



St Andrew's Malvern

Partnering with God in the flourishing of our communities

Trustees Annual Report 2025

Annual Report of the Parochial Church Council

For the year 1st January to 31st December 2025



Registered Charity Number: 1128973

Contact PCC Secretary: c/o St Andrew's Church, Churchdown Road, Malvern WR14 3JX

1. Introduction and Background

*'The **Parochial Church Council** or PCC, is the executive body of a Church of England parish. It is constituted as a body corporate by the Church Representation Rules 2022 set out in Schedule 3 to the Synodical Government Measure 1969, and consists of the clergy and churchwardens of the parish, together with a number of representatives of the laity principally elected by the annual parochial church meeting of the parish. Its powers and duties are defined by certain Acts of Parliament and other legislation, principally the Parochial Church Councils (Powers) Measure 1956. It has the responsibility of co-operating with the incumbent (rector, vicar or priest) or priest in charge in promoting the mission of the Church in its parish.*

Formally, the PCC is responsible for the financial affairs of the Church and the care and maintenance of the church fabric and its contents. These latter responsibilities are executed primarily by the churchwardens. It also has a voice in the forms of Service used by the church and may make representations to the bishop on matters affecting the welfare of the parish.'

The Church Representation Rules (2025) detail local church governance arrangements and provide the framework under which PCCs and parishes operate to best serve ministry and mission in their contexts. Part 9 of the Church Representation Rules provides the framework for Parish Governance including meetings, elections and proceedings.

St Andrew's Church is situated in Poolbrook, Malvern. It is part of the Diocese of Worcester within the Church of England. In September 2014 St Andrew's became part of the United Benefice of the Chase Team Ministry which includes St Mary's Pickersleigh and All Saints Malvern Wells & Wyche. During 2024 the vision of The Chase Team fully working together as a United Benefice was finally realised.

The three parishes in The Chase Team each have their own Parochial Church Council. St Andrew's is a registered charity and the other two churches are exempted charities. The Chase Team has a Team Rector and a Vicar in The Chase Team. The Rector and the Vicar are remunerated through the Diocese of Worcester. The Rector holds overall administrative, spiritual, and pastoral authority, overseeing worship services, managing parish resources, leading staff, and providing pastoral care to the community. He is supported by the staff team and numerous volunteers.

St Andrew's Parochial Church Council (PCC) has the responsibility of working with the Team Rector and Vicar, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance and upkeep of the St Andrew's Church Centre complex.

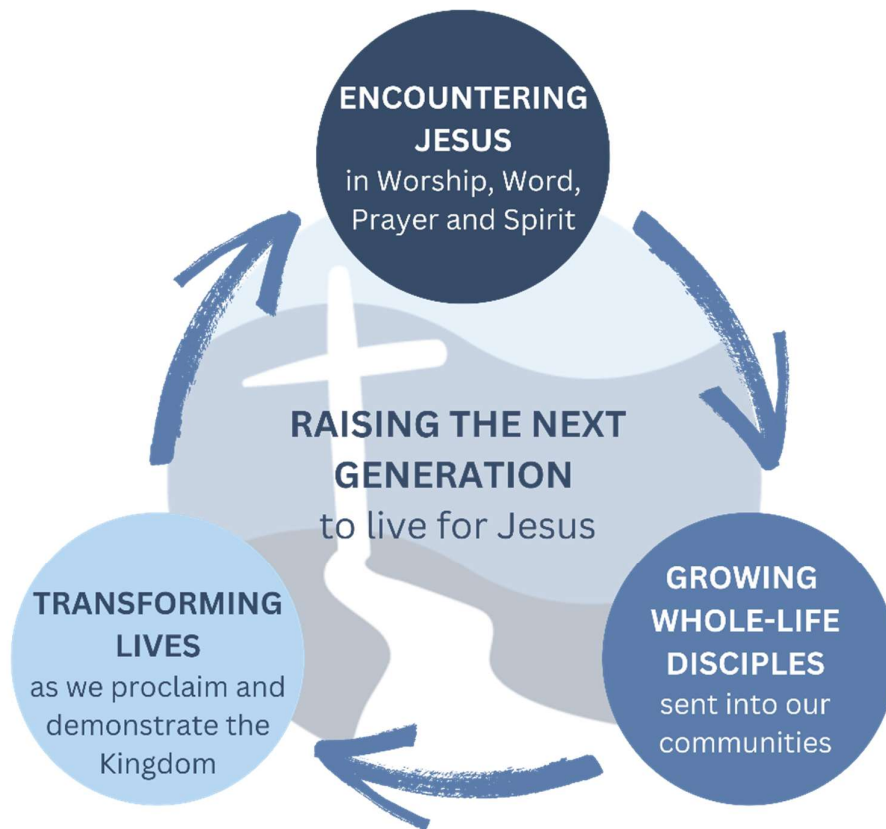
St Andrew's is also the lead church for the local (Malvern and Ledbury) branch of Christians Against Poverty (CAP) and as such responsible for the staff and finances of the local branch. CAP offers reliable, practical one to one help to those in debt and believes that no one should face debt alone.

