



Onslow Anglican Church

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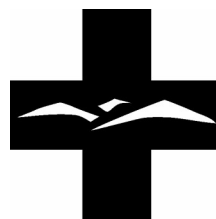
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Onslow Anglicans Bank Details for tithes and donations

Onslow Anglicans BNZ 02-0536-0257007-000

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Onslow Anglicans

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Annual General Meeting

15 March 2020





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ANNUAL GENERAL MEETING 2020—AGENDA

To be held in St Barnabas Church at the conclusion of the combined service at 10 am on Sunday 15 March 2020.

Chair: John Whitehead, Bishop's Warden

1. Opening Prayer
2. Introduction
 - 2.1 Record of Attendance
 - 2.2 Record of Apologies
 - 2.3 Tabling of Parish Roll
3. Confirmation of the 2019 AGM Minutes
4. Matters Arising from the Minutes
5. Reports:
 - 5.1 Churchwardens
 - 5.2 Box Hill Close Trust
 - 5.3 Box Hill Kids (final report)
 - 5.4 Climate Change Catalyst
 - 5.5 Director of Music
 - 5.6 Health and Safety
 - 5.7 Kotahitanga
 - 5.8 Lay Synod Representatives
 - 5.9 Property
 - 5.9.1 General
 - 5.9.2 All Saints
6. Finance Report
 - 6.1 2019 Financial Statements
 - 6.2 2020 Budget
7. Motions
[No motions have been notified for this meeting.]
8. Appointment of Bishop's Churchwarden
9. Election of Officers
All elections are for a two-year term
 - 9.1 Peoples' Churchwarden (one required)
 - 9.2 Lay Synod representative (one required)
 - 9.3 Vestry (minimum of 5 maximum of 11 including both Wardens and Lay Synod rep)
10. General Business
Restricted to those matters notified in writing to the churchwardens by 8 March and ruled in order by them.
11. Expressions of thanks
12. Meeting closure
 - 12.1 Grace



2020 – The year ahead

For FY20 the high-level budget is:

- Income of \$136k
 - * Very similar to FY19
 - * Assumes no new 'permanent' hall tenant
 - * Assumes some increase in casual hall users
- Costs of \$136k
 - * Most line items similar to FY19 but higher budgeted priest costs as assume a 50% vicar
- Net breakeven result

The breakeven result means we won't be rebuilding the parish finances however as long as we use locum priests we will probably perform better financially than budget. It may be our financial position is not that attractive to an incoming priest either.

Efforts continue to find a hall tenant. This is probably the most critical item for the parish's survival. It's not clear we can continue to operate if one can't be found as we have nothing much to fall back on. In the meantime, Suselle puts in a huge amount of work drumming up new casual tenancies and thanks to her indefatigability we are scraping this income higher. To her are due many thanks on behalf of the parish.

Alex McKinnon

AGM 2020

ONSLow ANGLICANS Annual General Meeting 2019 Minutes

Minutes of the Annual General Meeting of the Parish held in St Barnabas church during the 10am service on Sunday 31st March 2019.

1. Opening Prayer – The Rev Rosie Newport welcomed the congregation and opened the meeting with a prayer followed by everyone singing Wairua Tapu.
2. Introduction
 - 2.1 Record of Attendance – twenty-eight parishioners on the Parish Roll signed their attendance
 - 2.2 Record of Apologies – Apologies were received from Margaret Batley, Sarah Boyle, Helen Date, Tony Date, Vera Gallagher, Marie Horsfield, Ben McHalick, David Hammond, Diana Newbery, Jonathan Cobb
 - 2.3 Tabling of Parish Roll – The Parish Roll for 2019 was tabled at the meeting.
3. Confirmation of the 2018 AGM Minutes – the following corrections were asked for:
 - Lee Sheppard asked that on page 5 of the booklet at 5.2 and 5.8 the spelling of her surname please be corrected. **Agreed**

Minutes as amended moved by Tony Hooper, Seconded by Michael Newbery

4. Matters Arising from the Minutes -
5. Reports
 - 5.1 Priest in Charge – Rev Rosie Newport tabled her report delivered during the service in lieu of a sermon.
 - 5.2 Churchwardens – John Whitehead as Bishop's Warden recorded it was a real privilege to be a church warden to see the many acts of kindness, generosity and care he sees from our Parish to people. We are the Body of Christ.

He paid tribute to Rosie and Ted for their time and effort to our Parish. Rosie in particular goes well beyond the hours to which we are entitled.

A vote of thanks was moved to Rosie, by John Whitehead, seconded by Deborah Olson (**passed by acclamation**)

Deborah expressed that it was a privilege for her to be a church warden having completed her first year in this position. She thanked Rosie, Vestry and the Parish – she feels the Holy Spirit is with us.
 - 5.3 Box Hill Close Trust – John Whitehead presented his report as Chair of the Box Hill Close Trust. John thanked his fellow trustees. He noted that the Trust had refurbished the Vicarage during the year after it was vacated by the Lukins.



The Vicarage was tenanted in October with new tenants and the expenditure was being recovered by way of the tenants rent payments.

BHCT had made a loan of \$50,000 to BHK to help them through the current cash flow problems they are having, and this was expected to be repaid in the future.

Eileen Barrett-Whitehead asked if there are property inspections for the Vicarage property going on. John answered that these are scheduled via a property manager and are ongoing.

- 5.4 Box Hill Kids – Tony Hooper tabled the report as written but explained that since written in February there had been a lot going on.
- New personnel including Jess Woods (manager) and Amy Cook (advisor) are now fully operational and have done an amazing job already.
 - There is a changed software package; accounts are now on Xero.
 - MoE visits have happened and ELP visits have happened too, to properly train up the staff and refresh the equipment and environment.
 - There is a huge workload being expended at the moment and some of the staff are working extra long hours to get things done.

Tony thanked Vestry and in particular Flora McIntyre and Alex McKinnon for ensuring finance was available for the transition to take place. BKH was now building enrolment numbers and going ahead into a new and positive future.

Flora moved a vote of thanks to Tony on behalf of the parish for all he has done and continues to do, Rosie reiterated these thanks and seconded the motion.

Pam Barraclough pointed out that the phone number for BHK was incorrect in both the booklet and the pew sheets. This will be corrected.

