

St John and St Luke Bilton

Minutes of the Meeting to Elect Churchwardens and Annual Parochial Church Meeting Sunday 25th April 2021 at 11.30am (Held in person at St John's Church and online using the Zoom platform)

Present: *In person* – Andy Patrick (Chair), Simon Dowson, Laura Martin, David Williams, Jan Johnson, Emma James, Nigel Thompson, Jane Thompson, Jane Reichert, Pat Fenton, Pete Fenton, Jean Burton, Caroline Wise, Fiona Dowson, Michael Crone, Mike Illingworth, Paula Illingworth, Jenny Caldwell, Patricia Johnson, Pam Mills, David Brown, Terry Harrison, Penny Holdsworth, Andrew McHutchon, Cathy McHutchon, Rob Bath, John Carr, Val Carr, Sarah Shepherd, Debs Pritchard, Daffyd Pritchard, Christine Raper, Alison Sykes, Ian Thomson-Smith, Beryl Tierney, Jenny Winchester, Ruth Yarborough and Jean Jarvis and Helen Mayers (Secretary.) *Online* - Karen Shaw, Graham Shaw, Enid Rispin, Ann Moorey, Paul Hooper and Judith Hooper

Meeting to Elect Churchwardens

1	Welcome and Opening Prayer – Andy Patrick welcomed everyone to the meeting and opened with prayer.
2	Election of Churchwardens – The following 4 nominations for the position of churchwarden had been received: St John's: Nigel Thompson and Jane Reichert St Luke's: Pat Fenton and Jean Jarvis There being no further nominations, the four above-named were duly proposed by Michael Crone, seconded by Sarah Shepherd and elected by unanimous vote of the meeting. Andy led a prayer for the wardens and thanked them for their continuing service. Nominations are held in the PCC file.

Annual Parochial Church Meeting

1	Apologies for absence – These were received from Liz Meade, Moira Morton, Sheena Hodgeon, Pete Fenton, Claire Patrick and Linda Williams.
2	Minutes of the last meeting held on 3rd November 2020 – It was noted that on page 1 of the minutes the St Luke's elected wardens should read Jean Jarvis and Pat Fenton, not Pete Fenton as recorded. Subject to that one amendment it was proposed that the minutes be accepted as a true record. Proposed – Jan Johnson Seconded – Andrew McHutchon Carried by a majority of those who had been present at the 2020 meeting. There were no matters arising.
3	Electoral Roll reports from St John's & St Luke's – St John's – Jean Burton reported that, since the last APCM, 6 new members had been added to the St John's roll and 3 names removed (1 death and 2 removals) giving a total of 201 on the roll. St Luke's – Sarah Shepherd reported that there had been no changes at St Luke's, leaving the total on the roll at 54.

The Annual Report –

This had previously been distributed to attendees. Andy Patrick noted that a lot had happened at both churches during the past year, in spite of the difficulties caused by the global covid-19 pandemic.

4 One particularly pleasing area of development had been in youth work, with praise due to Emma James who had shown great ingenuity and creativity in forging and improving bonds with our young people in the extremely challenging circumstances of lockdown. The meeting acknowledged Emma’s contribution with applause.

Andy also thanked the wardens, sides people and PCC members who had adapted well to change and noted the reliance of the church on the gifts and skills of the whole community.

Pat Fenton thanked the PCC secretary for her contribution in producing the report but there were no further comments or questions.

Financial Report –

The Chair expressed his gratitude to the Treasurer, David Brown, for all his work over the past year and invited him to deliver a finance report.

David Brown advised that the Financial Activities page (p2 of the accounts) showed a surplus of £2,877 in 2020, being a net result from combining Unrestricted and Restricted accounts. Unrestricted showed a surplus of £7,865 over the year. The Restricted accounts, which concern the Young People’s Worker (YPW) and are ring-fenced, showed a small deficit of £5k.

Income in 2020 had been hit by the Covid-19 measures: buildings were closed and face-to-face meetings & events had been cancelled. This particularly affected rental income, free will offerings/collections, envelope giving, and fundraising. Despite this, Regular Giving (Standing Orders) and Donations went up. Significant help had also come in the form of £11k in legacies and over £7k in one-off donations. General Unrestricted Income came to nearly £197k, down £12.5k on 2019.