2. Objectives and Activities

The three churches in the Chase Team work very closely together and share as much as possible, including joint mission statements to describe our core purpose:

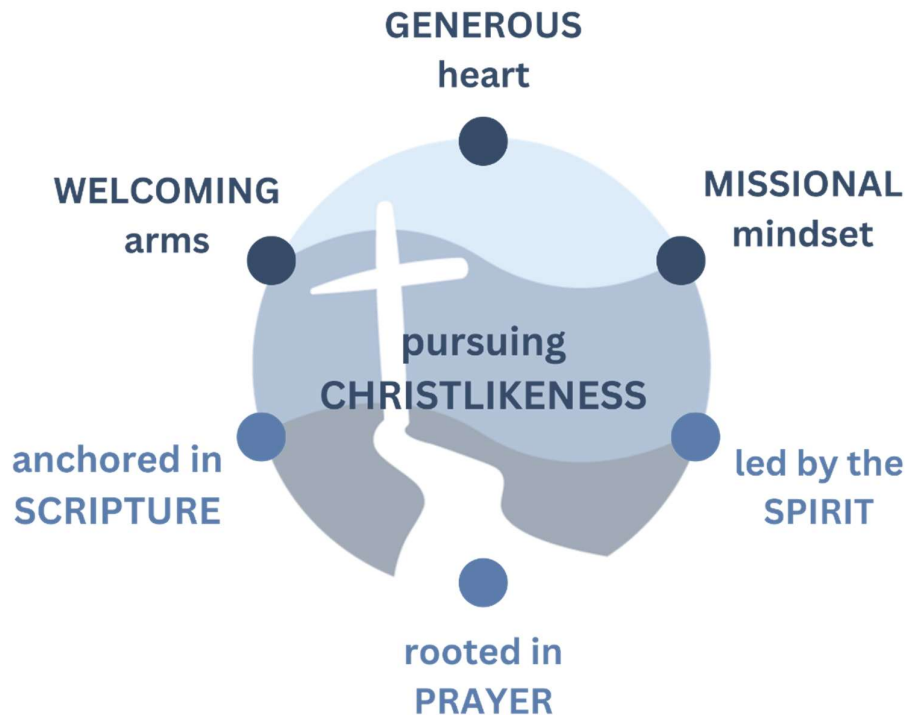
- **Encountering Jesus** in Worship, Prayer, Word and Spirit.
- **Growing whole-life, life-long disciples** sent into our communities.
- **Seeing lives transformed and communities flourish** as we demonstrate and proclaim God's Kingdom.
- **Raising the next Generation** to live for Jesus.

This is illustrated on the following diagram and all under pinned by the strapline '*Partnering with God in the flourishing of our communities*'.



It is worth particularly noting that for the 'Raising the next Generation' mission, approximately 5% of the total 0-17s and 10% of the total youth involved in the Diocese of Worcester attend regular St Andrew's young peoples' events.

The core purpose of The Chase Team is supported by the following values:



3. Public Benefit Statement

When planning and undertaking activities for the year, the PCC have considered the Charity Commission's guidance on public benefit including the specific guidance for the advancement of religion. In particular we try to enable everyone to live out their faith as part of our community through:

- Providing resources and facilities for public worship, pastoral care and spiritual development for both those living in the Parish and beyond.
- Promoting the Christian religion and Christian values for the benefit of individuals and society as a whole.
- Missionary and outreach work.
- Making the facilities of the Church Centre available to the wider community (rather like a village hall).
- Providing the Malvern and Ledbury CAP debt facilities through two (soon to be four) debt coaches supported by volunteer counsellors.

The local community directly benefits from a whole range of activities, services and events that St Andrew's provides. These include toddler groups, children's groups, youth groups, bereavement support, debt support, the Octagon Coffee Shop and provision of the occasional offices (funerals, weddings, baptisms).

The St Andrew's Church Centre is a fantastic community facility available for public hire at reasonable rates and is well used.

4. Achievements and Performance

2025 was very much a year when we built upon the formation the previous year of the Chase Team as a United Benefice, with our new Team Vicar (Rev Emily Spencer), new Operations Manager (Neil Attewell) and Youth Ministry Leader (initially Nathan Shipton and later covered by Tristan Mitchell).

The total number of our worshipping community increased by 8% in 2025 including over 100 under 18s.

