

STATEMENT OF FUNDS as at 31 December			
2018		2019	% change
3,917.72	Designated fund	4,152.60	6.00
62,804.17	Unrestricted fund	56,167.16	-10.57
4,990.99	Choir fund	5,914.66	18.51
£71,712.88	TOTAL	£ 66,234.42	-7.64
REPRESENTED BY			
2018		2019	
47,652.21	CBF High Interest account	48,010.42	
24,199.88	RBS Business account	19,103.44	
500.00	RBS Current account	500.00	
0.00	Sums receivable in next year	554.00	
0.00	Sums payable next year from this	-138.00	
-639.21	Uncleared payment cheques	-1,795.44	
£71,712.88	TOTAL	£ 66,234.42	
Financial Statements prepared by the Treasurer			
Clive Lemmon			
The internal auditors of Darley Abbey PCC have examined the books of account and appropriate supporting documents for the year ended 31 December 2019 and are satisfied that they correspond.			
Trevor Snelling			
Geoff Howell			
The independent examiner of Darley Abbey PCC has examined the books of account and appropriate supporting documents and is satisfied that they give a true and fair view of the financial affairs of the church for the year ended 31 December 2019.			
Kate Cadman			
Signed by the chairman of the PCC on behalf of the PCC			



The Parish of St Matthew, Darley Abbey

Annual Report and Accounts 2019
for the
Annual Parish Meeting
Sunday 18 October 2020
To be held in church after the 10 am service

PLEASE NOTE ...

This report was $\frac{3}{4}$ written when Covid-19 arrived and the Annual Meeting, which had been planned for Sunday 26 April, was cancelled. It is now issued (unamended) for the Annual Meeting on Sunday 18 October. If you are unable to attend or (understandably) do not wish to attend that meeting, please make any comments to me and I will ensure they are brought to the meeting. The pandemic has changed the life of our church more than anyone could have imagined. I imagine that we will be living with these changes at this APCM and at APCMs for several years to come.

Peter Barham, Vicar

General Information

Vicar	The Rev'd Peter Barham	
Administrator (including Fellowship Room bookings)	Caroline Audley	
Church Office, King's Croft, Allestree, Derby, DE22 2FN		
Readers	Clive Lemmon Melonie Hambly Julie Barham	
Churchwardens	Peter Taylor David Brierley Phil Cunliffe	
PCC Secretary	Clive Lemmon	
Treasurer	Richard Hughes	
Assistant Treasurer	Clive Lemmon	
Covenant Officer	Richard Williams	
Weekly Offering Envelope Secretary	John Gratton	
Organist & Choirmaster	Geoff Howell	
Assistant Organist	Rachel Tribula-Bryan	
Kids' Church	John Worthy, Geoff Howell	
Parish Magazine Editors	Annèle Mackenzie	
Parish Magazine Distribution	Diane Whittaker	
Flower Rota	Valerie McFarlane	
Bible Reading notes	Barbara Coe	
Electoral Roll Officer	Barbara Coe	
Coffee Rota	Rita Brierley	
Worship Rota	Marcia Davies	
Verger	John Gratton	
Church Architect	Melonie Hambly	
Safeguarding	Kate Cadman	
Independent Examiner	Ecclesiastical	
Insurance	Royal Bank of Scotland	
Bank	Cornmarket, Derby	
Postcodes	Church	DE22 1EY
	Church car park	DE22 1EF

www.stedsandstmatts.co.uk

www.facebook.com/stmatthewsdarleyabbey

UNRESTRICTED FUND		
2018		2019
£	RECEIPTS	£
2,000.00	Legacies	0.00
1,000.00	In memoria	1,000.00
0.00	Gift Day	0.00
0.00	Tax rebate on Gift Aid donations	0.00
223.99	Interest on Fund	353.20
0.00	from (+)/to (-) Designated Fund (p3)	-7,540.14
£ 3,223.99	Total receipts	£ 6,186.94
£	PAYMENTS	£
360.00	Boiler replacement: Architect fee	0.00
1,576.02	Transfer from(-)/to(+) R&P a/c (pg1)	450.07
£ 1,936.02	Total payments	£ 450.07
£ 1,287.97	Excess receipts over payments	-£ 6,637.01
£62,804.17	Closing balance at 31 December	£ 56,167.16
CHOIR FUND. THIS IS A RESTRICTED FUND		
2018		2019
£	RECEIPTS	£
155.31	Choir events	260.00
221.00	Donations	710.00
10.01	Tax rebate on Gift Aid donations	23.02
0.00	Cathedral visit	0.00
18.69	Interest on Fund	28.07
£ 405.01	Total receipts	£ 1,021.09
£	PAYMENTS	£
0.00	Materials	0.00
0.00	Visit expenses	0.00
545.96	Music	37.50
0.00	Miscellaneous expenses	59.92
£ 545.96	Total payments	£ 97.42
-140.95	Excess receipts over payments	923.67
£ 4,990.99	Closing balance at 31 December	£ 5,914.66

Agenda

DESIGNATED FUND		
2018		2019
£	RECEIPTS	£
600.00	Standing Orders: General purposes	600.00
155.15	Tax recovered on General	150.11
0.00	for Bicentenary Celebrations	3,090.75
0.00	Tax recovered on Bicentenary	51.29
50.00	for Churchyard	0.00
0.00	Tax recovered on Churchyard	0.00
50.00	for Buildings	50.00
12.50	Tax recovered on Buildings	12.51
775.00	for Flowers	705.00
47.56	Tax recovered on Flowers	0.00
150.00	for F.R. extra Chairs	0.00
0.00	for Floodlighting Replacement	168.65
0.00	for Boiler	1,685.71
0.00	Tax recovered on Boiler	25.02
0.00	for Advent Candle Stand	173.29
0.00	for Oil-filled Candles	103.76
56.94	for Flag	80.00
0.00	for new Choir Stalls	326.05
16.61	Interest on Fund	22.03
1,913.76	Total receipts	7,244.17
£	PAYMENTS	£
329.76	Flowers	796.17
56.94	Flag	47.94
0.00	Bicentenary Celebrations	2,913.76
0.00	Boiler	10,345.86
0.00	Floodlighting Replacement	168.65
302.20	F.R. extra Chairs/Oil-filled Candles	103.76
540.00	Car Park/Advent Candle Stand	173.29
£ 1,828.90	Subtotal payments	£ 14,549.43
0.00	to (+)/from (-) Unrest'd Fund (pg 4)	-7,540.14
679.06	to R&P General (pg 1)	0.00
50.00	to R&P for Churchyard (pg 1)	0.00
£ 729.06	Subtotal transfers	-£ 7,540.14
£ 2,557.96	Total payments	£ 7,009.29
-644.20	Excess receipts over payments	234.88
£ 3,917.72	Closing balance at 31 December	£ 4,152.60
Sums held to following year for designated purposes		
0.00	for Churchyard work	0.00
414.34	for Flowers	323.17
0.00	for new Choir Stalls	326.05
3,503.38	for Car Park work	3,503.38
3,917.72	Total	£ 4,152.60

