

Annual Church Family Meeting – Wednesday 20 April 2016

Annual Vestry Meeting (Election of Church Wardens)

Mark Dixon and Carolyn Scriven were nominated and seconded as church wardens and were UNANIMOUSLY ELECTED. Details of proposers and seconders are below:

Carolyn Scriven Proposed: Lynne Tisdale Seconded: Patricia Corcoran
Mark Dixon Proposed: Shoba Jacob Seconded: Jo Robinson

Carolyn and Mark's statements were in the booklet distributed.

Paul expressed his thanks to the church wardens for all their support.

The Vestry meeting was declared closed and the Annual Parochial Church Meeting was declared open, with Paul Kenchington chairing.

Nominations are now closed for PCC vacancies

Annual Parochial Church Meeting

- 1. Apologies for absence** – Mark Womersley, Nick and Sophie Alexander, Ralph and Leila Butcher, Howard and Anne Jones, Gerard Charles, Sue Dewes, Chris and Christine Absolon, Sue Dewes, Viv Winrow, Ian Rose, Lyn Hodges

- 2. Minutes of last year's meeting**
These were UNANIMOUSLY ACCEPTED as a true record of the meeting.

- 3. Presentation of the Electoral Roll**
Paul presented the electoral roll with 245 names.

A number of people have died over the last year. Paul drew attention to these people and gave thanks for their lives: Primrose Newman, Jenny Perry, Chris Rogers, Sue Smart, Wendy Lockyer, Susan Trickett, Queenie Tucker.

The electoral roll was UNANIMOUSLY ACCEPTED as the electoral roll of this church.

- 4. Appointment of a sidesperson**
Paul proposed the appointment of David LeTall as sidesperson, which was duly agreed.

- 5. Election of members of the Parochial Church Council**

There were 4 vacancies and 3 nominations have been received. Candidates read their statements (in the booklet circulated – Carolyn Scriven read the statement on behalf of Nick Alexander):

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|-------------------------|---------------------------|--------------------------|
| ➤ Nick Alexander | Proposed: Carolyn Scriven | Seconded: Gerard Charles |
| ➤ Eli Archer | Proposed: Sarah Bogg | Seconded: Susie Houston |
| ➤ Duone Hopwood | Proposed: Peter Blair | Seconded: Jo Robinson |

Eli and Duone only recently joined the electoral roll, but need to be on it for 6 months before being elected. Those present gave their full support for each of the 3 candidates, and support for the PCC to co-opt Eli and Duone onto the PCC.

8.30 pm Reports (verbal)

a Finance, John Talbot (JT)

JT presented the finances through a series of power point slides. JT drew particular attention to the following:

RESERVES Good stewardship means we need to hold cash in the bank and can then respond to a sudden decline in income. Our reserves at the end of 2015 were £483,000 (the surplus partly due to grants which are for the future year's expenditure). We are budgeting to reduce these reserves to the target level over the coming years.

UNRESTRICTED INCOME AND EXPENDITURE Unrestricted income in 2015 was £496k, and unrestricted expenditure was £488k

BALANCE SHEET The total balance for 2015 was £483k with a split of £436k (unrestricted) and £47k (restricted)

SUMMARY

- Cash reserves are in a sound position for 2016
- The forecast is to spend more than we receive in 2016 to reduce reserves to the target level, including key new posts
- Overall it appears that our giving is slightly lower than we hoped, but we are monitoring this on an ongoing basis
- Key financial challenge – high level of costs that can't easily be changed (payroll, parish share, buildings)

JT proposed the approval of the statutory accounts for year ending 31 December 2015. All were in favour. In response to questions posed, JT clarified the following points:

- JT confirmed that our parish share increased last year, and that as our membership numbers have gone down, this will be factored into the sum we pay next year
- JT confirmed that we have received a similar number of pledges returned as in previous years.

PK expressed his thanks to JT for all his work as treasurer.

b Fabric

Mark Dixon read the report on Howard Jones' behalf

The membership of the Building Committee is currently:

Howard Jones (Chair)
Ian Rose (Secretary)
Chris Stone (Caretaker)
Mark Dixon
Judith Wade
Nick Stubbs
Mike Quick
David LeTall
Stuart Mitchell

'I am grateful for their support and especially Chris Stone who works tirelessly to maintain all our property on a day to day basis and to supervise/assist the various contractors who attend each site.

Our agenda is split between responding to operational items and completing all the work highlighted in the Quinquennial Report from the church architect, Mr George Chedburn of Chedburn Dudley Surveyors. The last report was received in October 2013 and I am delighted to confirm that only two very minor items are now outstanding from what was a large list.

