



**HARBOUR CHURCHES**  
WEST WITTERING • BIRDHAM • ITCHENOR

Welcome to our Parish Profile!

**We are a thriving One Church Family**



worshipping God and sharing his love  
in our village parishes of

**St James Birdham with St Nicholas West Itchenor  
and  
St Peter and St Paul West Wittering**

## Proclaiming the Mystery of Faith

In 2025 this diocese celebrates the 950th anniversary of witness and evangelisation from a mission base in Chichester, building on the earlier mission founded by St Wilfrid at Selsey. 2025 also marks the 1700th anniversary of the Council of Nicaea with its reminder of the formative claim upon us of the catholic creeds.

These anniversaries are more than historical footnotes. They speak powerfully about the richness of faith and mission that is our inheritance locally and universally.

Inspired by that inheritance, we seek to be a household of faith that is endlessly curious about how the Holy Scriptures and the sacraments of the New Covenant enable us to know, love and follow Jesus Christ in today's noisy and distracted world.



If God is calling you to join us in the task of proclaiming the mystery of faith in some part of this diocese, we pray that the contribution of your gifts and experience will enrich our witness and deepen your own discipleship.

We take very seriously the call to diversity and radical inclusion as characteristic of the Church's mission.

For this reason we welcome applications from ordained women and Global Majority Heritage clergy, who are under-represented in those who serve this diocese.

**+Martin**

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## 1. SUMMARY OF OUR PROFILE

We're starting with a brief summary of our profile to help you get to know us: where we've been in recent years, where we are now and where we hope to go in the future. We'll expand on the details in later sections.

### Our journey in recent years

Looking back, we've been on quite a journey in recent years! We used to be three church communities who worshipped separately and socialised separately. The number of people attending the main Sunday service in each of the churches was slowly declining and on the whole the worshippers were older people. Occasionally we joined together for a benefice service but there wasn't much enthusiasm and they weren't particularly well attended.

Then came the Covid pandemic and suddenly we were all in the same boat. We shared Zoom services after which we had the opportunity to mingle with people we didn't know in those random breakout groups.



We sang together the Blessing worship song and eventually, as rules relaxed, we worshipped together out of doors.

This has become a continuing, much valued aspect of worship when we gather in

fine weather at St James, Birdham.

In 2021 we started a new pattern of worship which included having a One Church Family service at 10am at West Wittering on the first and third Sundays of the month and at Birdham on the second and fourth Sundays. Our strapline was Isaiah 43:19: "See, I am doing a new thing! Now it springs up; do you not perceive it?" (NIV).

And the Lord did indeed do a new thing. We have gradually grown closer together and are now working to improve our governance by seeking to replace our two PCCs with a Harbour Churches Joint Council.

We increasingly share God's love by reaching out to people in our communities with activities that foster friendship and companionship, as well as support in times of bereavement. There are a range of activities for children and young people. We have 130+ volunteers, many of whom multitask. Our Harbour Home Groups are attended by some 70 committed members. A recent analysis of the intention and purpose of our activities suggests that we have at least eight activities promoting discipleship and eight that are concerned with evangelism and outreach (see Appendix 1).

Over the last few years our worship at our 10am services has become more informal and we sing a mixture of traditional hymns and contemporary worship songs. New people have joined our Church Family but the changes over the years have been difficult for some people to accept and it's sad that some have slipped away from our Church Family. Replacing certain volunteers (churchwardens and treasurers), when they retire or move away is a challenge for us.

### **Our hope for the future**

We know that in order to further God's Kingdom in this area, we need to engage in more "new things". New houses are to be built and we want to be ready to welcome people of all ages into our Church Family. We want to increase our provision for children and young people whilst ensuring good pastoral care for all.

We continue to share the diocesan vision to grow numerically and spiritually and in terms of discipleship we long to draw people in our communities to know, love and follow Jesus.

We are looking for a new Rector to lead and walk with us in the next stage of our journey so that together we may use the new opportunities God gives us in ways that he leads us.

For our part we are committed to ensuring our new Rector has proper holidays and rest days plus support for retreats and professional development. Our Rector's home is a lovely modern Rectory with a pleasant garden.

We hope that our profile will help you to discern if you are the person God is calling to join us.



*"... open your eyes and look at the fields! They are ripe for harvest"  
(John 4.35 NIV).*

## 2. OUR BROADER CONTEXT

In this section we'll give you a brief introduction to this area to help you get a feel for how it might be to live and minister here. We'll start with the diocese and deanery – the support they provide and how Harbour Churches relate to them.

### Diocese of Chichester

We are fortunate in being only about eight miles from the city of Chichester with its beautiful cathedral and many events throughout the year. Some of our flower arrangers join the Cathedral team when extra helpers are needed!



#### Wellbeing of clergy and their families

The diocese attaches great importance to the wellbeing of its clergy through the pastoral care of bishops and archdeacons, and the dedicated Wellbeing Service for clergy and their households.

#### Safeguarding

The diocese has worked under Bishop Martin's leadership to improve safeguarding and to provide the best possible support to parishes. Harbour Churches has two Parish Safeguarding Officers and robust policies, for example, on training and safer recruitment. Nevertheless, we are not complacent and strongly believe that safeguarding is everybody's business.

#### Diocesan initiatives

As part of the diocesan *Year of Prayer 2018*, a Week of Guided Prayer was held in our benefice.

More recently, several changes in Harbour Churches reflect the *Diocesan 2020-2025 Vision for Growth*:

- new pattern of worship
- emphasis on home groups and Lent courses
- encouragement of generous giving, e.g. in sermons
- continuing emphasis on contributing to the common good

*2025 is the year of celebration of the Christian faith across Sussex.* It marks the 950th anniversary of the formation of the Diocese of Chichester and Chichester Cathedral and 1700 years since the Nicene Creed first emerged.

At Harbour Churches we are using the Nicene Creed at all our main services. During the year ahead we hope to be able to participate more in this special 950<sup>th</sup> anniversary.

## Deanery

Harbour Churches belongs to Chichester Deanery. The Deanery provides the opportunity for our churches to work together in serving our communities for the sake of God's Kingdom. We also come together for regular Synods, usually every four months. Our Rural Dean is Canon Paul Doick. He is also Rector of St Paul's Chichester and St. Peter's Westhampnett.

The most recent figures show that Harbour Churches is entitled to eight places on the Deanery Synod. In recent times there has been one lay member plus the Rector. However, three people from Harbour Churches participated in last year's Deanery Conference on *Integrating children and families into our churches*.

## 3. ABOUT OUR PARISHES

### Our parishes: a brief introduction

#### Our three villages



West Wittering, Birdham and West Itchenor are situated on the Manhood Peninsula. West Wittering has wonderful sandy beaches and is a good place for windsurfing. West Itchenor lies at the mouth of Chichester Harbour and is popular with local and visiting sailors. Birdham is on the shores of Chichester Harbour. It's also popular with sailors, having a locked marina.

Ordnance Survey OpenData (2021)

#### Our three churches

Our churches are all Grade I Listed Buildings.

*St James Birdham* has a nave, chancel and tower. The St James Centre is a beautiful, contemporary church extension completed in 2019, with kitchen, café area, disabled toilets, lift, Play Room, two meeting rooms (one rented by national bereavement charity AtaLoss) and a conference room overlooking the green. The centre is staffed by volunteers who host many community activities.



*St Nicholas West Itchenor* has a nave with gallery, chancel and tower. It is a beautiful little church, the smallest of our three churches. Nevertheless, on the fifth Sunday in the month, we usually all gather there for our main 10am service and it's amazing how many people can be packed in!

*St Peter and St Paul West Wittering* has a nave, south aisle, Lady Chapel, chancel and tower. It is the largest of our three churches.

