



*The Anglican Parish of*  
**Holy Trinity Lara with  
Christ Church Little River**

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# **Annual Meeting Combined Reports**

**For the year 1st October 2020 to  
30th September 2021**



**Held on Sunday 7th November 2021 at 11:30 AM**

## Reports for year ended 30<sup>th</sup> September 2021

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## Annual Meeting Agenda 2021

Opening Devotion

Apologies

Reception of Minutes Annual Meeting 2020

Business arising from Minutes Annual meeting 2020

Reception of Parish Electoral roll

Report Presentations:

- Vicar
- Proceedings of Parish Council
- Wardens
- Financial and Budget
- Other Parish groups

Reception of all reports

Election of Wardens

Election of Parish Council

Election of Incumbency Committee

Election of Auditor

Any other Business of parochial interest

## Minutes of Annual meeting 2020

### Minutes of Annual Parish Meeting held on 22<sup>nd</sup> November 2020

Opening Devotion Led by Reverend Lynne. Ephesians 1:15 concerning wisdom and revelation.

Apologies Nil

**Attendance via Zoom:** Gregory Medwell, LeeAllan Urbanski, Carol Rumble, Liz Hunter, Barbara Thompson, Barbara Thompson, Wendy Leeke, John Leeke, Jennifer Ratcliffe, Tricia Peart, Marion Bennett, Rosemary Bascomb, Dennis Scott, Joy Leggo, Joan Cohen, Garry Green and Wendy O'Brien.

**Attendance in the church:** Rev Lynne Clarke (Chair Person), Bill O'Brien (Secretary), Marj Barrowman, Val Mawson, Jenny Cunningham, Helen Glare, Doris Smith, Arch Smith, Philip Starks, Peter Jones, Cynthia Roseburgh, Perrine Body, Doug Body, Warren Rumble, Annette Wendleman and Leon Pollard.

Doug Body explained **the rules of the meeting** associated with people on Zoom and people in church.

#### **Reception of minutes of the Annual Meeting held November 2019**

were moved Gregory Medwell and seconded Helen Glare.

#### **Reception of the Parish Electoral Roll**

was moved Annette Wendleman and seconded Peter Jones.

#### **Report Presentations**

- **Locum Vicar**

Reverend Lynne was congratulated on her role of Locum since joining us in January.

- **Proceedings of the Parish Council**

One amendment that last year's Carols by Candlelight was compered by Libby Bate.

- **Wardens**

- **Financial and Budget**

The Auditor congratulated the Treasurer and Book keeper on the presentation of the well laid out financial books.

Electronic giving has been encouraging.

The timing of the arrival of our new Incumbent will effect the budget numbers.

- **Authorised Lay Minister**

- **Craft Group**

- **Food Relief**

- **Social Events**

- **Opportunity Shop**

- **Young Adults**

#### **Reception of all reports.**

Taken as read. Moved Gregory Medwell and seconded Liz Hunter. Passed unanimously.

#### **Over 72 years of age.**

We are happy to accept nominations to the Parish Council from Parishioners whose age is greater than 72 years of age.

### **Election**

The following people have elected to nominate as Parish Councilors:

Leon Pollard, Philp Starks, Gregory Medwell, Jennifer Ratcliffe, John Leeke, Jenny Cunningham, Doug Body and LeeAllan Urbanski.

The following people have nominated for Church Warden: Cynthia Roseburgh and Garry Green, whilst Libby Bate shall be Vicar's Warden.

All appointments confirmed. Moved Wendy O'Brien and seconded Perrine Body.

The Vicar has at least two nominations allowing her to make further appointments.

### **Election of Auditor**

That our Auditor for a further period of twelve months shall be Alister Horne. Moved Gregory Medwell and seconded LeeAllan Urbanski.

### **Incumbency Committee**

Our Incumbency Committee currently comprising Tricia Peart, Garry Green and Philp Starks remain in office until they have completed the appointment of our new Incumbent.

### **Any other matters of parochial interest.**

Rev Lynne said that she advocated that a Parish Directory of the names of our Parishioners, their phone numbers, their postal and E mail addresses. She felt that this would be of benefit to our new Incumbent.

Much discussion took place whether this information should only be held by the Vicar and in the church office due to privacy concerns.

This matter is to be referred to Parish Council for decision.

### **Christmas Services** Christmas Eve.

Lara 7.00pm Children's Christmas Service (bring own costume).

Midnight Service Lara to be led by Rev. Warren. Carols from 11.00pm followed by Holy Communion starting at 11.30pm..

Christmas Day. Lara at 8.00am and Little River at 9.30am.

### **St Laurence Park**

There will be a Christmas Service at St Laurence Park starting at 10.00am on 23rd December, this is being organized by Annette Wendleman.

### **Vicarage Renovations**

Libby Bate gave a brief report on the vicarage renovations. Painting to begin shortly.

There being no further business the meeting was closed in prayer.

