rainbows – Hayley May



5th Potters Bar Rainbows have had a fantastic year, with over 24 enthusiastic Rainbows and a long waiting list. Our unit includes girls from all the local schools, making a welcoming and friendly group. We've taken part in the St George's Day service and the Christingle celebrations, and some Rainbows have made their Rainbow Promise in the church.

This year has been filled with some great activities, including a lively pancake-flipping evening, our district silent disco, planting sunflower seeds, a sensory walk around the local area, putting up tents, and enjoying plenty of s'mores. We also had a cosy pyjama party with calming activities and hot chocolate, a festive Christmas party with the Brownies, a fun trip to the cinema, and—most exciting of all—went to see the stage performance of Frozen last week.



Throughout the year we've enjoyed endless crafts, Lego building, cup towers, and have proudly presented lots of Rainbow badges.

Thank you to the church for the kind donation — it will be put to very good use by the Rainbows.

Brownies – Karen Smale

The 5th Potters Bar Brownies have had a very busy 2025 enjoying a wide range of events. We started the year and Spring Term with a new



Skills Builder – Feel Good completing activities based on Wellbeing, How to get a Good Nights Sleep, Supporting Friends and Identifying Your Superpowers. We completed a number of different activities during the term including a Pottery Evening making Candle Pots, Science evening and food and drink Evening. We also went on a 2 night holiday with our Guides where we took part in activities based on Moana 2. Our Rainbows also joined us for the day and we had a Pyjama Party, renewed our promises and so much more it was great fun.

In the Summer Term we took part in many activities celebrating the Anniversary of VE80 looking back in time about the History of Girlguiding. We joined Girlguiding Potters Bar for a Silent Disco and also learnt about Flying by completing our Aviation Badge. We completed the Camping Skills Builder which was based on putting up tents, lighting fires, fire safety and how to pack for camp. We had an Evening all about frogs, completing frog activities, learning about their habitats and their life cycle.

We finished the term by going on a 1 night sleepover to Shepreth Wildlife Park. We travelled there by train from Potters Bar and got to sleep in the Discovery Centre. We had a special tour of the park and learnt all about the animals there, their habitats and also about endangered animals. It was great fun.



We started the Autumn Term with a trip to Sainsburys to buy items for the Harvest Service. We were given a list of things the Foodbank needed and then with the allocated budget what we could from the list. It certainly



made the Brownies think about budgeting! We had an evening all about Fire, including Fire Safety, Edible Campfires, Learning to light a fire and had a Campfire at the end. We completed Live Smart Skills Builders where we made Fajitas, a basic Tomato Sauce and did Taste Testing. We also looked at the new Brownie badge Kitchen Creations. We also looked at the Jobs Badge and all the Brownies came dressed as a job that they would like to do when they are older. We had a workshop on working with Leather and made bookmarks or keyrings with our names on. We learnt about different tools that you may find in a tool box.

We took part in the Remembrance Parade, Craft and Christingle Service and helped at the Christmas Fayre and finished the year and term with a trip to the Cinema to see Zootropolis 2 and a traditional Christmas Party with our Rainbows.

During the year we have welcomed 6 new Brownies and said goodbye to 11 who went on to Guides. We currently have 36 Brownies and a healthy waiting list. Our Brownies completed many Challenges, Skills Builders and Badges. The top Badges were Baking, Aviation, Painting, Grow Your Own and Mindfulness. We are so proud of our Brownies who have worked really hard during the last year as they continue to develop their skills, challenge themselves, work in teams and build friendships all whilst continuing to enjoy their Brownie Adventure.

Guides – Carol Connah

We meet at Morven our District Guide HQ which gives opportunities for outside activities like hide and seek (especially in the dark it's hard to spot behind a tree), campfires with all sorts of food, smores, sparklers, splatter pictures and lots more. An evening at the fun rings at Gosling, many girls did their promise coming down the slope.





Took part in District's Silent Disco, there were 3 channels to choose from and lots of singing along. All did the mixology badge, making their Mocktails for a tasting.