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Total Worshipping Community	160	201	244	261	263	297	326	332	377	356	385
0-17s Worshipping Community	43	55	63	69	66	71	84	75	103	95	104

Our 2025 Annual Review (prepared as part of The Chase Team) for the Annual Parochial Church Meetings (available at St Andrew's Church or from our web site www.chaseteam.org/resources/annual-reviews/), gives a more detailed summary of many of our activities and achievements over the last year.

Some of the key features include:

- Continued growth of our different congregations.
- Regular children and young people's ministry including toddler groups, children and youth groups on a Sunday.
- Nearly 1000 'Easy read Gospels' given out to people in our communities free.
- Two very successful Alpha Courses which have seen several people come to faith.
- Increased involvement in our Church of England Primary Schools.
- Contributing to Churches Together 'HOPE25' outreach event in Priory Park
- Another great summer Holiday club for over 60 children.
- Supporting the work of our mission partners, both locally, nationally and internationally (including Church Mission Society, Urban Neighbours of Hope, Josiah Ventures, Msalato Theological College, Open Doors and iSingPop), donating over £20,250 to these organizations in 2025.
- Serving our community through occasional offices: funerals, weddings and baptisms.
- Supporting local people in financial difficulty through the Blessings Fund.
- Continuing to developing leadership structures, 'strategic teams' and 'congregational leadership teams' to lead in different areas of ministry.

5. Future Plans

We have sensed that for 2026 we will be continuing to build firm foundations for the Chase Team and from this expanding our ministry further.

The key areas for the coming year will therefore be:

- To appoint a new Youth Ministry Leader to lead our work amongst young people in our churches and our communities.
- Developing new and strengthened leadership structures across the Chase Team and within St Andrew's to provide further sustainability for ministry and opportunities to develop new leaders.
- Continuing to develop the Chase Team and developing continued support for the Pickersleigh Community, particularly in children and youth ministry.
- Exploring new 'worshipping communities' to reach those in our community for whom current services are not a good fit.
- Continued support and focus on 'frontline mission' and equipping people to be disciples in their Monday to Saturday lives.
- Continued involvement with our Church of England Schools including input into the Christian Vision, Parenting Courses and assemblies and lessons.

6. Fundraising Practices

The majority of St Andrew's income comes from regular giving by members of the congregation through bank transfers, payroll giving and cash collection. As much as practical is Gift Aided. Occasionally (usually not more than once a year) we run a campaign to encourage our members to review their giving or to contribute to a particular project / initiative. Some other income is collected through fees for weddings and funerals, hiring out the rooms in the Church Centre, one off donations, grants and contributions at events and similar.

7. Financial Review

Total income from all sources for the year was £307,743, compared to £295,520 in 2024, representing a 4% increase year on year.

Expenditure in the year was £328,409, compared to £314,784 in 2024, representing a 4% increase.

The net effect of these results produced a £20,736 decrease in net resources over the year to £218,325 (£239,061 at 31 December 2024). Of this:

£1,687 (2024 - £1,757) is permanently endowed,

£37,258 (2024 - £45,364) is held for restricted use and

£11,681 (2024 - £13,715) is designated by the Church for specific purposes.

This leaves £167,699 (2024 - £178,225) as unrestricted funds which, after due allowance for tangible fixed assets, gives £160,531 (2024 - £170,139) as freely available reserves for use in the future charitable activities of the Church.

We are very grateful to all those who have (and continue) to give to the work and upkeep of our church and beyond.

8. Reserves and investment policy

It is the policy of the Church that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least three month's running costs (up to approximately £80,000). The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Church's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Funds balances held in excess of short to medium-term needs are invested with the CBF Church of England Deposit Fund or are held as cash equivalent savings with Lloyds Bank on longer than 3 month terms. The endowment investment is held in a CBF Investment (Income) Fund. The church has no loans against these funds.

The Trustees have assessed the major risks to which the Church is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

9. Structure, governance and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. Annually, and well in advance of the Annual Parochial Church Council meeting, all members on the electoral roll of St Andrew's are invited to be nominated to sit or re-sit on the PCC for a 3-year period. If too many members are nominated, a simple vote is conducted at the Annual Parochial Church Council meeting.

The PCC locally manages St Andrew's Church building, the St Andrew's Church Centre and the grounds on behalf of the Diocese of Worcester. This includes short and long term maintenance and enhancement of the assets.

The administrative and support costs and clergy expenses for The Chase Team are shared between the three PCCs on the basis of the size of congregations and affordability. The clergy stipends are met by the Church Commissioners.

