



**The Parochial Church Council of the  
Ecclesiastical Parish of St Martin Cambridge**

**Annual Parochial Church Meeting  
2025**

**Sunday 11<sup>th</sup> May 2025**

After the morning service  
(Approximately 11:45 am)

## Contents

Agendas for 2025 AMP and APCM Meetings.....	3
Minutes of 2024 AMP and APCM Meetings.....	5
Vicar's Vision Statement – Looking Forward.....	9
Electoral Roll 2025 .....	10
Annual Report of the PCC .....	11
Safeguarding Report .....	13
Deanery Synod Report .....	14
Children and Young People's Groups.....	14
Pastoral Care .....	15
Ministry Partners Support.....	15
Causeway.....	16
Tommy's Community Café Report .....	16
Food Hub Report .....	16
Fabric Report .....	17
Treasurer's Report and Financial Review .....	18
Financial Figures for APCM 2024.....	22
PCC Structure, Governance and Management.....	24

The Independent Examiner's Report and Consolidated Financial Statements are available on request from the PCC Treasurer.

## Agendas for 2025 AMP and APCM Meetings

### Annual Meeting of Parishioners (AMP) also known as the Vestry Meeting

*Meeting to elect churchwardens open to all parishioners within the Parish of St Martin Cambridge*

1. Opening Prayer
2. Election of Churchwardens
3. Meeting closes and APCM will begin

### Annual Parochial Church Meeting (APCM)

*Annual meeting for members on the Electoral Roll of St Martin Cambridge*

1. Opening Prayer
2. Apologies for absence
3. Adoption of Minutes of the APCM held on Sunday 19<sup>th</sup> May 2024
4. Adoption of the 2025 Electoral Roll
5. Adoption of statutory Annual Reports for 2024 incorporating:
  - a. Proceedings of PCC
  - b. Safeguarding Report
  - c. Fabric Report
  - d. Treasurer's Report
  - e. Deanery Synod Report
6. Adoption of 2024 Finance Accounts
7. Appointment of Independent Examiner for 2025
8. Elections and appointments to PCC - 2 PCC members to serve 3 years
9. Election and appointment of Deanery Synod representative
10. Resolutions and Recommendations (preferably submitted beforehand in writing)
11. Closing Prayer

### Meeting of New PCC

A short meeting of the **new** PCC follows the APCM to agree PCC appointments for the coming year and confirm the date for the first full meeting in June 2025.

- a. Election of PCC Deputy Chair
- b. Election of PCC Treasurer
- c. Election of PCC Secretary
- d. Election of Electoral Roll Officer
- e. Agreement of co-opted PCC members (maximum of 2)
- f. Appointment of Standing Committee
- g. Adoption of PCC "Standing Orders"

**In order to save time at the APCM the enclosed papers will be taken as read.**

**Please read them before the meeting. Time will of course be allowed for questions and comments.**

**IMPORTANT**

**Nominations for Churchwardens or election to PCC**

If you wish to nominate someone for any office, please ensure that they are willing to serve if elected and write their name on the nomination sheets available from the vicar.

Nominations for churchwardens must be submitted to the vicar before the day of the AMP.

Nominations for PCC or other offices (e.g. Deanery Synod representatives) may legally be nominated during the course of the APCM, but it is better for everyone to have candidates nominated beforehand to allow attendees time to consider the nominees.

If there are more candidates than vacancies in either meeting, there will be a secret ballot during the relevant meeting.

## Minutes of 2024 AMP and APCM Meetings

- Both meetings were held on Sunday 19<sup>th</sup> May 2024 at St Martin's Church.
- Notes about voting: Decisions will be made by consensus unless a vote is requested on a particular point.
- The AMP was chaired by Johannes Roth and the APCM by Dave Baker.
- Both meetings were attended by 30 members of the Electoral Roll.
  - See *Appendix 1* for a list of attendees.

### **Annual Meeting of Parishioners (AMP) also known as the Vestry Meeting**

*Meeting to elect churchwardens open to all parishioners within the Parish of St Martin Cambridge*

#### **1. Opening Prayer**

Johannes opened the meeting in prayer.

#### **2. Election of two Churchwardens**

Nominations had been received for David Lanham and Dave Baker. As there were only two nominations an election was not needed therefore both David Lanham and Dave Baker were accepted as Church Wardens.

#### **3. Meeting closed and APCM began.**

### **Annual Parochial Church Meeting (APCM)**

*Annual meeting for members on the Electoral Roll of St Martin's Cambridge*

#### **1. Apologies for absence**

Apologies were received from the following:

Tim Brunton, Jenny Hale, Anne Kelly, Cathy Lanham, David Leiwe, Wil Leiwe, Cheryl Maruzzi, Lino Maruzzi, Janet Mathole, Smart Mathole, Sue Morris, Sheila Pyle, Brenda Thorpe, Colin Thorpe.

#### **2. Adoption of Minutes of the APCM held on Sunday 14th May 2023**

It was noted that on page 5 item 4 the incorrect date of 2020 had been inserted. This should be changed to 2022.

The minutes were adopted with this correction included.

#### **3. Adoption of the Draft 2024 Electoral Roll**

David Lanham summarised the Electoral Roll as follows:

2023 – 123 members. 2024 – 120 members. 4 members have been removed due to 1 member dying and 3 moving away from the area. 1 young person has been added as they have reached the age of 16.

The draft Electoral Roll was adopted unanimously.

**4. Adoption of statutory Annual Reports for 2023 incorporating:**

**a. Proceedings of PCC**

There were no questions, and the Proceedings of the PCC were adopted.

**b. Fabric Report**

There were no questions, and the Fabric Report was adopted.

**c. Treasurer's Report**

A question was raised as to whether the figure in the report regarding the chair fund was accurate. Judy confirmed that it was correct.

There was a comment about the amount spent on the refurbishment of the disabled toilet at St Thomas's seeming rather high. Judy confirmed that this was the total expenditure for this project.

A question was asked about the balance in the building fund. Judy informed the meeting that we still expect a final payment of around £5,000 to the builder and PCC have agreed an expenditure of around £3,000 for the servery and new tops for the café tables in the church. This will mean that the building fund will be fully allocated.

