

Minutes of Annual Parishoners' Meeting and APCM – 13th April 2021

Present: Tracey Adams, Brian Ardill, Bridie Ardill, Colin Ayre, Gillian Ayre, Jo Bailey, Ellen Britton, Mark Britton, Mike Britton, Adam Brooks, Janet Bryant, Tony Bryant, Jenny Budd, Alison Burlton, John Clist, Hilary Cole, Philip Cole, Beth Collier, Matt Cooper, Linda Cornish, Philip Cornish, Linda Courtney, Terry Courtney, Chris Cozens, Rachel Cozens, Dorothy Davies, Roger Davies, Juliet Dean, Anthony Duke, Kayleigh Duke, Andrew Dunn, Rachel Dunn, Dave Edwards, Steve Foster, Celia Fox, Judy Friend, Simon Friend, Colin Gross, Martin Hammett, Ali Hellier, Steve Hellier, Jacky Henretty, Ed Hobbs, Derrick Holding, Bob Hooper, Rosanne Hooper, John Inman, Veronica Inman, Ian Jarman, Amelia Jerreat, Francine Mackenzie, Alicia Maries, Andrew Maries, Olly Mears, Anthony Nderitu, Caroline O'Dwyer, Nigel O'Dwyer, Janey Parrett, Nikki Phillips, Steve Radford, Anna Raynor, John Raynor, David Reah, Jane Reah, Alan Risdon, Sue Risdon, Sue Rivett, Nick Robinson, Sarah Robinson, Keith Rushforth, John Sanderson, Richard Shere (joined partway through), Judy Smith, Martin Smith, Andrew Southall, Vivian Southall, Sarah Stuchbery, Brenda Thompson, Ed Thompson, Carrie Tucker, Nan Underhill, James Wakefield, Steve West, Rowena Wheeler, William Wheeler, Melanie Whitehead, Anna Wilkins, Bernard Wilkins, Avril Williams, Richard Williams, Sandra Williamson

Apologies for absence: Richard Adams, Hazel Britton, Elizabeth Labdon, Peter Labdon, Elaine Reynolds, Jenny Wright.

The meeting was opened with prayer.

Rev Ed Hobbs (EH) welcomed everyone to the meeting. He apologised for everyone being muted, however it was felt that with around 100 in attendance it was necessary. However, he advised that if anyone would like to comment or ask questions, they could message Beth Collier on the chat function.

Rev Hobbs then gave a reading and a short message based on John Ch 20.

Vicar's Talk

Thanks were expressed to all who have helped to keep things going in the past year, EH commented that in many ways some things had flourished; Services had migrated online, thanks were expressed to a huge amount of work behind the scenes that helped to make that happen. Midweek services had been restarted after 10 years of absence, and there were regularly 20-30 people attending, people had to book to attend church. He reported that other services and ministries were planning to start up or reopen soon. Many hours of video, interviews, short films and services had been recorded. The social media team had been very active. Homegroup membership was up to 200, with many groups continuing to meet on zoom. Youth and childrens' groups had continued to meet online and People Matter and Keystone had both kept going throughout the pandemic. He advised that a new publication 'Connect' had been started which was aimed at the 'seniors' in the church.

He expressed his thanks to all who had carried on giving financially to the church. He stated that whilst the church had seen a decline in giving it had not been as far or as fast as had been feared or as had been seen in many other charities. He stated that a deficit budget had been set this year in faith that giving would recover.

EH expressed thanks to SLT who had held some very long meetings dealing with COVID issues and many other things and to the PCC. He particularly thanked Matt Cooper who was stepping down as treasurer after 2 years. He advised that in the interim, this role would be taken on by SLT, particularly Beth Collier,

whilst recruitment of a replacement treasurer took place. Thanks were also given to the Interim Management Group for the Community Centre who had taken on a huge task of planning and putting into place a new business plan for the community centre. EH thanked the staff team for all the work they put in to help keep things going over the year. He advised that Rachel Dunn and Jonathan Reynolds would shortly be moving onto pastures new and wished them every success in their new roles. He confirmed that we would be seeing more of Hazel Britton in her ordinand role and Marilyn, the new curate would be arriving in June. He reported that Marilyn would be licensed in July as lay minister and ordained in September. He passed on thanks to Home group leaders, Childrens and families workers and the many other volunteers that have helped to keep things going in the last 12 months.