Expenditure - Missionary and charitable giving was maintained in 2020 and in fact increased by over £3k above the 2019 level. In other areas Expenditure was down, e.g. Building Improvements, Choir and Organist, & Church Running Costs. The major reduction was in Parish Share payments to the Diocese (see below).

Results for 2020 (excluding YPW)

	2019	2020	Change
Income	209,451	196,883	-12,568
Expenditure	255,101	189,018	-66,083
Surplus (Deficit)	(45,650)	7,865	

Note – the large expenditure in 2019 was due to payment of an extra £39k to parish share

YPW accounts benefited from a grant of £5,000 and a bequest of £6,000, hence the relatively small deficit of £5k for the year.

Income	14,712
Expenditure	19,700
Surplus (Deficit)	(4,988)

At the end of 2020 YPW funds amounted to approximately £60k. While there are sufficient funds to cover expenses in 2021, further funds will need to be raised in order to meet future commitments in 2022.

Bank and Reserves - At 31st December 2020 unrestricted funds in bank and deposit accounts amounted to approximately £60k.

Parish Share - Parish Share covers the cost of clergy stipends, pension contributions, housing and training. The Balance Sheet – under the heading CONTINGENT LIABILITIES – shows that we owed £49k in arrears of Parish Share at the end of 2020. We had started 2020 with arrears of £16k. The Diocese had asked us to pay £139k but we were only able to pay £106k in order to stay solvent.

	<p>Parish Share is a voluntary contribution – not a legal or contractual obligation – but we will do what we can to reduce these arrears. Firstly, with the accounts now having been completed and signed off, we will contribute our surplus from 2020, £7,865. And then, when we are clear about how this year’s finances are looking we will look carefully at what extra payments we can make. We need to maintain a certain level of reserves, to cover 3 months’ general running costs (excluding Parish Share contributions and major building improvement costs) i.e. at least £22k.</p> <p>David expressed his thanks to all members of the Finance & Buildings Committee, to those who count and administer donations and process gift aid matters and especially to our Parish Administrator, Gill, for her work in maintaining the accounts on a day-to-day basis.</p> <p>Simon Dowson advised the meeting that whilst our deficit in parish share is significant many other parishes are in a similar situation and the problem existed even before lockdown.</p>
6	<p>Appointment of Auditor –</p> <p>The PCC wished to express thanks to Ross Caldwell for his work examining the accounts and his generous giving of time to do so. The meeting was informed that he would be happy to continue as the Independent Examiner and Ross Caldwell was reappointed to the post with the agreement of everyone present at the meeting.</p>
7	<p>Election of parochial representatives of the laity to the Parochial Church Council –</p> <p>This year there were 3 PCC vacancies and 5 nominations had been received. Four candidates (David Brown, Michael Crone, Daffyd Pritchard and Debs Pritchard) had been nominated in writing before the meeting and their nomination forms are held in the PCC file. The 5th candidate, Rob Bath, was proposed at the meeting by Nigel Thompson and seconded by Jane Thompson.</p> <p>As the number of candidates exceeded the number of vacancies an election was held using voting papers signed on the back by each voter, in accordance with Rule M9(7) of the Church Representation Rules 2020. The votes were counted by Simon Dowson (Team Rector) and Laura Martin (Curate) with the result that Rob Bath, David Brown and Daffyd Pritchard were duly elected, each for a 3-year term.</p> <p>The Chair expressed the thanks of the meeting to all 5 candidates for their willingness to serve our churches in this way.</p>
8	<p>Message from the Clergy (delivered by the Team Rector and minuted verbatim) –</p> <p>If I have learnt anything over the past year, it is that I clearly do not have the ability to foretell the future. I have lost count of the number of plans that I have made that have come to naught because of the ever-shifting context that the pandemic has placed us in, and as a result the clergy message at the APCM, when we usually look ahead to the coming year, should come with something of a disclaimer. Nothing is set in stone, and there are no guarantees that, even if we can move ahead with new plans, everyone will want to buy in, because while some people are raring to go, others are understandably cautious, and most of us are somewhere in-between.</p> <p>And yet, although we don’t know the future, we must remember that we do not need to be afraid because, however that future turns out, God is with us in that future, and therefore it will be a safe future. As the psalmist said, ‘Even though I walk through the valley of the shadow of death, I will fear no evil, for you are with me, your rod and your staff, they comfort me.’</p> <p>It is against this uncertain but certain backdrop then that, on behalf of Andy and myself, I am going to tentatively talk about the future – and I want to do so by using 4 headings that might be useful, taken from an emergence grid supplied by Bishop Nick: End, Amplify, Let go, Restart. Let’s consider each of these in turn:</p> <p>End – there are some things we have been forced to do by the events of the last year, but as soon as possible we will bring them to an end. For example, I want to cut right back on the number of zoom meetings – e.g. of my house group or Alpha. Permission!</p> <p>Amplify – meanwhile there are some things we have started as a result of Covid that we will want to continue e.g. online church reached new people/made church more accessible for some, so we will have a hybrid future. Walking and visibility; community; flexibility e.g. over service times – C of E & change!!</p>