*Bill O'Brien*

Secretary

## Parish electoral Roll

### Names Recorded on Electoral Roll as of 23<sup>rd</sup> October 2021 - Holy Trinity Lara

June ARMSTRONG	Wendy O'BRIEN
Marjorie BARROWMAN	William O'BRIEN
Rosemary BASCOMB	Patricia PEART
Libby BATE	Leon POLLARD
Marion BENNETT	Jennifer RATCLIFFE
Perrine BODY	Cynthia ROSEBURGH
Doug BODY	Carol RUMBLE
Anne CHASE	Denis SCOTT
Joan COHEN	Gaye SCOTT
Brenda DARCY	Arch SMITH
Anne FAITHFULL	Doris SMITH
Helen GLARE	Philip STARKS
Christine HANLON	Coralene STEWART
Robert HANLON	Bronwyn THOMAS
Liz HUNTER	John THOMPSON
Marie KEOWN	Barbara THOMPSON
Sam KEOWN	Val TONKIN
Joy LEGGO	Robert TONKIN
John LEEKE	Lee-Allan URBANSKI
Wendy LEEKE	Annette WENDLEMAN
Lola LEWIS	Joan WILKS
Ellen MARSH	Gwyneth WILSON
Valerie MAWSON	Wes WILSON
Gregory MEDWELL	

## Parish electoral Roll

### Names Recorded on Electoral Roll as of 23<sup>rd</sup> October 2021 - Christ Church Little River

Jenny CUNNINGHAM  
Ivan FAIRCHILD  
Garry GREEN  
Donna HINCHLIFFE  
Peter JONES  
May McCRAW  
Brenda SIMS

## Parish Statistics

Please complete a form for each church in parish - if applicable. Combined parish figures will be accepted

Parish of

Holy Trinity Lara with Christ Church Little River

Church: Holy Trinity Lara with Christ Church Little River

Please return to the Registry by 3rd DECEMBER 2021

Most of the responses received from parishes are included in the statistics section of the Diocesan Yearbook and are used by various people. In other instances, the information is used in research projects carried out by the diocese. Your co-operation is sought in completing the data being collected. In instances where records are not maintained, your best 'guesstimate' would be appreciated.

### WORSHIP

1 a	123	Number of public services wherever held* <b>excluding</b> weddings, funerals, private baptisms, services in residential facilities	3 a	902	Total Acts of Communion in public services* <b>excluding</b> private ministrations and services in residential facilities
b	93	Number of public Sunday services wherever held <b>excluding</b> weddings, funerals, private baptisms, services in residential facilities	b	842	Total number of Sunday Acts of Communion <b>excluding</b> private ministrations and services in residential facilities
c	5	Number of publicised services held in residential care facilities	c	0	Total Other Acts of Communion <b>Including</b> private ministrations and services in residential facilities
2 a	39.3	Average weekly attendance at all Public services ** <b>exclude</b> weddings, funerals, private baptisms, services in residential facilities, Easter and Christmas	4 a	76	Total attendance at Christmas Day/Eve services (Christmas Eve means after 5:00 pm)
b	35.2	Average Sunday attendance** at all Sunday services <b>excluding</b> weddings, funerals, private baptisms, services in residential facilities, Easter and Christmas	b	49	Total number of Acts of Communion at Christmas Day/Eve services (Christmas Eve means after 5:00 pm)

**c** N/A Average weekly attendance at all non-English services \*\* **exclude** *weddings, funerals, private baptisms, services in residential facilities, Easter and Christmas*

**5 a** 52 Total attendance at Easter Day/Eve services

\* Include weekday and Sunday services \*\* Include children and Non Communicants

**b** 42 Total number of Acts of Communion at Easter Day/Eve services

**MEMBERSHIP**

**6** 54 No. on Church Electoral Roll presented at the Annual Parish Meeting

**13 a** 1 No. of continuing home/small groups

**7a** 0 No. of Infant Baptisms

**b** 5 Total No. of persons in continuing home/small groups per week

**7b** 0 No. of Adult Baptisms

**8** 0 No. of children admitted to Communion

**9** 1 No. of persons received into the Anglican Communion

**10** 0 No. of Confirmations

**14** Estimated no. of frequent attenders - including at weekly programs/worship services (excluding CRE)

**11** No. of funerals conducted:  
**a** 4 in the churches of the parish

**a** 0 Pre-school (0 - 5)

**b** 0 elsewhere

**b** 0 Primary School

**12** No. of marriages conducted:

**a** 2 in the churches of the parish

**c** 0 Secondary School

**b** 0 elsewhere

**d** 1 Post Secondary (under 25)



## Vicars report

What a pleasure it has been to read our reports which show a community that has not wilted with the challenge of Covid. People have continued to share in worship, either in person or by Zoom, to give to our chosen missions, to study scripture, to pray together and to enjoy each other. We have been blessed over the last year with the ministry of our Locum Reverend Lynne Clarke who continues to quietly minister to me on the side, and I thank her for this support.

The Op Shop has also continued to provide for both the Parish and the community as well as being a “community” within itself of volunteers who selflessly give their time and effort to provide an option for local recycling, a place for browsing and connection, and a source of clothing and homewares for people in need. I am so grateful that it provides a hub for people to donate, to volunteer and to share in the human connection that we all crave.