*Harbour Churches.* We are a benefice of two parishes, West Wittering and Birdham with West Itchenor. Harbour Churches is the name of our benefice. Both parishes pay 100% or more of our Chichester Diocesan Parish Share.

### What it's like to live here

We asked our congregations to tell us the three best things about living in this area. Many people mentioned the beautiful natural environment, community spirit and local facilities. Some of our respondents are going to pop up in text boxes and tell you what they think!



*"Walking, cycling,  
swimming, sailing".*



*"Farmland and lovely countryside".*

*"Sandy beaches and beautiful  
harbour with lots of wildlife".*



*"Having a caring Christian  
community and neighbours who are  
friendly and look out for each other".*





*"Bus service every  
20 mins to  
Chichester/Witterings"*



*"Wonderful local shops – a real community. Lots of  
groups and organisations for all".*

## Population profiles of our parishes

### Parish data

The population of West Wittering is 1521 and that of Birdham with West Itchenor is 2172. Overall West Wittering is ranked as being relatively wealthy compared with other parishes in the country. Birdham with West Itchenor ranks as being among the wealthiest in the country.

The property profile in each of our villages is one of extremes. Social housing and pockets of deprivation exist alongside properties that only the wealthy can afford.

The percentage of the population aged 65 or over is 39% for West Wittering and 31.6% for Birdham with West Itchenor. For more data see:

- <https://cuf.org.uk/parish/100053> (Birdham with West Itchenor)
- <https://cuf.org.uk/parish/100080> (West Wittering)

## Population changes

### Seasonal changes

The beautiful location of our parishes draws many day visitors and holidaymakers in the summer. The beach at West Wittering attracts large numbers of cars and, at the height of the holiday season, parking and traffic congestion can be challenging.

There are also several holiday parks and a rising number of short-term holiday lets. The population of the village doubles at the height of the summer season. Holiday visitors present us with an opportunity for ministry we'd like to explore.

Birdham and West Itchenor are popular with sailors who swell the population of the villages in the sailing season.

There are a significant number of second homes in our two parishes.

### *New housing*

Development is planned for 138 houses in Birdham and work is just about to get underway. Some smaller developments are also taking place. These population increases present us with an opportunity to bring more into our Harbour Churches' community.

### **How we engage with our communities**

At Harbour Churches we organise a range of activities for our local communities. These will be described in the next section. However, we also engage with our communities through the participation of many congregational members in local community groups or services (see Figure 1 below for examples).

*Figure 1: Participation by Harbour Churches in local community*



The villages have a good community spirit and this is probably the 'glue' that binds residents together. This means that although most are not part of our worshipping community they value their village churches and there seems to be no sense of a 'them' and 'us' line of demarcation.

#### Visitors to our parishes

Visitors greatly appreciate that our churches are open in daylight hours. West Wittering Church is on a footpath that leads to the beach and many people drop in on their way to or from a walk by the sea.

##### **From the visitors' book**

“Lovely church after a wonderful cycle, walk and day at the beach”

“Lovely to rest in peace for a while after time on beach”



## 4. ABOUT HARBOUR CHURCHES

### Our church life: worship

We'll start with worship – the pattern of services on Sundays and weekdays. Then we'll look at special village services. We'll also share our thoughts on the extent to which children and young people are involved in our services.

#### Pattern of Sunday services

Table 1 shows our typical pattern of Sunday services in months when there are no key festivals.

*Table 1: Typical pattern of Sunday services*

Services	1 <sup>st</sup> Sunday	2 <sup>nd</sup> Sunday	3 <sup>rd</sup> Sunday	4 <sup>th</sup> Sunday	5 <sup>th</sup> Sunday
10am One Church Family Service	W Wittering +CONNECT	Birdham with Holy Communion	W Wittering with Holy Communion	Birdham + CONNECT	10am One Church Service at Itchenor
8am BCP said Holy Communion	W Wittering	W Wittering Itchenor	W Wittering	W Wittering Itchenor	W Wittering
11am Common Worship Holy Communion with hymns	Itchenor		Itchenor		
6pm Evening Prayer		W Wittering		W Wittering	

#### *10am One Church Family Service*

Our 10am One Church Family Service is the main Sunday service in the benefice. We worship together at West Wittering on the first and third Sundays and at Birdham on the second and fourth Sundays. There is Holy Communion on the second and third Sundays.





Over recent years, worship at the 10am One Church services has become more informal with more contemporary worship songs alongside traditional hymns. On the first Sunday of the month at West Wittering we often have a small singing group with a band comprising keyboard, guitars and possibly a drum.

At West Wittering and Birdham traditional hymns are usually accompanied on the organ. Words are usually displayed on a screen.

One Church services are attended by a mix of people from both parishes and also from further afield, for example, East Wittering, Bracklesham, Chichester and Selsey. The average number at West Wittering is around 60, at Birdham it is 80-90. Worshippers of retirement age predominate but we do have younger ones too, notably the parents of children and young people attending CONNECT.

The general effect is that both churches look comfortably full and the singing is robust. There's a real buzz of joyful fellowship as people arrive for worship and at the end when they stay on for coffee and often wickedly delicious cake! From the perspective of a newcomer looking for a spiritual home, it's possible to slip in, enjoy a friendly welcome and join in without being uncomfortably conspicuous, as can happen with small congregations.

*"Our one church services have a real sense of welcome and being part of a loving community. We have a chance to worship, learn, and then get together afterwards over refreshments to build and strengthen friendships".*

The rationale for joining together for our One Church services was to create critical mass and momentum through larger congregations worshipping together. This has resulted in growth and our aim is that when these congregations reach a size that is too big for the building (Birdham) we will return to services every Sunday in both churches.

### *8am Book of Common Prayer (BCP) services*

At West Wittering, every Sunday starts with a formal said BCP service of Holy Communion at 8am. The average number attending is around 20 but quite often

*"I have attended the 8am Sunday Communion Service at St Peter and St Paul for many years - I find it a most peaceful, spiritual and moving service and treasure the beautiful language".*

there are more, some of them young mothers. The bi-monthly 8am BCP Communion service at Itchenor is attended by an average of nine people, mostly of retirement age.

### *11am Common Worship Holy Communion with hymns*

This service at Itchenor uses Common Worship (contemporary language) but is regarded as a 'traditional' service compared with the One Church services. Hymn books are used and singing is accompanied by the organ. The average attendance is around 15, mainly older people.

### *6pm BCP Evening Prayer*

This takes place in West Wittering Lady Chapel on the second and fourth Sundays of the month. The service has traditionally been sung but the numbers have been dwindling for some time. Average attendance is now around four or five older villagers.

### *Impact of changes*

Some people have left our worshipping community or attend infrequently but more new people have joined. We are looking to address the fact that Birdham currently now only has two Sunday services a month. West Itchenor only has a One Church Service a few times a year on the fifth Sunday of the month.

### *Pattern of weekday services*

#### *Morning Prayer*

Held by Zoom on Wednesdays at 8am.

#### *Said Holy Communion*

This is held on Wednesdays at 10am in West Wittering Church Lady Chapel. The order of service is Common Worship (contemporary language). Average attendance is around six, usually local older people. For some worshippers this is the only service they attend.

#### *Be Still silent prayer*

This is held in West Wittering Church on Thursdays from 6pm to 6.30pm. We simply enfold people and situations in silent corporate prayer before God. Usual attendance is around four local older people.

## Special village services



On special festivals and commemorations we have a main service at 10am or 11am in each of our village churches; for example, Mothering Sunday, Palm Sunday, Easter, Harvest Festival, Remembrance Sunday and Christmas.

## Annual Pet Service

This is now a firmly established annual event at West Wittering. It is attended by people of all ages and a variety of furry and feathery creatures from our local communities.