Work completed/in-hand:

1. Design and installation of the church tower access ladder (requiring DAC approval)
2. Improvement to the parapet valley drainage and repair/redecoration of high level internal plasterwork
3. Removal of combustible materials from the gallery
4. Repair and re-pointing of the spire
5. Minor roofing repairs
6. Redecoration of external gutters and downpipes
7. Redecoration of the (listed) wrought iron railings
8. Testing of the church building electrical installation and repair of light fittings and accessories (also in the Trinity Rooms)
9. Installation of new path lighting and repairs to overthrow lighting
10. PAT testing of all electrical equipment
11. An order has been placed to carry out essential tree maintenance work as identified in the arboriculture survey of the church grounds.
12. Cleaning, repair and refurbishment of the church windows by a specialist company, this work will be completed early summer.
13. Re-pointing of church ashlar, boundary walls, pavement and replacement of fragmented facing stonework which will commence this month.
14. Installation of additional bike racks and parking mat
15. Installation of Wi-Fi
16. Investigation of the minor leaks from the underfloor heating loops
17. Installation of new hardwood sash windows to Trinity Cottage

Outstanding:

1. Re-fix a few chancel floor tiles
2. Redecorate the bell mountings

In conclusion, there should be little work to do following the 2018 Quinquennial inspection and it may be possible to consider a reduction in the budget set aside for maintenance work.'
Howard Jones

PK expressed his thanks to Howard for all his work as chair of the buildings committee and as PCC member. He has done a fantastic job, and further thanks will be expressed on Sunday in church.

c. Staffing, Mark Humphriss (MH)

MH reported that it has been a busy year in the Staffing Committee. Last year Martin Little left as worship coordinator. The Staffing Committee had to then seriously consider this area and we are hugely grateful now that Dan and Lydia Collison are overseeing worship and also grateful to Emma Hyde for her role as worship intern.

Rich Miles gave his notice as youth worker. The SC saw this as an opportunity to consider appointing Stuart McLachlan to a full-time role. This was tested out for a few months on both sides, and was a resounding success, so was made into a permanent arrangement.

On the pastoral front, for many years in the past we had pastoral roles on the staff and recognised that this would be of huge benefit. We are delighted now to be committing to a fulltime role appointing Jo Robinson to this role.

The children's minister post is also currently being advertised, and this will also be a full time role.

Over the last 15 months all our ministry roles have become fulltime which is a positive development for various reasons. There is an extra cost, but we are running down our reserves intentionally, so have the capacity for this extra cost. MH stressed however that there is still need for volunteer support, in order to assist the staff member with all the activities and programmes.

We are also currently advertising for one or 2 unpaid intern roles.

MH reassured people that we now have strong employment procedures in place, a well-developed staff handbook, and are following proper HR processes.

MH expressed his thanks to PK, Carolyn Scriven, Tim Dewes, Sally Buddle and Ali Sturgess-Durden, the members of the Staffing Committee, and also his thanks to the staff.

In relation to a question posed, MH clarified that, while we recognise that Combe Down is an expensive place to live, staff do need to finance their own housing.

PK expressed his thanks to MH for all that he has done in his role on the PCC and on staffing committee. He will be very much missed.

There was a short time of prayer for the appointment of our next children's minister.

d. **Vicar's report** (For a full report of the year, see the report in the annual accounts)

- A theme which guided much of the year was the phrase from the Lord's Prayer: "On Earth as in Heaven". We have prayed that reality of God's Presence among us will be experienced as the Lord breaks into the life of the church and the community in practical ways as well as the more unexpected and miraculous. Prayer has been a key area that has kept us going. We are excited about the 24/7 prayer week coming up.
- 'Lead Academy', leadership training for our leadership team which has led to a new senior leadership team being formed.
- Thanks to Sally for leading the church during Paul's sabbatical in 2015
- Mission (Albania mission team, returning mission partners Jo Robinson and Anne and David Purdon, missions weekend in September)
- Local Outreach (Summer Kids Holiday Club, Glitz and Glow Party, Harvest service)
- Opening our CAP Debt Centre
- St Andrew's Community Church teeming with life (the Cross Project, Messy Church, Tuesday Toddlers, StACTION day, youth work)
- Social/fellowship (students weekend away, Church Together weekend in May, a women's weekend in Lee Abbey)

PK then shared the vision of 'Fruitfulness on the Frontline' which will be our sermon series from May, with a focus of connecting with the people in our daily lives who don't yet know Jesus. A clip from the 'Fruitfulness on the Frontline' was shown.

Testimonies were then shared by Jo Robinson, Sarah Charles, Mark Dixon, Eli Archer

PK expressed his thanks to the staff and to Clare for their support

Sally led prayers

The meeting closed with a final hymn.