Meeting of Parishioners—also known as the Vestry Meeting

1. Prayers
2. Apologies
3. Minutes of Vestry Meeting 2019 (see page 4)
4. Election of Churchwardens

Annual Parochial Church Meeting

1. Apologies
2. Minutes of 2019 APCM (see page 4)
3. Presentation of Electoral Roll
4. Election of PCC members
5. Appointment of Sidepersons
6. Annual Report of the PCC
7. Financial Report (see page 26)
8. Appointment of Auditor
9. Presentation of Reports (see pages 8ff)
10. Churchwardens' Report
11. Vicar's Report (see page 8)
12. Opportunity for questions

**ST MATTHEW'S DARLEY ABBEY
PAROCHIAL CHURCH COUNCIL
ANNUAL PAROCHIAL CHURCH MEETING**

Minutes of Meeting of Sunday 28th April 2019

Present: Peter Barham, Phil Cunliffe, Barbara Coe, Clive Lemmon, David Brierley, Geoff Howell, John Bishop, Edd Cunliffe, John Gratton, John Worthy, Peter Taylor, Richard Hughes, Sarah Murfin, Trevor Snelling, Nic Barnard, Diane Whittaker, Ruth Lee, Mo Holmes, Leslie Futter, Val McFarlane, Ruth Keeling, Shanti Snelling, Marcia Davies, Dorothy Taylor, Muriel Davis, Ann Fabiano, Julie Barham, Rachel Trybula-Bryan.

Apologies: Alison Gratton, Gareth Stevens, Luke Trybula, Sue Bryan, Les Bryan.

Meeting of Parishioners – also known as the Vestry Meeting.

The meeting was opened with a prayer.

1 – Minutes of 2018 Vestry Meeting

All present accepted the minutes of the 2018 meeting.

2 – Election of Churchwardens

David Brierley and Peter Taylor both continued as churchwardens. David was proposed by Richard Hughes and seconded by Vicky Howell. Peter was proposed by Geoff Howell and seconded by John Gratton.

Annual Parochial Church Meeting

1 – Minutes of 2018 APCM

All present accepted the minutes of the 2018 meeting.

2 – Electoral Roll

The Electoral roll was updated this year and there are now 93 members on there. There have been a few changes but the number is roughly the same as last year. Thank you to everyone who filled in a new form, and thank you to Barbara Coe for collating them.

2018		2019		%
£	£	£	£	change
36,888.00		Ministry. Diocesan Common Fund	39,969.00	8.35
280.25		Service fees (non sequ.)	289.00	3.12
1,681.43	38,849.68	Clergy expenses	1,068.68	-36.44
1,200.00		Church expenses. Cleaning	1,200.00	0.00
1,863.61		Gas & electricity	1,983.90	6.45
56.12		Water and sewerage	64.24	14.47
2,400.00	5,519.73	Insurance	2,400.00	0.00
144.00		Rep & Maint. Organ, piano & clock	168.00	16.67
190.76		Boiler & Fire protection	327.54	71.79
1,170.00		Architect's fees	0.00	-100.00
1,497.59		Electrical & L'ning cond.	621.00	-58.53
1,462.60	4,464.95	General repairs & maint.	3,025.94	106.89
377.19		Upkeep of services. Materials	0.00	-100.00
229.10		Altar requisites etc.	194.85	-14.95
230.08		Weekly service sheets	226.10	-1.73
1,720.00		Organist	2,262.00	31.51
430.00		Assistant Organist	566.00	31.63
122.50	3,108.87	Choir	35.50	-71.02
666.00		Churchyard. Special Projects	1,816.00	172.67
1,754.00		Maintenance	1,692.20	-3.52
45.90	2,465.90	Stones/inscriptions	145.68	217.39
240.00		Fellowship Room. Cleaning	240.00	0.00
956.23		Gas & electricity	906.54	-5.20
100.71		Water & sewerage	100.94	0.23
559.63		Insurance	602.87	7.73
1,747.06	3,603.63	Rep. & maint	143.28	-91.80
170.00		Administration. Subs' & Gifts	157.00	-7.65
1,012.27		Photocopying & printing	413.90	-59.11
841.49		Secretarial	1,582.31	88.04
166.47		Hospitality	232.51	39.67
301.00		Copyright licence & RSCM	309.00	2.66
584.52	3,075.75	Miscellaneous	75.90	-87.01
1,473.12		Magazine. Printing	1,473.12	0.00
0.00	1,473.12	Other costs	0.00	#DIV/0!
385.16	385.16	Events. (Costs of staging events)	363.96	-5.50
1,984.67		Charity Giving: General	1,399.13	-29.50
0.00	1,984.67	Vicar's Discretion	0.00	#DIV/0!
	£64,931.46	TOTAL PAYMENTS	£66,056.09	1.73