*O all you works of the Lord, bless  
you the Lord: praise him, and magnify him for ever!*

## Home Communion

The clergy share Home Communion in liaison with our Harbour Churches voluntary Pastoral Care Coordinator.

## Involvement of children and young people in services

Involvement of children and young people has really only been evident at special services. On Christmas Eve, for example, at our Nativity Services children help place the figures in the crib or come dressed up as Nativity characters.



This is an area of our church life where we plainly need to make some improvements. We have recently introduced some small changes to try and involve children more in our services; for example, we had a Family Palm Making morning and on Palm Sunday the children were encouraged to be more actively involved in the procession.

We are also hoping to reinstate sessions using the Godly Play format. Before the pandemic we were establishing these to develop children's spirituality and wonder. We called the sessions 'Littles'. They lasted half an hour and were for under 8-year-olds. There was worship and storytelling using the attractive Godly play materials. At the end, as part of the Godly Play experience, there were shared refreshments. Numbers varied but sometimes there were as many as 14 children and 14 parents. Godly Play went online during the pandemic but when it restarted in church after the pandemic, the momentum seemed to have been lost. The numbers dwindled and Littles became unviable. However, the positive earlier experience is encouraging us to relaunch Littles as soon as we can.

### **Our church life: youth groups and activities**

We offer a range of groups and activities for children and young people. They are led by Alistair, our Church Mission Worker, and supported by volunteers. Half of those attending come from the parishes of West Wittering and Birdham with Itchenor. The other half come from surrounding villages and Chichester, all within an eight-mile radius of Birdham. Please see Appendix 1 for the intention and purpose of our youth groups and activities.

#### **CONNECT**

This is a group for school aged children and young people. It is held at 10am on the first Sunday of the month in West Wittering Church Room and on the fourth Sunday in the St James Centre, Birdham. The young people come into the churches just before the end of the service. Average number attending is 12. We hope to be able to increase the number of CONNECTs each month.

*"Connect is great fun!  
We play lots of games  
with Alistair and eat  
custard cream biscuits".*

#### **EXPLORE**

Monthly fun activities and discussion for young people school years 7 – 13. It's held on a Sunday afternoon once a month. Average number attending is 10.

#### **Tower Group**

This is a weekly youth group held at a local village hall during term time. There are two consecutive sessions. The first is for school years 4 to 6 and the second is from year 6 onwards. The emphasis is on games, sports and craft activities, with a focussed Christian message each week. These lively sessions are regularly attended by around 30 young people and are supported by volunteers from the church and local community.



## Annual Redlands camps



These are local summer camping weekends for young people. One weekend is for school years 5 to 7, the other for school years 8 to 13.

These weekends are for having fun together and talking face to face, so no mobile phones are allowed. Total attendance is 100 young campers.

Activities include campfires, games, eating, football, volleyball, tennis, rounders, table tennis, cosy corner, prayer space, sharing and discussion times at mealtimes, walking, craft and even more eating!



## Our church life: fellowship groups and prayer meetings

### Harbour Groups

These were started in 2020 during the Covid pandemic as a way of providing Christian fellowship during lockdown. Since then they have gone from strength to

*"I joined a Harbour Group shortly after moving to West Wittering during the COVID lockdown. It was a lifeline then and continues to be now: our group is a precious space for growing in Christian fellowship, sharing prayer and exploring scripture".*

strength, developing discipleship and providing fellowship among many people across the benefice.

The groups are open to anyone who worships at one of the Harbour

Churches, and to others wanting to join who are looking for Christian fellowship.

They meet and share in prayer and Bible reading and provide support for preaching themes. In recent years they have taken a lead in delivering and supporting our Lent courses. There are currently nine groups and around 70 members.

### Monthly prayer meetings

These benefice prayer meetings are held in the St James Centre, Birdham on the first Saturday morning of each month.

The meetings focus on intercessory prayer for the mission of Harbour Churches. However, the needs of our troubled world are not forgotten.

About 30 people from across the benefice participate each month.



### 24/7 prayer meetings



Four 24-7 prayer meetings have been held in the benefice over the years. The photo shows the Church Room at West Wittering converted into a Benefice Prayer Room – a calm, contemplative space.

Our last 24-7 prayer meeting was in the Covid pandemic and was virtual and online. We're thinking it's time to have another.

### Our church life: Alpha

Since 2016, 80 people have done the Alpha course at Harbour Churches. The celebration party included a sharing of this special cake!



*"I think that Alpha isn't just for those new to Christianity, but it is helpful for more seasoned worshippers to go back to basics, a bit like a second driving test later in life, to make sure you still have all the skills and equipment you need to go forward and ditch the bad habits".*

## Our church life: our tradition

Taking Harbour Churches as a whole, we know that we're a mixed bunch, coming from different worship traditions and styles and not always sharing the same interpretation of Scripture. Yet we are increasingly becoming one church family and there's a growing recognition that in our village church life we need to work together to ensure that all may find a spiritual home here. We can also celebrate that we hold so much in common.

Unsurprisingly, our three village churches do have different traditions which are partly evident in the pattern of services and in the liturgy used. Here are a few examples to help you gain some feel for our tradition.

### St Nicholas, West Itchenor

This is fairly traditional, having as its standard services 8am BCP Holy Communion and 11am Common Worship Holy Communion with hymns accompanied on the organ.

However, the people at St Nicholas love it when there's a more informal One Church service on the fifth Sunday of the month and everyone piles into this gorgeous little church!



### St James, Birdham



This has a history of having greater informality in worship and currently has two One Church services a month, with music on keyboard and/or organ. More informal services are also held in the St James Centre (see photo). In the Upper Room, for example, an evening service with imposition of ashes is held on Ash Wednesday.

There are, however, some people who still feel a sense of loss that there is no longer a robed choir at St James.

### St Peter and St Paul, West Wittering

This has a history of being more traditional with a focus on Eucharistic worship and modest use of ceremonial. Traditional services of BCP Holy Communion and Evening Prayer are standard. Vestments are occasionally worn. During Holy Week there are special services. On Maundy Thursday, for example, there is an evening Eucharist



with washing of feet, followed by stripping of the altar and vigil. These services are attended by worshippers from across Harbour Churches.

West Wittering also hosts two One Church services a month. Many have supported the more informal worship and the One Church services, being glad to be part of larger congregations with new members joining. However, there are some people who still miss a robed choir and find it difficult to accept more informal styles of worship.

### Variety of worship styles

The differences described above do mean that hopefully it's possible for most people, whatever their preferred worship style, to find services in the benefice where they can worship God in a way that brings them closer to him.



### Our service to our communities

In this next section we'll tell you about Life Events, how our church buildings are used as community resources and how we link with other organisations.

### Life events: baptisms, marriages, and funerals

Table 2 shows the number of Life Events in each of our three churches in the last two years.

*Table 2: Life Events in our three churches in last two years*

Life Events		Birdham	West Itchenor	West Wittering
Baptisms	2023	13	1	15
	2024	2	4	15
Marriages	2023	2	4	8
	2024	2	3	3
Funerals	2023	10	5	17
	2024	15	4	15





Our clergy take time preparing couples for marriage, talking with parents before the baptism of their children and preparing adult candidates for baptism.

They also spend time supporting bereaved relatives as they prepare for the funeral of a loved one. These Life Events services are much appreciated, whether or not the people involved are regular churchgoers. It is plain, however,

that we could and should provide more individual follow up for our Life Events ministries.

### *Marriage of same sex couples*

In November 2023 Harbour Churches held four talks and discussion groups on 'Being Human'. The talks were led by a member of the Ministry Team and were based on the Church of England's 'Living in Love and Faith' materials.