A question was asked about our current situation with parish share. Judy explained that although we have not paid the full figure, we are working toward increasing this to the full amount when we are able. It was reported that we are not alone in this situation, with other churches also paying less than the full share. PCC have already agreed to waive the rebate this year and donate our share to the chaplain-for-the-homeless fund. Judy informed the meeting that she does have precise figures if people would like to see them.

Regarding the outlook for 2024 on page 22 of the report, it was asked if it was correct that there are further plans for improvements. David Hathaway outlined some of the ideas and clarified that the Building Project team is taking a break at the moment before moving forward with these.

The meeting expressed their gratitude to Judy for her hard work and the financial report was adopted.

**d. Deanery Synod Report**

There were no questions, and the report was adopted.

**e. Safeguarding**

There was a question regarding the reference to 'several safeguarding issues'. It was felt that the numbers should be included in order that this can be monitored on an annual basis. It was agreed that the safeguarding team would discuss this and bring it to PCC for further discussion. The report was adopted.

**5. Adoption of 2023 Finance Accounts**

There were no questions, and the accounts were adopted.

**6. Appointment of Independent Examiner**

It was agreed that Geoff Mann should be appointed again this year.

**7. Election and appointment to PCC (5 PCC members to serve 3 years):**

No nominations were received. PCC can co-opt up to 2 members at a later date if required. David Lanham has been in discussion with a young person who has expressed an interest to be involved but cannot commit to a full 3-year term.

The PCC now consists of:

**Ex officio:**

Johannes Roth – Vicar (Chair)

Chrissy Cole – Associate Vicar

Elizabeth Baker - Curate

Dave Baker – Church Warden (Deputy Chair)

David Lanham – Church Warden

Cordelia Myers – Deanery Synod Representative 2023–2026

**Elected:**

Judy Brunton – Treasurer 2023–2026

Liz Wells 2023–2026

Hazel Trocian 2022–2025

Janet Mathole 2023–2026

**Invited:**

Hayley Wood - PCC Secretary – (non-voting)

**8. Election and appointment of two representatives to the Deanery Synod**

Cordelia confirmed that she is willing to continue in this role. There were no further nominations.

## **9. Resolutions and Recommendations**

- a. A resolution was received requesting that PCC include a short summary in The Link of matters discussed and decisions made at each PCC meeting, as was done during Covid. This would help provide information to the congregation about matters being discussed and make the PCC more transparent. This resolution will be taken to PCC for discussion.

The congregation were reminded that they are welcome to ask questions of the PCC at any time.

- b. It was suggested that the position of the Electoral Roll Officer be included in this meeting and the attendees were asked if anybody would be willing to take this on. No volunteers came forward.

## **10. Closing Prayer**

Dennis Burch closed the meeting in prayer.

## **Appendix 1: List of those attending on the Electoral Roll**

Margaret Beasley, Dave Baker, Elizabeth Baker, Julie Brook, Judy Brunton, Dennis Burch, Jenny Burch, Hilary Carr, Chrissy Cole, Mike Cole, Mary Hall, Simon Hall, David Hathaway, Kornelia Hathaway, Richard Henchie, Rosemary Hogg, Rachel Hunt, David Lanham, Margy Lewis, Geraldine Millar, Cordelia Myers, Glenn Myers, Catherine Roth, Johannes Roth, Pat Rudd, Sharon Simpkins, Hazel Trocian, Liz Wells, Hayley Wood, Malcolm Wylie.



## Vicar's Vision Statement – Looking Forward

As we gather for our APCM this year, we hear again the words of Jesus in John 15:

*'I am the vine; you are the branches.  
If you remain in me and I in you, you will bear much fruit;  
apart from me you can do nothing.'* (John 15:5)

Jesus calls us not simply to *work for Him*, but to *abide in Him*. To *remain* in his presence. All true growth - in our lives, in our church - flows from us abiding deeply in Christ, through prayer, worship, and obedience. This is not about being busy but knowing where we belong. And as we seek that quality time with God we will see him do mighty things!

Jesus reminds us that His Father, the Gardener, lovingly tends the vine; *'He lifts up every branch in me that bears no fruit, while every branch that does bear fruit He prunes so that it will be even more fruitful.'* (John 15:2)

Growth in God's kingdom often comes with pruning; lifting up the broken, cleaning what has fallen into the dirt, cutting away what is diseased or unhelpful. This can be painful - letting go of old habits, cherished routines, or even ways of thinking - but it is always driven by love and the promise of new life.

At St Martin's, we sense that God is inviting us into this process; to pray, to wait with patience, to prune what needs pruning and to trust Him for the new growth that will surely come.

Earlier this year, the clergy alongside Margy Lewis as our Licensed Lay Minister and David Baker as Churchwarden, attended Ely Diocese's *Leading Your Church into Growth* (LyCiG) training. Inspired by this, we are taking deliberate steps to:

- Strengthen our outreach through D-Groups organising termly events of testimony and hospitality.
- Deepen our prayer life, praying regularly and intentionally for new contacts and relationships.
- Equip each other to share our testimonies, practicing the art of telling the good news of what Jesus has done.
- Develop more engaging and accessible worship, praying for new musicians, and creating space for all generations to encounter God.

Alongside our prayer for spiritual harvest, there is the very practical prayer for workers to bring it in. As Jesus said: *'Ask the Lord of the harvest to send out workers into his harvest field.'* (Luke 10:2) And sometimes, we must be ready not only to pray - but to *pay* for those workers if we cannot be them ourselves.

## St Martin's Church, Cambridge

We have seen the generosity of God at work in our midst; raising £250,000 for a new roof when it seemed impossible. We are a blessed people. This year, we may again be called to put our "pockets where our hearts are" - not from a place of poverty or fear, but from **a joyful vision of growth**. How exciting it will be to see what God will do!

As part of this joyful vision, we are beginning to pray specifically for the provision of a Family and Youth Worker: someone whom God is even now preparing for ministry among us. We pray that we may see not only a multiplication in numbers, but even more so a deepening of love and commitment to God within our church family. We pray we might be empowered by the Holy Spirit, even if we feel physically frail - trusting that God will provide where we fall short. *Where we fail, God provides.*

In recent weeks, as we celebrated Easter, we remembered during Café Church the story of Jesus meeting Peter after an unsuccessful night of fishing (John 21). Jesus simply asked Peter to obey - to throw his nets once more. And the result? A miraculous catch - **153 fish** counted one by one. Imagine when one by one, new people were added to our number. Will we be ready to welcome them? Will we be ready to be inconvenienced, to love deeply, to make space for others who may be very different from us? Will we lay down grudges, preferences and expectations - and simply love as Jesus commands us?