John Whitehead presented Tony with a bottle of wine as an expression of the Parish's thanks.

- 5.5 Children's Church – Jennifer Hammond has had children's church going since April last year. They have a core group of people who attend. Jennifer offered thanks to all helpers.

She also asked for extra helpers for the months of May (when her baby is due) through to July.

Rosie thanked Jennifer for all her work.

Ted Newport said it has been a privilege to work with the helpers and the children.

Rosemary Biss also thanked Rosie and Ted for their support for this ministry.

Profit & Loss Onslow Anglicans For the 12 months ended 31 December 2019

| | Dec-19 | Dec-18 |
|---------------------------------|------------------|------------------|
| Income | | |
| Donations and bequests | \$2,978 | \$7,727 |
| Fundraising | \$0 | \$2,132 |
| Inventory Assets | \$0 | \$2,089 |
| Investment income | \$364 | \$1,001 |
| Other free will offerings | \$8,566 | \$0 |
| Property rental income | \$53,315 | \$80,113 |
| Stewardship | \$69,824 | \$73,902 |
| Total Income | \$135,047 | \$166,965 |
| Less Operating Expenses | | |
| Bad Debts | \$0 | \$100 |
| Priest expenses | \$17,496 | \$41,392 |
| Consulting Fees | \$200 | \$5,086 |
| Finance and administration | \$23,115 | \$25,151 |
| Interest Expense | \$243 | \$783 |
| Levies and donations | \$18,771 | \$20,868 |
| Liturgical and pastoral | \$11,712 | \$12,784 |
| Ngaio R & M | \$603 | \$0 |
| Property and facilities | \$41,218 | \$38,299 |
| Review Fees | \$0 | \$25 |
| Total Operating Expenses | \$113,358 | \$144,488 |
| Operating profit | \$21,688 | \$22,477 |
| BHK funding | \$44,350 | \$0 |
| Net Profit | -\$22,662 | \$22,477 |



Rosie and Ted in donating so much of their time through 2019. Without this the parish would have approximately broken even.

Parishioners should note two things in relation to the income statement presented below:

- We do not audit out accounts now. The whole diocese is subject to an “Agreed Upon Procedures” framework akin to an audit
- The presentation is how we look at the accounts and is not necessarily consistent with formal accounting standards. We have however wanted to show performance pre and post the funding for BHK

- 5.6 Climate Change Catalyst – Bridget Hodgkinson tabled her report and updated the parish on the batteries being safely disposed of now, and the new topic of curtain collection for the upcoming cold months.
- 5.7. Health and Safety – Evelyn Dawson and Flora McIntyre took their report as read and reiterated that we all need to be vigilant to keep ourselves safe wherever we were.
- 5.8 Director of Music – Samuel Berkahn presented his report and raised thanks to Monika and Barbara for their ongoing help with the music for services. He noted:
 - The organ light has now been fixed
 - The piano needs to be tuned – John Whitehead interjected that a parishioner has volunteered to pay for this.
 - He (Samuel) is working on new settings for the Maori version of the Lord’s Prayer as he has had a few comments that the current music doesn’t tally well with the words.
- 5.9 Kotahitanga – Flora McIntyre was happy to present the report as is. This is another Parish success and continues to grow. They may run out of space, but this was being monitored.

Eileen Barrett-Whitehead commented that she was glad they give some of their services free of charge to those who cannot afford them.
- 5.10 Lay Synod Representatives – Evelyn Dawson and Michael Newbery took their report as read.
- 5.11 Messy Church – Lee Sheppard tabled her report and commented on an aspect of it:

The food craft is not as messy as might be thought but is definitely fun. She encouraged more people to come and experience the Messy Church environment.

Deborah presented Lee with flowers as a thank you.
- 5.12 Property – Pam Barraclough presented her report, and spoke to it:
 - We had wonderful support for the fundraising to repair the driveway but are now having trouble getting someone to commit to a date to do the work.
 - The hall roof has not had the leak repaired but doesn’t appear to be leaking at the moment.
 - Also, she has not had a reply from the roofers to fix the hall roof to date.
 - Pam asked if she could have a helper with the church property portfolio as the workload was getting larger.



Deborah Olson presented flowers to Pam as an expression of the Parish's appreciation.

John Dawson moved that all reports be accepted.

Seconded: Lee Sheppard **(Agreed)**

6. Finance Report – Alex McKinnon introduced himself, tabled his report and spoke to it:
 - The way we present the accounts has changed, the new approach is on pages 33 and 34 of the Booklet.
 - BHK currently does not have a separate identity from the Parish. The liabilities of BKH are also the Parishes
 - The Parish had a better year financially than last year, the decline was stemmed thanks to Rosie.
 - BKH's recorded profit is due almost entirely to donations to ensure the business is able to keep going and growing at the present time.
 - We have deferred maintenance but then have to go back to the Parish for one-off matters that are urgent. This was not a desirable position to continue with.
 - The balance sheet is on page 34
 - We need to grow our resources for future maintenance.
 - We have liabilities of \$200,000 to MoE and a loan from BHCT and a Parishioner. These are not commercial loans but are still for repayment. We need to stabilise BHK, put it into a separate identity, and grow it.
 - We need \$30,000 a year more in donations to get back to a fulltime vicar, and our key assets need more growth, i.e. the hall. BHK rent needs to be market value rent in the future, and we need to market the hall facility as much as we can to other part-time tenants.
 - The Diocese has changed the audit process for parishes to agreed upon procedures and we are one of the groups testing the new scheme. This saved us \$1,000 this year.
 - Our outlook is mixed, but we have enough money to pay our costs at the moment. We can grow from this.
 - Comments from the parish on the hall:
 - Rosemary Biss reminded everyone that the hall floor is sprung and is good for dancing groups
 - John Whitehead reminded everyone that the toilets and kitchen both need to be upgraded to cover new requirements for facilities for spaces rented out.

Questions from the floor:

- Peter Gibbons asked if BHCT was viable for the future?

FINANCE REPORT

2019 - The year in review

I'd like to start by thanking everyone that has supported the parish over the past year. Your donations of time and funds are gratefully received and have allowed us to continue to this point.