The sessions were well attended and discussions were respectful of differing views. It was very evident that some people strongly adhered to a traditional/conservative view of marriage while others strongly adhered to the opposite view. It was a case of amicably agreeing to differ and the issue was never taken to the PCCs and was never voted on.

### *Bereavement support*



The bereavement support offered through Harbour Churches has been growing during recent years.

Each November we have a 'Remembering Loved Ones' service of comfort, assurance and hope. It is held in Birdham Church and is followed by a 'Forget me not Tea' in the St James Centre.

At our All Souls' Day Communion service at West Wittering Church, the names of loved ones who have died are read out.

'The Bereavement Journey' course of seven sessions is run regularly in the St James Centre. With the originator and national leader worshipping at our churches, the Centre has also recently become the host for the charity that runs 'The Bereavement Journey', AtaLoss, which is enabling church bereavement ministry across the UK.



### *Next Steps*

This is a weekly facilitated support group for anyone who has lost someone close or who is caring for someone with illness or dementia. It is held in the St James Centre.

*"This my safe place  
each week"*

### *Other activities*

#### *Outside the Box*

Weekly lunch club with games for seniors in the St James Centre.

*"Wonderful time, meeting  
friends I don't often see,  
playing games, spoilt with  
amazing food. The volunteers  
are lovely and they said they  
love volunteering!"*



#### *Amblers*



The Amblers is a friendly social group, of usually 15 – 30 people.

They meet once a week to have a short walk together in Birdham or nearby villages. They finish up with coffee and chat.

The Birdham Church Pump Café is open to welcome Amblers who are less mobile.

#### *Stitch Club*

Members create needlework in a friendly group setting. It's held weekly in the St James Centre.

Photo shows stitchers chattering while working on the central kneeler for St. James with the scallop shell motif designed by Polly Meynell.



### *Birdham Village Choir*

They meet most weeks in termtime in the St James Centre Upper Room. It's a joyful choir that sings songs and hymns, with no auditions but plenty of fun and laughter!



*"Singing with Birdham Village Choir is the highlight of my week- here we are singing sea shanties at Birdham Pool".*

### *Ducklings*



A baby/toddler activity and parent/carers group.

It takes place in the St James Centre on one morning a week in termtime.

### *Itchenor Church Lunch Club*

Members meet once a month for lunch in the Ship Inn, Itchenor.

### *Soup Lunches*

These are held on the third Wednesday in the month in West Wittering Church Room. They're a great place to catch up with friends and make new ones.

*"I originally came to Soup Lunch after my husband passed. A very dear friend encouraged me to come. I sometimes make a soup as I really enjoy cooking. It is a friendly gathering with a bonus of lovely homemade soup, salad, cheese and cake".*





### Our church buildings as community resources

Birdham Church hosts Christmas and Spring Craft Fairs which attract much support from the community. The Birdham Village Choir give regular concerts in the church. Recently the church hosted a Jonathan Veira concert.

The Friends of West Wittering Church hold regular fundraising events in the church. Last year there was an organ recital and a performance of *A Midsummer Night's Dream*. Coming up this September is *Pride and Prejudice*.

A few years ago, Itchenor Church was the perfect venue for small and cosy *Evening of Christmas entertainment*.

### Our schools and the links we have with them



We have Voluntary Controlled CE primary schools in Birdham and West Wittering.

The school at West Wittering is next to the church and opposite the Rectory.

The photo shows school class reps watching unveiling of the regilded cockerel weathervane, having just walked from school!

The Church of England Research and Statistics unit share a parish mapping tool in ArcGIS – see <http://arcg.is/1j010T>

The maps relating to our parishes give the following information:

- West Wittering CE Primary school has 100 pupils, of whom 15% have free school meals.
- Birdham CE Primary school has 122 pupils, of whom 26.2% have free school meals.

There are strong links between Birdham and West Wittering churches and the schools. School services are held in the churches. Clergy and the Church Mission Worker take assemblies on a regular basis. A Rector of Harbour Churches is an ex-officio Foundation Governor of both schools. In addition, the schools each have a Foundation Governor. At West Wittering school some church members help with the school's fundraising events and the reading support scheme.



Our Church Mission Worker has given annual internet safety presentations for parents at Birdham school. He has also led a five-session Parenting Course, run in West Wittering but open to all our parent/family contacts. The most recent course was attended by 12 people.

West Wittering Church has hosted a number of shows produced by West Wittering Primary School. Recent examples are the *Lion King* and *Mary Poppins*.

### [Our links with other organisations](#)

#### [\*West Wittering Sailing Club\*](#)

This has an annual Seafarers' Service in West Wittering Church at the end of the sailing season.

#### [\*The Chatter Project\*](#)

Run a few times a year by Chichester Festival Theatre, this series of creative workshops involve guided storytelling for adults aged 65+. The venue is the St James Centre.

#### [\*Embracing Age\*](#)

Recently, the Dementia Specialist from the charity *Embracing Age* visited the St James Centre and gave a training session on how to become a more dementia-friendly church.

#### [\*Selsey Community Forum\*](#)

Visits the St James Centre fortnightly for an hour to offer support with form filling, energy advice, later life planning and other support where needed.

#### [\*Heathfield Care Home\*](#)

We used to have a strong link with this care home in the parish of West Wittering, with our clergy visiting and leading services for the residents. The link has been lost in recent years, probably triggered by Covid restrictions. It needs renewing.

#### [\*Manhood Wildlife and Heritage Group\*](#)

We have a good relationship with this local charity. In 2023 they ran a Family Wildlife Day in Birdham churchyard. Over 150 people took part in a range of nature-based activities, such as making homes for bats and hedgehogs and looking for slow worms.

In 2024 they ran these special days in Birdham and West Wittering churchyards. The events were very well received and are set to continue. We're hoping it will be possible to have similar days in Itchenor churchyard in the future.

#### [\*The Itchenor Society\*](#)

The Society gives the large outdoor Christmas tree for St Nicholas church each year, as well as a generous annual donation.

### *Links with our Parish Councils*

We have good relationships. At West Wittering we now have a named church member as a link person.

### *Links with West Sussex County Council (WSCC)*

Starting in 2022 Harbour Churches volunteers worked enthusiastically to support Ukrainian guests and their hosts, as well as offering day visits for Afghan people waiting for resettlement in the UK.

### *Links with other churches and denominations*

Our involvement is mainly through participation in the annual World Day of Prayer. For this we join in a united service, the venue for which rotates annually. The most recent service was hosted by Birdham Church.

### *Support for home and overseas mission and charities*

We support the Chichester Food Bank throughout the year and increase donations at Harvest Festivals and Christmas. We support the *Children's Society* at our Christingle services and several other charities, such *My Sisters' House* refuge. We respond to major emergencies; for example, for the 2023 Turkey Earthquake Appeal, we held a prayer vigil and collected donations in all three churches.

We have provided longstanding support for St Paul's School in Bo, Sierra Leone. The project to build this secondary school was initiated by the church in 2006 and has drawn in members of the wider community. They have helped with fundraising and practical hands-on support for the school. Donations have been used for major ongoing school building programmes and sponsorship of children and young people who would otherwise have missed out on an education. Currently more than 2000 pupils aged 11-18 attend St Paul's.

We try to give more than our required Parish Share so as to support parishes who are struggling.

### *Mission Action Plan: summary*

Our aim as a Christian worshipping community is to make Jesus and his love known to the people of the Benefice. We will do this through a combination of our worship and the activities that we undertake. The 'flagship' of our activities is our Sunday worship and it is also an indicator of the extent of our ministry. We are keen to increase the number of people who worship regularly. Since Covid our main service has been a 'One Church' service which alternates between Birdham and West Wittering churches with each fifth Sunday being at Itchenor. The numbers attending this service are growing gradually. The main thrust of this Mission Action Plan is to improve this provision, make it more appealing to young families, and through continued growth to return to holding a main service in both Birdham and

West Wittering every Sunday. In so doing, we will prepare the ground for reaching the people in the new housing estates being built in the area.