We joined the County Camp skills weekend under canvas at Morven, lots of

patrol cooking on fires and also joined the Brownies at Wymondley for a weekend holiday for the Anglia Region

Other activities which help us to fulfil the Guiding

programme's 6 themes of : **Know Myself**, **Express Myself**,

Be Well, **Have Adventures**, **Take Action**, **Skills for my future**. included:



- Pyjama party for Thinking day
- Guides completed the 'Twist that dish' challenge.
- Completed activities for Sangam challenge (a guide world centre in India) such as bollywood vibes, Curry tasting, making indian sweets, explore local area (a ramble), finding the stars
- Waitressed at the KCM fayre in the café.
- Ended the year at the odean Cinema for a special showing of Zootropolis 2



Music – Simon Worley

The choir and musicians of King Charles the Martyr have continued to support the worshipping life of the church throughout 2025. A particular highlight of the year was the Christmas Nine Lessons and Carols, where the full sequence of readings and music was offered with commitment and warmth. We were also pleased to resume Choral Evensong, and we are grateful to Revd Emma for reintroducing this valued service. The choir has benefited from the support of singers from other local choirs who have joined us for special occasions.

On Passion Sunday, the choir undertook Bruckner's *Christus Factus Est* for the Cross of Christ service. This was a challenging new addition to our repertoire, and the choir worked diligently to present it to a high standard. We were delighted to welcome back Terri Burrows to the alto section and to welcome a new tenor, Patricia Clegg, to the choir.

Morning worship continues to be supported by a rota of four singers, with two present each Sunday, accompanied on the piano. The group leads worship regularly and with dedication. We would welcome additional singers and instrumentalists to join this ministry.

We remain grateful for the congregation's support and for the privilege of contributing to the musical life of KCM.

Pastoral Care Team Report – Judith Reeve

A year of change: Fr Ayoob left us, we continued and then Revd Emma became our vicar. During that period of change we held an Easter service at Temple Court which was quite interactive and a Christmas service there. The latter was unfortunately not well attended but we provided an opportunity for residents to join us. The focus there has changed with new management with the emphasis on independent living and the refurbished common lounge is no longer a social hub.

As you are well aware Pastoral Care is a top priority for Revd Emma. Before we had our first team meeting, she had already been out and about the parish making herself known to those who for various reasons cannot get to church and setting up Home Communions. She provided an opportunity to inform the church family about what the team does and this was found to be interesting as many did not realise what goes on in the background.

Our team meeting times have been changed so that both Helen, our Safeguarding Officer and Imogen are able to attend and contribute. Imogen is often the first port of call either on the phone or when people drop in.

Revd Emma has provided additional services for those who prefer quiet services such as the Blue Christmas and is there for us all when needed.

Reading for Pleasure Group – Judith Reeve

We have moved into new surroundings. Many of us were finding the stairs to the Lounge were becoming challenging, especially with books and other paraphernalia to carry, so we were delighted to be offered the use of the Margaret Old Hall for our meetings which are on the 2nd Friday of the month from 10.30-12.00.



We have revisited some of our favourite authors: Ruthe Rendell, Victoria Heslop, Tracey Chevalier as well as some new. Historical fiction and detective stories rare favourites. We read 'The Rising Tide' by Anne Cleaves and recognised how the wonderful Brenda Blethyn was such an accurate portrayal of Vera. We have had two social occasions this year: a very hot day at Middleton House where we found a shady spot and had a leisurely picnic, coffee and ice cream in the café. We virtually had the place to ourselves and listened to birdsong. December saw us puzzling over grab bags and guessing the contents. These were well known household objects but very difficult to identify. We then enjoyed a meal at the Duke of York.

We would love to have more members so why not come along and try us out. Speak to either Judith or Brenda.

5th Potters Bar Scout Group - Chris Brunning

The Group is still thriving with a varied programme for Beavers, Cubs and Scouts and numbers in all sections are starting to pick up.

The Nursery renting out hut during the day Monday to Friday, continues to thrive and supplies the Group with a regular income each month, making the Group financially comfortable.

We have spent some money upgrading the toilets in the hut to make them a bit more spacious and modern.

Last June, one of our minibus hirers managed to scrape the side of our larger minibus on the gatepost of the Scout Hut! We had to claim through the insurance for the repair and the final total bill came to £10,600! This was much more than was expected and we were thankful that the bus was not written off.

In January we held a successful Burns Night and Ceiligh, which was a great success, and although it was not organised specifically as a fundraising event, it raised about £500 for the funds.