It has been a steep learning curve since my commissioning four months ago. We have been in and out of lockdown on multiple occasions and many of us have also weathered the storms of isolation as we have waited for negative Covid results. The community here at Lara and Little River has welcomed me so warmly and I love living in the very comfortable vicarage. Together we have been facing the challenges and I thank God that the challenges have been manageable, and we have come through them all so far.

Last Sunday, we finally celebrated the 50<sup>th</sup> Anniversary of the “new” Holy Trinity, deferred from the original September date because of lock down. The celebration, with Archbishop Philip, provides us with a moment to honour our past and all the great things that go to making our community the truly beautiful and grace filled group that it is. It’s also something of a bookend, a marker in time, as we enter a prelude in which we reimagine our future in a post-Covid world. As we look forward to Advent, the theme for which will be “Restoration” we can ask ourselves, how do we restore ourselves individually and how do we restore ourselves as a community.

In closing, I’d like to thank a few people. Firstly, to the Incumbency Committee of Tricia, Garry and Philip who had the faith and hope to recommend me as your Priest in Charge. I am truly grateful to be called to this place and thank God every day for its beauty and the warmth and love shown by you. My earnest prayer is that together we will build God’s kingdom here in Lara and Little River. To the Wardens, Libby, Cynthia and Garry, many thanks for your guidance and support as I have begun to learn about the community. To Jennifer, whose support in the office and gentle calm demeanour is such a helpful foil to my own more volatile nature. And to all the leaders in our parish, who work so generously to create a worship space, or a small group, or an Op Shop team. Each of you is a valued and loved person, and should feel assured in your place and identity as a cherished person of God.

One last shout out to Bill O’Brien. I met Bill about ten years ago when we were both on the Cursillo management committee and he was simply the most generous person who gave above and beyond in managing the Cursillo accounts, but also in being a wise counsel to those around him. When he spoke, we always listened! The last 12 months has seen Bill start to give up some of the things that have made him central to the life of this parish in order to focus on his own health. I am sure I speak for everyone when I say “thank you” from the bottom of my heart. My prayer is that Bill will continue to be that mentor and wise counsel to us all, and that he will be able to enjoy some rest and peace, between the rosters and the lawn mowing!

We have much to look forward to. God is moving in this place and together we can reimagine our future.

*Blessings, Roxanne.*

## Proceedings of Parish Council 2021

A new year and we all thought a return to some kind of normality. This wasn't to be, as a new strain of COVID appeared and impacted many of the things we do in the Parish; our Op Shop having to close for periods, continued use of ZOOM for services, some sessions of Philip's Bible Study program at the Church or via Zoom, Wednesday Prayer meetings via Zoom, even Parish Council meetings via Zoom. The Karen people were unable to meet in the hall for many Sundays and this impacted their Worship and being able to get together.

Our new Church was Consecrated on September 3<sup>rd</sup> 1971 following the destruction of the Blue Stone Holy Trinity by the bushfires of 1969. Plans to celebrate this 50<sup>th</sup> Anniversary were well advanced with a Service on Sunday 12<sup>th</sup> September conducted by the Archbishop of Melbourne, The Most Reverend Dr Philip Freier being the highlight. COVID intervened again and this postponed service was held on October 31<sup>st</sup>. The social events planned have been postponed until 2022.

We do have a lot to be grateful for. We were still able to have our monthly Parish Council meetings. We learnt to adapt to the Diocese COVID guidelines and thanks to those who helped implement the use of the QR codes for Church attendance and entry to the Op shop which became compulsory during the year. Out of lock downs, we were able to return to Communion services with the use of small individual cups for the wine. The Reverend Lynne Clarke's weekly letter continued and these along with the Pew Sheets were delivered to those without email addresses by a band of willing helpers. July, our mission month was lock down free so we were able to have updates from Chris and Naomi our Interserve family, followed by lunch; Reverend Noah from the Mission to Seafarers; Hayley Rumble from AFES working at Ballarat Universities, Fed Uni & ACU and Ester Cohen from Bushikori. Retiring collections made up to \$500 by Parish Council each Sunday were donated to each of the mission groups.

The Incumbency Committee continued their work looking for our next incumbent and finally in late March we were advised that Reverend Roxanne Addley had been appointed as Priest in Charge of our Parish. Reverend Roxanne was Commissioned by Bishop Kate Prowd on the 16<sup>th</sup> June, after taking up her position on June 2<sup>nd</sup>. This enabled her to attend the Oodthenong Ministry Conference which was unfortunately postponed because of COVID and only held the middle of August with one session actually held at Holy Trinity. Thank you to all those who made the Commissioning Service for Roxanne run so smoothly and those who did the presentations and Bible readings.

Reverend Lynne Clarke's last service with us on May 30<sup>th</sup> was unfortunately one held via Zoom. We finally got to say farewell and thank you at a lunch in the Hall at the end of June. We had all been invited to Lynne's in May, but COVID and no home visits put a stop to that. Preparation for Baptism and the prerequisite for some kind of training for parents that had been adopted by the Parish, left us with some dilemma under COVID rules. Parish Council agreed to Reverend Lynne's request to run an Alpha program via ZOOM as she had received a request for baptism. We were joined by St. Pauls Geelong and 17 people completed the program. We were able to have one session face to face over lunch in a home and the growth in people from the program was very satisfying.