2019 was however a very challenging year for the parish finance's due to the collapse of BHK.

BHK was run as a separate entity but did not have a separate legal personality. This was how BHK was formed, while efforts in recent years to separate the two entities were hampered by BHK's already debt heavy capital structure.

On its closure BHK's debts therefore fell upon wider parish. We were not able to fund them and thankfully related trust BHCT was able to assist. The total cost to the parish was over \$200k, of which the parish absorbed just under \$42k directly while a larger portion fell on BHCT. Certain generous parishioners were also impacted. They made huge efforts to try and get BHK onto a stable financial footing, but it didn't prove possible.

This is not just disappointing but damaging. It means the parish now has a very tight cash position which makes operations difficult and also means we have very limited resources to fund any form of turnaround e.g. advertising, new signs or anything else that might be a useful investment in the parish's future. It also means we have limited resilience to any form of shock such as higher expenses or emergency maintenance.

We also now have no permanent hall tenant. The hall is an unusual asset, albeit with characteristics common to not for profit facilities of its type. Since the shuttering of BHK in June 2019 we have not been able to find a replacement and hence this important part of our day to day income has gone and it's uncertain when, or if ever, we will get it back.

Part of the shame of the BHK losses is that otherwise, the parish had a good year and made an operating profit in line with last year.

This was done on significantly lower income due to the loss of the hall rent. The negative impact of this was however limited by the extraordinary generosity of



PROPERTY REPORT - ALL SAINTS

In early May 2019 the furniture and fittings of All Saints were offered to parishioners in the first place as part of getting the church ready for sale. Some special pieces went to people for whom they had sentimental value.

The remaining things were offered for sale via Movement by mail – the Diocesan weekly newsletter. There was interest from various churches and groups around the diocese and many things were sold to other churches where they are still being used for worship. Even the old safe found a new home! Many thanks are due to Glen Prince for all his work selling the pews (and other items) over the last two years.

A working bee was held to clear any remaining items that were of no use to anyone. Many thanks to those who helped with this work – the skip was very full!!

With the ongoing monitoring of the property there have been no further instances of vandalism but unfortunately the weather took its toll and work had to be done to the roof to stop some leaks.

There was an offer made on the property mid-year but after much deliberation (and time) the purchaser pulled out of the sale. The Diocese put it on the open market and we now have an offer which has been approved by the Diocese and Vestry. As I write we are waiting for the buyer to complete his due diligence. As soon as anything further is known the parish will be informed.

Lee Sheppard and Alex McKinnon

AGM 2020

John Whitehead answered him as Chair of BHCT that yes it was. He explained that the sole property asset of BHCT was the Vicarage, when the last tenants moved out it was overdue for maintenance – this is a cost for the Trust alone. Usually the Vicarage is used by the incumbent fulltime vicar, but as we don't have one at the moment, and our part-time vicar and her family have their own accommodation the facility can be rented out. This will re-coup the Trust's costs for the work carried out to bring the facility up to specifications and for the future. The Trust's investment monies have not been helped recently by the low interest rates available. The parish is not financially connected to BHCT as the latter is a separate trust.

The parish is obliged under the Canons to have a house available for any fulltime vicar we are fortunate to have.

BCHT is an asset for the parish.

John Whitehead moved that the finance report be accepted.

Seconded by John Dawson. **(Agreed)**

7. There were no Motions tabled.
8. Appointment and Elections – Churchwardens, Lay Synod representatives and Vestry members are now appointed/elected for a term of two years. The next appointments and elections will be in 2020.
9. General Business – none received.

Question from the floor:

- What is the status with the Vicarage at All Saints Ngaio and the church property?

John Whitehead replied that we are not in a position to make comment at the moment, but hoped to provide further advice soon

Lee Sheppard said we are about to commence a final clear out of the church buildings at All Saints. If there is anything parishioners would like in exchange for a koha a day will be advised very soon when people can come down and collect the items. This will be one day only, as the building's status hasn't change and we don't want to endanger people.

10. Expressions of Thanks – as noted previously thanks and small gifts of acknowledgement were made to:
 - Tony Hooper
 - Lee Sheppard
 - Pam Barraclough
 - Rosie and Ted Newport
 - John Whitehead



11. Rosie thanked everybody for their attendance, support throughout the year and believes we are becoming a Body of Christ and everybody is smiling.

Rosie also said a personal thanks to John Whitehead for his extraordinary presence, and his work for this parish.

Future work

Replacing the hall's boarded-over bathroom window.

Fixing the intermittent roof leak above the All Saints chapel. An initial "quick fix" was unsuccessful and a more comprehensive one has proved too expensive in the meantime (scaffolding alone \$3,000 estimate), given current financial constraints and the urgency of the hall roof replacement and drive repairs. This is being monitored

Pam Barracough



PROPERTY REPORT - GENERAL

Two major projects have been completed in the past year (all reported exclusive of GST):

Re-roofing the front section of the hall roof (covering lounge, bathroom and stairwell) plus replacing and painting the ceiling over the stairwell)

This was necessary due to ongoing leaks and included re-pitching the roof to comply with current building codes and Colorsteel warranty. New guttering (and painting behind it) was also applied. **\$21,694.57**

To come: cladding window space and interior plaster boarding/plastering/painting approximately **\$3,000**

Driveway repairs

| | |
|--|-----------------|
| Excavating and resurfacing the damaged sections of the driveway and resurfacing the downhill ramp beside the hall. | \$13,612 |
| Parking and directional line painting | \$496 |
| We owe a huge vote of thanks to Boxhill Close Trust for their assistance in funding this work, and to parishioners who made donations to, or organised and supported fund-raising towards the drive repairs. | |
| Other property expenditure: | |
| Repairs to the church heating system | \$3,235 |
| Replacement of broken heating grilles | \$78 |
| Annual wall cleaning contract | \$3324 |

Community garden behind the hall

This was suggested during parish discussions and a representative of the Sustainability Trust recently visited to advise on the assistance they could provide, if we wish to progress this. Any such proposal needs to fit with opportunities for renting out the hall.

Gardening bees and lawn mowing

These have been held regularly, with up to 13 parishioners (including children) turning out to keep the gardens in order and enjoy fellowship over morning tea. A roster of parishioners keeps the lawns mown, and more participants would be welcome.