It is appropriate to include here the *Leading Your Church into Growth* (LyCiG) prayer for growth:

"God of Mission, who alone brings growth to your Church, send your Holy Spirit to give, vision to our planning, wisdom to our actions, joy to our worship, and power to our witness. Help our church to grow in numbers, in spiritual commitment to you, and in service to our local community, through Jesus Christ our Lord."

As we pray for God's Kingdom to come, as we pray "renew your church", let each of us pray with humble hearts: "**Lord, start with me.**" Amen.

Johannes Roth, vicar

## Electoral Roll 2025

A new Electoral Roll was prepared in 2025 in line with the Church of England regulations. The new roll contains 92 members, a decrease of 28 from the 2024 roll. There were 41 removals, including those who did not respond to the new roll request and 13 additions.

### Summary

Removals	41
Additions	13
Roll for 2025	92
Total change from 2024	-28

David Lanham, Electoral Roll Officer

## Annual Report of the PCC

### Objectives and Aims

Our mission:

*Inspired by the Holy Spirit we will:  
Devote ourselves wholeheartedly to God;  
Care for those in need and for God's world;  
Widely share Christ's teaching;  
Lovingly support each other.*

Our motto:

*'Heart and soul, mind and strength for God' based on Mark 12:30*

### Achievements and Performance

- The PCC supported the vicar and ensured that the worship of the church was maintained, and appropriate services provided for special occasions.
- The PCC supported the Churchwardens in the care and improvement of the church property, approving and funding various works.
- The PCC monitored the church finances, supporting the work of the Treasurer, Judy Brunton and it maintained a comprehensive and up-to-date insurance package.
- The PCC monitored the suitability of those working with children and vulnerable adults with Hazel Trocian and Janet Mathole, our Safeguarding Officers.
- The PCC monitored the safety and security of the premises and maintained the fire alarm system.
- The PCC employed an Office Manager and a Facilities Manager to provide support to the clergy and churchwardens in the day-to-day running of the church and premises
- The PCC employs a cleaner to ensure people using the church facilities have a clean environment.
- The PCC has continued to engage with the local community and a number of community groups use our premises, contributing financially as appropriate.

### PCC Community and Public Benefit Statement

The PCC's role is to assist the vicar in promoting the whole mission of the Church - pastoral, evangelistic, social, and ecumenical in the parish. This was enacted throughout the year and the following highlights how the PCC sought to deliver on our mission statement.

### Ministry and Mission

All the church groups fit into a single structure of pastoral support and teaching as Discipleship Groups.

The Ministry Partners team recommends to PCC the wise allocation of 10% of our income from regular donations to a portfolio of ministry and mission partners: a range of societies and longstanding missionary support commitments. The amount transferred to the Mission & Ministry Fund in 2024 was £7,400 (2023 £8,900).

### **Community Engagement**

A number of community groups use our premises, most contributing financially as appropriate. The PCC took on responsibility for the Coleridge Food Hub in 2022 and were awarded two Warm Spaces initiative grants from Cambridge City Council. In 2023 we received an Area grant from Cambridge City Council, to help maintain our work at St Thomas's and a small grant referred to as a Kickstarter grant for other community activities. The Warm Spaces initiative from the government has ceased but our groups continue such as Craft Cafe and Bowls. Tommy's Cafe continues at St Thomas's.

Several churches use our premises for worship. We are committed to maintaining long-term relationships with other worship groups in Cambridge and support them in their own ministry.

The church is part of the South Cambridge Deanery and has a partnership with St Philip's Church. The Church is an active founder member of the Romsey Town Churches. The church supports the work of Romsey Mill Youth and Community Centre in various ways. The church is associated with One-Two-Eight and 130 Suez Road which are assisted living centres for people with learning disabilities, originally set up by the PCC, now managed by Voyage Care.

### **Worship**

We maintained a regular pattern of Sunday worship and weekday services including in person and on Zoom. Throughout 2024 we held a Breakfast Church, meeting early Sunday morning on the first Sunday of the month. We have welcomed a number of new members to the church, and continually thank God for his provision for us.

### **Volunteers**

The PCC and churchwardens also express their gratitude to all those volunteers who work to support the life and ministry of the church; those who participate in services, lead worship, teach our young people, make home visits to the ill, run activities and groups, arrange flowers, dust and clean, provide refreshments after events, take part in maintenance and gardening tasks or any of the many other actions which make our church such a welcoming centre of fellowship and community.

David Lanham, Churchwarden

## Safeguarding Report

The Safeguarding Team comprises Hazel Trocian and Janet Mathole (Parish Safeguarding Officers), Chrissy Cole (clergy link), and David Lanham (PCC link and churchwarden).

At the APCM held in May 2024 a request was made that PCC inform the church of the number of incidents occurring during the year. During 2024 the team dealt with 5 issues with support from the Ely Diocesan Safeguarding team where necessary.

### What have we done to improve Safeguarding?

In July 2024 the parish Safeguarding Policies were updated, and copies are available for reference in the entrance foyers at St Martin's and St Thomas's and also on the church website. The Safeguarding team strongly recommend all members read through them.

Early in the year, after diocesan advice, the PCC agreed that we should not put surnames on the Link sheet prayer list, to protect vulnerable people. The Safeguarding Sunday service on 17th November was well received and coincided with the resignation of the Archbishop of Canterbury, Justin Welby, over historic Safeguarding failures. This brought home the crucial importance of safeguarding the young and the vulnerable within our church fellowship.

During 2024 the PCC used the diocesan online Parish Dashboard to review and monitor our progress against the church's Safeguarding Action Plan, which covers all aspects of safeguarding including legal requirements, training, activity reviews and policy management.

