

## Parish of St Saviour, Raynes Park

### Minutes of the Annual Vestry Meeting 2018

The Annual Vestry meeting for the purpose of electing two church wardens was held on Sunday, 22 April 2018.

The meeting is open to any resident on the electoral roll and the church wardens are elected on an annual basis.

The meeting began with prayers followed by an introduction about the meeting. The meeting was then advised about the sterling job the outgoing church wardens have done and continue to do.

The meeting was unanimous with thanks to the church wardens.

Personal thanks was also recorded from Peter Kelley as there had been fortnightly meetings with the church wardens who provided a great deal of information so as any confusion was avoided. Peter advised that he could not have handled the transition without the help of these two excellent ladies.

Moving forward there were two candidates as follows:

Heather Aldridge – Proposed by: Shola Ikomi, Seconded by: Ann Fellowes

Treena Wardell – Proposed by Ann Fellowes, Seconded by: Shola Ikomi

The above two candidates were duly elected Church Wardens for 2018/19. The swearing in of the new Church Wardens will take place on 2 May 2018 at All Saints, West Dulwich.

Vestry meeting closed – 11.40am

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### Minutes of the Annual Parochial Church Meeting 2018

The Annual Parochial Church Meeting was held on Sunday, 22 April 2018 immediately following the Annual Vestry Meeting. 23 people were present and Peter Kelley took the Chair. The meeting was advised that if there were any votes, you could only take part if you were on the electoral roll.

1. **Apologies:** Diana Iribar, Samantha Curtis, Daniel Fellowes and John Dinsdale.
2. **Minutes** of the Annual Vestry Meeting and the Annual Parochial Church Meeting held on Sunday, 9 April 2017 were reviewed. A motion for acceptance of the minutes as written was proposed by Juliet Sotande Peters and seconded by Treena Wardell. Agreed with 1 abstention and none against.
3. **Matters Arising:** None
4. **Report on Electoral Roll:** Sue Bishop has prepared the Report which is in the pack of information provided. Just to report that it wasn't until early this year and the roll was reviewed. Peter Kelley helped remove names under the law (Sections 8 & 9 of the Church Representation Rules). For information, people who live in the parish can be on the electoral roll without attending church; but if you don't live in the parish, you need to attend church 'habitually' (at least once per month) over a 6 month period to remain on the electoral roll. The electoral roll has therefore been reduced from 66 to 50. Above 50, the Church Representation Rules call for 9

elected lay members, and up to 50 the number is 6. The electoral roll is also renewed every 6 six years and this is due to happen next year. Forms will be sent out to all current members who will need to renew. It is expected that there will be some who will drop off. The reduced number of members on PCC can be helpful in terms of doing business as you can get through things more efficiently and also get to the heart of things. There are a number of people standing down this year, so we now have fewer to replace. However, if the church numbers grow we may be back above 50 next year. Anyone can be on the electoral roll when they are 16 or above.

5. **Treasurer's Report:** Juliet Sotande-Peters addressed the meeting and thanked the whole congregation. Prior to Peter's arrival everyone has pulled together giving time and money.

The 2017 Accounts have adopted using the Diocesan parish return format. During 2017 we set up a Finance Review Group ("FRG"). Until then we have been muddling along and trying to keep things going. We needed to prepare budget and know the way forward. Thanks to the members of the FRG for the preparation of the 5 year plan. We are now moving in the right direction.

Also in 2017 we had the benefit, thanks to Peter that our historical debt of £49,418 was written off which Juliet said was like taking a noose from around her neck as she was constantly worrying about how to pay it off. We have now been given a clean slate.

We currently have £49,000 in capital reserves which was increased with the legacy from John Hughes. Juliet drew attention to various lines within the copy accounts in the package of paperwork. The comparison in the results in the budget (last line) for 2016 & 2017. The deficit was £16,287 and we achieved £14,391, but this is £2,000 better than expected.

The raw summary is that the 2016 actual income & expenses in comparison to 2017 are mostly in line. The income we budgeted for was £62,409 where we actually received £62,107. With the expenses in 2016 being budgeted at £58,960 in 2016 where in 2017 they were £57,567.

The major expenses were £14,000 for the repairs to the Lady Chapel, £9,579 for the new chairs and flooring in the hall. However, the income from the hall has very much helped the church. There was also £3,440 on the power flush which helped the heating system.

We have 4 main sources of income, our giving and people do give generously, 2016 was £8,470 whereas this year it is £11,494, a great improvement and very many thanks to all who are giving so generously. We have had 4 new members with planned giving this year.

We also have the fund raising which hasn't done as well this year. We have the Church Hall which is our main source of income which continues to increase, thanks to Heather Aldridge & Treena Wardell. We had budgeted for £26,500, but this was exceeded as we made £30,754.

We need to focus as to how to raise funds. The reality is that our expenses are higher than our income. However, Juliet thanked everyone again for being more focussed, but having the debt written off was a great thing for our Church and Peter Kelley was instrumental in moving that forward.

The hall expenses are also down and this is because we are carefully monitoring the heated and turning it off regularly. We had budgeted for utility bills at £9,500, but only spent £7,411 (£4,400 for gas, £2,400 for electricity and the BT/wifi was £736).