Lots of work was done on the vicarage repainting inside and out, carpet removal and re-staining of the floorboards, electrical upgrade, a couple of new blinds, revamping the front room by removal of bookshelves, minor carpentry repairs & replacing the back porch roofing. We were so pleased to hear that the Reverend Roxanne and her whippet Quinn were going to call it home. Thanks to all those who attended the working bees that pulled up the carpet, cleaned the

windows, filled the skip with rubbish, replaced taps and made sure the vicarage was looking fantastic for Reverend Roxanne's arrival and her excitement and delight in her new home was most gratifying to those involved in its upgrade.

COVID once again impacted our social calendar and our fundraising efforts from these events. The High Tea was especially missed by many, and our Mystery Parcels & jars were off the list as the Christmas market at St. Laurence was cancelled.

"Online Giving" or "Direct Debit" giving has been taken up by many of our Parishioners and this has been a blessing during these COVID times with services via Zoom. We still have a few families who prefer the pledging envelopes, so these continue to be offered.

Philip Starks, Leon Pollard and Reverend Warren Rumble have all been active in leading services and preaching and we thank them for their contributions to the life of our parish.

In August we agreed on employment conditions for both Jennifer Zdravkovski and the Reverend Roxanne Addley. Reverend Roxanne will continue to work 5 days and focus on ministry. Jennifer has a job description that outlines the administration tasks expected of her (Many of which the Priest would normally undertake) and would start as a Part Time level 3 Administration Assistant. (Previously casual) She will work 12 hours a week.

We have recently agreed to participate in the National Church Survey; to hold combined church services at 10am, followed by lunch, when there is a 5<sup>th</sup> Sunday in the month; to have a parish planning day based on the "Re-imagining the future" document looking at ministry in our local context in a post-COVID future; to look at how we can grow the congregation at Christ Church beginning with 5pm services instead of 11am as a starting point; and were finally connected to NBN.

We give thanks with grateful hearts on what has been achieved and look forward to continuing God's work in the year ahead.

*Libby Bate*

Parish Council Secretary

## Wardens Report

Another challenging year. The Incumbency Committee faced a number of hurdles but finally on March 29th we received the letter from The Most Reverend Dr Philip Freier, our Archbishop, advising us of the appointment of the Reverend Roxanne Addley as Priest in Charge to the Parish of Holy Trinity Lara with Christ Church Little River. This was followed by consultation with Archdeacon Jill McCoy on the form of the Commissioning Service and other arrangements that needed to be made, all with COVID restrictions hanging over us. On the 16th June we were able to hold the Commissioning Service in the Church with 60 able to attend, and about 50 via Zoom, as Roxanne's friends and family were unable to travel down from Melbourne. The service was conducted by Bishop Kate Prowd.

The Vicarage was painted inside and out, repairs to carpentry made, carpet removed, and floors polished, electrical wiring checked and new lights installed, a range hood installed in kitchen, Tastic heaters in the bathroom and shower room, a new front security door fitted, new roofing over the back porch installed, some blinds replaced. We were so pleased when we heard Roxanne had indicated she wanted to live in the Vicarage! That 1955 building with an addition in the 70's was certainly ready for its new occupant. Thanks to all who made that possible.

Since Roxanne's appointment we have been having regular Warden meetings with her and the Parish Treasurer the week before Parish Council, so that when Parish Council meets we have recommendations ready to put to the members. This is working well. The transition to a new Priest in Charge in these difficult times has begun well.

Church services continued to be impacted by COVID so Zoom was always available. It was great that Little River became identified as Regional Victoria not Melbourne which meant when Geelong was not in lockdown like Melbourne, services could be held at Christ Church. We have adjusted to using QR codes to check into both the Op Shop and Churches. Thanks to all those who make this possible. When services are held in the Churches COVID regulations from the Diocese are adhered to. Communion Services are using small individual glasses. At Holy Trinity Try Booking is being used so that attendance does not exceed 20.

The grounds at both Holy Trinity and Christ Church always look well cared for. We are indeed lucky to have such wonderful volunteers who so willingly do this for us.

Our church buildings remain in good order. At Holy Trinity improvements have been made to technology to ensure our Zoom services are of good quality. This includes a new screen at the back of the church. New signage is being undertaken at Christ Church.

We are indeed blessed with so many willing volunteers who have ensured that the ministry of the church remains strong in these difficult times. With a new Priest in Charge, we look forward to the year ahead especially as we work through "Re-imagining the Future" to discuss ministry in our local contexts in a post-COVID future.