RECEIPTS					
2018			2019		%
£	£		£	£	change
25,539.50		Free will offering	29,869.46		16.35
1,677.25		Tax rebate on FWO PGS	3,272.91		35.14
3,738.00		Tax rebate on FWO GA	3,190.62		-14.54
431.98	31,386.73	Tax rebate FWO GASDS	622.73	36,955.72	44.15
3,594.86		Church collections (loose, non-GA)	3,587.94		-0.19
0.00		Card donations	203.52		#DNV101
1,133.11	4,727.97	Tax rebate (GASDS)	1,786.52	5,577.98	57.67
7,939.27		Church collections (Gift Aided)	5,914.74		-25.50
2,153.91		Donations and Misc.	1,151.81		-46.52
1,936.32	12,029.50	Tax rebate non-FWO GA	1,744.11	8,810.66	-9.33
257.22		Events: Coffee Morning	0.00		-100.00
356.96		Big Breakfast	131.00		-63.30
192.45		Beetle Drive	0.00		-100.00
713.62		Summer lunch	0.00		-100.00
200.00		Cream Tea	0.00		-100.00
533.10		Christmas Coffee Morning	733.90		37.67
0.00		Carol Concert	80.66		#DNV101
48.83		Advent Ref/Last Nt of Proms	0.00		-100.00
659.00	2,961.18	Harvest Supper	724.70	1,670.26	9.97
1,571.40		Magazine sales	1,542.90		-1.81
878.60	2,450.00	Advertising	1,550.00	3,092.90	75.42
3,901.00		Fees to PCC, Weddings & Banns	1,862.00		-52.27
1,645.00		Funerals & Ashes	3,902.00		137.20
333.00	5,879.00	Memorials & Inscriptions	141.00	5,905.00	-57.66
3,192.00		Fellowship Room, Lettings	3,553.50		11.33
0.00	3,192.00	Other	40.00	3,593.50	#DNV101
	62,626.38	Sub Total of Receipts		65,606.02	4.76
	679.06	From Designated fund - R&M		0.00	
	50.00	From Designated fund - Churchyard		0.00	
	£63,355.44	TOTAL RECEIPTS		£ 65,606.02	
	£64,931.46	TOTAL PAYMENTS		£ 66,056.09	
	£ 1,576.02	Transfer from(+)to(-) Unrestricted Fund to balance the Receipts and Payments (pg 4)		£ 450.07	

3 – Election of new PCC members

Nic, Barbara, Richard, Ruth and Sarah were all up for re-election this year and all stood again. Rachel Trybula-Bryan also stood for the first time. All 6 were accepted onto the PCC for a period of 3 years.

4 – Election of Deanery Synod reps.

Geoff, Clive, Diane and Janice were all unanimously re-elected onto the PCC as Deanery Synod representatives.

5 – Appointment of sidespersons

Sidespersons remain the same (list on page 10 of the Annual Report) and were all reappointed. Thanks go to them for all they do.

6 – Annual Report of the PCC

This can be found on page 8 of the Annual Report. The PCC has legal responsibilities covered under the Charities Act (2006) It is here for the benefit of the church, congregation and public. It meets 6 times a year and all members are charity trustees who have been DBS checked and have completed their C1 safeguarding training.

7 – Financial Report

This can be found on page 23 of the Annual Report. Clive reported that there has been a small increase in funds in 2018 of £142, this is up on previous years thanks to the successful stewardship campaign last year. This year should be even better as it will be the first full year of the increases gained by the stewardship campaign. We have also last year had some extra charity giving - £1,984.67, this is mostly from retiring collections at weddings, where half comes to St Matthew's and half goes to a charity of the couples' choice. We also had £3,000 of legacies last year.

Ruth proposed, Nic seconded, and all agreed to accept the 2018 accounts.

Huge thanks to Clive for all he does, thanks also go to the stewardship campaign committee and our administrator, Caroline, for all their hard work with this.

8 – Appointment of Auditor

Thanks to our external auditor, Kate Cadman. We appointed her as external auditor for next year, Marcia proposed, John Gratton seconded, all agreed.

9 – Reports

We went through the reports (from page 11 in the Annual Report) Fabric & Churchyard – In 2018 we had our Quinquennial review, which showed the church and churchyard to be in good condition and well maintained. There has been more churchyard work recently thanks to an anonymous benefactor. The outside of the fellowship room has also been painted, a defibrillator installed and two new boilers installed.

Churchyard working party – This has a regular group of around 5-8 people who meet once a month to help keep the churchyard tidy and presentable.

Walter Evans School – No report was received from the school, however we continue to have close links, with children and parents coming into church regularly for services, which have recently had some lovely songs written by The Old Vicarage School teacher, Anne de Vaal. The headteacher, David Brown, regularly comes to PCC meetings and foundation governors go into school for meetings. As Ruth is stepping down soon we need more foundation governors to step up to keep the links going.

Friends of St Matthew's – FoSM continues to meet in the fellowship room every month, with a different guest speaker at every meeting.

Flowers – Flower arrangements continue to be beautiful, huge thanks to Diane and the team for all their hard work.

Catering Committee – Another busy year, they are doing lunch for us all after the meeting today. They have worked extremely hard, not just catering church events, but also being welcoming.

Christian Aid Week – This is coming up soon.

Kids church – This is getting bigger.

Choir – Thanks to the choir, as well as John and Geoff for playing, for all the hard work they put in to make our services sound beautiful. As well as singing at services they put in a lot of practice. We have a few new children in the choir but still need new members of all ages, if you, or anyone you know, would like to join the choir then please speak to John or any choir member. Thanks also to John B for all the work he puts in with music/singing lessons, not just for the children, but also some of the adults.

Parish Magazine – This is doing really well.

Open Day and Last Night of the Proms – We're not doing these this year as there is a wedding on that day, instead we will do a WW1 remembrance concert in November to mark 100 years since the end of the first world war. There will also be some WW1 talks in May and June on Tuesday afternoons.

Fellowship room – We have lost many regular users due to groups

was planned that the Bi-centenary celebrations should attempt to break even, and a small surplus (£228.28) was made on the year as a whole. The boiler replacement work appears under the Designated Fund (not the Unrestricted Fund as anticipated in 2018) as we received some donations towards the cost of the work. Other purchases (replacement floodlighting, Advent candle stand, oil-filled candles and another new flag) were covered by generous donations. There has been a concerted effort to build up the Choir Fund with the intention of being able to make a donation from it towards the cost of alterations to the choir stalls.

Whilst 2019 has been a satisfactory year, financially, for S. Matthew's, the unexpectedly high increase in Diocesan Common Fund to £43,026.00, a further £3,057.00 (7.6%) will represent a significant challenge in 2020.

CHARITABLE GIVING 2019

Hope Centre Food Bank	Food stuffs and provisions	Throughout the year
Centenary House	Starter packs for the homeless moving into new accomodation	Lent
Christian Aid	House to house collection	May
Padley Centre	Walter Evans School harvest gifts	Harvest (October)
Derby Refugee Advice Centre	Toiletries, goods and cash	Advent
British Heart Foundation	Donations from Vicar's Railway Film Evenings	February, May and September
Derby Churches Night Shelter	£225 in donations from Vicar's Railway Film Evening	November
Derby Churches Night shelter	half the collection from the combined Hothouse Jazz and Carol Concert	December
Pace Children's Charity	Used postage stamps	ongoing

In addition the PCC 'Charity Giving' in the accounts also went to the following organisations, usually at the request of the organisation or wedding couple involved in the service or event:- Help for Heroes, Uttoxeter Gateway Club, Children's Trust, Kidscape, World-Wide Fund for Nature and Hot House Music nominated charity.

