

MINUTES FOR ST MATTHEW'S ANNUAL PARISHIONERS' MEETING



Held at 10.00am on Sunday 30th April 2023

Present: Revd Helen Hancock (Chair), Wendy Richmond (Secretary), 68 attendees (listed on sign -in sheet)

1	<i>Apologies for absence</i> Jeff & Jennie Akerman and Dave & Jackie Farris sent their apologies.
2	<i>Approval of minutes of APM (held on 3rd April 2022)</i> The minutes had been made available online prior to the meeting. The adoption of the minutes was proposed by Judith Jones, seconded by Susan Ambali and then unanimously accepted by the meeting. The minutes were signed by the Chair as an accurate record of the meeting.
3	<i>Appointment of Churchwardens</i> Both Jackie Farris and Dave Hill agreed to seek re-election. Jackie Farris was nominated by Jo Boaler and seconded by Diana Dowson. Dave Hill was nominated by Diana Dowson and seconded by Heather Palmer. Dave Hill and Jackie Farris were declared elected. The chair thanked them, and their families, for their time, energy and effort for St Matthew's.

MINUTES FOR ST MATTHEW'S ANNUAL PAROCHIAL CHURCH MEETING



Held at 10.10am on Sunday 30th April 2023.

Present: Revd Helen Hancock (Chair), Wendy Richmond (Secretary), 68 attendees (listed on sign -in sheet)

1	<p><i>Apologies for absence</i> Jeff & Jennie Akerman and Dave & Jackie Farris sent their apologies.</p>																						
2	<p><i>Approval of minutes of APM (held on 3rd April 2022)</i></p> <p>The minutes had been made available online prior to the meeting. The adoption of the minutes was proposed by Jo Boaler, seconded by Lila Powell, and then unanimously accepted by the meeting.</p> <p>The minutes were signed by the Chair as an accurate record of the meeting.</p>																						
3	<p><i>Nominations for PCC</i></p> <p>There were six vacancies on the PCC.</p> <p>Wendy Richmond and Tim Lucas agreed to seek re-election after serving for three years. Dave Farris, David Carter, Mary Edwards and Harriet Pennington stood for election for their first term of service.</p> <p>The table below shows who proposed and nominated each person:</p> <table border="1" data-bbox="145 1330 1129 1653"> <thead> <tr> <th>Individual Standing for Election to the PCC</th> <th>Proposed by</th> <th>Seconded by</th> </tr> </thead> <tbody> <tr> <td>Wendy Richmond</td> <td>Dave Hill</td> <td>Judith Jones</td> </tr> <tr> <td>Tim Lucas</td> <td>Wendy Richmond</td> <td>Judith Jones</td> </tr> <tr> <td>Dave Farris</td> <td>Philippa Alexander</td> <td>Katie Beckett</td> </tr> <tr> <td>C David Carter</td> <td>Judith Jones</td> <td>Stuart Bachelor</td> </tr> <tr> <td>Mary Edwards</td> <td>Carol Bainbridge</td> <td>Marilyn Leach</td> </tr> <tr> <td>Harriet Pennington</td> <td>Jackie Farris</td> <td>Mike Taylor</td> </tr> </tbody> </table> <p>There were no further nominations. All six individuals standing were duly elected to the PCC.</p> <p>HH thanked Stuart Bachelor and Anne Cosserat, who are stepping back after 6 years as PCC members; and Ashleigh Wakefield and Isobel Hill, who are stepping back after 3 years as PCC members for the time, expertise, and energy as PCC members.</p>	Individual Standing for Election to the PCC	Proposed by	Seconded by	Wendy Richmond	Dave Hill	Judith Jones	Tim Lucas	Wendy Richmond	Judith Jones	Dave Farris	Philippa Alexander	Katie Beckett	C David Carter	Judith Jones	Stuart Bachelor	Mary Edwards	Carol Bainbridge	Marilyn Leach	Harriet Pennington	Jackie Farris	Mike Taylor	
Individual Standing for Election to the PCC	Proposed by	Seconded by																					
Wendy Richmond	Dave Hill	Judith Jones																					
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C David Carter	Judith Jones	Stuart Bachelor																					
Mary Edwards	Carol Bainbridge	Marilyn Leach																					
Harriet Pennington	Jackie Farris	Mike Taylor																					
4	<p><i>Nominations for Deanery Synod</i></p> <p>There were three vacancies on the PCC.</p>																						

Mark Curzon, Sheena Evans and Sue Fraser agreed to seek re-election after serving for three years.