St Andrew's employs two part-time cleaners and jointly on behalf of The Chase Team, employs:

- An Operations Manager. To oversee and manage all of the practical, administrative and operational aspects of church life and play a vital role in supporting our leadership and congregations.
- A Personal Assistant to the Rector (part time) for the latter part of 2025.
- Our Office Administrator (part time) continued through 2025 and also provide support for the Church Centre including managing external bookings
- A Youth Ministry Leader. This important post was filled (30 hours per week) to the end of August 2025 and is currently being re-advertised. In the meantime, a member of the congregation covered the role and has been paid part time since November

2025.

- A Children and Families Ministry Leader (part time) and an Assistant Children and Families Ministry Leader (part time).

In addition, as the lead church for Christians Against Poverty (CAP) in the Malvern & Ledbury area we employ two part time staff as the CAP Debt Centre Manager and the CAP Debt Coach.

The PCC typically meets approximately seven times per year. Between meetings, any urgent day to day business of the PCC is undertaken by a Standing Committee consisting of Chair, Vice-Chair, Churchwardens, Parish Safeguarding Officer, Treasurer and Operations Manager. Any decisions taken by the Standing Committee are summarised at the subsequent PCC Meeting.

When appointed, new PCC members confirm their eligibility to be a Charity Trustee and are provided with an introduction to their role, typically including how the PCC operates, the importance of being a Charity Trustee and a Church financial introduction/overview.

The PCC has in place a high-level risk register to cover its overall responsibilities and reviews this on a regular basis to ensure that it is addressing all aspects of its responsibilities, including those as Charity Trustees.

The PCC responds positively and implements all appropriate legislation linked with health and safety and disability. Examples include:

- A Health & Safety Policy is in place and reviewed annually, supported by an appropriate set of responsibilities, rules and risk assessments. This includes a fire risk assessment and appropriate test procedures, e.g. fire alarms, emergency lighting, gas and electrics.
- The Church Centre provides level access to virtually all areas and provides fully compliant disabled facilities.

10. Safeguarding

The PCC has fulfilled its duty to comply with the House of Bishops' Safeguarding Policy and Practice Guidance.

During 2025, 33 members of the church have completed DBS checks and 106 training courses have been completed at various levels. A few safeguarding concerns have arisen during the year, which have been addressed promptly by the Rector and the Parish Safeguarding Officer. Support and advice have been sought from the Diocese.

During 2025, some of our members were affected by a data breach through the organisation which handles DBS checks for Worcester Diocese. We followed all requirements and advice to report and handle the breach correctly.

The parish is now compliant with all Church of England requirements. All required documents and procedures in place and good practice is being implemented.

11. Reference and Administrative Details

Full Name:

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Malvern.

Charity Registration Number: 1128973.

The Church is an unincorporated charity constituted as detailed earlier in this report.

Address

St. Andrew's Church, Churchdown Road, Malvern, WR14 3JX

Secretary and Contact

Covered by the Operations Manager, c/o St. Andrew's Church, Churchdown Road, Malvern, WR14 3JX.

Leadership

Rector: Revd Dave Bruce
Vicar in The Chase Team: Revd Emily Spencer

Retired Clergy: Revd Nick Clarke
Revd David Ritchie
Revd Mark Slater
Revd Helen Wilkinson

Operations Manager: Neil Attewell

Youth Ministry Leader: Nathan Shipton (to 31st August 2025)
Tristan Mitchell (cover from 1st September 2025)

Children and Families Ministry Leader: Helen Attree
Assistant Children and Families Ministry Leader: Ruth Wharton

Wardens: Steve Beldon
Carole Nicholls

Locally Licensed Ministers: Derham Cook
Judith Keene
Heather Williamson

Deanery Synod Representatives: Jane Mortimore

Christians Against Poverty Malvern & Ledbury:
Denise Ditchburn (Debt Centre Manager)
Kat Costello (Debt Coach)

Trustees (PCC Members)

The trustees (PCC Members) who served during the year were:

Dave Bruce (Chair)
Emily Spencer (Vicar)
Derek Barnes (Vice Chair)
Steve Beldon (Church Warden)
Carole Nicholls (Church Warden)
Andy Lymer (Treasurer)
Derham Cook
Nick Fane
Val Fane (Parish Safeguarding Officer)
Graham Harvey (from 6th April 2025)
Roger Kennell (Co-opted to 6th April 2025)
Sylvia Knott
Anna Laidler
Jin Mehta
Tristan Mitchell
Jane Mortimore
Jennifer Oakley
Colin Robbins
Helen Simpson
Heather Williamson
Helen Wilkinson

11. Declaration:

The Trustees (PCC) declare that they have approved this Trustees Annual Report at their meeting on the 26th March 2026. Signed on behalf of the PCC:



Revd Dave Bruce MA
Chair



Dr Derek Barnes
Deputy Chair