The Parish Church of S. Matthew: Darley Abbey

PAROCHIAL CHURCH COUNCIL ACCOUNTS: 1 JANUARY TO 31 DECEMBER 2019

PREAMBLE

The year saw a reduction in total PCC funds (page 5) of £5,478.46. This was entirely due to the installation of the new boilers, and is significantly less than the cost of the boilers (£10,345.86), due to generous donations towards their purchase, and the underlying surplus (£3,181.69) made on the year apart from this work.

The Receipts are shown on page 1, where the 17% increase in FWO is due to the effects of the 2018 Stewardship Campaign being for the whole year. Church collections (loose, non-Gift Aided) remain broadly the same as in 2018 and the new feature of donations made by credit/debit card are shown for the first time. Gift Aided church collections (yellow envelopes) show a 26% decrease; this is mainly due to some regular donors by yellow envelope switching to the Parish Giving Scheme (PGS), which appear as FWO giving. There was also a reduction in Gift Aided donations received at weddings compared with the record year of 2018. Both the magazine (£ 1,619.78) and the Fellowship Room (£1,599.87) made significant contributions to the underlying surplus.

The Payments (page 2) are again dominated by the Diocesan Common Fund, which increased by 8.35% on 2018. Repairs and maintenance to the church is substantially up on the previous year as necessary repairs were required during the year. For the same reason special projects in the churchyard show an increase, whilst repairs and maintenance to the Fellowship Room are significantly down, the urgent work there falling in 2018. Secretarial costs are increased as S. Matthew's has moved to paying closer to half the costs of the benefice administrator following the ending of the transitional period, where S. Edmund's bore a higher proportion of the costs. The decrease in Charity Giving is explained by the decrease in the number of weddings compared with 2018, where the brides and grooms were invited to nominate their own charities to benefit, along with S. Matthew's, from the collections made at the services.

The operation of the Designated Fund is shown on page 3 and the Unrestricted Fund and the Restricted Choir Fund both on page 4. It

closing down, although we are slowly getting more regular groups, such as the WI. David reported that the way people book venues has changed over the last 10 years, it used to be mostly by phone but now people tend to mainly book online. Fellowship room hire is not very easy to find on the church website so we'll need to look at tweaking that to get more business in. However, we need to work out when we need it for church so it's not booked out then. Hiring out the fellowship room is good not only for generating income but also to get people into the church who wouldn't otherwise come. David is now handing bookings over to Caroline. Thank you to David for all he's done over the years.

Third Thursday Lunches – These go very well, sometimes they are full and sometimes they aren't. All are welcome, please mention it to anyone you think would be interested.

Arts and Crafts Group – This is going well and the group have made several things to display for church events. Thanks to Carol for all her work with this.

Allstree Churches Together – Our church didn't send anyone to their Holiday at Home scheme last year, so let's try to this year.

Ascension Prayer Group – Meets the second Monday of each month
Services at Beaumont House – These happen every three months and they appreciate us coming in.

Railway Films – These have been very successful over the year.

Yesterday's one at St Edmund's raised £220 for the Air Ambulance
Vicarage Book Group – Another excellent year together, there have also been other events (such as coffee mornings) at the vicarage.

8 – Churchwardens Report

We had the quinquennial review last year, in which we came through with flying colours, and have made great progress with the recommended work. This year marks St Matthew's Bicentenary and we are privileged to have had this lovely building in our village for 200 years. Our church is a big part of the village community, and we have a lot of loyalty from non-churchgoers. We have had a new sound system put in by someone from the village, and other financial donations. There has been a plant survey done in our new nature area at the bottom of the churchyard which found that we have 60 different species of plants.

The bicentenary is a great opportunity to spark an interest in the church and get people involved.

9 – Vicars report

We have had another busy year, although attendance has not been as good. The Stewardship Campaign was brilliant and having an admin assistant has made a huge difference. We need to make sure we keep Jo in the loop about what is happening in both churches, especially for using the fellowship room and the church. It has been good to use the vicarage for Study groups including last autumn's Bible Course. We have the Bicentenary coming up, the organ recital and loom display have already gone very well, we had lots of people in for those. There are details for the other events, including the main weekends, on leaflets; we will need volunteers for stewarding, catering, setting up and taking down, and much more. The poles have gone up for the 'Big and Bold' 200 artwork. Forthcoming events include the Voices Choir concert, Railway Films, Choral Evensong at Cromford and the choir's 'Summer Singing' concert at Darley Abbey Wine Bar.

The Vicar's Report - Peter Barham

It seems unbelievable I am writing my fourth report – I still feel like the new Vicar. It has been a busy year, sustained by the worship we enjoy together. A lot of people put a lot of effort into these services, and the atmosphere, the welcome, the care, the silence, and the laughter – all these are a sign of God's people worshipping well together. The numbers are healthy as well - which is always encouraging.

The highlight of the year was the Bicentenary Celebrations. Looking back through all the pictures on the church website - <https://www.stedsandstmatts.co.uk/st-matthew-s-bicentenary> - makes me realise how much we did in Bicentenary fortnight, and in the months before and after. It was a marvellous celebration, that took a huge amount of hard work. Thank you to Nic and John for making it happen, and to everyone else who got so involved. It was lovely seeing so many people there, we certainly brought the community together. Darley Abbey is very different to how it was in 1719, but I believe Walter Evans would be pleased with our efforts.

Thanks to Caroline in the church office (and to Jo who was with us at the start of the year). It has made a huge difference to me to have this

Electoral Roll - Barbara Coe

The Electoral Roll has been updated for the 2020 AGM and now stands at 88.

Vicarage Book Group and other Vicarage events - Julie Barham

We have had another excellent year enjoying books together in the Vicarage sitting room. It can get a little cosy. We always welcome new members, but I would like some notice so we can try to arrange seating (and biscuits). Not everyone is able to attend every time, so we manage! Many thanks go to those who make drinks and wash up.