### Compliance with Church governing policy

The PCC has a legal requirement to report on safeguarding progress and include a statement on whether it has complied with their duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

The PCC confirms it has complied with this duty. The Church of England continues to invest significant money and resources into safeguarding across the whole church. This in part is to remove the misconception that safeguarding is just about protecting children. The Church of England's campaign is called Promoting a Safer Church, and they call all churches to share their commitments to safeguarding. We, as St Martin's parish Cambridge, share these commitments to:

- Promote a safer environment and culture
- Safely recruit and support those with responsibilities to children and vulnerable adults
- Respond promptly to every safeguarding concern or allegation
- Care pastorally for victims/survivors of abuse or other affected persons
- Care pastorally for subjects of concerns/allegations of abuse and other affected persons
- Respond to those that may pose a present risk

Hazel Trocian

## Deanery Synod Report

This report covers the three Cambridge South Deanery Synod meetings of 2024 which took place on February 29<sup>th</sup> at St Mark's Church, May 21<sup>st</sup> at St Andrew's Chesterton and October 22<sup>nd</sup> at St Andrew's, Cherry Hinton. Johannes attended the first meeting, Cordelia the second and Chrissy and Cordelia the third. It is a privilege to hear about the work of other parishes and to be challenged by and learn from their experiences.

There is a new Deanery Development plan which considers how we can reach into new, local housing estates and build the number of clergies in the deanery. As a deanery we have agreed, along with other deaneries, to help sponsor a Bishop's Officer for Homelessness (Ely Diocese) for a period of three years.

The focus of each of the three meetings was collaboration among community organisations, Open Christian Learning and the work of the Cathedral. Full reports of the meetings are available in the PCC minutes.

Cordelia Myers

## Children and Young People's Groups

During 2024 we continued to run two groups for our children and young people; one for primary aged children and the other, Trailblazers, for those at secondary school, or 6<sup>th</sup> Form.

Throughout the year, our primary age group was led by Anne Kelly and Rachel Hunt with support from Rebecca Hudson and recently Sophy Simpkins. We have 15 children attending, ranging from 6 to 11 years old and an average of 8 children each session. In June the team changed from using Scripture Union resources to the 'All Age Sunday School' books by Lois Keffer. The advantage is these cater for the different ages in our group and the activities have proved popular. Sessions start with a game, followed by a Bible story (often dramatized), its application to our lives, then usually a craft activity and prayer. We also enjoy a biscuit and drink, and make use of the garden most weeks.

Trailblazers had up to six people attending, led by Catherine Roth. Meetings start with a game, then continue with a Bible study and discussion alongside a snack. Sessions end with prayer. During 2024 we used several resources: *The Purpose Driven Life*, *Christianity Explored* and recently the *Life Builder's Galatians Bible Study*. Wil Leiwe assisted with Trailblazers until the summer of 2024. However, since then we are only able to run when we have a second adult leader for safeguarding compliance. The Galatians Bible study allowed continuity when the young people stayed in church, rather than in Trailblazers. Our young people give us much to be thankful for; they are extremely supportive of each other and all of them have taken some additional role in church, whether helping with the sound desk, or assisting with coffee after the service.

## St Martin's Church, Cambridge

We have combined the two groups (Primary age and Trailblazers) for some joint sessions, including making posies for Mothering Sunday, performing a nativity rhyme at Christmas, making hot cross buns on Good Friday, and an egg hunt on Easter Sunday. We also held events advertised to the wider parish community, such as our Lantern Walk in November and the Christingle service in December.

Rachel Hunt and Catherine Roth

### **Pastoral Care**

Several people visit the sick and the elderly, some of whom are housebound, in hospital or in care homes. Colin and Brenda keep the Link sheet prayer page up to date through visits and phone calls.

Urgent messages sent to the St Martin's Prayer distribution group email now need to be sent via a message to the clergy as the Microsoft 365 security protocols have caused issues, delaying or blocking emails sent from non-church accounts.

Colin and Brenda Thorpe

### **Ministry Partners Support**

The team met every couple of months to pray for all of our Ministry Partners and to address any issues as needed. Specific members of the Team have particular involvement with individual partners or couples and provide personal updated news. The team provide a monthly Ministry Partner focus to the fellowship, usually on the second Sunday of the month.

During the year all our Ministry Partners and their work were spotlighted in these sessions: Robinson & Sri in Indonesia, Neil Perry spoke on the work of Romsey Mill, Rosemary Hogg talked about The Busoga Trust, Elizabeth Baker reported on Abi & Stu's work, Dave Baker spoke about All Nations Christian College. In addition, we had a representative from Friends International share about the Summer Cambridge International Outreach, Ben Harding spoke about his work with UCCF, Stan and Beth gave an account of their visit to Andrew and Laura in Asia, and we saw a moving film about the relief work of TEAR Fund.

The second Sunday in October was Mission Sunday and stands were set up with information on our Ministry Partners. The fellowship used these as prayer stations for a time of thanksgiving and intercession for all our partners.

As a team we are grateful that the fellowship continues to be mission focused.

Stan and Beth

## **Causeway**

The Causeway group, for people with learning disabilities, has continued to meet once a fortnight during term time. Eight or nine people come regularly and Chrissy is in touch with six others who are unable to join the meetings in person. There is a main theme for each term; in 2024 this included 'Heroes in the Bible' (over 2 terms) and 'What did Jesus do for me?' The meetings include an activity linked to the teaching point, usually craft or drama. We have also tried, with some success, to play Boccia (a form of bowls) and parachute games.

Other activities included annual barbecues in July and September and hosting a regional celebration for groups like Causeway across East Anglia. Over 70 people attended from places such as Bedford, St Albans, and Stevenage. The theme was 'Harvest', and we took a harvest offering for Jimmy's Night Shelter and Tommy's Community Larder. The Bible teaching focused on the story of Ruth. We are grateful for the help of Jenneke Klos who helped to run the day and works for 'Count Everyone In', a charity with which we have close contact. In December we held our third Christmas party and over 30 people came from as far away as March - it was voted a great success.

Chrissy Cole

## **Tommy's Community Café Report**

Tommy's café continued to open every Tuesday morning, apart from a short break in the summer and over Christmas. Numbers remained steady around 30 people joining each week. Wil Leiwe was awarded a grant by Cambridge City Council that allowed the team to continue offering breakfast, which was greatly appreciated by those who attended. In September, Wil stepped down as a leader, as she prepared for a move to Sussex. Wil has ensured there is an amazing team of helpers to continue without her. During the year we held a MacMillan coffee morning, which raised about £30 and also had a Christmas party, when everyone brought party food instead of breakfast and we played games and sang Christmas songs.