CHURCHWARDENS REPORT

Leadership and Parish Life

Our 2019 AGM report began with the words: "In many ways 2018 has passed rapidly and uneventfully...", but such sentiments certainly don't apply to 2019. As a Parish, we are still afloat, but keeping the ship sailing has been anything but easy during the year. That we have weathered the storms as well as we have speaks volumes about the grace of God and the skills and tenacity of a large number of parishioners.

It was particularly sad to farewell Rev Rosie and Rev Ted at the end of 2019. As our Priest, Rosie, had led us through some earlier storms and helped heal the Parish and build our faith and sense of community. She was quietly but conscientiously assisted in this by Ted. We were able to celebrate their departure appropriately and parishioners dug deeply into their pockets as one way of expressing our appreciation for all they had done.

Mention should be made of those who died or have otherwise departed from the Parish during the year. We would like to pay particular tribute to Jocelyn How and Diana Newbery, both of whom provided strong leadership and contributed greatly to parish life. Jocelyn was one of the first women, possibly the first, to be elected to our Vestry, and her quiet and gracious manner is much missed. Diana's presence, as was remarked at her funeral, is felt everywhere in our church, and very few of us know the real extent to which she contributed. As a former churchwarden, her leadership continued to be active even when she had relinquished all formal office. We salute them both.

A major event during the year was the closure of our early childhood centre, Box Hill Kids (BHK). The Vestry put every effort into trying to keep the centre open, but in the end the financial losses could not be contained, and we did not have the resources or the space as a Parish to invest in the kind of change necessary to establish something more viable. If it had not been for the foresight of those who founded the Box Hill Close Trust (BHCT) and built up its resources, the Parish itself would have gone under financially. As it was, when BHK closed, it left debts of \$211,500 to BHCT, \$20,000 to a parishioner family, and \$60,000 to the Parish itself. Thanks to a donation, the Parish has been able to repay the debt to the parishioner family, and a further \$15,650 has been subsequently made available out of residual BHK funds to reduce the debt to the Parish to \$44,350.



While the closure was undeniably a major blow to the Parish, we should not ignore the major contribution that BHK made to both the community and parish life over more than 17 years. Numerous cohorts of children, including some belonging to our parish, have had the benefit of a quality early childhood education and have had the seeds of faith in Christ sown for possible growth in the future. These and other gains, including the values the children were exposed to, were celebrated by parents, staff and parishioners at the closure function held in late June.

During 2019, we updated our Parish mission and vision:

Our Mission: *To be the Body of Christ*

Our Vision: *To be a welcoming, loving, faith-filled presence; doing God's work in our Onslow community and beyond*

How we want to be known: *Local, Lively, Loving.*

As a Parish, we believe we have tried to live this mission and convert intentions into action to advance our mission. A core (leadership) discipleship group has been established and as we entered into the New Year the Wednesday group have taken steps to maintain their weekly gathering of worship and devotional study. We have reached out to the community through the work of Kotahitanga and via our efforts to help house a refugee family, and we are looking at more ways to do God's work locally. Special thanks go to Bridget for stepping up to lead on the refugee project, on top of her other efforts on climate change and recycling.

During 2019, a consultation document was shared about our future as a Parish, and a consultation meeting was ably led by Andrew and Johanna. Feedback from this process has been very helpful in plotting our way forward, and more consultation is planned on preferences for our forms of worship.

Vestry and the Core (Leadership) Discipleship Group

The role of churchwarden can be a busy one, but our task has been made easier by the way in which Vestry members have stood forward and provided leadership.

Each Vestry member has played a formal leadership role as follows:

Alex – Treasurer and All Saints sale process

Andrew – Consultation/communication lead

Bridget – Climate Change Catalyst

Evelyn – Health and Safety and Synod representative

LAY SYNOD REPRESENTATIVES REPORT

For a fuller version of the Regional Synod 2019 please re-read the emailed version sent to all Parishioners in October 2019.

The theme of this Synod was 'Living a Jesus-Shaped Life' and fits nicely with the way the Parish is re-shaping itself at the moment.

Bishop Justin said that we are in a wonderful season, overwhelmingly parishes want to grow. There is now more growth than five years ago, and this was one of our primary goals. This growth is acknowledged as very challenging and Justin is full of gratitude for what God is doing and what he is doing through our lives.

Our communities should include all people, young middle-aged and elderly, sharing their life's experiences and joining in with one another to help develop the future generations - 'when you are travelling and you hit something authentic, it really matters'.

We had 'Hot Spots' during the weekend focussing on AYM Youth Church at the Cathedral and its growth in numbers and faith; Whanganui Parish presented by Archdeacon Stuart Goodin about how that parish has had to reshape itself to survive and flourish anew; Waste Reduction – we need a rubbish revolution in respect to setting goals, practising grace not guilt, recycling and learning; Open Home Foundation – what good is faith without deeds; Climate Change and Housing – we need to set priorities to be called a transformative congregation as a Diocese; Intercultural Communities – we all need to remember to honour our relationships with all cultures both here and overseas.

Bishop Eleanor spoke about 'Why' and explained her three priorities:

- Family
- Disciples and discipleship
- Living with and for the Last, Lost and Least

It needs the momentum of all of us to make the cultural shift to make these things real.

Focus on the intention of your heart; towards what discipleship means for us all.