Our books are always listed on the church website, and we have titles planned until February 2021 in the hope that we will meet again after Covid. We enjoy our discussions, with some frank observations and ideas exchanged. I hope that everyone gets something from the sessions, which are normally on the second Monday of the month at 2pm, (not in July).

In addition we have welcomed people for coffee mornings – an opportunity to get people together from both churches, and to chat to people we don't normally meet. Once again we had a Vicarage Garden Party at the end of August. In 2018 we had several weeks of bone-dry weather, put the marquee up for the Vicarage Garden Party, and the heavens opened 15 minutes later. We all got soaked. In 2019 we did no advance planning - apart from booking the Church Hall in case, and buying Just-Ice ice cream. At 12 noon we looked up at the sky, and decided to put up the marquees. An hour later they were up. 15 minutes after that, the heavens opened. Then the rain stopped, and by 3 pm the sun was shining. 83 people came - people from both churches, and an age range from under 1 to over 90. There was so much food we had a surfeit of cake, Robert played his accordion, conversations we enjoyed, and £295 was raised for the British Heart Foundation. We were able to say "farewell" to Jo after her stint in the Church Office, and give her a leaving present with our grateful thanks. Folk wandered off by 5. The marquees were down and the garden tidy by 6.30. Thanks to Alex and Matt, to Helen, Suzy and Evie from the BHF, and to everyone who helped and supported.

Safeguarding - Melonie Hambly

There have been no Safeguarding concerns or incidents reported in the past 12 months; for which we are thankful. The Diocese continues to provide Safeguarding training in various venues which can be found via the Diocese website, for those who need to access it, and we ensure that our people have done the training required.

administrative help, and I am pleased at how well our churches run. Caroline also has the job of Fellowship Room bookings, for which we are very grateful.

Work with young people continues to be fun, though sometimes frustrating. Lovely baptisms, good Family Worship, children at Kids' Church, and large numbers at Christmas. We have improved the links with St Edmund's Pre-School, and continue to work well with Parent and Toddler. I continue my work as a Governor at Walter Evans.

We move into 2020 with confidence in God's love and all he has called us to do.

Parochial Church Council

Aims

The PCC's principal function under the PCC (Powers) Measure 1956 is to co-operate with the minister in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. We work to maintain St Matthew's as the church for the whole of the Parish of Darley Abbey, as well as the existing church members, and seek to be a unifying agent in the local community

Public benefit

The Charities Act 2006 requires charities to state their aims for the public benefit. In deciding what activities the Church should undertake or how to spend Church money, the PCC follows two key principles, that there must be identifiable benefits, and that these must be benefits for the public or a section of the public. We ensure that our aims and activities fall within the description of charitable purposes given by the Charity Commission as guidance in the Act, in particular the following:

- The prevention or the relief of poverty
- The advancement of education
- The advancement of religion
- The advancement of health or the saving of life
- The advancement of citizenship or community development
- The advancement of arts, culture, heritage or science
- The advancement of human rights, conflict resolution or reconciliation and the promotion of religious or racial harmony.

- The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

Organisation

The PCC meets six times per year. It has an established Standing Committee to assist the Vicar and the Churchwardens in responding to urgent issues, to set the agenda for PCC meetings, and to give initial consideration to important matters before presentation to the PCC. Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM).

PCC business

PCC members are Charity Trustees. They are stewards of the mission and the resources of the church in Darley Abbey. The PCC can make a real difference to the aims and direction of St Matthew's Church. Finance, Fabric, Churchyard, Health & Safety are regular agenda items. Other topics included, Safeguarding, Charitable Giving, Welcoming, Fund-raising, Publicity, Allestree Churches Together (ACT), Use of Buildings, Hospitality, Open Day, Social & Forthcoming Events, Diocesan & Deanery Synods, School Head Teacher Reports, and many miscellaneous topics.

Sidepersons during 2019

Sidespersons are the first people you meet as you enter the church. Part of their rôle is to welcome and to give out the service sheets and books. In practice they do more; they are responsible, under the direction of the Churchwarden, for making sure the practical jobs in preparation for worship are done and the service runs smoothly. Sidepersons are the smiling, helpful and welcoming face of the church. They are the first to arrive so they can prepare the church, and they are usually the last to leave, after making sure that the building is left tidy and safe for the next service.

Nicholas Barnard	Barbara Coe	Margaret Gillibrand
Rowemary Rowland	Gareth Stevens	Margaret Vinning
Peter Taylor	Janice White	Dorothy Taylor
Diane Whittaker	Geoff Howell	Richard Williams
Ruth Lee	Clive Lemmon	Vicky Howell
Ruth Williams	Beryl Hughes	Richard Hughes
Mo Holmes		

Allestree Churches Together (ACT) - Clive Lemmon

The ACT service and refreshments to mark the Week of Prayer for Christian Unity was held at S. Matthew's in 2019 and was well received. The Act of Witness at Park Farm on Good Friday, the AGM at Broadway Baptist Church (with a guest speaker, Phil. Morton from the Derby Churches Night Shelter), the Holiday at Home at Broadway Baptist Church, the Advent Quiet Evening (this year comprising a series of prayer stations which proved an effective stimulus to quiet reflection) at Holy Family RC Church and Carols at Park Farm before Christmas all took place as usual. S. Matthew's has been involved in most of these events. In addition litter-picks were organised at Allestree Recreation Ground.

Ascension Prayer Group - Clive Lemmon

The group met in members' homes in every month except July (when we had a prayer walk round the wild flower meadow), August (holidays) and December (when we once again joined in the ACT Quiet Evening) to offer prayers for particular needs and situations and to have a time for quiet reflection along with some discussion.

Services at Beaumont House - Clive Lemmon

The quarterly afternoon services at Beaumont House took place as usual, offering the chance for residents there, and at the nearby Kinsale Court and Mount Carmel Home, to join in a short act of worship. In 2020 it is planned to increase the frequency of these services to bi-monthly.

Railway Films - Peter Barham

My railway films continue at St Matthew's every two or three months, and we even managed a special Bicentenary show in church. People come from both church congregations, and we attract a good number of people who rarely see in church. The local fund-raising committee of the British Heart Foundation usually come and help with the doughnuts – and we have raised a good amount of money this year

Christmas pudding and tea and coffee were on the menu, and we were delighted to have carols with the church choir. The café is here for everyone: time for young and old to get together for a chat and relaxation over a meal or just a cup of tea or coffee. It is informal and you pay just for what you have.