Chrissy Cole

## **Food Hub Report**

At the beginning of 2024, the decision was taken to scale down the Food Hub to a more financially viable model, so the Community Larder was opened at Tommy's café instead. This offers a small selection of dried goods (e.g. tins, pasta) and surplus bakery items from local supermarkets. The dried goods are provided by residents in Coniston Way, who have been very faithful in collecting several bags of food every week. The Community Larder also collects from the donation box at the Co-op on Adkins corner. We ask people to take a limited number of tins and packets and to pay a donation if they are able. About 20 people a week who come to Tommy's are using the larder and some people who used to go the Food Hub are now coming to the café. One or two people come to collect food, but do not stay. At Christmas we took part in the Christmas Bag scheme, organised by Cambridge Sustainable Food. They provided 20 bags of Christmas treats and 20 bags of Christmas vegetables, which we were able to give out through Tommy's café.

Chrissy Cole



## **Fabric Report**

Maintenance and upkeep of St Martins' and St Thomas's has been co-ordinated and carried out by the Fabric team in collaboration with the Wardens. The Fabric team is also grateful for the Facilities Manager who monitors St Martin's and St Thomas's. Work by contractors was managed by collaborative oversight of the Fabric team and Facilities Manager.

### St Martin's church

The central worship area has been back in use for 18 months and the refurbishment delivered what was hoped for – a warmer, brighter and more flexible space. The new wooden chairs are in place and have generated very positive feedback. A new audio-visual control desk and a coffee/tea servery (in a beech finish to match the new furniture) have been installed in old choir area at the west end of the church. The latter allows easy serving of refreshments after services and some small tables are now deployed for people to sit around. The old pews are being disposed of (for a suitable donation), or used to make bespoke items of furniture, e.g. new bookshelves at St Thomas's and St Martin's, and a new cover for the baptistry at St Martin's. New video cameras, monitors, and associated computer equipment have been installed to replace the projector which has improved visibility in church and allowed streaming of services via Zoom to a significant number of people who are unable to attend services in person. Plans are in development for the other improvements identified by the Building Project team, including improving the welcome area, forecourt and access to the rear garden for events.

Heating in the church space is now from 6 gas-fired heaters as the 7<sup>th</sup> heater was decommissioned as unsafe. However, the improved insulation means the 6 heaters are more than adequate and replacement of the 7<sup>th</sup> heater has been deferred. Minor works outstanding from the building project were also carried out, e.g. installing new handrails to assist less able people to safely use the steps at the west end of the church. Other refurbishments and updates to the facilities were implemented as needed by members of the Fabric Team, alongside the regular ongoing maintenance provided by the twice-yearly work parties (spring and autumn).

### St Thomas Hall

St Thomas Hall continues to be well used by various hirers and church groups and the parish Sunday evening service. The data projector that was in St Martin's has been installed at St Thomas's and is available for use by both church users and hirers. Other routine maintenance and repair jobs have been carried out by members of the Fabric Team.

### Parsonage (18 Ancaster Way)

No major works were necessary during 2024, and the long-term tenant only reported minor issues. Maintenance tasks were carried out as needed and the tenancy remains managed by Cheffins.

### Church Plate

The church plate remains safe and in good order.

David Baker, Churchwarden

## **Treasurer's Report and Financial Review**

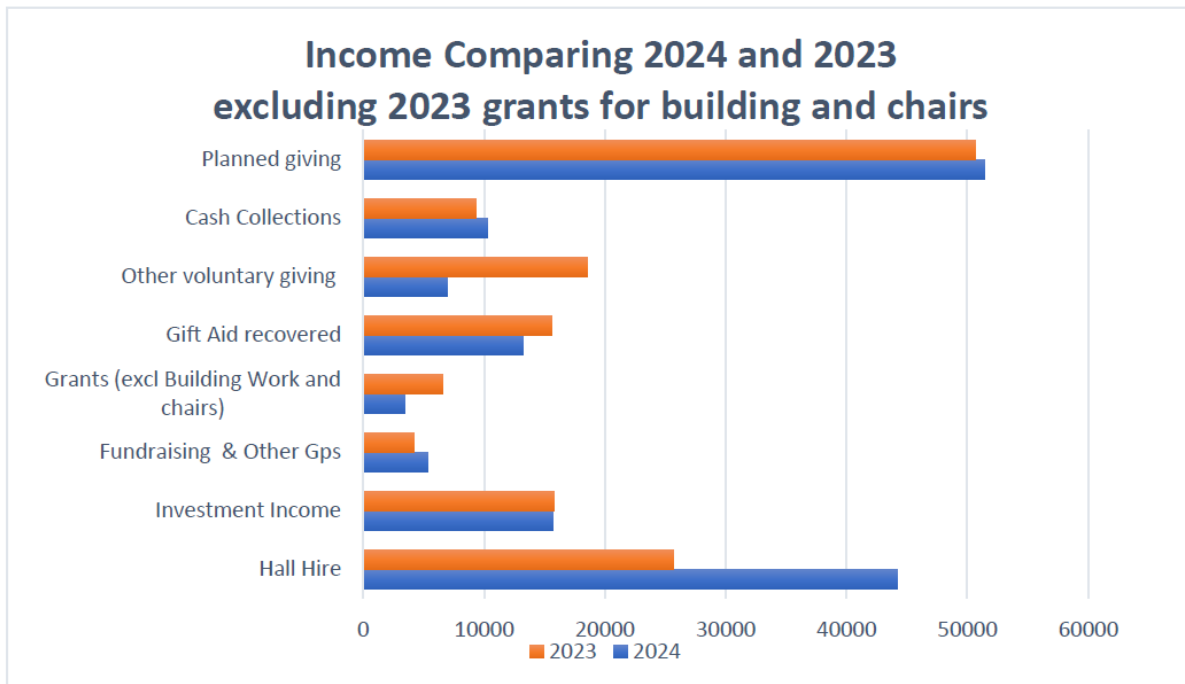
This report outlines the financial position at the end of 2024, of the accounts of St Martin's PCC including the subsidiary accounts for Men's and Women's breakfast. The accounts presented here are taken from the formal Annual Report and Accounts for the year ending 31st December 2024 which can be obtained from myself or the Office Manager.