An underlying assumption is that the current range of week-time activities will continue – most of these are benefice-wide and reach well beyond the regular worshipping community.

As part of the plan we will explore options for a simplification of our governance which will require extensive consultation and separate PCC votes and would entail moving from two PCCs to one Joint Council. The MAP will need to dovetail with any changes in governance.

The Acting Archdeacon has seen the MAP and this summary. Following his advice, we plan to focus on one or two priorities agreed with the PCC, enabling the new rector to review and adjust the MAP to fit with their vision and priorities.

We believe that with growth, God will provide the resources, both human and financial, to support the growth envisaged, but as we go forward we will need to address what is needed.

8 April 2025

### **Our resources: buildings**

In this section we'll describe our church buildings and their general state of repair. We'll also mention the other buildings in the benefice.

#### **St Nicholas, West Itchenor**



The church of St Nicholas is an attractive Grade 1 listed building, described as a 'simple mediaeval village church', built on Saxon foundations, the earliest parts of the present building date back to the 12th century. It has three bells and there is a lovely freestone octagonal font dating from the 13th century as you enter the door. Set on the highest point

in the heart of the village of Itchenor within Chichester Harbour Area of Outstanding Natural Beauty, the church is surrounded by a well-tended flint walled churchyard adjacent to what used to be the River Haven, where in the Middle Ages it could be approached by small boats.

Worship has taken place on this site since 1175 and this year we will celebrate 850 years of worship, with a Flower Festival and other events to be held in the church and a visit from Bishop Martin on 19th October.

St Nicholas church is much loved and the cost of maintenance of church fabric is well supported by those in the village and beyond. The church was re-roofed in 2017, the water goods have been upgraded and the wiring meets the latest standard. The current QI Report of Survey dated May 2024 has no major works outstanding. Services currently take place every Sunday, supported by a small group of regular worshippers, and there are frequent baptisms, weddings and funerals. There is a small area for parking up to five cars outside the church but ample parking for all church events is available in the adjacent field, which was purchased by a private trust exclusively for this purpose.

### [St James, Birdham and the St James Centre](#)

The 14th century Grade 1 listed church of St James stands within its extensive grounds including its graveyard. It overlooks the village Cricket Club, is bounded by ditches on three boundary sides and is adjacent to the ancient village pump on the green.

The church is stone with a wooden roof and clay tiles. The tower houses two working bells. At the east end is a beautiful stained glass window from 1978 featuring Christ calling James and John from their fishing.



The attached St James Centre was designed by the church's inspecting architect. It features an uplifting two storey engraved window designed by a renowned local artist. The building was category winner in the Sussex Heritage Trust's 2019 Ecclesiastical Award. It is used extensively for community activities. The Upper Room, in particular, is a wonderfully spiritual and contemplative space.

There is good parking in the lane outside the church and the Cricket Club is generous in allowing church use when no matches are in progress. The church is also supported by faithful volunteers who help to care for it and ensure it is kept open in daylight hours.

All urgent items from the latest quinquennial report have been addressed and paid for, there are now no leaks into the church. The next phase of internal work on plastering etc is being developed. This will require fund raising.



The Birdham Village (Church Restoration) Trust exists to fund the maintenance and improvement of St James' Church and its facilities.

The St James Centre has not so far required significant maintenance other than occasional attention to a blocked drain. A new telephone and Wi-Fi system has been installed by BT following an external fault in the supply line.

The state of the churchyard suffered during Covid and steps have been taken to restore the whole of the grave and memorial areas with more hours being paid to our retained gardener working beyond pre-Covid levels. Voluntary assistance is also given by church members. Six new fence panels are required along the boundary with the layby.

### [St Peter and St Paul, West Wittering and the Church Room](#)

There has been Christian worship on this site since the 8<sup>th</sup> century. The present church dates from the 12<sup>th</sup> century and has a strong association with St Richard of Chichester. There are six bells. An eco-friendly air conditioning system is used for heating the church.



In 2023, repair and restoration of church tower was completed. This marked the end of a phased programme of re-roofing the entire church which started in 2004. Interior redecoration and paint removal from around all the windows, door and arches was completed in February 2025. These recent improvements would not have been possible without the generosity of the F Glenister Woodger Trust and the Friends of West Wittering Church.

Our latest quinquennial inspection was in February 2025. No required major repairs have been identified. Some minor repairs from our previous quinquennial are being carried forward. Delay has been caused by the major work on the tower and illness of our builder. Work on preparing a faculty application for AV enhancement started before the vacancy. Key features are a retractable screen and fixed projector.

The attractive churchyard is maintained by a paid groundsman and help from volunteers.

The Church Room is used for church and sometimes school events and is also let out to members of the community for meetings and parties. More needs to be done to increase these lets. The interior was recently redecorated and refurbished by volunteers. This has greatly improved the appearance of this very useful space. The exterior of the building needs redecorating. The Church Room Peace Garden is a special place of calm. It is maintained by a paid groundsman and volunteers.



### **Our resources: people**

In this section we tell you about our people, both volunteers and paid helpers

#### **Our Ministry Team**

We have a Ministry Team comprising a licensed curate, three retired ministers, one licensed Reader and another member of clergy with PTO. We also have three Authorised Lay Ministers (ALMs) who have all been trained to lead worship. One has also been trained to preach. Two are currently undergoing chaplaincy training.

This team brings a wealth of experience and diverse ministry to the life of the parishes. They are involved in the Harbour Groups and support many benefice activities as well as providing pastoral care in liaison with our Pastoral Care Coordinator. Two of the team are professional musicians and a third is a red-hot guitar player! They all make a vital contribution to the musical life of Harbour Churches.

Two of the ALMs have demonstrated a special sense of calling to run Alpha courses over the last nine years. A more recent member of the team brings a wealth of experience in the area of bereavement support. She also has skill and experience in identifying small changes that can have a large missional impact.

The Ministry Team has continued to develop our teaching and discipleship, for example, with a Lent course focusing on the Nicene Creed, another Alpha course and a number of 'Family Fun' activities to promote Mothering Sunday, Palm Sunday and Easter Day so as to attract more young families to worship.

#### **Parish Safeguarding Officers (PSOs)**

We have two voluntary PSOs. They work together to ensure that our two parishes are complying with diocesan safeguarding practice guidance; for example, DBS checks and regular training are carried out as needed and they oversee safer recruitment and Simple Quality Protects (SQP).

## Other volunteers



*Some members of our two PCCs*

Harbour Churches is blessed with many faithful volunteers who carry out a range of vital duties, such as church cleaning, washing church linen, opening and locking the buildings each day, arranging flowers, doing routine inhouse maintenance work, helping with our many church activities, welcoming at services and serving refreshments after services.

We have a volunteer Pastoral Care Coordinator. Our volunteers have also been eco-flagbearers by using environmentally friendly coffee cups and Fairtrade coffee. Our flower arrangers have adopted practices that avoid the use of damaging floral foam.

## Mission Support Facilitator (MSF)

Our MSF is on a Service Level Agreement (SLA). She currently works five hours a day for five days a week. She is based in the Buttress Room in the St James Centre. Her duties include:

- Admin management of Benefice e.g. CofE Life Events fees, Youth Worker account.
- Bookkeeping/finance management for Birdham with West Itchenor PCC.
- Harbour Churches website management.
- Weekly Harbour Churches online newsletters.
- Publicity for worship and other church activities.
- Google business pages, Google and cookie analytics.
- YouTube channel management.
- Mission support, ops planning, Life Events planning/support, agency liaison, outreach.
- Management and record keeping. Community project liaison.
- St James Centre management – bookings, apportionment of Centre costs.

