



**Minutes of the Annual Meeting of Parishioners and
Annual Parochial Church Meeting of St Mary
held on 21 April 2015 at 7.30 pm in the Church**

**ANNUAL MEETING OF PARISHIONERS
Chairman – Rev Canon Dr Barry Wilson**

1/15 OPENING PRAYER

Barry Wilson opened the meeting by referring to 1 Cor 12 - One body with many parts - and followed this with prayer.

2/15 MINUTES

The Minutes of the Annual Meeting of Parishioners held on 29 April 2014 were agreed and signed as a true record of the meeting. Proposed Steve Lockett, seconded Andrew Kelly.

3/15 ELECTION OF CHURCHWARDENS

The two nominations of Nigel Winzer and Deborah Snelling were accepted and unanimously elected as Churchwardens for 2015-16.

ANNUAL PAROCHIAL CHURCH MEETING

4/15 ATTENDANCE

The attendance totalled 67 persons

5/15 APOLOGIES FOR ABSENCE

Apologies were received from Stephen Snelling, Jane Knight, Carol Thomas, Malcolm & Avril Pratt, Val Kemp and Ester Harries.

6/15 MINUTES

The Minutes of the APCM held on 29 April 2014 were agreed and signed as a true record of the meeting. Proposed John Munks, seconded Rita Johnson.

7/15 ELECTORAL ROLL OFFICER'S REPORT

Keith E Johnson reported that there were 445 parishioners on the Electoral Roll last year. During the year 18 persons had been deleted for various reasons but with 21 additions, particularly made during March with the help of the Churchwardens the Electoral Roll now stood at a figure of 448, just a slight increase on 2014

The Chairman thanked Keith for his work in revising the roll and for his report.

8/15 RECTOR'S REPORT

Barry Wilson acknowledged the difficult year with ill health and losses to the Church family, most particularly David Wyche, Harold Forster, Mary Moreton, Jim Benoy and Derek Hughes.

In the face of changes including the curate Tim Watson moving on and Ray Reynolds retiring he paid tribute to Stephen Snelling, Rachael Griffiths, the retired clergy and lay readers who had all done much to assist through the year. He said he was particularly proud of Rachael Griffiths' achievements as she is undertaking her studies for the ordained ministry under difficult circumstances.

Barry welcomed Bob & Joan Read who have already been of great help and thanked the Parish Office staff, Gail & Miriam, and the Churchwardens for their support and Treasurer Steve who was "a rock"!



Barry recommended the Reports Booklet as it gave an indication of the many and varied activities of the body of Christ at St Mary's and he thanked the many individual leaders and groups that support these diverse activities.

Amongst the many events that make up the life of St Mary's through the year, the key events to remember will be the special week for children that Rachael and Jenny held last summer. The launch of Seniors Lounge at Richmond Village, in January. The large numbers that attended most of the key services of the year, and the first Nantwich Fete launched with the schools, traders and town council.

Barry thanked all involved in the countless hours of hard-work whatever is planned whether, for example, children's groups, home group meetings or practicing to sing with the choir. Also our wardens, Standing Committee, PCC and others. Often people only see the end results of the work, when something significant happens. We wouldn't be where we are without you.

Reference was made to the time and effort expended in the last year on planning for the future, particularly the faculty application, and the completion of all the grant applications to fund it. But that is only one aspect of the planning that has taken place. In addition to the ongoing planning for services and special events, we have been preparing for the Jesus Shaped People initiative in September, and thanks go to Paul Ramsey who has done much of the preparation work. The same applies to the team that helped bring together the Rhythms of Grace booklets that were launched last Sunday.

Other teams have been working to consider how we might best deliver pastoral care in our context, and another to consider how we can take forward the mission agenda of the church. Bryan has been working with a small group on our new website. Barry also explained that he has also been working with the local traders and town council to ensure that St Mary's has a voice in the life and development of Nantwich

And the next year? Hopefully some of our plans will come to fruition. Hopefully we will complete our internal re-ordering. Perhaps we will be able to fund-raise for some seat pads for the pews. Some distinguished speakers are already booked for next Lent. Barry also said that he hoped and prayed that Jesus Shaped People will fundamentally affect our understanding of and vision for the life, ministry and outreach of St Mary's church.

9/15

TREASURER'S REPORT

Steve Lockett had distributed 3 sets of accounts before the start of the meeting: the Annual Accounts, the R&D Accounts and the Financial Statements of the PCC as required by the Charity Commissioners had been available on the church website prior to the meeting. These had been audited by John Sheridan. Steve thanked Bryan Coghlan for his work on the website and collating the consolidated accounts.