EH then did a prayer of thanks

1. **Annual Parishoners' Meeting** – EH explained that anyone living in the political parish can join this meeting and were entitled to vote.

The minutes of the meeting held the previous year were agreed.

- a. **Appointment of Vestry Clerk;** candidate Rachael Smith. Elected by unanimous vote.

- b. **Re-election of Churchwardens;**

Jo Bailey	re-elected by unanimous vote
Amelia Jerreat	re-elected by unanimous vote

EH expressed thanks to both Amelia and Jo for all that have done, especially during the past 12 months.

The vestry meeting was then closed.

2. **APCM** – EH explained that those in attendance needed to be on church electoral roll to be entitled to vote.
 - a. **Agree minutes of last year's meeting** – The minutes of the previous APCM had been made available on line and were agreed. EH to sign them after the meeting.
 - b. **Electoral Roll** – Rachael Smith was appointed as the Electoral Roll Officer.

It was confirmed that there were 251 people on the electoral roll compared with 235 at the last APCM and that the electoral roll would reopen shortly after the meeting.

- c. **PCC – including Election of New officers**

EH advised that last year Steve Foster was elected to the PCC, however, as he wasn't on the electoral roll he shouldn't have been elected. EH apologised for the oversight and confirmed that as Steve was now on the electoral roll there was a need to put that right and re-elect him. Those in attendance then voted to re-elect Steve Foster to the PCC and this was carried unanimously.

EH reported that Matt Cooper, Luke Edser, Martin Hammett and Elaine Reynolds were stepping down from the PCC and expressed thanks to them for their support in the past. He then advised that 4 people had stepped forward to stand for election to the PCC, information about

each candidate had been circulated prior to the meeting. Those in attendance were then able to vote to confirm election of the four candidates;

Candidates;	Adam Brooks	– elected unanimously
	Phil Cornish	- elected unanimously
	Kayleigh Duke	- elected by majority vote (98%)
	Sue Risdon	- elected unanimously

EH reported that one of the vacancies was for a Deanery Synod rep and that the PCC would confirm at the next PCC meeting who would take up that role.

d. Senior Sides people

Thanks were expressed to the senior sides people; Jean Foster, Steve Radford, Sarah Stuchbery and Richard Williams for all their work and support over the last year.

Those in attendance were then able to vote to re-elect them to the roles for the next 12 months;

Jean Foster	- Re-elected unanimously
Steve Radford	- Re-elected unanimously
Sarah Stuchbery	- Re-elected unanimously
Richard Williams	- Re-elected by majority vote (92%)

e. Deputy Wardens

EH thanked the deputy wardens; Colin Ayre, Steve Hellier, Steve Radford and Sarah Stuchbery for all they have done over the year. He expressed particular thanks to Steve Radford for all his work with the stage in the past. Those in attendance were then able to vote to re-elect them to the roles for the next 12 months;

Colin Ayre	- Re-elected by majority vote (92%)
Steve Hellier	- Re-elected unanimously
Steve Radford	- Re-elected unanimously
Sarah Stuchbery	- Re-elected by majority vote (95%)

f. Lay readers

Celia Fox and Simon Friend had been lay readers over the last 12 months and were thanked for all their support. EH advised that it was with sadness that St Andrews were saying goodbye to Simon and Judy Friend who felt that God was calling them to new pastures churchwise. He expressed thanks to them both for all they had done for St Andrews over the years and in particular to Simon without whom EH commented that the Community Centre would probably never have happened. EH then advised that a vote was needed to confirm that Celia is welcome, as a Reader, to join the PCC meetings should she wish to. A vote was taken and this was approved unanimously.

g. Safeguarding

EH reassured everyone that safeguarding was taken very seriously at St Andrews, he reported that they use an excellent piece of software called 'Church Safer Care' that helps with managing safeguarding cases and shares them with the diocese. He advised that since the last