The Casserole Café has continued into 2020, with chicken casserole and jam roly-poly in January and beef casserole and fruit crumble in February, while lamb casserole is planned for March. After that there will be a break for the summer and plans for further occasional cafés will be reviewed.

Arts and Crafts - Carol Girling

Our arts and crafts group is non profit making and meets every second Tuesday in the Fellowship room, with a regular number of about eight. Apart from our craft work it is a good opportunity to catch up on our news. Our main project in 2019 was a montage for St Matthews 200 year anniversary showing our congregation through the ages. We have also experimented with Chinese painting, still life and narrow boat painting on aluminium pots. Usually we go out to visit places of interest and this year it was Cromford mill, with its variety of shops and a welcome cafe for coffee and cake, our reward for all our hard work.

The Bakers Dozen - Carol Girling

The Bakers Dozen was formed in the summer of 2018 in part to replace FoSM's coffee morning which had become a lot of work for a not very good return. In the event twelve bakers were recruited which meant they produced cakes just once every three months. The cakes are available to buy after the 10 o'clock service every week and the results have been remarkable, the criteria is that we need to raise a minimum of £5.00 each week and by and large this has been surpassed, the congregation have enjoyed them too. From May 2018 to December 2019 we raised £800.00 approximately, out of which we paid for the cooker to be cleaned and new candles for church. Our bakers enjoy producing the cakes and because there are twelve different cooks we get a lovely variety. Well done bakers.

PCC Membership

Ex Officio

Vicar	Rev'd Peter Barham
Churchwardens	Peter Taylor
	David Brierley
WE School Head Teacher	David Brown

Co-opted

Secretary	Phil Cunliffe
Safeguarding	Melonie Hambly

Elected as Representatives on Deanery Synod

Geoff. Howell	Clive Lemmon
Diane Whittaker	Janice White

Elected 2017 to serve for 3 years

John Bishop	Sara Ferdinando
John Gratton	Peter Taylor

Elected 2018 to serve for 3 years

Alison Gratton	John Worthy	Trevor Snelling
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Elected 2019 to serve for 3 years

Nicholas Barnard	Barbara Coe	Richard Hughes
Ruth Lee	Sarah Murfin	Rachel Tribula-Bryan

We are sorry to note the deaths of Ruth and Nic early in 2020

Standing Committee

Rev'd Peter Barham		
Clive Lemmon	Phil Cunliffe	Peter Taylor
Richard Hughes	Barbara Coe	David Brierley

Ruth Lee served until her death in January 2020

Fabric & Churchyard - David Brierley

A good amount of remedial and repair work was carried out in 2019 parts of which were paid for by generous donations.

Following PCC's decision to replace the church boiler Diocesan approval was obtained and the work was carried out by Gascoynes. The old boiler was removed from the boiler room under the church

and two wall mounted boilers installed above the door inside the sacristy. The new system is energy efficient and has made a noticeable difference. The boiler has been paid for from the church's Reserves and donations from the congregation.

The external painting work following last year's donation by a local benefactor has been completed. This work included the crypt, the railings above the steps to the boiler room, the external and external doors to the south entrance and the inside west doors. The biggest job was the repainting of the large gates to the Church Lane steps which for the painter, Richard Hill, was a labour of love. All this made a noticeable difference in time for the 200th anniversary celebrations.

Additionally there has been work by volunteers including repainting the Walter Evans shed and the car park railings and creosoting the timbers in the tower.

We are very grateful to John Larmer from the village for significant improvements and upgrades to our sound system. Again this was a timely improvement for the anniversary celebrations.

Two items of repair were needed on the north side of the church. The hopper head and downpipe from the roof was leaking and the loft window, the only easy access onto the roof, succumbed to the elements and had to be replaced. We have to be constantly vigilant against the risk of water damage and to keep gutters and drains clear.

There were two joinery repairs jobs at the top of the tower the protective netting and the trap door to the flagpole. The main church door to the Fellowship Room needed repair work.

The Lawson's Cypress tree by the Fellowship Room was taken down following the Quinquennial Report and tree survey. Also new fencing has replaced 26 m of fallen fencing by the Church Lane steps

A new St George's flag for the church tower was kindly donated by Betty Hill. The new notice board by the car park entrance is thanks to Peter Taylor.

Mention should be made of our church clock. It is a two-train hour striking clock and on the brass setting dial it says "John Smith & Sons / Midland Clock Works / Derby 1903". It is hand wound and runs for about 8 days. We have an annual maintenance contract with

Last Night of the Proms - Peter Taylor

Was held on Friday 18th November, the congregation, its friends, and visitors joined the choir for a Special "Last Night of the Proms" concert to celebrate the Bi-Centenary Anniversary of St Matthew's Church. An excellent varied programme of readings, music, sing-a-longs, finishing of course with much flag waving to "Rule Britannia", "Land of Hope and Glory" and "Jerusalem". A great night - followed by refreshments. Many thanks to those who came and those who organised the events.

Fellowship Room - Caroline Audley

The Fellowship Room has been used by various groups/businesses on a regular basis throughout 2019, and also for our church events. When the Village Hall roof was being redone we gained some business from groups looking for another venue close by. Thank you to those who ensured the room was clean and tidy on a Sunday ready for the groups on Monday. Unfortunately, since CV-19 the room has not been used. We have installed 2 hand sanitiser stations and I am now working on a risk assessment for the room as I have done with St Edmund's Church Hall. The only person to date who is keen to start back in the new year is Hilary and her dance classes. In the coming weeks I will contact all of our other regular users to see what, if any plans they have to return. The new 2m social distancing rules say that we can only have 9 people in there at once. The carpet in the room is a concern as it cannot be easily disinfected after use as well as the fact the toilets are connected within the room to church, so if there was an outbreak connected to someone hiring the room, it would directly impact the church.

Casserole Café - Vicky Howell

Carol Girling and her team deserve huge thanks for running Third Thursday Lunches so successfully every winter for many years. They were enjoyed by many from the church and local community.

When Carol retired from Third Thursday Lunches in March 2019, it wasn't clear whether they would continue. Eventually, however, the Casserole Café team came together and the new Café opened its doors in the Fellowship Room in December. Turkey Casserole,

Parish Magazine - Geoff Howell & John Worthy

We have been fortunate again this year to have an excellent team of contributors, printers and distributors. Interesting articles have always been forthcoming, usually with excellent photographs and our magazines have continued to be printed to a high quality by the IT Department at Woodlands School. Annèle has again done an excellent job in co-ordinating the door-to-door delivery by our conscientious team.

