



Christ Church South Nutfield

Minutes of the Annual Parochial Church Meeting held on Sunday 21 April 2024 at 11.45 am

ITEM	BUSINESS
The Annual Vestry Meeting for the Election of Churchwardens	
Welcome and Prayers	Revd Len opened the meeting with welcome and prayer.
Election of Churchwardens	<p>The meeting began with the ancient process of the Easter Vestry.</p> <p>As Nick Dobson and Kara Doye were happy to continue in their roles, the proposal that they be appointed Churchwardens for 2024 was put forward by Jane Vorster, with Ann Nicholls seconding. The proposal was carried with a unanimous vote, with no abstentions or votes against.</p> <p>Nick Dobson and Kara Doye were duly elected as our Churchwardens for the coming year.</p>
Christ Church South Nutfield Annual Parochial Church Meeting	
1. Apologies for absence	Apologies had been received from Jo Ainsley, Lucy Austin, Joe Austin, Graham Bailey, Pat Belcher, Nick Dobson, Kay Gage, Chris Gage, Ruth Guise, Jonathan Holland, Kath Johnson, Sam Nicholls, Karen Probetts and Coral Townsend
2. Minutes of APCM held on 26 March 2023	The minutes of last year's meeting were signed by Revd. Len as a true record. There was a request that APCM Minutes be made available to members of the congregation.
3. Matters arising from the minutes	There were no matters arising from the 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 Churchwardens	<p>Revd Len reflected that he had been at Christ Church (CC) for just over 4 years - he arrived early in 2020 as cover during the interregnum, becoming Priest-in-charge in December of that year.</p> <p>For him personally, it had been the worst of years, and he thanked individuals and CC collectively for supporting and encouraging him - without that support he would have been unable to carry on.</p> <p>From a ministry perspective, it had been a good year, with growth and development in many areas. The Parish Review, which was still being prepared, would pull all this information together and would be circulated post-meeting.</p> <p>Finance was one of the key issues at the moment, which would be addressed by others later in the meeting. His main focus was on how to encourage members of the church family to engage in ministry. CC had a good record of involving lay people in a wide variety of ministries, but no one had put themselves forward for formal training in areas such as lay-</p>

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	<p>preaching and pastoral work. If this situation continued, in a few years' time we would be very short of people in these roles. He stressed the personal rewards in taking on such work.</p> <p>We needed a clear vision of where God is leading CC to grow in the next few years; this will be determined by the Mission Action Plan which is currently being revised - discussion on this is recorded at item 5.</p> <p>In conclusion, Revd. Len thanked everyone who had given so generously of their time, effort and skills in service of the life of this community, most particularly, and on behalf of the whole Church, Churchwardens Kara and Nick and Verger Sue Fairclough.</p> <p style="text-align: center;">-----000-----</p> <p>Kara Doye, representing the Churchwardens, delivered their report.</p> <p>She and Nick had attended the annual Visitation Service for churchwardens in June 2023 (this is a requirement.)</p> <p><u>Terrier and Inventory</u> It was explained that the Terrier is a record of the church grounds (which haven't changed) and that the Inventory records all works to the fabric undertaken in the church and Centre; this log is kept up-to-date and is held electronically.</p> <p><u>Formal church matters</u> The Church Annual Inspection was carried out by Revd James Ashton on 22 April 2023; he was happy with the church record-keeping, the Terrier, logbook and general matters. Once again, the wardens had been asked to keep an eye on Revd Len's wellbeing, ensuring that he took regular time off during the week, and encouraging annual leave and a retreat during the year. A date for the 2024 annual inspection had yet to be confirmed by the Diocese.</p> <p><u>Parish Returns</u> The Statistics for Mission for 2023 were submitted on 30 January 2024, showing stable church attendance, with good numbers of children and families. The Articles of Enquiry for last year were submitted on 27 March 2024.</p> <p>CC continues to host the Ukrainian Orthodox Church, and has become a key facility for them in the South-East. We are proud to be able to support them in this way and thanks to Revd Len for his vision in instigating and continuing to manage it.</p> <p>Sue Fairclough had led a group looking at updating the Mission Action Plan, had updated the church Health and Safety policy, had led on fabric work all year, in addition to preaching and leading services, and much more besides. Huge thanks to Sue for her tireless work.</p> <p><u>Fabric</u> Ironmongery - Carl Wise should complete his work on the south side of the church this summer. Quotes for repointing the church brickwork have been obtained - this was requested in the quinquennial and is needed to protect the masonry.</p>