Diocesan Priorities – OA should have champions for each of these:

- ⇒ Child Poverty – focus on housing
- ⇒ Climate Change – reducing carbon emissions
- ⇒ Discipleship – as an expression of our shared life

Lord, Unite us and Ignite Us in our Efforts

We represent a wide section of the public at various levels of community

Let us be Wise, Gentle and Discerning

Evelyn Dawson and Michael Newbery



Profit and Loss Continued
Kotahitanga Social Services Trust
For the 10 months ended 31 January 2020

| Account | Jan 2020 | Jan 2020 Over- all Budget | Variance | Apr 2019-Jan 2020 | Apr 2019-Jan 2020 Overall Budget | Variance | 2020 Overall Budget |
|---------------------------------|-----------------|------------------------------|-----------------|----------------------|--|-------------------|------------------------|
| Operating Expenses | | | | | | | |
| Accounting and Consulting | 352.50 | 41.00 | 311.50 | 1,288.24 | 418.00 | 870.24 | 500.00 |
| Advertising | 0.00 | 35.00 | (35.00) | 147.83 | 350.00 | (202.17) | 420.00 |
| Bank Fees | 5.00 | 0.00 | 5.00 | 46.75 | 0.00 | 46.75 | 0.00 |
| Depreciation | 130.55 | 0.00 | 130.55 | 470.57 | 0.00 | 470.57 | 0.00 |
| Entertainment | 0.00 | 0.00 | 0.00 | 25.50 | 0.00 | 25.50 | 0.00 |
| Freight & Courier | 86.96 | 0.00 | 86.96 | 86.96 | 0.00 | 86.96 | 0.00 |
| Insurance | 0.00 | 84.00 | (84.00) | 576.55 | 832.00 | (255.45) | 1,000.00 |
| IT support and software | 0.00 | 0.00 | 0.00 | 513.05 | 0.00 | 513.05 | 0.00 |
| Light, Power, Heating | 0.00 | 60.00 | (60.00) | 0.00 | 600.00 | (600.00) | 720.00 |
| Office Expenses | 0.00 | 0.00 | 0.00 | 173.91 | 0.00 | 173.91 | 0.00 |
| Printing & Stationery | 0.00 | 66.00 | (66.00) | 0.00 | 668.00 | (668.00) | 800.00 |
| Psych Society-Compulsory costs | 0.00 | 285.00 | (285.00) | 597.39 | 2,850.00 | (2,252.61) | 3,420.00 |
| Psychometric consumables | 611.30 | 124.00 | 487.30 | 935.95 | 1,232.00 | (296.05) | 1,480.00 |
| Rent | 0.00 | 50.00 | (50.00) | 0.00 | 500.00 | (500.00) | 600.00 |
| Repairs and Maintenance | 0.00 | 0.00 | 0.00 | 110.00 | 0.00 | 110.00 | 0.00 |
| Subscriptions | 0.00 | 248.00 | (248.00) | 150.00 | 2,480.00 | (2,330.00) | 2,976.00 |
| Telephone & Internet | 0.00 | 14.00 | (14.00) | 0.00 | 132.00 | (132.00) | 160.00 |
| Travel - National | 0.00 | 84.00 | (84.00) | 0.00 | 832.00 | (832.00) | 1,000.00 |
| Total Operating Expenses | 1,186.31 | 1,091.00 | 95.31 | 5,122.70 | 10,894.00 | (5,771.30) | 13,076.00 |
| Net Profit | 1,012.86 | (172.00) | 1,184.86 | 4,663.16 | (1,688.00) | 6,351.16 | (2,032.00) |

AGM 2020

Lee – Pastoral, hospitality and All Saints sale process

Michael – Technology and Synod representative

Pam – Property

During the year Flora resigned from Vestry for health reasons. She has given long service and made a big contribution, much of which has been out of sight of most of the Parish. Our thanks go to her and to those members of Vestry who will be stepping down at the AGM. A really encouraging trend has been their willingness to carry on in leadership roles outside of Vestry – a very practical demonstration of sharing the load.

A key feature of Vestry has been the way in which it has operated as a team. We have highlighted some individual contributions above, but special mention should be made of Lee who has shown boundless energy in stepping forward to provide leadership on a number of fronts; and also of Pam, who has shouldered a huge burden at a time of ill health to progress our property repairs and maintenance. Her work placed us in a position whereby the end of the year we were able to move forward on both the hall lounge roof and driveway upgrades. A key learning from these exercises is that projects of this size really need a small team to manage them, rather than placing all the weight on one individual.

Our special thanks are also due to the trustees of Box Hill Close Trust for their generosity in providing much needed financial support to facilitate the completion of these two projects.

While the Vestry acts as the governance body for the Parish, its primary role according to the Diocesan canons is “having as the foundation of its work that Vestry be a community of disciples in which the will of God may be discerned through its corporate prayer, reading of Scripture, reflection and fellowship” (*Canon 16, section 22(1)(a)*). This year, and following the advice of our Bishops, we have taken this to a new level with the establishment of a core (leadership) discipleship group which (among other things) is working its way through the *Lyfe* series of studies prepared by the Bible Society.

There is a large cross-over between the membership of Vestry and the discipleship group: two Vestry members were not able to join the discipleship group for personal reasons and one person – Jennifer Hammond – was added from outside the Vestry. In the coming year, the intention is to bring the membership even closer together.



Parish staff

We continue to be very fortunate in the calibre of our Parish staff. Suselle understands the workings of the Parish well, and has used her initiative to help solve problems, reduce unnecessary expenditure and increase our income. She has been particularly active in marketing the hall upper floor for hire, and this has also increased our outreach and connections within the community.

Samuel Berkahn has proved to be an excellent Director of Music and has worked flexibly with priests and others to add richness to our worship. He has been ably assisted in his work by Barbara and Monika.

The Future

We entered 2020 without either a permanent appointment as Vicar or an interim-Priest. Looking forward and given the shortage of Priests throughout the Diocese and the wider Province, we are likely to have to rely on locum priests for some time to come.

When we consulted with the Parish during the latter part of the year, one of the key themes was the need to keep sharing the load of doing what is necessary to keep the Parish running. The reality of course is that we need to do more than this: we need to grow the Parish if it is to have a secure future. Indeed, this is consistent with Christ's command to us to seek disciples and grow his Kingdom.

A number of people have stepped forward generously to share some of the load. Others are constrained from doing more, principally but not solely for health reasons. Nevertheless, it is clear to us that our team of volunteers is not enough to make the situation sustainable, let alone to move forward. Some have suggested an alternative approach involving small groups, possibly meeting in homes, and we are very supportive of growing discipleship in this way. At the same time, small groups do need a home, some infrastructure and a place for the wider community to come together. Further, we are strongly driven by the recognition that our predecessors in this Parish handed on a legacy which we have been able to draw upon, and there is a responsibility on us to hand on some of that legacy to our successors.