*Cynthia Roseburgh, Garry Green, Libby Bate*

Church Wardens

## Balance of Accounts at 30<sup>th</sup> September 2021

### Anglican Parish of Lara with Little River

Balance of Accounts	30 Sept. 2021		30 Sept. 2020	
ADF Access Cash 05009178	\$ 6,775.69		\$ 6,752.37	
ADF Appd Building Fund 05009120	\$ 299.20		\$ 1,211.31	
ADF Lt River Investment 443008659	\$ 4,837.55		\$ 4,793.30	
ADF Parish Giving 05005195	\$ 904.10		\$ 3.75	
ADF Vicarage Upgrade 05004543	\$ 7,900.67		\$ 6,476.10	
Bendigo Bk Op Shop 137905048	\$ 7,031.82		\$ 3,377.41	
Bendigo Bk Parish 137904702	\$ 34,936.33		\$ 45,738.64	
<b>Total Funds</b>	<b>\$ 62,685.36</b>		<b>\$ 68,352.88</b>	
ADF Parish Loan 444000637	\$ 19,896.44	DR	\$ 47,203.29	DR
Bendigo Bk Lara Carols 157805193	\$ 7,635.09		\$ 6,835.09	
Bendigo Bk Lara Food Relief 152286019	\$ 15,282.02		\$ 10,178.65	

## Profit and Loss Report for 1<sup>st</sup> October 2020 to 30<sup>th</sup> September 2021

### Anglican Parish of Lara with Little River

#### Income

Direct Credit Giving	\$ 42,583.68
Envelopes	\$ 11,241.00
Funeral Surplice Fee	\$ 227.27
Hall Hire	\$ 1,089.00
Interest Income	\$ 5.20
Mission Donations	\$ 3,396.55
Open Plate	\$ 14,345.30
Operating Grants	\$ 15,007.84
Rental of Vicarage	\$ 898.09
Weddings	\$ 363.64
<b>Total Income</b>	<b>\$ 89,157.57</b>

#### Expenses

Assessment	\$ 18,232.91
Bank Charges and Loan Interest	\$ 1,078.66
Charitable Contributions	\$ 3,820.00
Church Repairs and Maintenance	\$ 6,403.99
Energy	\$ 5,547.76
Insurances	\$ 11,702.65
Ministry	\$ 3,332.18
Mission Giving	\$ 3,236.00
Office	\$ 5,943.30
Rates and Rubbish Removal	\$ 1,764.39
Salary and Stipend	\$ 58,920.30
Vicarage Repairs	\$ 17,754.93
Youth	\$ 927.59
<b>Total Expenses</b>	<b>\$ 138,664.66</b>

**Net Earnings** **-\$ 49,507.09**

## Holy Trinity Lara with Christ church Little River Opportunity Shop Profit and Loss Report 1<sup>st</sup> October 2020 to 30<sup>th</sup> September 2021

### Income

Contra	\$ 972.80
Daily Sales	\$ 39,656.81
Eftpos	\$ 49,463.55
Melbourne Cleaning Cloths	\$ 1,690.15

**Total Income** **\$91,783.31**

### Expenses

Bank Charges	\$ 1,030.23
Charitable Contributions	\$ 3,000.00
Op Shop Equipment	\$ 1,010.86
Op Shop Expense	\$ 3,537.56
Council Rates	\$ 2,396.27
Telephone	\$ 267.80

**Total Expenses** **\$ 11,242.72**

**Net Earnings** **\$80,540.59**

## Lara Combined Churches Carols

### Profit and Loss Report 1<sup>st</sup> October 2020 to 30<sup>th</sup> September 2021

#### Income

Church Donations	\$ 800.00
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**Total Income** **\$ 800.00**

#### Expenses

Nil

**Net Income** **\$ 800.00**

## Lara Food Relief

### Profit and Loss Report 1<sup>st</sup> October 2020 to 30<sup>th</sup> September 2021

#### Income

Grants and donations	\$ 8,836.00
Total Income	\$ 8,836.00

#### Expenses

Fuel Vouchers	\$ 100.00
Geelong Food Relief Vouchers	\$ 225.00
Lara Pharmacy	\$ 89.60
Lara Butchers	\$ 705.29
Supermarket Goods	\$ 2,368.05
Total Expenses	\$ 3,487.94

**Net Income** **\$5,348.06**

## Treasurer's Report

And Covid 19 continues to impact us all, but we have managed to keep on going through these trying times and are all looking towards the future.

Our main form of giving was through the collection plate and envelopes but due to the changes put on us, most of our giving is by direct deposits from our bank accounts. Thank you all for adapting to this change.

Over the past 12 months a total of \$75,000- was transferred to the Parish from the Op Shop. The parish loan that we took out a number of years ago, was \$205,000- and the balance now is \$19,896.44. This magnificent result is due to the contributions made by the entire parish, whether it is in the form of weekly giving, time given to help with the Op Shop, helping with the fund-raising events, rosters, morning tea. No matter how small every little bit helps.

We are so grateful to the volunteers who come along to our Op Shop, day after day, week after week. For some it may only be a couple of hours a week and others up to 20 hours, thank you so much, the time you so freely give is appreciated by us all. Well done everyone! If it wasn't for the Op Shop, our volunteers, and the generous people of Lara with all their donations, we would not be where we are today.

Over the past year we have given to numerous missions, such as Interserve, AFES, Nungalinga, CMS, Gideons, Bushikori, and the Mission to Seafarers. The support the parish gives to these organisations is far reaching and helps so many others. Whenever there is a call out by the parish for donations to these good causes, there is no hesitation from all to give. Thank you!!

My thanks to you all for the support you have given me over the past 12 months.