Our MSF is currently due a review of her SLA.

## Church Mission Worker (CMW)

Our CMW is also on a SLA. Services provided are:

- Running the two Tower Group youth groups meeting weekly through term time at the Birdham Village Hall.
- EXPLORE: monthly Youth Discussion Group for school years 7+
- CONNECT: Sunday School group at West Wittering on the first Sundays of the month (9 annually)
- CONNECT: Sunday School group at Birdham on the fourth Sundays of the month (9 annually)
- REDLANDS Camps: preparations, updating documents, team gathering, recruiting, advertising, administration, bookings and banking, setting up and running, clearing up, stowing and bill paying.
- Presenting half termly assemblies at West Wittering Primary School
- Annual internet safety presentation for parents at Birdham Primary school and support of the prayer space
- Annual 5-Session Parenting Course run in West Wittering but open to all our parent/family contacts

## Our resources: finance

### St James Birdham with St Nicholas West Itchenor

The PCC produces one set of accounts for the parish, but account separately for each church's income and outgoings within the accounts. The two churches share 50% of Benefice costs and Parish Share costs, dividing this 30% Birdham and 20% Itchenor. In general terms though, Itchenor's income is in decline and going forward it was thought that this apportionment would need to be reviewed at some point.

**Birdham** is able to meet its outgoings and has maintained its contribution to the Parish Share of Diocesan Finances, paying £27,500, in 2024, a little extra over its share in order to support those parishes in the Deanery less able to pay. At the end of 2024, there was an outstanding loan in the sum of £15,000, from the original £40,000 loan, borrowed to help build the St James Centre and repayable to the Archdeacon at the rate of £5,000 per year. Repayments continue to be met from donations, but the financial position of Birdham has improved since a regular income of £5,106 has been generated by the use of a room in the Centre. The loan is not provided for in the accounts as they would otherwise be in deficit on a restricted fund. A note on the accounts makes reference to this.



General funds showed a £15,959 surplus last year, with a welcome increase in regular giving through the Parish Giving Scheme which was £40,425 of the total income of £91,280.

**Itchenor** likewise meets its outgoings, its financial share of Benefice costs and the Parish Share, which last year was £14,000. Total income for Itchenor in 2024 was £35,965 of which Parish Giving Scheme contributions accounted for £16,239. There was a small deficit on General Funds of £39 for Itchenor. The church is much loved by the village and appeals to support the building are well supported, with donations in excess of £14,000 in 2024. This resulted from fundraising in the village to repair the St Nicholas Memorial Window, a World War II memorial by a renowned artist in glass.

### **St Peter and St Paul West Wittering**

West Wittering PCC has a healthy balance sheet with unrestricted funds of £69K at the end of December 2024. Annual income is just over £100K with expenses of around £80K excluding church maintenance of £22K in 2024 (£4K in 2023). Please see Appendix 4 for further details.

Regular givers number between 50 and 60. Of these 30 donate through the Parish Giving Scheme.

During January/February 2025 £43K has been spent on decoration and restoration of the interior of the church with around half of this funded by The Friends of West Wittering Church (a separate charity). With the church tower having been restored in 2024, the church is now thought to be in pretty good shape.

### **Improving our use of resources: Governance Working Group (GWG)**

In recent years, as our two parishes have worked more closely together, it has become apparent that the way in which we manage our administrative and financial affairs (our governance) is fragmented and over-complex. This means that too much effort is expended on administration which detracts from our focus on mission. We therefore need to make sure that we are organised in a way that makes the very best use of all our resources across Harbour Churches, while ensuring that we are consistently compliant with legal and diocesan requirements.

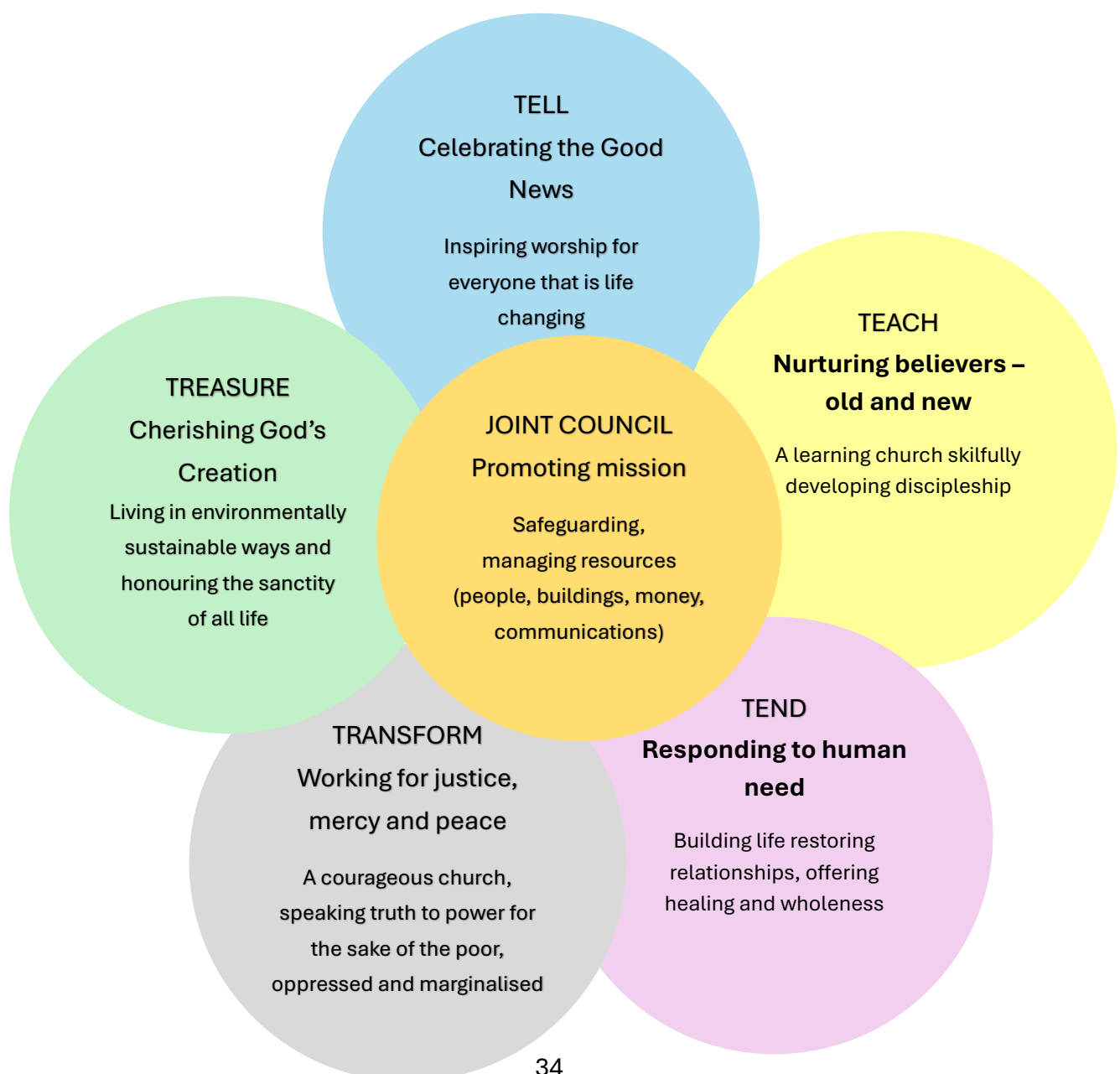
In 2024, well before the vacancy, the GWG had been commissioned by both PCCs to start planning for an application to the diocese for full Joint Council status. This would involve the PCC of each parish transferring authority and decision making on all issues, including finance, to the Joint Council. The PCCs would then go into abeyance.