	<p>Let go – now I can't think of many examples in this category, which is possibly a good thing, because it shows before lockdown we weren't engaging in a lot of superfluous activity, but some of our groups and structures were already creaking so we have, or are thinking of whether there are, new ways forward. In terms of people rather than activities, some people have let go of old responsibilities and I thank them wholeheartedly.</p> <p>Restart – there are many things we want to restart, ranging from children's work to coffee mornings, from Welly Club to Thirst, from Little Fishes to Songs of Praise, from home groups Café Church – but what we must not do is start them and resume without thought or reflection as to how we might do them better. So I want to encourage all our leaders to be thinking and praying about what they have learnt and how we might need to move forward in new ways. And I also want to say that, even when we are back meeting together again, we will not rush into a whirl of activity – rather we will have time to remember and reflect on the last year or so.</p> <p>And yet it seems to me there is something missing from these 4 headings, namely that, as we return to normality, this will be a new normality rather than a different reality, and this will mean beginning some things we have never done before because we will be in that different world. e.g. We need to be considering how we might better connect with and serve our local community. This might be in the form of taking church to where people are, rather than always expecting them to come to us; it might be in terms of giving Emma the backing she needs to reach out to local schools we have previously not connected with; it might be offering low level mental health support groups. I could go on, but the point is that we can be thinking and praying about a better future post-covid rather than a return to the same old, same old, a future where the church embodies more than it did before its calling to be good news. And of course, the clergy don't have a monopoly on ideas, so please feel free to share thoughts with us.</p> <p>Finally, can I express my thanks to everyone who plays a part in the life and ministry of St Luke's and St John's. I am going to break with tradition and not have a long list of individuals, but thank you one and all.</p>
<p>9</p>	<p>Safeguarding Policy Approval – Simon advised that the meeting needed to vote to continue to delegate safeguarding policy responsibilities to the PCC.</p> <p>This was proposed by Jane Reichert and seconded by Jean Jarvis. All were in favour.</p> <p>Special thanks were offered to Gill Clarke, our Safeguarding Officer, for all her work in this most important area of church life.</p>
<p>10</p>	<p>Any other business that may properly be discussed at this meeting – There was no other business.</p>
<p>11</p>	<p>Closing Prayer – Andy closed the meeting in prayer at 12.40pm with attendees joining together in saying The Lord's Prayer.</p>

PCC Meeting held on Sunday 25th April 2021 immediately after APCM

Present: Simon Dowson, Andy Patrick, Laura Martin, Jan Johnson, Pat Fenton, Jean Jarvis, David Brown, Caroline Wise, Rob Bath, Andrew McHutchon, Daffyd Pritchard

In attendance: Helen Mayers

A brief meeting of the PCC took place straight after the APCM to elect a Treasurer and Secretary.

David Brown was proposed as Treasurer by Caroline Wise, seconded by Pat Fenton. All in favour.

Helen Mayers was proposed as Secretary by Jan Johnson, seconded by Andrew McHutchon. All in favour.

Simon also sought approval of the meeting to the support of the Kinsugi Hope programme (attached). **All present were in favour.**