The table below shows who proposed and nominated each person:

Individual Standing for Election to Deanery Synod	Proposed by	Seconded by
Sheena Evans	Jackie Farris	Jeffrey Akerman
Mark Curzon	Christine Taylor	Isobel Hill
Sue Fraser	Jackie Farris	Jeffrey Akerman

There were no further nominations. All three individuals standing were duly elected to Deanery Synod.

5 *Electoral roll report*

Judith Jones, Electoral Roll Officer spoke to her report. The electoral roll was updated ahead of the APCM. Currently, there are 165 names on the roll, of whom 60 are resident in the Parish. For comparison, last year's roll numbered 162 people, of whom 61 were resident in the Parish.

6 *Noting the Annual Report (including fabric and deanery synod reports).*

The 2022 St Matthew's Annual Report was made available to download from the church website. HH invited questions on the report. There were no questions to clarify the report.

7 *Financial statements*

Tim Lucas spoke to the Financial Statements for 2021. Below are the key figures presented:

Key numbers - SOFA

Unrestricted funds are those given for general purposes whilst Restricted funds are those given for a specific purpose and must be spent on that specific purpose. SOFA is the abbreviation for 'Statement of Financial Activities'. All numbers are in £k.

	Unrestricted 2022	Restricted 2022	TOTAL 2022	TOTAL 2021
Income	184	14	198	209
Expenditure	193	14	207	214
Surplus/ (Deficit)	<u>(9)</u>	<u>0</u>	<u>(9)</u>	<u>(5)</u>

Income

- There was a reduction in overall giving in 2022 compared to 2021. In 2021 we held a Gift Day which was not repeated in 2022. Regular giving increased between 2021 and

2022.

	TOTAL 2022	TOTAL 2021
Giving	116	125
Tax Recovered	27	30
Grants	25	31
Ellerton Road (Rent)	16	16
Others	14	8
Total	<u>198</u>	<u>209</u>

Expenditure

- The parish share (paid to the diocese) continues to be our largest expense.
- Professional fees mainly relate to architect fees for the building works. This is lower in 2022 compared to 2021 as the majority fees incurred at start of works and were included in 2021, for works completed in 2022.
- Other expenditure includes large number of smaller items e.g. utilities, music etc.
- Mission/Charity was less in 2022 than in 2021 as for 2021 Gift Day we donated 20% to charity.

	TOTAL 2022	TOTAL 2021
Parish Share	82	80
Major works/repairs	51	54
Mission/charity	15	18
Insurance	13	13
Professional fees	6	16
Others	40	33
Total	<u>207</u>	<u>214</u>

Key Number – Balance Sheet

	TOTAL 2022	TOTAL 2021
FA – Ellerton Rd	680	650
FA – AV equipment	5	6
Debtors	16	18
Cash & Deposits	199	213
Creditors	(11)	(20)
Net Assets	<u>888</u>	<u>867</u>

- The most valuable asset is property at 172 Ellerton Road. This was revalued in 2022 to £680k.
- Cash/deposits held in current account (Barclays), Boom Credit Union and Church of England Deposit Fund.

Funds/Reserves

- Unrestricted funds have increased, ~~primarily~~ due to the property revaluation.
- 2022 deficit reduced the value of the general fund.
- “Free” reserves amount to £181k.
- Restricted funds primarily made up of balance on organ fund (£16k)

	2022	2021
Unrestricted-GEN	186	194
Unrestricted - PROP	680	650
Unrestricted - TOTAL	<u>866</u>	<u>844</u>
Restricted - TOTAL	22	24
TOTAL	<u>888</u>	<u>868</u>

2022 Summary

- Deficit on General Fund
 - Increase in regular giving but
 - Significant expenditure on church buildings
- Revaluation of Ellerton Road
- Net effect was increase in unrestricted funds
- Small deficit on restricted funds
- Reserves continue to be healthy but size of longer-term expenditure on the building is unclear.

Tim then invited questions. There were no questions from the meeting. HH thanked all those who had contributed to putting together the report and accounts.

8 *Appointment of independent financial examiner*

It was proposed to appoint Mr George Mitchell as Independent Examiner once again.

Mr Mitchell’s appointment was proposed by Nigel Palmer, seconded by Ian Davies, and was unanimously agreed with the gratitude of the meeting.

9 Helen expressed the thanks of the church to the many people who are involved in so many different aspects of church life.

The meeting concluded as the service continued.