Referring to the Annual Accounts, Steve pointed out that relative to the predicated deficit in the budget for the year of £6,039. It was actually only £5,569. He went on to pick out some areas of interest and significance during 2014.

Even allowing for an increase in Tax refund, Stewardship was some £3000 lower than the hoped for budget figure. We had also had a Stewardship campaign which was fairly successful, having brought increases during the latter part of 2014 despite these necessarily being offset by a number who had stopped their giving for various reasons.



Other increases included the income from the Town Fete, the donation boxes, helped by the new visible donation towers made by Alan Joslyn, and loose plate giving, mainly from the increasing number of baptism services.

Changes to the items listed include the hiring out the church building for such events as the Graduation ceremony for Reaseheath College, the Easter Monday Jazz concert and of course the Choral society.

One disappointing note is the lower figure for Magazine receipts. Reduced sales, mainly here in church is seen as the problem. Plans are in place to help the situation by reducing the print quantity we pay for. This meant a deficit of £554 for the year.

Steve explained that most of the figures of expenditure bear direct comparison with those for 2013 other than Mission Support which was covered later in his presentation. Salaries paid to our lay workers were higher but this covered the first full year for Gail in the office. The "Other collections" figure significantly higher but is balanced by the same figure on the income side as this is monies that are banked in the General fund and are paid out or transferred to other accounts such as donations received which need to be transferred to the R&D fund or the Preservation Trustees account.

Steve then described items in the balance sheet and the various items listed for the benefit of the attendees.

It was noted that within the consolidated accounts, the R&D Accounts show a closing balance at the end of 2014 of £95,568.48 of which £10k is remaining for the new lighting scheme and £24k towards the West end project. The remaining £61K is available but the PCC has also decided to try to retain a buffer figure of £40k within the account as a real emergency pot.

Sales in the Visitors' Centre or Church Shop were £8,550 in 2014 a considerable increase from the £7,489 in 2013, with an overall net profit of £1,808. This facility provides not only profit but is of great benefit to St Mary's as outreach to the town and it's thousands of visitors.

Turning to the budget for 2015 Steve referred back to the one figure on the Expenses sheet which has reduced from 2013. For some years prior to 2014 the PCC had steadfastly put aside a figure based on 10% of the previous year's income. For various reasons, mainly economic, this practice was not followed in 2014 however following the discussion at the 2014 APCM the PCC debated this further and had agreed that a compromise level of 7% of fresh income from 2014 should be the budget for 2015 with a firm commitment to increase that level towards the 10% mark as soon as funds permit.

In the main, the rest of the figures on the Expenditure side of the 2015 budget follow closely to last years budgeted figures, tweaked a little against last year's actuals.

In respect of income it is anticipated that the full year benefit of the 2014 Stewardship campaign will be seen but this initiative needs to continue as we should not consider any enhanced spend on improved fabric or ministry without enhanced giving.

Whilst income from Fees cannot be guaranteed it is anticipated that the slight drop in 2014 would be only transitory however Steve pointed out that we are dependent on income from the Town Fete and our participation in the Food Festival, so any help and encouragement given to the organisers is welcome.



Steve informed the meeting that Margaret Winzer would be taking over the role of Stewardship Recorder and encouraged all to join the scheme.

Barry Wilson expressed thanks for the hours of work Steve dedicated to keeping the funds and accounts in order.

Proposal – that the APCM accepts the 2014 Accounts – Proposed Bryan Coghlan, seconded Simon Russell. Accepted unanimously.

10/15 **CHURCHWARDENS' REPORT**

Other than the report in the booklet Deborah Snelling reported that amongst the variety of a wardens' duty she and Nigel had concentrated on a number of general areas.

A regular programme of servicing for the boiler to enable Gas Safe certification has been instituted. This required some additional specific work including the replacement of the pump. To comply with insurance a six monthly inspection of our lift for the less able has been instigated to ensure that we comply with current Lifting Operations and Equipment Regulations

The annual check on small electrical appliances will soon be required again; around 180 were checked last year. The whole of our electrical installation was checked and any deficiencies rectified. The next test is due in 2019

The lightning conductor is now also tested annually and we have finally have had an asbestos survey undertaken to identify areas of asbestos on the building, thankfully only in the boiler room.