I would like to thank those who have helped manage the church accounts over the year – Hayley Wood (Office manager), Janet Mathole (cash and cheque banking), Brenda Thorpe (Gift Aid), Hazel Trocian (Facilities Manager), Geoff Mann (our Independent Examiner), and everyone who manages small group accounts for the church.

During 2024 the remainder of the building Fund (£14,266) was spent on cameras and screens and a new laptop to enhance the Audio-Visual experience in our refurbished worship space. We also purchased a Credenza, a Mixing desk cabinet and 6 new tabletops for the main church. Some of the wood for these projects came from the pews that were removed and replaced with new chairs. Some more pews were sold during the year raising £275 and there were further donations to the chair fund. However, the final payments for the chairs exceeded the chair fund balance by £4,599. This has been covered by a transfer from the General Fund and the Chair Fund is now closed. The PCC decided to carry forward the small negative balance on the Building Fund in the hope of raising funds in the future for further improvement work on the St Martins building.

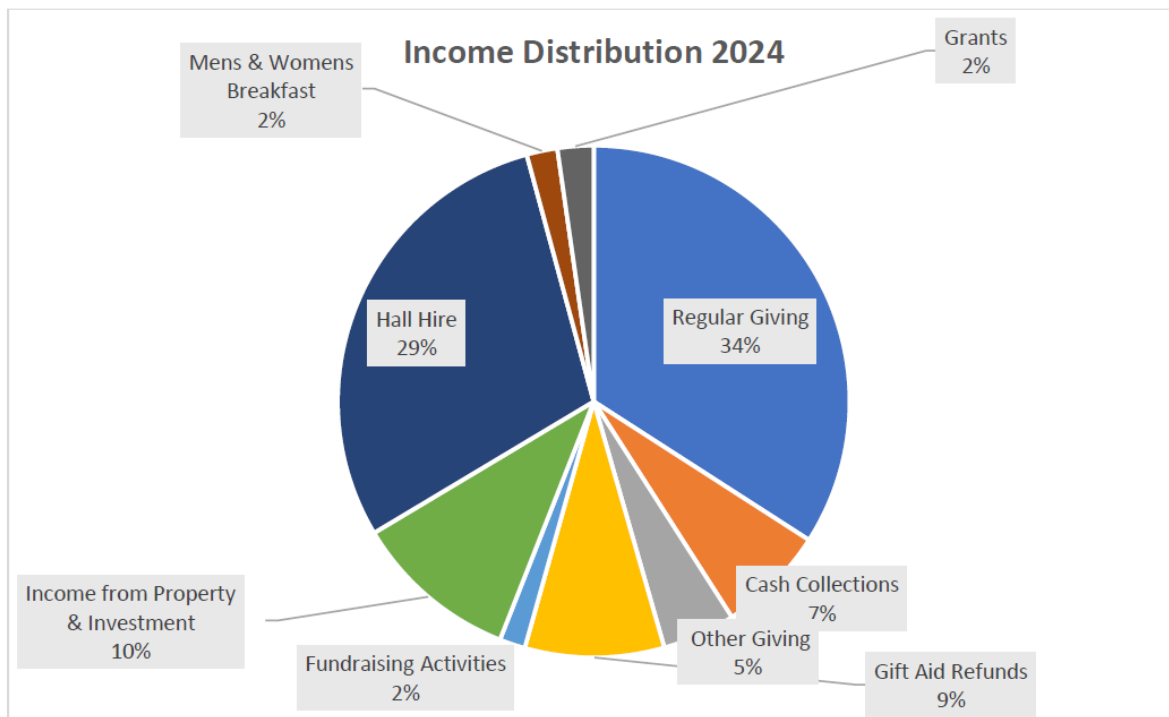
This year we are grateful for the Cambridge City Council Area Grant given for Tommy's Café £3,430 (2023 £3,515).