APCM the safeguarding team had held conversations and sought advice on 5 cases, all of which had to be dealt with appropriately with the help of diocese . He stated that there were 41 cases altogether on the system and that cases were regularly reviewed with the diocese. He advised that Rachael Smith had been recruited as the HR & Safeguarding Operations Assistant and would be helping to stay on top of safer recruiting and DBS checks. EH commented that people should not take it personally if asked for references or dbS checks, but that this was an essential part of the safer recruitment process.

h. Health & Safety

EH stated that there was a statutory responsibility for Health and Safety and that there had been a huge amount of work over the past year to keep both the church and community centre functioning during COVID. Many risk assessments and other documents had been completed, thanks were expressed to all who had helped with these.

i. Treasurer's Report (Matt Cooper)

The treasurer's report was displayed on screen for all to view. The report would also be available to view in the APCM booklet following the meeting. Matt Cooper then talked through the report, he expressed huge thanks to all who had continued to support the church over the past year.

He reported that overall giving was down £12,000 over the year, planned giving was up £7,000 to £170,000. Unplanned and other collections down 45% to £37,000 this was understandable as events couldn't happen. He stated that it was encouraging that planned giving had increased. He said that they had been active in applying for grants last year which had resulted in £73,500 worth of grants over the year. 2-3 were quite small, main grant was Cultural Recovery Grant which was about £52,000 of the £73,500 and was for specific items. A lot of this amount had been carried over to this year's accounts and is all accounted for. MC expressed thanks to Tracey Adams, Beth Collier and Ed Thompson for all the work that was put into applying for and monitoring the Cultural recovery fund.

Receipts from church activities were down as events had not happened, total income was £335,725, which was up on last year, but pointed out that figure did include the grant money. In addition, the church had committed to increase common fund payments from £100,000 to £120,000 and had been able to make that payment in full, when a lot weren't able to. He advised that they were looking to increase those payments again next year, but by a smaller amount. Although income was down, expenditure was also down £34,000 to £267,000 leaving a profit of £68,500. MC reported that they had increased the general unrestricted fund from £95,000 to £102,500. He advised that the long-term aim was to increase it to 6 months of turnover and that they were well on the way to hitting that target. The budget for this year had been kept as it was, as although there were a lot of positive signs it was difficult to predict the future. There was also concern that when the furlough scheme ends, this could affect some members and therefore our income. However, he felt that there was plenty of leeway for a worst case scenario.

MC confirmed that they were in the process of applying for joint loan and grant from CAF bank in case any difficulties arise. He again expressed thanks for everyone's support. He advised that he totally understood that some have had to reduce/stop giving and requested that if anyone does change the amount of their giving to please let church office know as that helps

with predictions. He advised that if anyone gives cash, it could be done online or via churchsuite as that helped with book keeping. He also requested that if people giving were tax payers that they complete a gift aid declaration.

Following questions that had been received during the report, it was confirmed that they would be continuing to apply for grants for People Matter and Keystone and that the main source of income was the church family.

j. Churchwardens' Report (Amelia Jerreat)

AJ reported that since the last APCM, Covid had continued to give many challenges, but that there had also been much to be thankful to God for on how he had blessed us as a church. She said that people had been affected in various ways and that we need to stand by each other as we come out of it. She expressed thanks for everyone's patience and understanding as the church had needed to learn to communicate in a different way. Church on line had been established and was very successful and with help of grants and gifts had been able to change how things had been livestreamed and now had a new stage. Thanks were expressed to the livestreaming and sound team who had all spent time learning the new systems. She expressed thanks to all who volunteer in any way, without whom, things would not have been possible and for working with office and filling out forms when prompted. AJ reported that PCC and SLT had met continuously throughout COVID via zoom and been able to continue to do the work required of them. Particular thanks were expressed to Ed Thompson who was the link between PCC and SLT, carrying out a huge amount of work behind the scenes. Thanks were also expressed to Ed and Lucy Hobbs and Olly and Hannah Mears as they have led us during COVID. Thanks were expressed to all of staff team for working so hard to keep things going in a new way over the past 12 months.

Thanks were expressed to Beth and Rachael for organising the APCM which was the first with zoom voting

EH closed the meeting with prayer.