

**Minutes of St Botolph's Annual Parochial Church Meeting  
held in Church on Monday 8th April 2019 at 8pm**

55 parishioners were in attendance. The meeting was chaired by Revd Mark Lucas.

Apologies are as for the Vestry Meeting

**1. Minutes of the meeting held on 16th April 2018.**

The minutes were approved as a correct record.

**2. Matters Arising.**

There were no matters arising

**3. Election of Parochial Church Councillors.**

Three members of the PCC had come to the end of their term of office, namely Robert Edwards, Veronica Loo, and Jane Wade.

The following nominations had been received:-

Robert Edwards, nominated by Paul Gosling and seconded by Nicola Farrier

Veronica Loo, nominated by Mary-Ann Ansdell and seconded by Ken Ansdell

Sheila McElhone, nominated by Victoria Hutchinson and seconded by Sarajane Saville

Richard Sewell, nominated by Helen Tilney and seconded by Graham Tilney

Jane Wade, nominated by Derek Wade and seconded by Peter Rogers

There being 5 nominations and 5 vacancies, all were unanimously elected to serve for the next 3 years.

A sixth person, Rene Brooking, had submitted a nomination but it had been received too late. It was suggested that she could be co-opted on to the PCC but that matter had to be dealt with by the PCC.

**4. Appointment of Independent Examiner.**

Alan Deans was nominated by David Wright to be Independent Examiner again, seconded by Veronica Loo, and he was unanimously elected.

**5. Election of Sidespersons.**

Revd Lucas explained how wonderful sidespersons are, shepherding people in, and they need to be thanked. There was a list of sidespersons at March 2019 presented in the Annual Report booklet prepared for the APCM. Apart from Ellie Burch, Gwen Done and Jean Fawkes who would no longer be standing, the remainder on the list were unanimously elected, together with new sidespersons Phil Burch, Steve Dawson and Graham Farrier. Revd Lucas commented that names of the sidespersons have to be listed in the report as they represent the church. Cayti Bilski is the organiser of those who serve at the 9.15 service and, on a temporary basis, Paul Gosling is the organiser for those who serve at the 6.30 service.

**6. Annual Reports.**

Revd Lucas referred to the reports in the Annual Report booklet, and invited Revd Andy Clark to speak regarding the church's work with the young people.

Revd Clark wished to mention Colossians 1: "Him (Jesus) we proclaim, warning everyone and teaching everyone with all wisdom, that we may present everyone mature in Christ. For this I toil, struggling with all his energy that he powerfully works within me." We are

proclaiming Christ, we want to work with the parents and want to present everyone mature in Christ. We want them to grow up through the church knowing Jesus, pushing them, teaching them as mature believers who will offer to serve. The work in schools is growing: at Hayfield Cross, at Barton, at Latimer School, at Isebrook College, and at Bishop Stopford which has Christian students meeting together 4 days a week to pray and read the bible, and it is growing. Revd Clark requested prayer for the schools work, especially while the opportunities are there. He had offered to do a one day bible overview which resulted in 12 children coming on a Saturday looking at the bible from Genesis to Revelation, and the headteacher came along for part. There was growth in 180 as children have been bringing friends, with 25 children regularly attending, a number of whom are from non-church backgrounds. A new level group Equip was being started for the keener Christians. It was stated at a conference in Nottingham that 80-85% of people come to faith before the age of 18, and in Anglican churches if you have 25+ young people, you are in the top 25% of churches in country. We usually see 80-90 young people a week, but must not be complacent and need to strive to do the best that we can.

Revd Lucas thanked the congregation for their prayers.

**Finance:** David Wright as Treasurer presented charts to identify the sources of income and areas of expenditure, the daily cost of running the church, different funds over the years, the budget for 2019 and pressures on finances. He indicated that the year ending December 2018 had ended up with a surplus of £23,141 mostly in the restricted funds, but in the general fund there was a deficit of £7,677. The surplus was mainly due to planned repair works being deferred to 2019. Income was up by £4,675. Generated additional income included £7,000 in planned giving. 14% of income is from gift aid tax received back. Average monthly giving per family is £100. 73% of receipts are from donors with 3/4 of that income from planned giving. The budget has been planned on the basis of an increase in income of £3,000 but he acknowledged that would be quite an increase to achieve. The trend was that we were receiving more from donors, including a legacy. Investment income referred to rental amounts, and we have had full occupancy of the properties during the past year. Other receipts were from events such as holiday club, and one-off donations.

Regarding expenditure, David Wright indicated that the Parish Share continues to be a major item, about 60% of all expenditure, but for 2019 the percentage would be less as we have budgeted for extra property repairs, some of which had been deferred from the past year. There was a reduction in costs due to Ken Ansdell's negotiation of utility costs, and reduced staff expenses. We try to reduce expenditure but the Parish Share is going up by about 3% per year. The PCC made a commitment to spend 20% of income on mission, so the giving for mission has gone up by £4,000 to £24,000. For 2019, there is a need to account for the cost of preparation for the 900+ celebrations, as well as for increases to repair and maintenance costs, and for the Parish Share which has increased by £18,000 since 2016. Daily running costs for the church have gone up from £517 in 2016 to £621 in 2019 but current income is only £586 per day. The gap has to be filled and is going to have to come from the restricted funds.

David Wright explained that the budget proposal is now being reported under funds. We cannot run the church in a deficit position. We are looking at £43,000 coming out of restricted funds to fund works in the church and the windows in Rectory Cottage, and general maintenance. The Michael Wolf legacy funds will be used for to pay for the Church House patio doors, etc. The Finance Committee meets regularly to make sure we can finance things through a balanced budget. Notification has been received that the

regular playgroup booking of £3-4,000 per year has been lost. We have budgeted for full occupancy of the flats but must make sure this is so. We have taken into account the cost of deferred repairs. The Finance Committee needs to ensure the best use of finances. and is looking to report monthly, based on funds and allocation between restricted and unrestricted funds. It will be a challenging year. We have various income streams which are unpredictable. The Parish Share is an increasing pressure. We are having to use reserves to cover deferred repair costs.

Revd Lucas referred to the Parish Share, explaining that it goes to pay clergy and their housing. The use of the Parish Share monies can be seen on the diocesan website. We chose to take on Revd Clark who is paid through the Parish Share. Money in the account for the Youth and Children's work can go towards that element of the Parish Share which pays for Revd Clark, but only in relation to the youth and children's work he does, not his other work as a cleric. It had not been made clear about the transfer from the Youth and Children's Fund to pay for this. A restricted fund has to be used for a specific purpose. Another type of restricted fund is where the PCC have chosen to restrict it, like the Michael Wolf legacy fund, but that restriction can be changed subsequently by the PCC.

Revd Lucas explained that the Parish Share has been designed so that every community has a church. Methodists and Baptists cannot afford to have churches everywhere. We pay more to the Diocese than we get back, by about £20,000, but this helps to support churches that cannot afford to pay full amount. The Diocese is almost £1million down on its income.

#### **8 Annual Safeguarding Audit.**

Martin Adamson explained that this church is doing quite well with regard to safeguarding. There is a lot of paperwork to do. The main things to do are showing the report on the church website as a key item, and around issues like safeguarding training. He gave thanks to those who have already done the training. Revd Lucas explained that the safeguarding report was very necessary. The report was accepted unanimously.

#### **9. Any Other Business.**

None

#### **9. Date of Next Meeting.**

Revd Lucas suggested that the date for the next APCM should be Monday 20th April 2020. The next PCC meeting will take place on Monday 13th May 2019.

The meeting closed with the singing of the hymn Tell Out my Soul and ended at 20.15.