*Lee Allan Urbanski*

Treasurer

## INDEPENDENT AUDITOR'S REPORT

To the Churchwardens of the  
Parish of Holy Trinity Lara with Christ Church Little River

I have audited the provided financial reports of the Parish of Holy Trinity Lara with Christ Church Little River (The Parish), which comprises the Income and Expenditure Statement for the year ended 30 September 2021, and other explanatory notes and the Churchwardens' Declaration.

### **Churchwardens' Responsibility for the Financial Report**

The Churchwardens of the Parish are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies which form part of the financial report, are appropriate to meet the financial reporting requirements of the *Parish Governance Act 2013* (as amended) and are appropriate to meet the needs of the users.

The Churchwardens' responsibility also includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

### **Auditor's Responsibility**

An auditor's responsibility is to express an opinion on the financial report based on an audit. No opinion is expressed as to whether the accounting policies used are appropriate to meet the needs of the users.

I conducted the audit in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment; including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error.

In making those risk assessments, an auditor considers internal control relevant to the Parish's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Parish's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial report.



The financial report has been prepared for distribution to the Parishioners for the purpose of fulfilling the Churchwardens' financial reporting requirements<sup>1</sup>. I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates, to any person other than the Churchwardens, or for any purpose other than that for which it was prepared.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### **Independence**

In conducting my audit, I have complied with the independence requirements of the Australian professional accounting bodies.

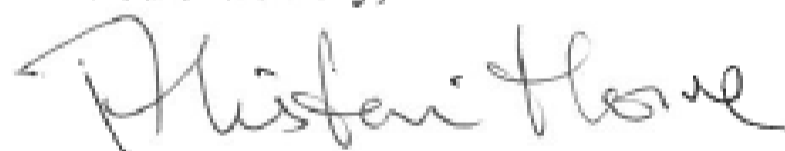
### **Auditor's Opinion**

In my opinion the financial report presents fairly, in all material respects, the financial position of the Parish as at 30 September 2021, and of its financial performance for the year then ended in accordance to the financial statements.

### **Basis of Accounting**

The report has been prepared for the purpose of fulfilling the financial reporting responsibilities under the *Parish Governance Act 2013*. As a result, the financial report may not be suitable for any another purpose.

Yours faithfully,



**Alistair Horne OAM FCPA 719447**  
**Melbourne**  
**27<sup>th</sup> October 2021**

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<sup>1</sup> **Parish Governance Act 2013 (as amended) Sect. 34. Parish funds (1)** The churchwardens have responsibility for the proper keeping and management of all parish funds and must maintain adequate and accurate accounting records of the parish's financial transactions.

## Proposed Budget for the Anglican Parish of Lara with Little River

	2019	2020	2021	2022
<b>Income</b>				
Parish Giving	\$50,428.00	\$51,436.00	\$52,000.00	\$67,000.00
Mission	\$1,900.00	\$1,960.00	\$2,160.00	\$2,200.00
Op Shop	\$80,180.00	\$84,000.00	\$110,000.00	\$102,000.00
Donations/Grant/Fundraising	\$28,880.00	\$29,746.00	\$30,000.00	\$4,000.00
Rental/hall hire	\$23,000.00	\$23,500.00	\$10,000.00	\$5,040.00
	<u>\$184,388.00</u>	<u>\$190,642.00</u>	<u>\$204,160.00</u>	<u>\$180,240.00</u>
<b>Expenses</b>				
Stipends & Salary	\$82,710.00	\$85,190.00	\$94,550.00	\$94,600.00
Rates and Utilities	\$13,880.00	\$14,290.00	\$14,870.00	\$8,560.00
Mission and Out Reach	\$13,120.00	\$13,500.00	\$14,400.00	\$13,300.00
Assessment & Office	\$27,147.00	\$28,000.00	\$28,580.00	\$30,152.00
Maintenance	\$4,500.00	\$4,600.00	\$30,000.00	\$7,720.00
Other	\$2,200.00	\$2,600.00	\$2,800.00	\$7,900.00
Insurance	\$9,500.00	\$9,700.00	\$14,000.00	\$14,700.00
Interest and Bank Charges	\$3,700.00	\$3,500.00	\$1,560.00	\$1,800.00
	<u>\$156,757.00</u>	<u>\$161,380.00</u>	<u>\$200,760.00</u>	<u>\$178,732.00</u>
<b>Surplus</b>	\$27,631.00	\$29,262.00	\$3,400.00	\$1,508.00

## Notes on Budget

### Income

- Parish giving includes Direct Credit, Open plate and Envelope giving
- Mission is what is donated from individuals to be forwarded on our Mission Partners such Bushikori etc
- Op Shop includes weekly sales in Op Shop, Work of the Dole & Melb. Cleaning Cloths
- Donations/Grants/Fundraising are funds given for the Loan, grants from other sources

### Expenses

- Stipend and salary- payments for vicar and administration support
- Rates and Utilities- Council rates and Gas, power and water
- Mission Outreach -Food cupboard, carols, payments to Nungalinya & Interserve and other missions
- Assessment and Office- Assessment, Photocopier, telephone
- Maintenance- Op shop, fire equipment
- Other- fund raising and motor vehicle expenses

## Authorised Lay Minister

The past year again has been very difficult for all of us. COVID 19 has denied us regular fellowship meeting person to person, and the loss of the weekly Eucharist has been particularly stressful for me as I continue to be locked down in the Melbourne metro region.