The misericord renovations have been completed with the installation of lighting and also on the reredos with our grateful thanks to the Preservation Trust for funding this. We have been short listed for the John Betjeman award for this work.

With a substantial financial contribution from the bell ringers heating has been installed in the ringing chamber along with draught proofing doors and repairs undertaken to the spiral staircase leading to the ringing chamber.

Underlying all this has been our ongoing work to obtain a faculty for the works for the provision of toilets, sliding glass doors and a new lift for the less able at the West end and works at the East end of the nave to accommodate a new grand piano for concerts, new ramps into the transepts and remedial work to the Smith memorial. Following the correct process for any objections the application has now been sent to the Diocesan Chancellor for his final decision. We are hopeful that some of the work will start in the autumn.

Deborah stated that she and Nigel had worked together as a team and said that so many tasks could not have been undertaken without his support, they seemed to be at church most days for one thing or another.

Thanks were expressed to all those who work tirelessly to maintain the church so that it is attractive to visitors and provides them with a good experience especially the Housekeeping Team, the Stewards, the Flower Arrangers and the Tapestry Group. We have been well supported by Barry and Stephen and the PCC and look forward to a further year working for the good of St Mary's.



Barry thanked the Wardens for their hard work during the year, especially with regard to the fabric of the church.

11/15 **PCC SECRETARY'S REPORT**

Beth Roberts referred to her report in the Annual Reports booklet and thanked all PCC members for their attendance and hard work, particularly those who had finished or left during the year – Tim Watson, Dot Woods, Andrea Howell-Jones, Keith Johnson, Paul O'Brien, Cathie Riddell, Diane Tice-Porteous and Marie Hamner.

12/15 **DEANERY SYNOD REPORT**

As written in the Annual Reports booklet. See attached.

13/15 **SAFEGUARDING REPORT**

Beth Roberts as PCC Secretary read out the Parish Safeguarding Children and Safeguarding Vulnerable Adults Policies, as printed in the Reports booklet. It was noted that the latter is now to be known as the Adults at Risk Policy.

14/15 **ELECTIONS**

- a) **PCC Representatives** – as there were 4 nominations for up to 6 vacancies elections were unnecessary but the nominations accepted unanimously: Steve Lockett; Jackie Ford; Marie Hamner; Nick Hutt.
- b) **Appointment of Sidesmen** – Deborah Snelling read out the names of 35 sidesmen who had been nominated. All were on the Electoral Roll and were unanimously accepted. It was agreed that the Churchwardens should co-opt additional sidesmen as necessary.
- c) **Appointment of Independent Examiner** – John Sheridan proposed and accepted unanimously.

15/15 **APCM MINUTES**

Barry Wilson suggested that rather than wait nearly a year to read the minutes of this meeting the draft APCM minutes should be published within 6 weeks and put up on the notice board at the back of church. There should be 1 month for anyone to make written comments to the PCC secretary and then the PCC should ratify a copy of the minutes.

16/15 **QUESTIONS AND COMMENTS**

- a) Ann McKay asked if it was necessary that there was always such a delay in the publication of the PCC minutes. The chairman explained that there was a necessary delay as they could not be published until after they were approved by the PCC at their next meeting which was generally 2 months later. Beth Roberts also apologized that there had been additional delay in the last year as she had not been aware of the practice of publishing the minutes on the church notice board.
- b) Michael Harries questioned the published date of the Archdeacon's Visitation – this was corrected to Monday 18th May.
- c) Penny Smith asked that in the light of the Vulnerable Adults Policy the Visitor Stewards should be recognized as such. Vanessa Layfield indicated that her employer, as many, have a Lone Worker Policy. Barry Wilson acknowledged the difficulties of lone working for the stewards and shop staff amongst others and explained that this issue was already on the PCC's radar and was to be addressed in both the short and long term.
- d) Shirley Johnson asked that there should be a rota of clergy to attend the Soup Lunches on a Friday. As this was a Churches Together initiative this suggestion would be passed to them.
- e) Michael Harries passed on the fact that the flowers were so often appreciated by visitors to the church.
- f) Jackie Ford wished, on behalf of the church family to thank Barry for his hard work for the church and in particular his pastoral work.



- g) Andrew Kelly gave notice of the Rogation Walk which was actually on May 17th, the Sunday prior to Rogation.

17/15 **CLOSING PRAYER**

Barry Wilson thanked everyone for attending and closed the meeting in prayer at 8:45 pm.

Chairman

Date