**Income**



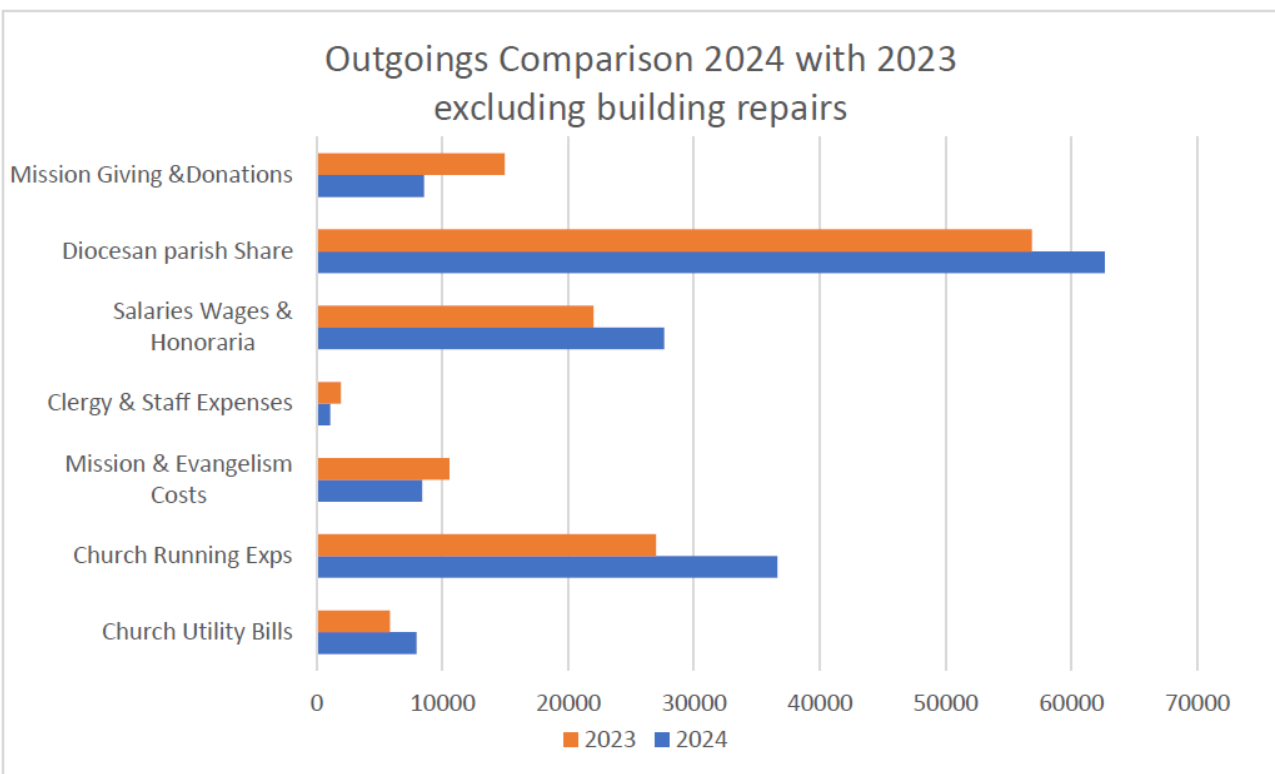
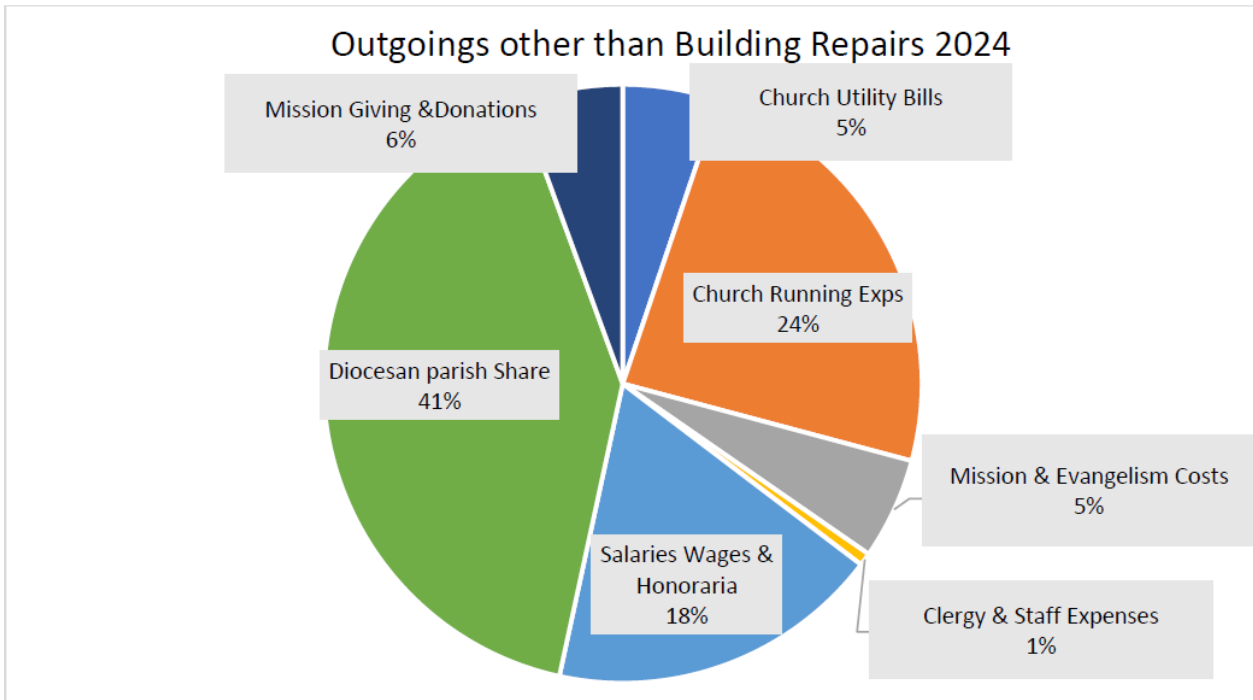
As shown above we continue to benefit from the generosity of our donors. Donations to Building Fund and Chair Fund were £925 (2023: £6,715). This is included in “Other Giving”. Regular Giving is the mainstay of our income at 34%. This has risen by a small amount this year £51,394: (£50,634 in 2023). However, overall voluntary giving has gone down by 12%.

Thanks, in part, to our Facilities Manager, Hazel Trocian, our Hall Hire income has increased by 66% from 2023. (2024: £42,614; 2023: £25,645).



**Expenses**

Outgoings for 2024, excluding the major building repairs, increased by 10%. Church running costs and the Church Utility bills both increased by 36% showing that the church is not immune to the increases in the Cost of Living experienced by our parishioners. Having increased our Parish Share contribution by 4% in 2023 we made an increase of 10% in 2024. This brought our contribution up to 71% of full ministry costs to the diocese. The PCC has approved a 5% increase for 2025 bring us up to 74% of full ministry costs.



### **Fund Balances**

Overall, the financial position of St Martin's PCC, showed a decrease of £8,659 in unrestricted funds from £101,820 to 93,161. The details of all fund movements can be seen in notes 8 & 9 to the accounts.

In previous years the accounts have shown a designated fund for the maintenance and repair of St Thomas church building. This balance was used in 2024 to pay for a new boiler at St Thomas. The PCC have decided that a general fund for the repair and maintenance of both buildings should be maintained for budgeting purposes and that 10% of our income from Hall Hire should be allocated to this fund each year. The St Thomas building fund has therefore been renamed as the Building Maintenance Fund. £2,820 was transferred out of the fund to pay for the new boiler and £4,197 transferred in as provision for future maintenance.

The expenditure from the Former Day Centre Funds agreed by the PCC this year was £1,408 for refurbishment of the disabled toilets at the lounge end of the church. (in 2023 we spent £1,431 for the disabled toilet at St Thomas and £1,325 on other matters) Further expenditure is expected in 2025 to complete the work on the St Martins toilets.

### **Outlook for 2025**

As predicted last year our costs have increased in total by 10%. This is good considering the 36% increase in utilities and general church running costs. The 66% increase in Hall Hire income has compensated for our 12% decrease in voluntary giving but overall, the income has gone up by 5% which does not match the 10% increase in costs.