We therefore need to think laterally. One possibility – suggested in the Parish consultations – that we will be watching and may well want to explore is different models for collaboration – for example in our own cluster of churches. We are conscious that Churton Park Parish (CPAK) has been in discussion with Johnsonville Parish about a much closer relationship and it will be informative to see where

Profit and Loss

Kotahitanga Social Services Trust

For the 10 months ended 31 January 2020

| Account | Jan 2020 | Jan 2020 Overall Budget | Variance Apr 2019-Jan Apr 2020 | 2020 Overall Budget | Variance | 2020 Overall Budget |
|-----------------------------|-----------------|-------------------------------|--------------------------------|---------------------------|------------------|------------------------|
| | | | | | | |
| Trading Income | | | | | | |
| Consulting Revenue | 3,590.47 | 6,435.00 | (2,844.53) | 77,873.96 | 13,523.96 | 77,220.00 |
| Total Trading Income | 3,590.47 | 6,435.00 | (2,844.53) | 77,873.96 | 13,523.96 | 77,220.00 |
| Cost of Sales | | | | | | |
| Staff Contractors | 0.00 | 5,148.00 | (5,148.00) | 62,146.78 | 10,666.78 | 61,776.00 |
| Staff Development | 1,391.30 | 84.00 | 1,307.30 | 3,506.52 | 2,674.52 | 1,000.00 |
| Staff Supervision | 0.00 | 284.00 | (284.00) | 2,434.80 | (397.20) | 3,400.00 |
| Total Cost of Sales | 1,391.30 | 5,516.00 | (4,124.70) | 68,088.10 | 12,944.10 | 66,176.00 |
| Gross Profit | 2,199.17 | 919.00 | 1,280.17 | 9,785.86 | 579.86 | 11,044.00 |

AGM 2020



At this current point in time Celia is at full client capacity whilst working part time (16 current clients on her books, and 6 clients on the waiting list, with typical private full time capacity being approximately 18 to 24 clients. The CCDHB psychologists work with 16 to 18 clients at a full time capacity basis).

We are always happy for any vestry or parishioners to come and have a chat to anyone on the board (Glen or May-Ana) or Celia at any time with any questions on what we do, or have any concerns or to simply say hello.

Please find our financial statement for profit and loss YTD attached.

Celia Falchi

May-Ana Tirikatene-Sullivan

Glen Prince

these talks lead. We will keep you informed and seek your views if we do begin to move down this track.

Thanks

Last year at our AGM, Rosie read to us a passage from the letter of Paul to the Ephesians. It captures exactly our thoughts about you, our spiritual brothers and sisters:

"I never stop being grateful for you, as I mention you in my prayers. I ask the glorious Father and God of our Lord Jesus Christ to give you His Spirit. The Spirit will make you wise and let you understand what it means to know God. My prayer is that light will flood your hearts and that you will understand the hope that was given to you when God chose you. Then you will discover the glorious blessings that will be yours together with all God's people." (Ephesians 1:16-18)

We continue to be thankful to God for your faithfulness; for the love and support you give one another; for the joy we see on your faces when we gather together; and for the opportunity to worship with such an amazing group of Christians. May God keep you and bless you.

Grace and Peace

Deborah Olson and John Whitehead



BOX HILL CLOSE TRUST REPORT

It has been a busy year for Box Hill Close Trust. We were heavily involved in the financial arrangements needed to extricate the Parish from the financial problems of Box Hill Kids (BHK). While this was situation the trustees of course would have preferred to avoid, without the Trust intervention the Parish would not have been able to cope financially, nor to continue as a viable Parish. Before making the financial transfers needed, we satisfied ourselves that we would be acting within the terms of our trust deed which requires us, *inter alia*,

“to provide financial and other forms of assistance for the religious, charitable and educational purposes of the Onslow Parish”.

The Vicarage has been rented out continuously over the 2019 year, with the existing lease being renewed (at an increased rental) in October. Costs of rental so far have been limited, and principally relate to property management fees, rates and insurance. Our original intention had been to use the net rentals to restore the cash assets of the Trust to the level which applied prior to the refurbishment carried out in 2018, an objective which would have been met by now had it not been for the BHK problems.

Towards the end of 2019 (and into the beginning of 2020) some urgent repairs and maintenance were required to the church driveway and the roof of the hall lounge. The Trust contributed of a little over \$11,500 toward the roof in the current financial year, and a further smaller contribution has been made early in 2020.

The balance sheet and profit and loss statements of the Trust are attached to this report. The unpaid debt of BHK is recorded in the former as a liability of the Parish to the Trust.

James Clareburt

(Treasurer and Trustee)

Brendan Prince

(Trustee)

John Whitehead

(Chair and Trustee)

Tony Hooper

(Trustee)

Helen Shields

(Secretary and Trustee)

KOTAHITANGA REPORT

The Kotahitanga **Trust** has had another busy year. Dr Maria Ulloa has resigned from Kotahitanga Psychological Services due to family commitments for this coming year. However, she expressed an interest in coming back and working for our service again in the near future once things have settled down for her. We now have a strong working model and experience in training psychology interns from Massey University, and will be considering taking on another intern for 2021. Supporting Internship training provides us with a valuable affordable service in providing substantial pro bono work for our community such as with Te Ara School, and other members of the community who cannot afford therapy fees. In addition, we provide a vital service in supporting the training of psychology interns which internships are in short supply in the Wellington Region.

Up until December 2019 Kotahitanga had provided 3-4 hours of pro bono work per week to Te Ara School. We had also provided approximately 2-3 hours of pro bono work per week to members of the community in need for psychological assistance. However, since we do not have an intern for 2020, pro bono hours have had to be cut down to 1-2 hours per week. At this stage those hours are not claimed for by our therapists until we can gain sponsorship or donations from outside organisations. Other charity services that we have offered in 2019 and will still continue to offer is psychoeducation for school teachers on how to manage distressed students in the classroom with symptoms of anxiety or who are on the Autism Spectrum.

Kotahitanga has recently financially invested in its ability to assess for Autism in children, and has just purchased the expensive ADOS 2 kit. This means that we can now diagnose Autism for all ages (whereas before we could only diagnose teenagers and adults). It is an important service for the community as there is currently a 9 month wait to see the Development Team with the CCDHB through the public system, and children have to be severe enough to be considered. At this present point in time there are only two other private assessors in the Greater Wellington Region with a 3 to 6 month waiting list. For a child, this wait can have a very negative impact on their families. Our service hopes to provide timely assessments for very vulnerable families. With an official diagnosis, families can then gain access to vital resources, services and financial assistance from other government organisations.

