



## Christ Church South Nutfield

### Minutes of the Annual Parochial Church Meeting held on Sunday, 15th March 2020 at 11.15 am

ITEM	BUSINESS
<b>The Annual Vestry Meeting for the Election of Church Wardens</b>	
Welcome and Prayers	<p>Paul Smith opened the meeting with a welcome to all those attending and read the prayer originally used by Revd Alison in 2019. The Annual Vestry meeting is open to all Parishioners and is an ancient process when vestries were the sole civil government of rural areas, meeting in the vestry or sacristy of the parish church.</p> <p>Our present Church Wardens had confirmed their wish to continue in that role; Paul had come to the end of his time as Church Warden but had agreed to stand for a further year. Trina's term of office finishes in 2021. This means that both our Church Wardens will be retiring at the same time, which is not an ideal situation, because it is better to have a hand over of a year.</p> <p>The proposal for Trina Pearse and Paul Smith to be Church Wardens for Christ Church, South Nutfield was proposed by J Holland, seconded by M Beale. There were no abstentions and no votes against the proposal.</p> <p>J Holland proposed a vote of thanks for all the hard work that Paul and Trina do on behalf of Christ Church.</p> <p>Trina Pearse and Paul Smith were duly elected as Church Wardens.</p>
<b>Christ Church South Nutfield Annual Parochial Church Meeting</b>	
1. Apologies for Absence	See list of attendees at the end of the Minutes. Apologies had been received from: Sylvia Jarvis, Ken & Megan Rolaston.
2. Minutes of APCM held on 17 March 2019	The Minutes of last year's meeting were signed by Paul Smith as a true record. Amendment to Ruth Turner's name as it had been recorded in the Minutes as Ruth 'Martin'.
3. Matters Arising from the Minutes	There were no matters arising from the previous year's Minutes that are not covered in the remainder of the meeting.
4. Vicar's Review and Annual Reports, to include presentation of the Terrier & Inventory by the Church Wardens	<p>Alison had provided a report for the APCM before she left the Parish in February. Trina went through this together with some slides. The report had also been reproduced in the Parish Review. Alison said: 'I want to begin by thanking you sincerely for all the prayer and care I have received over the almost 6 years I have been your Vicar. Your kindness and generosity have made a huge difference to me, and I will always cherish them in my heart.'</p> <p>Alison concluded her report by saying: 'I have loved travelling with you these last nearly six years and there will always be part of South Nutfield in my heart. As it says in Joshua 1 'Be strong and courageous, for the Lord your God will be with you wherever you go'. Paul, on behalf of all of us, wished her well.</p> <p>This year, in order to save paper, we had e-mailed the Parish Review to</p>

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	<p>everyone on the electoral roll who had given email permissions. Paul asked if those present were happy for us to continue to do this? The meeting agreed. A few printed copies of the Parish Review had been made available to those without a computer.</p> <p>Paul explained that the Church Wardens could show the Church Terrier and Inventory to anyone interested. The Log Book is now electronic and lists all of the things that are done during the year to maintain the fabric of the church and hall.</p>
<p>5. Treasurer's Report</p> <p>5.1 Appointment of independent Examiner for 2020</p>	<p>The Accounts had been independently examined by Richard Jenkins, and accepted by the PCC. The accounts had been circulated to those present at the meeting. There was an overall deficit of £5,649.31. The Parish Support Fund pledge for 2019 of £44,000 had been paid in full.</p> <p>Jackie Fenn, as Treasurer, said it had been a challenging year. Expenses had only increased by a very small percentage. During 2019 the water bill had increased and it was discovered that there was a fault with the controls, which meant that we were using more water than was necessary. The fault had been rectified and expenditure on water should be less in 2020. Jackie said that +Jonathan had taken a donation from Christ Church to Zimbabwe in January. In line with Diocese expectations of an annual increase to the Parish Support Fund, the PCC had agreed to increase our giving to the Fund for 2020 by 2% to £44,880.</p> <p>SF proposed thanks to Jackie, Ken Rolaston, Sue Wayland and Rosemary Early for all their work on the finances during the year. The meeting also recorded thanks to Richard Jenkins for carrying out the independent examination of the accounts, and to Gina Wiles and Trina for working at ways to increase fundraising.</p> <p>Richard Jenkins had indicated that he was willing to continue as Independent Examiner. This was proposed by K Waple and seconded by J Fenn. There were no abstentions and no votes against the proposal.</p>
<p>6. Presentation of Electoral Roll</p>	<p>Ian Phillips reported that as at last year's APCM we had 133 names on the Roll. During the year 9 names have been added. 3 people have moved away and therefore their names have been removed. This gives a current total of 139. Of these 33% are male, 67% female and 22% of our membership reside outside our parish boundary.</p> <p>The meeting thanked Ian for his work in keeping the Roll up-to-date.</p>
<p>7. Election of Deanery Synod Representatives</p>	<p>The current Deanery Synod representative is Sue Fairclough. David Banbury, as <i>ex officio</i> Reader, was also a member of the Deanery Synod. This means that there are three vacancies. SF said it would be good to have at least one more person as a Deanery Synod representative. No one came forward at the meeting. SF was prepared to stand again as Synod representative. Proposed by T Pearse and seconded by V Hamilton. There were no abstentions and no votes against the proposal. Postscript: K Waple offered herself as a Deanery Synod member after the meeting. This will be put before the PCC as a proposal for election.</p>
<p>8. Election of Members of the Parochial Church</p>	<p>Jeni Stewart, Marian Forbes and Andy Mungham had finished their term of 3 years. Jeni did not wish to be re-elected and the PCC acknowledged their thanks for her work on the Committee. Both Marian and Andy have offered themselves for re-election. Fran Dobson was serving a one-year term and</p>