The diocese has advised us that during the vacancy the GWG should keep the momentum going in our preparation for a Joint Council application. This is happening but we believe that we'll soon be reaching a stage in the process when we're ready for (and need) a new Rector to come in and help guide the final stages.

### *Functions of a Joint Council*

The proposed functions of the Joint Council are based on the worldwide Anglican Communion's Marks of Mission, the Five Ts: TELL, TEACH, TEND, TRANSFORM AND TREASURE (see Figure 2). These remind us of the need to be both inward and outward looking, embracing our local communities but always mindful of wider global needs, not least those resulting from climate change and biodiversity loss.

*Figure 2: Functions of Harbour Churches Joint Council based on the five Anglican Marks of Mission – the 5 Ts*



## 5. THE RECTOR WE NEED

### Essential qualities of our new Rector

We would love to have someone who:

- shares a prayerful walk with God and an outward focus as a parish priest, serving the village communities and making disciples
- enables a variety of worship that is Bible based, mission hearted and Spirit-filled; with energy and vision, helping us to continue our growth spiritually and numerically
- has a leadership style that is engaging and empowering, can develop teams and vocations, and be caring and approachable, with an all-church approach to pastoral care
- leads worship and preaches in ways that connect with people of all ages and backgrounds, including as a fruitful evangelist

### Desirable qualities

It would be helpful to have someone who:

- has organisational skills
- has awareness of the need for communication skills using a variety of tools and is able to lead us in engaging with appropriate social media



## 6. SUPPORT FOR OUR RECTOR

### General support

Our Rector's wellbeing is important to us, as is their professional development, and thus we expect time is taken off for CME training and retreats.

### The Rectory

The incumbency is blessed by a good sized 4–5 bedroom family rectory in a peaceful setting backing onto a field next to the church.



The building to the right projecting from the house is a double garage with roof space. The building on the left has its own outside access and disabled WC. It was originally used as a Parish Office and now has potential for repurposing. The four bedrooms upstairs all with fitted cupboards look onto the large garden. The main

bedroom is ensuite. The other bedrooms are two doubles and one large single or tight double. There is a large airing/storage cupboard, and family bathroom with shower.

Downstairs there is a large kitchen and breakfast room; sitting room and dining area opening onto the garden with terrace, WC, utility room, study and the fifth bedroom /workroom.

The large parking area in the front is used as overflow parking by churchgoers.





APPENDIX 1	Intention and Purpose of the Activity												
Activities	Pastoral Care	Discipleship	Prayer	Evangelism/ Outreach	Social Ministry	Advice and Support	Family Support	Support for Vulnerable	Fundraising	Hobby/Fun	Education	Numbers involved	Comments
Alpha												20	Two courses/year
Harbour Home Groups												70	8-9 groups
Lent Course												40	Lent only
Monthly Prayer Meeting												30	
Be Still (Weekly)												4	Prayer Meeting
Tower Youth Groups												30	Weekly termtime
Redlands Youth Camp												100	Annual Camp
Explore (Young Alpha)												10	
Connect (Youth in Church)												15	2/month....hope to increase to weekly
Parenting Course												10	Annual Course
Ducklings (Toddlers)												10	Weekly termtime
Littlies													
Bereavement Journey												20	Two courses/year
NextSteps (post bereavement)												10	
Outside the Box (loneliness)												10	
Bo School (Sierra Leone)													Community wide funding
Baptisms												21	Mainly under 2s
Weddings												8	
Marriage Prep												20	All couples are prepared
Funerals												34	
Amblers												20	
Soup Lunches												18	
Stitch Club												10	
Chatter Project												?	
Birdham Choir												35	
St Nicholas Lunch												5	
School Assemblies												100	WW and Birdham
Reading in Schools												20	WW only
Total Activities	7	8	3	8	10	2	10	9	1	1	3		

## APPENDIX 2

### BACKGROUND - VISION AND GOALS 2025-2028

Our previous Rector identified the need to renew our Mission Action Plan (MAP) and a workshop of both PCCs was held in September 2024. A draft document was discussed and agreed, which was captured in the second draft of this document. Given the departure of Jonathan, there has been a pause, but the Acting Archdeacon (AAD), Revd. Tom Robson, advised that we should press on with developing the MAP and a summary should be included in the Parish Profile, and that we should be implementing the first few priorities during the vacancy, once agreed with the PCCs.

The second draft was discussed by the MISSION SUB GROUP OF GOVERNANCE WORKING GROUP on 7th February and the third version was discussed and agreed with the Joint PCCs on 5 April. It was agreed that two task groups should be established to address the Point 1(c) and Point 2 (a & b) which are highlighted in yellow on pages 38 & 39.

### VISION AND GOALS 2025-2028

We propose to restate our Mission as:

***"Our communities will come to know and share the love of God in Jesus"***

*For the duration of the vacancy we have agreed to stick with "Being Good News" as our mantra, but the revised version will be put to the new incumbent as a suggested revision.*

In the next 3-5 years we plan to make our priorities as shown below. We believe that if we can deliver effectively on these five priorities we will fulfil our mission. These priorities are stretching and we cannot achieve them in our own strength...we must remember that it will be only by the grace of God and in the power of the Holy Spirit that any of this can be achieved. God will provide! ***"I can do all this through Him who gives me strength"*** writes Paul in Philippians 4.13.

***1. To provide vibrant worship in our One Church services.*** *These are the flagship services which represent the heart of what we want our worshipping community to represent. It is in these services that we are witnessing spiritual and numerical growth. This focus needs to be reinforced by:*

- a. Communication – people need to know when and where services are*
- b. Parking and bus options need to be arranged and communicated (especially in WW)*
- c. Welcome at the services needs to be warm and sensitive before and after with follow-up including documentation*
- d. Worship must be high quality and accessible for all*

- e. *Audio recordings of sermons should be available online*
- f. *Teaching must be high quality for both adults and children allowing parents to worship in the service (see priority 2)*
- g. *Pastoral Care follow up for all*
  - i. *Newcomers*
  - ii. *Regulars – Harbour Groups are a great means of providing pastoral care to their members*
  - iii. *Specific pastoral needs for vulnerable, the elderly and those who live alone*

**2. To encourage more young families to become part of the worshipping Christian community.** *Tower Groups and Redlands have long been features of our ministry, as have strong relationships with our schools. However, we have not succeeded in integrating these young families into our worshipping community. To do this we need to:*

- a. *To understand:*
  - i. *Needs of parents and children*
  - ii. *Resources needed – people, premises, finances*
- b. *Build on existing activities*
  - i. *Connect – offer every week*
  - ii. *Tower Groups – integrate more effectively*
  - iii. *Ducklings – integrate more effectively*
  - iv. *Links to schools – integrate*
  - v. *Applicants to Bishop Luffa*
  - vi. *Redlands – strengthen*
- c. *Extend and develop these activities to cover the age range and geography including existing activities*
- d. *Explore ideas for Outreach, e.g. One Church on the Beach*

**3. Provide more opportunities for each village community to join vibrant worship in their community.** *A key aim is to hold the One Church service in both Birdham and West Wittering every Sunday within 3 years. Itchenor could follow. At present there are only 2 services in Birdham church each month. This is where our Church Centre is and where most new housing will be built in our Benefice. To do this we need to:*

- a. *Deliver on priorities 1 & 2 above*
- b. *Expand, develop and focus our resources (especially Worship and Ministry Teams) on leading One Church services*
- c. *Provide more follow-up to our Life Events ministries*

**4. To explore options to simplify our structure and governance so as to enable our energies and resources to be more focused on mission.**

***This will require full consultation and separate votes for both PCCs.***

- a. The Governance Working Group are developing proposals which will be communicated, consulted and voted on.*
- b. Mission and priorities are integral to good governance and the Governance Working Group will build the Mission & Goals into their enabling structures and processes*

**5. To lay foundations for ministry in the new housing estates**

*This is still some 3 years away and good execution of the three priorities above will be a strong base on which to build. However, work needs to be done to address the following:*

- a. What community facilities will be included in the housing estates? Can we influence this?*
- b. What type of people are likely to buy the properties? Age? Employment? Family structure? Needs?*
- c. Are there partnerships with other service providers that we could develop early? E.g. Doctors' Surgery, Schools, Youth Activities*

These five headings are seen as the key areas of focus to help us achieve our mission. An underlying assumption is that any new activities developed will, in most cases, be incremental to what we already do. Hence, it is assumed that, for example, Next Steps/Ducklings/Ambler/Soup Lunches/Alpha/Bereavement activities all continue.