The St Matthew's bicentenary celebrations were a frequent source of interesting material on the programme of events throughout the year. We had splendid photographs of all the events, taken mostly by Nigel Tissington, but also some aerial photographs taken by Screen Photography's drone. We thank both photographers for the high quality of their work and we plan to have an exhibition of their work in the Fellowship Room in 2020.

We plan to have an Advertising Manager in place soon, who will ensure that we receive an income from advertisements in the magazine to help cover the cost of printing. The Manager will also contact existing advertisers for their payments towards the end of each year and occasionally look for new ones. We also urgently need volunteers to join our team of deliverers.

The PCC decided that we should increase the subscription charge in 2020 to £1 a copy, or £10 per year.

We always welcome new contributors to the magazine and, indeed, new readers to add to our circulation list!

Church Open Day - Peter Taylor

Open Day was held on Sunday 26th October as part of the 200th anniversary of the consecration of St Matthew's Church and the "Derwent Valley Mills Discovery Week" events. Visitors had guided tours of the church to see the memorials, windows, crypt and graves of the Evans' families. Many favorable comments were received.

Smiths. Asked this year when the clock would show signs of aging the engineer replied that it was still a youngster.

In 2019 St Matthews registered with Eco Church a scheme set up and run by A Rocha UK a Christian charity. The strap line is "Let us help your church become good news for God's earth" and it is endorsed by the Church of England, the Methodist Church, Christian Aid and Tear Fund. In 2018 the Derby Diocesan Synod voted unanimously to become an Eco Diocese.

Churches that register with Eco Church identify what they already do to care for the environment and then decide what more can be done. There are Eco awards at bronze, silver and gold to aim for but no targets or imposed deadlines. Churches which can go at their own pace making their own decisions.

St Matthews is a 200 year old, Grade II Listed building in a conservation area with finite resources and our time is not unlimited. Nevertheless many parts of our working arrangements are ecologically efficient. Our building and land is well maintained and cared for. We are careful in our energy use, not reliant on plastics or disposables for drinks and catering and we are conservative with paper use. We have LED floodlights, other LED and low energy lighting and as just mentioned the new boiler is energy efficient with good heating controls.

We now have a blue Council recycling bin for cardboard, plastics etc. and we are part of a growing recycling scheme in the village for crisp, nut, biscuit and other wrappers that can not go in domestic recycling bins. We have internal and external recycling collection points.

The most ambitious project to date is developing a wildlife area at the bottom of the churchyard. This is vacant consecrated ground. Grassland in churchyards is not usually fertilised or re seeded and often rich in wild flowers which we know are becoming scarce elsewhere. A plant survey in Spring 2019 confirmed this. The potential wildflower area was left uncut over the summer to see where most wildflowers are or are likely to be and whether a wildlife area is manageable for the church and in tune with the rest of the churchyard.

Management of a wildflower area involves some hard work. It needs to be cut each year, usually towards the end of summer and then it is

important to rake off and remove the grass clippings. This raking and removal of grass was undertaken by a church team assisted by a very knowledgeable and enthusiastic group of Derby University students studying modules such as ecology, zoology, biology and conservation. They have been a pleasure to work with. This link with the University came from a 2018 survey by their School of Environmental studies asking Darley Abbey residents about wildlife issues, the results of which were very positive.

Churchyard Working Party - John Bishop

As last year, Churchyard Working Parties, of typically 5 to 8 people, met (weather permitting) on the last Saturday morning of each month (except December).

The objective was to maintain the churchyard, and areas round the church (including the car park), in a tidy, safe, peaceful and attractive condition; allowing easy access to all the graves (even those buried beneath the grass) and making maintenance as easy as possible for the future. Creation of a 'meadow' in the lower field, where there are currently no burials, occurred as a special separate project.

Main activities were:

weeding; pruning; crown lifting trees; removing ivy from graves, trees and walls;
clearing dead wood, blown down in the wind, from the grassy areas;
weeding the moat by hand (someone to spray weed killer is needed);
levelling areas for mowing between graves;
sinking grave slate memorials for protection from the mower (paid for work);
extending the grave areas protected by weed suppressant membrane and pebbles;
strimming around the graves (to support paid for strimming in the future);
sweeping up leaves from paths and the car park (especially in Autumn);
sweeping up loose material from the car park;
bagging rubbish and taking it home, or directly to the tip, for disposal;
providing coffee and biscuits.

Very wet conditions in the early part of the year allowed high grass to cover the grave memorials, and ragwort had to be hand cleared

Choir - John Gratton

The choir have had another busy year, singing at all morning services, monthly Choral Evensongs, occasional Choral Mattins services and the 'Last night of the Proms' in October.

We joined with St. Edmunds choir for a number of services and some of our members sing regularly with St. John's choir at their monthly Choral Evensongs. Two 'Dans' came down from Liverpool Cathedral in November and gave a splendid organ recital.

As usual, the Christmas period was hectic with The Advent Procession, carols at the coffee morning, carol concert (with 'Hothouse Choir'), carol service and carol singing at the Paper Mill and Wine Bar. Ladies of the choir social group again organised our annual Christmas dinner at 'Haslams' in December – enjoyed by all.

Other choir singing events during the year were:

Good Friday 19th April – Fauré's Requiems
Friday 17th May – 25th anniversary of Chris Dyer's priesting.
Saturday 19th May – Choral Evensong at St. Mary's, Cromford.
Wednesday 6th June – Summer Concert - singing at the Wine Bar.
Sunday 16th June – Joint choirs: Jazz Choral Evensong at Derby Cathedral.
Saturday June 22nd – Choir concert.
Sunday 27th June – Sung Eucharist with Bishop Jan.
Sunday 8th September – Choral Evensong at Ashbourne.
Sunday 13th October – Harvest Songs of Praise.

Arrangements have been made for the choir to sing at three RSCM events this year: Derbyshire Choral Festival at Derby Cathedral in June; Choral Evensong in September at Ashbourne and a 'Lift up your voice' afternoon in Burton.