<b>ITEM</b>	<b>BUSINESS</b>
Council	<p>had offered herself for re-election for a further 3 year term. Robin O'Neill and Gina Wiles had been co-opted onto the PCC in 2019. Robin had indicated his wish to be elected as a full member of the PCC. Gina was unsure of her commitments next year. The PCC had agreed that she should stand for re-election for a 3 year term, and if her circumstances changed she could resign. This was the case for any PCC member.</p> <p>The new members of the PCC and returning members were proposed by T Pearse and seconded by J Higgs. There were no abstentions or votes against the proposal.</p>
9. Election of Duty Church Wardens	<p>Karen Waple had stepped down as Duty Warden on the first Sunday and Karen Probetts had taken her place. Rosemary Early and Lucy Austin were Duty Wardens for the second and third Sundays respectively, Clare Lancaster for fourth Sunday, and Ken Rolaston on the fifth Sunday.</p> <p>The Duty Wardens were proposed en bloc by A Mungham and seconded by C Campbell. There were no abstentions or votes against the proposal.</p> <p>The meeting acknowledged the importance of the Duty Wardens and showed their thanks.</p> <p>It was noted that the new Church Representation Rules no longer required Welcome Team members to be elected at the APCM, but at the PCC meeting immediately following the APCM instead.</p>
10. Safeguarding	<p>The Safeguarding Statement was on the overhead slides. The Safeguarding team consisted of Diane Martin, Jackie Fenn and Alex Clark. The meeting showed their appreciation for the team.</p> <p>Diane reported that during the year there had been a Past Cases Review which the team had completed and returned on time to the Diocese. They were currently putting together a policy on photographs.</p> <p>The meeting showed its recognition of the work done by the team.</p>
11. Health & Safety Statement	<p>The Health &amp; Safety Statement had been added to the overhead slides. The Policy was reviewed in 2019. A Church Warden and the Vicar should sign the statement on an annual basis to remind us of our responsibilities. In the absence of an incumbent, both Church Wardens signed the statement in the presence of the assembled members.</p> <p>J Fenn said that the full H&amp;S Policy is available in the office if anyone wants to view it.</p>
12. Any Other Business	<p>Sue and Paul gave a brief update on the present Coronavirus situation. The Steering Committee were meeting with Revd Len on Monday to go through requirements from the Diocese in relation to good practice. It was a fast-changing situation but at present it looked as though the Confirmation Service with Bishop Jonathan would go ahead on April 19th. Trina asked anyone with concerns or thoughts to e-mail the Parish Office or Church Wardens.</p> <p>F Dobson, on behalf of those present, thanked S Fairclough for all the hard work she did in to all aspects of church life.</p>
13. Prayers of thankfulness	<p>There was a time of open prayer.</p>

Signed as a true record of the meeting

Chairman .....

Date .....

Those present at the APCM on 15th March 2020:

Revd Len Abrams	Marian Forbes
Lucy Austin	Chris Fry
Janet Bailey	Shona Grace
David Banbury	Veronica Hamilton
Mary Beale	Julie Higgs
Clare Campbell	Jonathan Holland
Fran Dobson	Kath Johnson
Peter Early	Di Martin
Rosemary Early	Andy Mungham
Kate Evans	Trina Pearse
David Evans	Ian Phillips
Susan Evans	Paul Smith
Sue Fairclough	Ruth Turner
Jackie Fenn	Karen Waple

### Christ Church Parochial Church Council Meeting immediately following the Annual Parochial Church Meeting held on 15<sup>th</sup> March 2020

Those present at the meeting were: D. Banbury, K Evans, F Dobson, S Fairclough, J Fenn, M Forbes, S Grace, J Holland, D Martin, A Mungham, T Pearse, P Smith

ITEM	BUSINESS
Election of Chair/Vice Chair	P Smith would be Chair, and the Vicar would be Vice Chair
1. Election of Officers	PCC Secretary – Sue Fairclough Treasurer – Jackie Fenn Electoral Roll Officer – Ian Phillips
2. Election of Steering Committee	The Steering Committee would comprise the Vicar, the two Churchwardens, the Treasurer (for Financial matters), the PCC Secretary and Fran Dobson as PCC representative.
3. Election of Safeguarding Representative	Diane Martin to be Safeguarding Representative
4. Election of Sidesmen/Women	<p>During the year the teams have changed, with some people standing down from duties after many years – thank you to all of them.</p> <p>The current team is proposed as:            1<sup>st</sup> Sunday: Tina Skeats, Kath Johnson.            2<sup>nd</sup> Sunday: Clare Barker, Clare Campbell, Kate Evans.            3<sup>rd</sup> Sunday: Vicky Atherley, Ruth Turner.            4<sup>th</sup> Sunday: Brenda Masters, Diane Varley.            5<sup>th</sup> Sunday: Alice Black, Michelle Hoad.</p> <p>Vote en bloc for all the above Officers, Steering Committee Members, Safeguarding Representative and Sidesmen/Women (Welcomers):            Proposed by F Pearse and seconded by F Dobson.            There were no abstentions and no votes against the proposal.</p>

The date for the next PCC meeting is: 26<sup>th</sup> March at 8.00pm in the Thompson Room,  
Church Centre