Over the years our service has grown more specialised and focused in the assessment and treatment in specific areas of mental health. This is becoming more evident with the word of mouth and other referrals from other medical health professionals. We are continuing to work with very vulnerable members of the community with PTSD, and other very distressing mental health concerns, with the addition of assessment of Autism. A result of this is that we are becoming known therapists for people on the spectrum who also have mental health issues with PTSD or extreme anxiety, or difficulties with getting an official ASD diagnosis due to their ‘high functioning’ or lack of typical symptomatology. About half of our clientele are teenagers with the rest of the clientele base a wide range of ages from children to retirees. Our clientele includes both female and male, come from all over the Greater Wellington Region, and come from a wide range of religious belief systems.



Onslow Anglican Church

HEALTH & SAFETY REPORT

Throughout the past year we have had mainly minor issues to resolve within OA's premises:

- Lino in the St Barnabas kitchen
- A small patch of peeling wallpaper in the St Barnabas hall (which could have alighted when the heater was being lit)
- We had our BWoF done by All Fire Safety, also our fire extinguishers replaced (due to age) and the fire alarm battery replaced

Slightly bigger issues were:

- A defibrillator was kindly donated and installed
- Ngaio property had some missing palings from a fence that could have caused backing cars to tip over an edge – kindly remedied by Rob
- In November we had a medical emergency during the Wednesday service, which was professionally taken care of by the 111 services – with a good outcome for all concerned
- In December the Anglican Asbestos team sent through our survey reports for the three properties that we are responsible for: All Saints Vicarage, St Barnabas Hall and St Barnabas Church. Two of the three had 'low risk materials' discovered:

* St Barnabas Church - clear

* St's Barnabas Hall:

- toilet hot water cylinder in cupboard
- old zip in the kitchen on the wall
- cement board on soffit of top floor exterior

* Ngaio Vicarage:

- fuse box backing on laundry wall
- dining room old heater on wall
- port soffit on porch ceiling
- porch for study soffit on porch ceiling
- garden shed cement board wall
- exterior soffits under roof line
- carport cement board on ceiling

The recommended procedure with all of these is that we do yearly inspections to ensure they are in a good state, so the asbestos isn't breaking down or changing in any way. Also, we have been given stickers to place on the buildings concerned, so tenants/users are aware that there is asbestos within the building.

So, all in all, we are blessed

Evelyn Dawson

AGM 2020

Balance Sheet

Boxhill Close Trust Board

As at 31 December 2019

31 Dec 2019

31 Dec 2018

Assets

Bank

| | | |
|-------------------|--------------------|--------------------|
| BHCT Main Account | \$21,652.58 | \$6,818.24 |
| BHCT TD1 | \$0.00 | \$14,060.00 |
| BHCT TD3 | \$14,060.00 | \$14,060.00 |
| BHCT TD4 | \$14,060.00 | \$14,060.00 |
| BHCT TD5 | \$14,060.00 | \$14,060.00 |
| Total Bank | \$63,832.58 | \$63,058.24 |

Current Assets

| | | |
|-----------------------------|-------------------|-------------------|
| Accounts Receivable | \$1,815.18 | \$1,543.60 |
| Total Current Assets | \$1,815.18 | \$1,543.60 |

Fixed Assets

| | | |
|---------------------------|---------------------|---------------------|
| Land and Building | \$680,000.00 | \$680,000.00 |
| Total Fixed Assets | \$680,000.00 | \$680,000.00 |

Non-current Assets

| | | |
|---------------------------------|---------------------|---------------------|
| AMSIF Investment | \$11,901.31 | \$144,167.57 |
| Internal Loan to Parish (BHK) | \$211,500.00 | \$51,500.00 |
| Total Non-current Assets | \$223,401.31 | \$195,667.57 |

| | | |
|---------------------|---------------------|---------------------|
| Total Assets | \$969,049.07 | \$940,269.41 |
|---------------------|---------------------|---------------------|

Please turn over



MUSIC DIRECTOR'S REPORT

Balance Sheet—continued
Boxhill Close Trust Board
As at 31 December 2019

| | 31 Dec 2019 | 31 Dec 2018 |
|----------------------------------|---------------------|---------------------|
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | \$386.35 | \$423.04 |
| Bond | \$1,408.00 | \$1,408.00 |
| Rounding | -\$4.81 | -\$4.65 |
| Total Current Liabilities | \$1,789.54 | \$1,826.39 |
| Total Liabilities | \$1,789.54 | \$1,826.39 |
| Net Assets | \$967,259.53 | \$938,443.02 |
| Equity | | |
| Asset Revaluation Reserve | \$381,000.00 | \$381,000.00 |
| Current Year Earnings | \$28,816.51 | -\$37,216.63 |
| Retained Earnings | \$537,443.02 | \$574,659.65 |
| Revaluation change | \$20,000.00 | \$20,000.00 |
| Total Equity | \$967,259.53 | \$938,443.02 |

After a second year at the helm of music at Onslow Anglicans, there is again little to report. Although we have had an eventful year, music has largely been unaffected. Perhaps this is something to think about – does the music need to change in order to fit our new direction?

One thing I have noticed though is a decrease in participation of music by the congregation. It's getting harder to find people within the church for extra performances at special occasions, so I am increasingly doing more and more on my own.

Both instruments are in decent condition, after being serviced at the end of last year. As well as that, I have increased the amount of teaching I do here at St. Barnabas. I now have three organ students, and a couple of others taking lessons here. The church of course is given a portion of the proceeds, to have another small source of income.

It has been brought to my attention that the current setting of the Maori Lord's Prayer that we sing leaves a fair bit to be desired. It was suggested that we revert to the standard, used in most other Anglican churches in the diocese. I find that this has much the same problems of our existing one (too much repetition of notes, little variety in harmony etc.), so feedback on this would be appreciated. One possible solution is for me to write another setting that fixes these issues.

I have really enjoyed working here throughout the last year, and I look forward to the next years in this parish.