Thanks are due to everyone for their continuing support, especially to Geoff Howell, our assistant organist and John Bishop for his work with junior choir members and some of the adults. It is pleasing to see some young people coming through and we always need to recruit new members, of all ages, to maintain the choral tradition. If anyone is interested in joining us they would be most welcome: please get in touch with me.

We looking forward to another enjoyable (and no doubt busy!) year.

The BBQ this year was held in the church grounds and was generously underwritten by Rob of Derby Rugby Club. Thank you to all of the marshals who ensured the safety of the event and to Rob's team.

Bishop Jan was able to share fizz and cake with us to mark the opening of the celebrations. Thank you to Phil for the wonderful cake.

As always thank you to all who support our events and to those who clear up afterwards. It is much appreciated.

Christian Aid - Diane Whittaker

This year's house to house collection raised a total of £1,294.60 of which £671.02 was gift aided thanks to the generosity of the 287 households who donated.

Christian Aid is one of the only charities to still carry out house to house collections and it is their biggest single fund raiser. Whilst this can at times seem a little onerous the wonderful neighbours we meet makes it all worthwhile especially when we think of the most vulnerable in society who we are helping to make a difference to their lives.

This year's Christian Aid Week was focused on childbirth in Sierra Leone. At present the country lacks funds for proper health clinics, health training and enough ambulances. This makes it the most dangerous place in the world to become a mum.

As I write this report I have been advised that house to house collections have been suspended for 2020 and we await to see what alternative fund raising activities are scheduled to replace this vital activity.

If you are interested in becoming involved in Christian Aid collections please ask for further information.

Kids' Church - Rachel Tribula-Bryan - no report received.

before the area could be strimmed to allow easy access to the graves once again. Several rows of graves near to the west of the War Memorial were cleared and covered with weed suppressant membrane and chippings.

Any safety issues, such as wobbly headstones, trip hazards, or dead tree branches, were reported to the Church Wardens; as was the work done which has to be recorded in the 'Church Log'.

Walter Evans CE Primary & Nursery School - David Brown

Our school has continued to increase in the numbers of pupils on roll steadily over the past few years. This academic year (2019-2020) sees the first year our year groups separate out into single aged classes with preceding years seeing all classes having mixed year groups. Our number on roll presently is 446 pupils including our nursery provision. We currently have 61 staff in school, comprised of 22 teachers (some of whom work on part-time contracts).

The school have experienced change in the governing body with a number of governors either coming to the end of their term of office or deciding to stand down. We are now in a position to continue to move forward with our governing body at full complement, consisting a wide range of skills, knowledge and talent. We will use this to further develop the school's strategic vision. St Matthews has provided support in helping school to recruit two new governors in Sarah Northam and Edd Cunliffe. It is, however, with great sadness that we have lost the school's longest serving governor, Ruth Lee, who sadly and suddenly passed away recently. Ruth was very generous in the time and support she devoted to our school, being ever-present at events linked between St Matthews Church and Walter Evans.

Looking back over the past 12 months (or so)...

The school's last Ofsted inspection report was completed in November 2018 with the school being rated as 'Good'. Whilst we were pleased with this outcome, we continue to strive to get even better. The challenges and changes in education currently focus on reviewing and redesigning the school's curriculum to ensure the breadth and, most importantly, depth of knowledge and skills. Whilst doing this, we must continue to ensure that our academic standards remain high and that all children make at least 'good' progress.

2019 has seen the bicentenary of St Matthews Church engage school and church in collaboration. Marking the 200 years since the consecration of St Matthews, the children each created a small 'panel' of artwork, which when combined created a huge '200', displayed in the church during the bicentenary celebrations. On the birthday of Walter Evans, all children walked the short distance to St Matthews Church to have a picnic together, complete a St Matthews 'treasure hunt' around the church grounds and learn more about the church's history with a talk led by Rev'd Peter Barham. The school and church continue to work together regularly, with termly services hosted at St Matthews (and led Peter with the children), daily Collective Worship in school led by Peter several times each term, participation in Sunday services at St Matthews, such as Remembrance and at other key points in the church calendar, such as at Christmas.

We value the continuing links between church and school, and will shortly celebrate the Bicentenary of our school together.

Friends of St. Matthew's - Muriel Davis

We continue to thrive under the enthusiasm of Carol, with a strong committee and very supportive members. Speakers were varied and interesting to suit all tastes. They included Rev Peter and his beloved trains, Kedleston and the Curzons, and 'The Soup Run' when members provided goods for the homeless. In November Margaret and June did a big sales table of Christmas items which raised £95. Of course the Christmas Party was great fun with Peter Taylor as M.C.

Donations have been given to Children of Honduras which is ongoing, Umbrella charity for families in need, British Heart Foundation, Rainbows Hospice, and Alzheimer's. We have also helped with the cost of the new Church Boiler, cleaning the oven in the kitchen, and providing colouring sheets for the children. Quite a list and only possible because of the generosity of members.

We were saddened by the death of Esther Reid. We will miss her.

A good year, and we look forward to the next.

Flowers - Diane Whittaker

Another busy year for the flower arrangers as we experiment with new designs whilst trying to minimise costs which is quite a challenge. Luckily the cool temperature at St Matthews means the flowers tend to last quite a long time!

We have again provided floral arrangements for a number of weddings this year which is always a pleasure.

As Mothering Sunday fell on the 5th Sunday this year we were able to join with St. Edmund's in making posies at their church. I noticed that there were a number of people who got involved with this activity who do not normally arrange church flowers. Perhaps this is something to bear in mind next year. If you are interested please let me know. We are always looking for new volunteers.

We all thought of our dear friend Christine as we decorated the new advent candle stand which was generously donated by Christine's family. It was lovely to share our memories of Christine with them at the dedication ceremony.

Whilst writing this I think we should give a thought to our local flower suppliers whose businesses are being affected during this chaotic period. As weddings are being cancelled and Mothering Sunday flowers ordered by local churches also cancelled it cannot be easy to run a business at this time.

We are very grateful to the generosity of those who make donations and those who give so generously of their time. It is much appreciated.

Catering Committee - Diane Whittaker

This year was quite different for the catering committee as we had a large number of smaller events to cater for during the Bicentenary celebrations in addition to our usual Big Breakfast, Harvest Supper and Christmas Coffee morning. There was cake, cake and more cake as the catering committee joined forces with FOSM to make all the events very special. A big thank you to Pat who organised a lot of the rotas, updates the plans for all of the events, organises tickets, posters etc.