If you are a UK taxpayer, I would encourage you to make your regular donation via the Parish Giving Scheme as they do not charge a fee and they collect the Gift Aid refund from the government on our behalf. Parish Giving also give the donor a gentle reminder that they could increase the donation by inflation each year although there is no compulsion to do so. Even as a non-Gift Aider this is a very convenient way to give. They are found at: <https://www.parishgiving.org.uk/donors/find-your-parish/cambridge-st-martin-cambridge/>

### **Reserves policy**

It is the policy of the charity that the unrestricted funds not committed or invested in tangible fixed assets or held as long-term investment generating income or capital growth, (i.e. the free reserves), should equate to three months of the unrestricted expenditure. The trustees are confident that this level of reserves is sufficient.

Judy Brunton, Treasurer

## Financial Figures for APCM 2024

### Statement of Financial Activities for the year ended 31<sup>st</sup> Dec 2024

	Notes	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £
<b>INCOMING RESOURCES</b>	2						
<b>Incoming resources from generated funds</b>							
Voluntary income	(a)	82,734	7,996	90,730	189,814	7,526	197,340
Investment income	(b)	15,749	-	15,749	15,771	-	15,771
<b>Incoming resources from charitable activities</b>							
Charitable and ancillary trading	(c)	44,249	-	44,249	25,657	-	25,657
<b>Total incoming resources</b>		142,732	7,996	150,728	231,242	7,526	238,768
<b>RESOURCES EXPENDED</b>							
<b>Costs of generating funds</b>							
Charitable and ancillary trading	(a)	96	-	96	192	-	192
<b>Charitable activities</b>							
Charitable activities	(b)	110,881	5,194	116,075	101,295	7,854	109,149
Support costs	(c)	36,577	-	36,577	29,751	-	29,751
<b>Major Capital expenditure</b>							
Repairs to church building	(d)	5,068	-	5,068	215,207	-	215,207
<b>Total resources expended</b>		152,622	5,194	157,816	346,445	7,854	354,299
<b>NET INCOMING RESOURCES</b>		(9,890)	2,802	(7,088)	(115,203)	(328)	(115,531)
<b>TRANSFERS BETWEEN FUNDS</b>	8 and 9	1,231	(1,231)	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		(8,659)	1,571	(7,088)	(115,203)	(328)	(115,531)
<b>RESERVES BROUGHT FORWARD</b>		101,820	7,883	109,703	217,023	8,211	225,234
<b>RESERVES CARRIED FORWARD</b>		93,161	9,454	102,615	101,820	7,883	109,703

## St Martin's Balance Sheet as at 31<sup>st</sup> Dec 2024

		2024		2023	
	Notes	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	5		39,743		32,721
<b>CURRENT ASSETS</b>					
Debtors	6	7,242		2,624	
Cash at bank		65,499		81,393	
		-----		-----	
		72,741		84,017	
<b>CREDITORS: amounts falling due within one year</b>	7	9,869		7,035	
		-----		-----	
<b>NET CURRENT ASSETS</b>			62,872		76,982
			-----		-----
<b>NET ASSETS</b>			102,615		109,703
			-----		-----
<b>FUNDS</b>					
Unrestricted Funds	9		93,161		101,820
Restricted Funds	8		9,454		7,883
			-----		-----
<b>ACCUMULATED FUNDS</b>			102,615		109,703
			-----		-----

## PCC Structure, Governance and Management

The PCC is responsible for St Martin's Church, Suez Road and St Thomas's Hall, Ancaster Way. There is also a privately rented bungalow next to St Thomas's Hall. All three premises are under the management and trustee control of the PCC.

Appointment of PCC members is set out in the Church Representation Rules.

The PCC comprises of *ex officio* members; clergy, churchwardens and elected deanery synod representative, along with other members elected at the Annual Parochial Church Meeting for a period of three years, by those on the Electoral Roll.

Members of the congregation are encouraged to join the Electoral Roll and consider standing for election to the PCC.

The PCC members are trustees and responsible for making decisions on all matters of general concern and importance in the parish, also all financial matters.

During 2024 the PCC met **11 times** with good attendance.

Given its wide responsibilities, the PCC has a number of sub committees, each dealing with a particular aspect of parish life. Each sub-committee reports to the full PCC with the minutes of their meetings where appropriate or a written report:

- Standing Committee \*
- Preaching team
- Discipleship team
- Ministry Partners team
- Fabric team
- Safeguarding team
- Eco Church team
- Building Project team
- Technology team

\* The Standing Committee consists of the Vicar, Churchwardens, Treasurer, one member of PCC and the PCC Secretary - acting as rapporteur. This is the only committee required by law and has the power to transact business on behalf of the PCC between its meetings, subject to any direction from the PCC and the terms stipulated in the extant PCC Standing Orders.



### Membership of the PCC

Ex officio:

The Vicar	Johannes Roth (PCC chair)
Associate Vicar	Chrissy Cole
Curate:	Elizabeth Baker
Churchwardens	David Lanham (PCC deputy chair) Dave Baker (PCC deputy chair)
Deanery Synod Representative	Cordelia Myers

Elected Members:

Judy Brunton (PCC treasurer)  
Hazel Trocian  
Liz Wells  
Janet Mathole  
Margy Lewis (until 19<sup>th</sup> May 2024)

Invited (non-voting):

Hayley Wood (PCC Secretary)

### Governing document

The charity is part of the Church of England, which is constituted by Act of Parliament and is an unincorporated charity. The charity was registered with the Charity Commission on 7<sup>th</sup> September 2009, registered number 1131522. All the members of the PCC are trustees whilst in post.

### The St Martin's Care Trust

The PCC lists one further registered charity with the Charity Commission. The St Martin's Care Trust, registration number 1006344. Trustees are drawn from the fellowships of St Martin's and St Thomas's and elsewhere. The aims are to assist people from Cambridgeshire with needs arising from illness, disability or age using the income from an expendable endowment. The Annual Report and Accounts are available on request from the Secretary, Cordelia Myers.

### Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

### Annual Report Approved by the PCC on 1<sup>st</sup> May 2025 and signed on its behalf by:



.....  
Rev Johannes Roth, Vicar

1<sup>st</sup> May 2025

.....  
Date