I have preached three times this year, and my approach as always is to convey a sense of personal response to the gospel message and what discipleship means for us today.

During our interregnum, I was asked to lead morning prayer a couple of times when there was no locum priest available to preside over Holy Communion, and I thank Leon Pollard his for assistance with that.

I led a Lent study on the letter to the Hebrews which lasted well beyond Lent due to the enthusiasm of the group, and I thank them for their interest. Some in the group have expressed an interest in another epistle study, and when Melbourne metro lockdowns are finished, I plan on meeting that interest with a study on 1 Peter.

I have joined the Parish Reimagining Working Group, looking at how we can move forward with our outreach and mission activities in a post COVID way. The group's briefing is to consider four church reimagining framework models suggested by the diocese, seek the congregation's input and make recommendations to Parish Council.

I thank Rev'd Roxanne for the opportunity I have to exercise lay ministry in the parish and the congregation for their acceptance of it.

*Philip Starks*

Authorised Lay Minister

## Craft Group Annual Report

Another year riding the Covid Rollercoaster, which meant our fortnightly meetings were sometimes happening and sometimes not, depending on the news of the day from the State Government and the Melbourne Diocese.

Due to the restrictions imposed we made the decision to not partake in the Christmas Boxes for Samaritans Purse. When we could, we met in the hall bringing our own craft items, sometimes knitting, paper crafts, crochet, mending, sometimes it was just for a chat to catch up on each other's news and a cuppa and of course we would have the regular visit to the op shop.

We are hoping that next year will be a more stable year and we will be able to meet at our regular time of 1pm on "Green Bin Wednesday" in the church hall.

*LeeAllan Urbanski*

## Lara Food Relief

Welcome to our Annual Report on the 8th year of Operation, providing food and other services to our local community, for those who find themselves in need.

COVID 19 is still with us and has caused continual change and updates to our procedures.

As stated in last year's report the number of clients coming for help stabilised and have not grown in this time of Pandemic now over the 18 months 1st March 2020 to 30th September 2021.

Our client base remains slightly up with new 25 new clients coming to us for the first time in our reporting period 1st October 2020 to 30th September 2021. We removed 5 Clients who have not seen us for 2 years. Client base is now 117 up from 102 last year. These clients are people of many different backgrounds. They come with a variety of family structures.

In mid-December 2020 we made up 35 Christmas hampers which contained Christmas fare and Toys for families with children. This was 5 more than the previous year. A big thank you for the staff of MACS and members of the Lara Beta-Pi-Master Chapter and the Christmas Tree at the Bendigo Bank for the Toys. Also, the many donations of Christmas fare from these groups and others, as well as many individuals.

Despite the Pandemic we have again been well supported by so many local community organisations and individuals and we thank them most sincerely for their generosity. We especially thank the Lara District Community Enterprise (Bendigo Bank) , The Lara Freemasons Lodge along with the Victorian Freemasons Foundation, Lara Meats, Lions club of Lara, Lara CWA, Lara Beta-Pi-Master Chapter, Lara Natural Health, MACS, Geelong Central Fidelity Club, Holy Trinity Congregation members as well as members of other Lara Churches and many individuals who have helped us keep our pantry supplied for our clients. A big thank you to you all.

We remain a member of the Geelong Food Relief Centre and use their voucher system for items we do not keep in our pantry. We are also members of GFAN (Geelong Family Assistance Network). Apart from food we also help with Petrol Vouchers and Medical Scripts from our local Pharmacy and referrals to other organisations.

Each Monday for 46 weeks of the year we have 3 volunteers rostered during our open hours from 10am to 1pm. We are not open on Monday Public Holidays. Thank you to those 14 volunteers who have joined us in serving our Community in this way. Thank you to those who have retired this year from volunteering with us and thank you to others who have joined us. We are all here to serve those who need our help.

*Revd Warren Rumble*

Co-Ordinator.

## Hospitality/Social Events report

COVID really impacted on our social events calendar in the past year.

With so many services via Zoom, even the chance to chat over a Cup of tea after church was not possible. Rosters fell by the wayside a bit but thanks to those who stepped in and did all the work needed when services were held and a cup of tea was possible. Thanks to those who organized the wrapped biscuit supply to make sure things were COVID safe.

Our lunch get together at Reverend Lynne's house to say Farewell and Thanks to her was not possible because of Lock Down rules, but we were finally able to have a lovely get together over lunch in the Hall a few weeks later. The tables were set for 36 guests and fine food and fellowship was enjoyed. There were parting gifts for Lynne including a Tea Bag string scarf that raised a chuckle. (You would never have guessed what it was made from if you weren't told!)

Still with COVID hanging over our heads, we were able to have supper in the hall following the Commissioning Service for our new Priest, Reverend Roxanne Addley. Being aware of social distancing and other COVID rules, this was still a real chance to catch up with others and chat.

We had planned a couple of Social events for September to celebrate the 50<sup>th</sup> Anniversary of the consecration of the new Holy Trinity Church following the bushfires of 1969. Stay tuned as we are hoping we can have a "Beetle" afternoon games session complete with a Trading Table and a Singalong evening featuring songs from the 70's and some storytelling, next year.