**Next Steps**

At this stage of the Vacancy, we have agreed that we will include the summary and the five key priorities in the Parish Profile to give candidates for the role an idea of our intended direction and goals. However, we are keen that they are able to own and shape this themselves. To avoid stagnating and going backwards, we have agreed to progress two of the suggested initiatives. A remit will be developed and task groups will be established to progress these two areas.

8 April 2025



### **APPENDIX 3: BIRDHAM WITH WEST ITCHENOR ACCOUNTS**

Full details of the most recent accounts are available [here](#)

## APPENDIX 4: WEST WITTERING ACCOUNTS

WW PCC			
Income & Expenditure			
January 2024-December 2024			
	This Year Last Year Difference		
Income Unrestricted			
Income from Donors	£	£	£
Regular Giving	65,042	62,931	2,111
Special Collections	3,033	3,493	-460
Gift Aid Recoverable	5,078	5,200	-122
Grants - Parish Council	1,600	1,500	100
Donations	15,275	13,169	2,106
Legacies	0	5,000	-5,000
Church Lands Charity	6,700	0	6,700
Total Income from Donors	96,729	91,293	5,436
Operating Income PCC			
Church Room Lettings	2,641	673	1,968
Fees and Benefice Income	4,705	7,157	-2,452
Total Operating Income PCC	7,346	7,830	-484
Interest (Mainly CCLA)	2,824	2,102	722
Total Income Unrestricted	106,899	101,225	5,674
Less Grants Unrestricted	5,841	7,159	1,318
Net Income Unrestricted	101,058	94,067	6,991
Expenses			
Ministry Diocesan Parish Share	41,330	39,398	-1,932
Benefice Admin Costs			
Rector / Rectory Expenses			
Rates	3,205	3,054	-150
Water Rates	480	425	-55
Repairs	283	517	234
Rectors Expenses	2,520	2,894	374
Total Rector / Rectory Expenses	6,488	6,891	403
Parish Office / Benefice costs			
Phone and Internet	329	385	56
Website	764	575	-189
Mission Support Facilitator	22,914	24,408	1,494
Sundry	377	861	484
Total Parish Office / Benefice	24,384	26,229	1,845
Other Clergy Costs			
Other Clergy Expenses	1,672	1,855	183
Christmas Leaflet	345	377	32
Total Other Clergy Costs	2,017	2,233	216
Less Birdham and Itchenor	-16,445	-17,676	
Net Benefice Admin Costs	16,444	17,676	1,232
Total expenses carried forward	57,774	57,074	

## APPENDIX 4: WEST WITTERING ACCOUNTS (continued)

WW PCC Income & Expenditure Jan - Dec (cont)			
	This Year	Last Year	Difference
Total expenses from previous	57,774	57,074	
<b>Church Running expenses</b>			
Heat & Light	2,201	2,747	546
Consumables	774	771	-3
CCLI - Songpro etc	517	493	-24
<b>Total Church Running expenses</b>	<b>3,492</b>	<b>4,011</b>	518
<b>Church Maintenance</b>			
Building Repairs	11,655	258	-11,397
Heating Repairs	645	0	-645
Organ Repairs	1,230	421	-809
Other Equipment	4,352	0	-4,352
Insurance	2,340	2,285	-55
Architects fees	1,733	663	-1,070
Sundry	73	666	593
<b>Total Church Maintenance</b>	<b>22,028</b>	<b>4,293</b>	<b>-17,735</b>
<b>Upkeep of the Churchyard</b>	<b>8,170</b>	<b>5,843</b>	<b>-2,327</b>
<b>Church Room Running Costs</b>			
Heat and Light	475	215	-261
Repairs	1,037	1,872	835
Insurance	538	540	2
Cleaner	427	384	-43
<b>Total Church Room Running</b>	<b>2,478</b>	<b>3,011</b>	533
<b>Youth Worker</b>	<b>5,400</b>	<b>5,400</b>	0
<b>Worship</b>	<b>650</b>	<b>1,110</b>	460
<b>PCC Management and Admin</b>	<b>159</b>	<b>19</b>	<b>-140</b>
<b>Total Expenses</b>	<b>100,151</b>	<b>80,760</b>	<b>-19,391</b>
<b>Surplus for the year</b>	<b>907</b>	<b>13,306</b>	<b>-12,399</b>
<b>Restricted Income</b>			
Total Bo Income	36,974	37,614	-640
Steeple Repairs from Woodger	69,979	22,021	47,958
<b>Total Restricted Income</b>	<b>106,953</b>	<b>59,635</b>	47,317
<b>Restricted Grants Expended</b>			
Church Overseas - Bo	33,777	72,602	38,825
Steeple Repairs	69,979	22,021	-47,958
Bikes etc for Ukraine Refugess	538	2,424	1,886
Total Restricted Grants	104,294	97,046	-7,247
<b>Net Restricted surplus /</b>	<b>2,659</b>	<b>-37,411</b>	40,070
Transfer to Bo Fund	3,197	-34,987	-38,184
Transfer from Ukranian Refugee	-538	-2,424	-1,886
<b>Net Transfers</b>	<b>2,659</b>	<b>-37,411</b>	<b>-40,070</b>

## APPENDIX 4: WEST WITTERING ACCOUNTS (continued)

<b>WW PCC</b> <b>Balance Sheet</b> <b>December 2024</b>			
	This Year Last Year Difference		
<b>Assets</b>	£	£	£
Trade Debtors	8,226	9,332	-1,106
Gift aid due - Church	3,800	5,031	-1,231
Gift aid due - Bo	6,185	5,900	285
VAT to reclaim	1,371	3,706	-2,334
Sundry Debtors	3,139	9,808	-6,668
HSBC	10,457	7,235	3,221
Bo HSBC account	10,984	7,907	3,077
Church of England Deposit	60,057	57,304	2,753
Lands Trust	0	-5,100	5,100
<b>Total Assets</b>	<b>104,220</b>	<b>101,123</b>	<b>3,097</b>
<b>Creditors</b>	<b>5,609</b>	<b>6,078</b>	<b>469</b>
<b>Net Assets</b>	<b>98,611</b>	<b>95,045</b>	<b>3,566</b>
<b>Capital</b>			
<b>Unrestricted</b>			
Opening Balance	68,040	54,734	13,306
Surplus / (Deficit)	907	13,306	-12,399
<b>Total Unrestricted</b>	<b>68,948</b>	<b>68,040</b>	<b>907</b>
<b>Restricted</b>			
Bo	17,943	14,746	3,197
AV system*	9,759	9,759	0
Afghan Fund	679	679	0
Ukranian Refugees	1,282	1,820	-538
<b>Total Restricted</b>	<b>29,663</b>	<b>27,004</b>	<b>2,659</b>
<b>Total Capital</b>	<b>98,611</b>	<b>95,045</b>	<b>3,566</b>

\* This fund is from donations for the provision of a permanent retractable screen, projector and other AV facilities for the church.