Many thanks to all the Leaders, and the time and effort they put into making the 5th Potters Bar a large and successful Group. Thanks to all the parents who have served on the Group Trustee Board.

The Trustee Board has decided to try and open a Squirrel Section (4-6 year olds), and we are actively looking for adults to volunteer and help open the Squirrel Section.

We can always do with some extra Leaders for our Sections. If you know of anyone who may be interested in helping at any age group, please contact me at chris.brunning@ntlworld.com .

Beavers

We are continuing to provide an active and varied programme for Beavers. We currently have 24 Beavers and 3 Beaver Leaders.

Cubs

We are continuing to provide an active and varied programme for Cubs. We currently have 17 Cubs and 3 Cub Leaders.

Scout Troop

We are continuing to provide an active and varied programme for Scouts. We currently have 20 Scouts and 6 Scout Leaders.

Thank you to all who help run and support the activities and worship that we offer at KCM.

Appendix 1 – Church Accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
THE CHURCH OF KING CHARLES THE MARTYR, POTTERS BAR

(CHARITY NUMBER 1130748)

INDEX TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2025

	<u>Pages</u>
Statement of Parochial Church Council's Responsibilities	1
Independent Examiner's Report	2
Balance Sheet	3
Statement of Financial Activities	4
Notes to Financial Statements	5

BRENNAN PEARSON & CO
Chartered Accountants

110/112 Lancaster Road, New Barnet, Hertfordshire EN4 8AL

CHURCH OF KING CHARLES THE MARTYR

STATEMENT OF PAROCHIAL CHURCH COUNCIL'S RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Parochial Church Council to prepare financial statements for each financial year which give a true and fair view of the Church's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view the Parochial Church Council should follow best practice and:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable Accounting Standards and Statements of Recommended Practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- d) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Church will continue its activities.

The Parochial Church Council is responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the Church, and which enable them to both ascertain the financial position of the Church and ensure that the financial statements comply with applicable regulations. It is also responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINERS' REPORT TO
THE PAROCHIAL CHURCH COUNCIL OF
THE CHURCH OF KING CHARLES THE MARTYR POTTERS BAR
ON THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2025
(AS SET OUT ON PAGES 3-5)
Charity Number 1130748

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to our attention.

Basis of independent examiners' statement

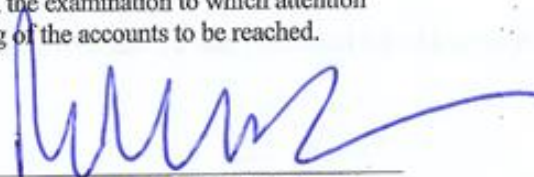
Our examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiners' statement

In connection with our examination no material matters have come to our attention which gives us cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records.

We have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



BRENNAN PEARSON & CO
Chartered Accountants

110/112 Lancaster Road
New Barnet
Herts EN4 8AL

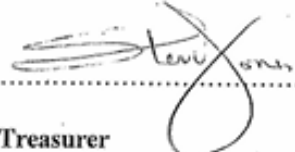
5 March 2026

CHURCH OF KING CHARLES THE MARTYR

BALANCE SHEET AS AT 31 DECEMBER 2025

	<u>2025</u>		<u>2024</u>	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<u>CURRENT ASSETS</u>				
<u>Bank Current Accounts</u>				
Barclays Bank Current A/C	<u>41938</u>	<u>41938</u>	<u>17873</u>	<u>17873</u>
<u>Bank Deposit Accounts</u>				
Central Board of Finance – Mutton Lane A/C	<u>-</u>	<u>-</u>	<u>106</u>	<u>106</u>
		<u>41938</u>		<u>17979</u>
CBF Investment Fund – Accumulation Shares	<u>138024</u>		<u>139654</u>	
CBF UK Equity Fund – Income Shares	<u>20223</u>	<u>158247</u>	<u>23617</u>	<u>163271</u>
NET ASSETS		<u>200185</u>		<u>181250</u>
 FUNDS				
CCLA Funds		<u>158247</u>		<u>163271</u>
General Purposes Fund		<u>41938</u>		<u>17979</u>
		<u>200185</u>		<u>181250</u>

Approved by the Parochial Church Council on 5 March 2026 and signed on its behalf by:


.....
Treasurer

CHURCH OF KING CHARLES THE MARTYR

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2025

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds y/e 31.12.25</u>	<u>Total Funds y/e 31.12.24</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<u>INCOMING RESOURCES</u>				
Grants & donations	59061	-	59061	66497
Fundraising events & appeals	8547	-	8547	5098
Parish hall income	95452	-	95452	64333
Collections	937	-	937	1916
PCC fees	-	-	-	156
Deposit interest	616	-	616	-
Realised gain on disposal of income Shares	12402	-	12402	4120
Total Incoming Resources	<u>177015</u>	<u>-</u>	<u>177015</u>	<u>142941</u>
<u>LESS: EXPENDITURE</u>				
(a) Direct charitable expenditure:				
Charitable giving	7934	-	7934	1551
Vicar's expenses	505	-	505	1084
Parish hall expenses	54073	-	54073	42620
Church upkeep	16974	-	16974	20020
(b) Miscellaneous:				
Parish share	64458	-	64458	64109
	<u>143944</u>	<u>-</u>	<u>143944</u>	<u>123843</u>
(c) Management & administration:				
Repairs	2895	-	2895	6383
Telephone, postage & stationery	1890	-	1890	-
Miscellaneous	7788	-	7788	22924
	<u>12573</u>	<u>-</u>	<u>12573</u>	<u>29307</u>
Total Expenditure	<u>156517</u>	<u>-</u>	<u>156517</u>	<u>158691</u>
Net Profit/(Loss)	20498	-	20498	(15750)
Transfer between funds	3461	(3461)	-	-
Unrealised (Loss)/Gain – CCLA	-	(1563)	(1563)	7749
Total funds - brought forward	<u>17979</u>	<u>163271</u>	<u>181250</u>	<u>189251</u>
Total funds - carried forward	<u>41938</u>	<u>158247</u>	<u>200185</u>	<u>181250</u>

CHURCH OF KING CHARLES THE MARTYR

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with applicable accounting standards under the historical cost convention and on the accruals basis.

Income

Income includes recoverable income tax which has been deducted from payments made to the charity, or which arises from donations made to the charity under the Gift Aid provision.

Interest

Interest is included on a receivable basis and is shown gross.

Supporting the work and mission of this church

The Church of King Charles the Martyr provides a spiritual focus and outstanding facilities for the local community. It is OUR church and like all charities, is dependent on the generosity of its members, the local community and others. The church and halls cost us over £3000 a week to run and this isn't possible without your generosity.

If you would like to support the work of the Church of King Charles the Martyr, you can do this either as a one off or by joining our regular giving scheme please speak to our Treasurer to set up regular giving to help us plan

- by joining the Parish Giving Scheme Potters Bar King Charles - Parish Giving Scheme
- by tapping the cashless giving machine in church
- with a text message by texting KCM 3 to 70085 to donate £3
- online via the donate button on our webpage.
- Remember us in your Will. Legacies are a tax efficient way of giving to the church. Please do think about us when making or revising your Will.



*If you would like to give to the work of this church,
please use the card machine
or scan the QR code.*

How to stay in touch

The Church office is open on Monday and Thursday between 9am and 12noon.

We have a **KCM Family WhatsApp** group for information about the church and a **KCM Social WhatsApp** group to share the more light hearted jokes – if you would like to join these groups please contact the wardens to be added.

Keep an eye on our social media

Facebook <https://www.facebook.com/KCMChurchPottersBar/>

Contact details:

The Vicar – The Revd Emma-Jane Wilkinson (from September 2025)
01707 661266 or 07549 516589 or vicar@kcm-church.org.uk

Please email the relevant person and we will get back to you as soon as possible.

All email addresses are xxx@kcm-church.org.uk

Lay Minister / Reader	David Thomson	reader@
Church Warden	Phil Townsend	churchwarden1@
Church Warden	Bill Simpson	churchwarden2@
Safeguarding Officer	Helen Schmitz	safeguarding@
Admin Assistant	Imogen St Pierre	office@
PCC Secretary	Nicola Thrussell	pccsecretary@
Treasurer	Steve Jones	treasurer@
Children and Families Worker	Vacant	families@
Youth Worker	Vacant	youth@
Music	Simon Worley	music@

For all hall enquires please email Imogen or Nikki using the halls address
(halls@kcm-church.org.uk)

www.kcm-church.org.uk 01707 665579