Just as I ended my report last year, we are looking forward to once again returning to our regular program of social events, a Christmas Dinner, a High Tea, themed dinners, and so on. A chance to get together for fun, food and fellowship and raising funds to continue God's work in our Community.

*Libby Bate*

## Op Shop Annual Report

The Op Shop has had a successful year, despite many challenges. The hard work of more than 30 volunteers has enabled the op shop to continue supporting the church and community. The shop not only provides low-cost goods to customers, but also a place for donors to recycle unwanted items and for volunteers to contribute to their community and fulfill Centrelink obligations. Shop earnings continue to directly support Church life and community engagement. In order to manage CoVid operating requirements (including ongoing quarantine of goods) and the large volume of donations, it has been necessary to continue to utilise the meeting room, hall and kitchen. We have also appreciated the use of the hall at times for Pop-Up Shops, which has enabled us to feature specific stock or sale items. Our volunteers have adapted well to the many changes in Government policy and the use of non-purpose-built spaces, though these continue to present challenges.

During the early part of our op shop year, the shop hours remained decreased to cope with CoVid requirements and reduced volunteer numbers. The shop traded Wed-Fri, 9am-2pm after reopening in late September 2020. Tuesday was added in November, with opening hours also extended to 3pm. The shop was able to return to normal trading hours in December last year. In 2021, CoVid lockdowns resulted in the shop being closed for a total of approx. 7 weeks. Trading weeks for our shop year (Oct-Sep) equalled approx. 44 weeks, including about 9 weeks with reduced hours. Despite the loss in trading hours, the shop earned a total of \$91,783 (gross). Net earnings after expenses (including our donation to Nungalinga College) total \$80,540. This is an

amazing effort and attests to the hard work and dedication of our volunteers and the support we receive from our community. While under our 2018/19 profit, the total was significantly above the \$66,574 of 2019/20. Sales by card were greater than cash sales for the first time this year, likely with some influence from CoVid.

Prior to our reopening in mid-September 2021, we took the opportunity to rearrange the shop clothing racks. Thanks to everyone who helped with this big task. Our new layout was designed to open up the shop and make our most accessed items easier to browse, and has been very well received by our customers. We have also received positive feedback in relation to the organisation of clothing by size, which we have been implementing across most of the shop during the last few months. Thank you to our volunteers for taking the extra time needed to make this system possible.

This past year, the Op Shop has been managed by the Committee, four Day Managers and a Coordinator. Some volunteers have moved on to other things during the year, but a number have also joined the shop. The majority of our volunteers are not church members. Without all our volunteers hard work and commitment, the shop would not be able to operate, and our church activities would be greatly limited. Thankyou - To those who process and sell the mountains of donations, as well as those who contribute by cleaning, garden maintenance, donation redistribution or rubbish/recycling transfer. Your presence and contribution is greatly valued.

We were unable to host the traditional November Volunteer Thankyou dinner last year, though were able to have a much-appreciated break up meal at The Lara Hotel. We are anticipating that both of these events will be possible later this year.

A special thank you to Bill O'Brien, who will be stepping aside from Op Shop duties after being involved in the shop since its beginnings. His commitment and vision helped make the Op Shop the success that it is today, and his input will be missed.

As I, Perrine, step aside from Op Shop duties I would like to personally thank our volunteers- for persevering through the year's challenges and adapting to the constantly changing CoVid requirements, for being part of our valued team, and for helping to make the shop something we can be proud of and a place that our customers want to visit.

*Perrine Body*

Co-Ordinator

## Lara Young Adults

The Young Adults group formed out of the older Lara Youth Group Members in late 2019 with the intention to become the Leadership & Support team for an eventual Youth Group. In preparation, over the course of the last twelve months the Young Adults leaders have undertaken the *Leadership, Encouragement And Development (LEAD)* training developed by Scripture Union NSW. In the last couple of months, we have used Diocese Youth resources and *Growing Young (Powell, Mulder, Griffin)* to better understand what the whole congregation might need to do for a sustainable Ministry to Youth and Young Adults – we aim to share the insights gained in the upcoming Parish Renewal.

We have interspersed Fun/Fellowship evenings into our Learning/Teaching nights - going out for dinner or playing board games. Most recently we have started a *Dungeons and Dragons* group

which has welcomed 2 new members to our ranks. We plan to continue these evenings into next year as they are a fun, teambuilding time which is also easy/safe to invite new people to.

COVID has not disrupted many of our activities as we have been able to shift key activities online when necessary, however we all prefer to meet face to face.

The Young Adults Team looks forward to whatever the next year holds.

*Jen & Doug*

## Nominations for Parish Council, Wardens & Incumbency Committee

As of October 29<sup>th</sup>, 2021

### **Wardens**

Libby Bate

Tricia Peart

Garry Green

### **Parish Council**

Jennifer Zdravkovski

Gregory Medwell

Leon Pollard

LeeAllan Urbanski

Philip Starks

Jennifer Cunningham

### **Incumbency Committee**

Tricia Peart

Garry Green

Gregory Medwell



*The Anglican Parish of*

**Holy Trinity Lara with  
Christ Church Little River**