Samuel Berkahn



CLIMATE CHANGE CATALYST REPORT

Early in 2019 single use plastic bags were banned in supermarkets. The message is clear: existing bags (both plastic and non-plastic) must be used and reused!

Batteries have been collected and have been disposed of appropriately at the Spicer Valley Landfill.

There have been ongoing collections of wine bottle tops to raise money for charity, e.g. Lions helping Kidney Kids; and also, of used plastic pens and toothbrushes and other oral care items for the Sustainability Trust for melting down and being made into other useful products. Parishioners have been advised that unwanted spectacles can be dropped off at optometrists like Specsavers so they can be reused in the Pacific Islands.

Unwanted, good quality curtains/material have been taken to the Curtain Bank at the Sustainability Trust off Tory Street, Wellington, to be remade into other curtains for those who need them.

In April there was a huge clear out All Saints Church, Ngaio, where some items were taken by parishioners and thus recycled, unwanted paint was taken to Resene to be disposed of in an environmentally responsible way and items made of metal were taken to a Wellington metal recycling company.

Mid-year, supported by the Anglican Movement, several young people came to speak on the subject of Our Climate Mission. Using the theme of Love thy Global Neighbour, they spoke about the importance of the Zero Carbon Bill currently before parliament. Several Onslow Anglicans wrote submissions supporting this Bill asking the Government to set new reduction targets for greenhouse gas emissions and to develop and implement policies for climate change adaptation.

In July a number of vestry and parishioners attended The Rubbish Trip roadshow which strongly promoted zero waste as well as the use of electric vehicles.

Later in the year some of us joined hundreds of others in attending the Strike for Climate Action in Wellington. Many were students asking for the Government to declare a climate emergency, for cross-party support for the Zero Carbon Act, for the end of all exploration and extraction of fossil fuels, for investment in building a renewable and regenerative economy and for support for the Pacific.

Bridget Hodgkinson

BOX HILL KIDS REPORT

Parishioners will recall that Box Hill Kids (BHK) was closed at the end of June 2019 because it had become financially unsustainable. Vestry went the extra mile in attempting to save it, but when the number of enrolments dropped significantly the cost became increasingly unmanageable and closure was inevitable. Closure itself was a costly business, triggering redundancy payments, crystallising leave liabilities and requiring final pay-outs to staff and a range of other creditors.

Over the years, BHK had been a remarkable outreach to the local community and was highly valued by parents and others for the quality of its education, the values it embodied and the community nature of the way in which it was run. Unfortunately, the last few years have not been kind to community-run early childhood centres.

The valiant if ultimately unsuccessful effort to save the centre owed much to Board members Tony Hooper and Johanna Reidy, to the Manager who replaced Raewyn in February, Jessica Woods, and to the Administration Officer, Jill Knight. All these people went above and beyond the call of duty and without their efforts the outcome could have been a great deal worse. We owe them all a big vote of thanks. During the closure of Centre, we also had considerable help from the Diocese, including from Glen Williams, Nick Young, Matt Crawshaw and diocesan legal/human resources advisors. Much of this help was provided without charge.

We have kept the books of BHK open since the closure so that remaining payments could be made, and matters finalised in a tidy fashion. We are currently confirming this, but to the best of our knowledge, apart from outstanding debts to the various Parish entities, the only remaining liabilities are to Xero for access to their ongoing accounting package and to the IRD for any remaining GST liability. The latter is complicated in a closure situation since various inputs will have been GST deductible leaving a question as to whether any GST is due on remaining assets. This is still being worked through at the time of writing but should be resolved soon. Potentially relevant is the fact that BHK was not a separate legal entity: technically it was a “subsidiary entity” of the Parish which in turn falls within the Wellington Diocese. Title for church property rests with the Diocesan Board of Trustees.

The book value of the remaining BHK assets is substantial: as at 31 December this stood at slightly over \$200,000. However, the bulk of this (approximately \$170,000) relates to the depreciated value of building improvements, and in reality, most of these are more in the way of a liability to the Parish than an asset as they could well



stand in the way of alternative uses of the lower floor of the hall. The Diocese has done a formal valuation for us at around \$2,000, but it remains to be seen whether the IRD will accept this.

Nearly all the remaining liabilities as at 31 December were represented by debt to parish sources. These debts include those owed to Box Hill Close Trust (\$211,500) and to the Parish (\$60,000). A debt of \$20,000 to parishioners was taken over by the Parish and repaid before the end of the financial year. A transfer of \$15,650 was made after the end of the accounting period by way of partial repayment of the debt to the Parish, leaving unpaid debt to the Parish of \$44,350. An unaudited profit and loss statement for the year to December 2019 follows.

John Whitehead

Profit and Loss

St Barnabas Early Childhood Centre
For the year ended 31 December 2019

| Account | 2019 |
|---------------------------------|--------------------|
| Trading Income | |
| Donations | 20,760.00 |
| Fees | 117,062.16 |
| MOE funding | 131,307.14 |
| Total Trading Income | 269,129.30 |
| Gross Profit | 269,129.30 |
| Operating Expenses | |
| ACC levy | 1,293.40 |
| Accountancy Fees | (190.00) |
| Audit Fees | 100.00 |
| Bank charges | 281.15 |
| Cleaning | 9,618.00 |
| Computer costs | 2,207.23 |
| Depreciation | 3,303.00 |
| Electricity | 2,173.16 |
| Equipment | 27.74 |
| Groceries | 6,604.35 |
| Grounds Maintenance | 273.04 |
| Hygiene Products | 2,023.05 |
| Kiwisaver Employer Expense | 5,466.42 |
| Other expenses | 7,069.78 |
| Other staff costs | 6.08 |
| Payroll expenses | 959.80 |
| Phone | 298.37 |
| Relievers (contracted) | 20,367.30 |
| Rent | 13,557.32 |
| Repairs & Maintenance | 659.89 |
| Rubbish Removal | 878.90 |
| Salaries and Wages | 273,782.00 |
| Staff Mtg Meals | 274.42 |
| Stationery/Postage | 1,333.09 |
| Subscriptions | (10.04) |
| Teaching Materials | 226.02 |
| Total Operating Expenses | 352,583.47 |
| Net Profit | (83,454.17) |