The meeting was advised the next Quinquennial is due in 2021. Currently there is nothing major outstanding, but we do need to relook at the roof over the parish office. There is also a damp patch over the arch and this needs to be looked into. The works in the Lady Chapel have been budgeted for as the wall doesn't look like it is drying. We also know we are going to have to do something with the car parking, but only when we can afford it.

It was proposed by Heather Aldridge and seconded by Joan Dobson that the Accounts should be accepted. The meeting accepted with none against and no abstentions.

Juliet also advised that our current Honorary examiner, Amanda Beharry will re-stand. Juliet Sotande-Peters proposed and Mark Nicholson seconded that the meeting be in favour of appointing Amanda Beharry for this year. All agreed with none against and no abstentions.

Heather Cock added on behalf of the meeting a very big thank you to Juliet for all the work she has done.

Juliet replied with the fact that there are a lot of people who do a vast amount of work and she wanted to thank each and every one. Particularly, Mark Nicholson has done a lot of work drawing on his expertise from his secular work.

## 6. Consideration of Reports:

- **Fabric, Goods and Ornaments of the Church:** The report has been set out with details of what has been done each month and the upkeep is constant. The organ is tuned twice a year in Summer & Winter and with the different organists it has been noticed how beautiful it is. We have also hosted some Diocesan training sessions and are getting a real name for ourselves in the support being provided with our friendly hospitality. This is a great part of our mission work. We do need to consider a hospitality team as it is so important for the face of the Church. A team would be great as so often it is just Heather Aldridge and Treena Wardell. We do need to take the load of our church wardens as no one will ever want to take the job on.

It is subject to the PCC to change the way we operate. We are looking into splitting the jobs into tasks & groups with the potential of only having 4 PCC meetings a year. It would be for the specific task groups to meet and deal with their focus item. There is also the chance that we will be looking for deputy wardens, so if someone goes on holiday there is another person who can oversee the tasks rather than the one church warden being stretched too thin. The new PCC will review and make decisions as to how to operate.

Peter Kelley advised the meeting that at various Diocesan he has attended, the recognition for St Saviours is soaring. This is a real boost that the word is going out and we now feel part of the wider church.

- **Merton Deanery Synod:** The two representatives are new to Deanery Synod and have only attended 2 meetings which is recorded in the report. Generally it takes 2 or 3 years to get into the appointment so you can meet all the clergy from the areas and lay readers. It is great to talk and meet with others to learn what they are doing. Peter advised he did the job once, but at the time it was very tedious, but it has improved these days. It is something that you need to go along to and engage with.
- **Parochial Church Council:** The review is not 100% comprehensive but provides a sense of a church getting on with things. The report gives an overview. We have not yet touched GDPR, and Peter Kelley & Heather Aldridge are attending a course on Monday and this will no doubt bring a whole new strand of activity with policies to be written. There was a resolution passed at the last meeting in connection with applying for faculty to make permanent what was temporary in connection with presiding west facing.
- **Safeguarding:** Thanks to Chinyelu Obi for what she has done, but she is standing down this year and so we will need a new safeguarding officer. Thanks also to all who attended the course in Church. We do think we have found a replacement, being Grace Ikomi who has agreed. Safeguarding is a state of mind for us all and we need to have the awareness to keep people safe and keep the church safe from accusations.

It was proposed by Elaine Cowie, seconded by Wendy Cannon that all the reports should be accepted. All agreed with none against and no abstentions.

## 7. ELECTION of parish representatives to the Parochial Church Council:

We have 5 representatives, but 4 available spaces. It was proposed by Peter Kelley that for this year we choose to elect 5 members rather than 4 members. Wendy Cannon seconded the proposal and it was accepted by the meeting with none against and no abstentions. We proceeded to elect all and we are very grateful to all for standing.

8. **Election of sides persons:** The meeting was asked if we have sufficient people on the rota. It was agreed we have enough to get by. If anyone would like to volunteer please see Ann Fellowes who will be taking over from Mary Dinsdale. It would be great to see new people volunteer.
9. **Report from Peter Kelley, Priest in Charge:** Peter Kelley read his report, but added that we should be encouraged as the church has a sense of vitality and of life bubbling up. We need to watch what God is doing and join in, and it is a great privilege to be part of it. We need to pray and ask what help is required in this exciting ride.

#### **10. Any Other Business:**

Wendy Cannon raised the point about future dates for hospitality. It was agreed a list would be put on the notice board. We need to add a date for the Christmas Fair and keep the list up to date.

Heather Aldridge wanted to say thanks to Ann Fellowes who is standing down as PCC Secretary and member this year. She has been PCC Secretary for 10 years. The meeting was advised that it was a good idea that the secretary does not necessarily have to be a member of the PCC, which will enable the person to focus on the role without having to consider the business in hand.

Mark Nicholson also wanted to thank Peter Kelley for his inspirational report and sheer sincerity, openness and energy.

The meeting was asked about plaques for memory, particularly John Hughes. Potentially for a plaque on the organ. We would need a faculty and it was agreed this topic would be added to the next PCC meeting.

Sonia advised the meeting that during a recent flower show she received so many positive comments as to how good the hall looked with the new chairs. Thanks to all.

Thanks was also provided to all who had any involvement with the hall hirings which have kept us going this year. Lots of people believe those arranging, opening and locking up are paid, but they are wrong.

The meeting closed at 12.45pm

The first meeting of the new PCC is scheduled for 8pm on 9 May 2018 in the Choir Vestry.