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	<p>Special thanks to Marian Forbes and team for preparing the church so beautifully for special services; and to Andrew Winterbotham, Phil Digby and team for maintaining the church grounds.</p> <p><u>Financial matters</u> A pledge of £48,600 to the Parish Support Fund for 2024 was agreed - this represented a rise of 4% on the 2023 level and was slightly above the requested amount. Costs were higher than expected, mainly due to a high bill for boiler repairs and the need to replace all the locks following the break-in, and income slightly lower, resulting in a net deficit for the year. A number of fundraising events had been held throughout the year.</p> <p><u>New positions</u> Liz Jenkins had taken over from Jackie Fenn as Treasurer. Thanks to Jackie for her hard work in this role. Karen Probetts had agreed to take on the role of lead Safeguarding Officer, a position previously held by Diane Martin. Thanks to Diane for guiding us in this important work.</p>
<p>5. Mission Action Plan (MAP)</p>	<p>Revd Len introduced the item, explaining that the revised MAP was still in formation, but it was necessary to get the endorsement of the APCM on the overall direction planned. The proposal is that our MAP will concentrate on 3 specific areas, to coincide with the vision of the Diocese. These are:</p> <p>Spiritual growth and formation Inter-generational ministry (easier name being sought!) Outreach</p> <p>Spiritual growth and formation is making it real for the individual and for the worshipping community as a whole; enriching spiritual lives; an ongoing lifelong process. We should be able to look back each year and see how we have grown. It is the key - without it, it is no different from other social interactions.</p> <p>Intergenerational ministry. Previously called family ministry, which implies that the focus is on children/young people, but it is not inclusive. There are lessons being learned in church elsewhere, particularly in Australia and Scandinavia, that there is value in all ages working together rather than in silos. The aim will be to make it real for each generation together; the challenge will be how to do it so that it enriches all of us.</p> <p>Outreach is making it real for the whole community. The ministry of presence - of being Christ in the community; being attractive; a beacon, not just a building at the end of The Avenue.</p> <p>In discussion, the following points were made: The proposed vision seems to cover everything that is important. This is nothing new - we are building on what we are already doing and being intentional; we are going in the right direction. When thinking about inter-generational ministry, remember Kings Lodge; new blood is required to support that ministry - all participants are getting old, which presents an image of CC as an ageing one. Perhaps on occasion we could hold a service there on a Saturday when working-age people could attend. In the CC community we segregate easily. There is an incorrect perception</p>

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	<p>that elderly folk have little to offer. Recognition of the hard work done by Yvonne in getting the Hunter Hub up and running for the benefit of the community.</p> <p>Proposal: That the APCM endorse the recommendation of the PCC that the revised Mission Action Plan be based on the three pillars of: Spiritual growth and formation; Inter-generational ministry; and Outreach</p> <p>Proposed: M Forbes Seconded: A Nicholls There were no abstentions or votes against the proposal which was therefore carried.</p>
6. Treasurer's report	<p>This was presented by Jackie Fenn, speaking as former Treasurer. At the time of the last APCM, Rebecca Caution had recently been appointed Treasurer as successor to Jackie, but due to personal circumstances, was unable to continue in the role, and she stepped down in April. It proved difficult to recruit a new Treasurer, so it was decided to split the role into treasurer and bookkeeper. Thanks to Liz Jenkins and Viktoriia Bityk who had now taken on these roles.</p> <p>The End-of Year Accounts for 2023, available from the Parish Office, had been independently examined by Graham Skeats, who had vouched for their accuracy, and they were subsequently approved by the PCC.</p> <p>To highlight the main points: Total income for the year was £82,544, an increase of 5% on 2022. Total giving also increased (+6.6%): this is above the RPI for Dec 22 to Dec 23. As usual, there was some movement in the numbers of people using planned giving, with some moving away or reducing giving, and some starting or increasing regular donations. Such donations keep the church and centre available to everyone, and we are very thankful. Hall income was £16,384, an increase of £853 (+5%), but hall expenses rose by £6584 (+109%), resulting in net hall income decreasing by £5730 (-60%). Total income increased by £3933 (+5%), but on the other side of the balance sheet, total expenses increased by £7690 (+9.8%), leaving us with a deficit for the year of £3736. As mentioned in the churchwarden's report, this was mainly due to making good damage and strengthening security following the break-in, repairs to the gas boiler in the Centre and an increase in the gas tariff. The reserves in the General Fund stand at 2.7 x monthly expenditure, which is outside the Diocese's recommended range of 3 to 6 x monthly expenditure. The Fabric Maintenance Fund was particularly concerning: the cost of the masonry repairs would likely wipe out the entire fund, but they were essential so could not be avoided. Our pledge to the Parish Support Fund for 2023 (£46700) was paid in full. We have increased our pledge to £48,600 for 2024. We had previously reported that the amount outstanding to the Diocese from the time of their 'Fairer Shares' calculations (based on an assessment of the wealth of our congregation) was £92,487. In August 2023 we were informed that this underpayment would be set aside and recorded as being fully met.</p>

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6.1 Appointment of Independent Examiner for 2023	<p>Thanks recorded to the rest of the Finance team, Ken Rolaston (banking), Rosemary Early (Gift Aid) and Sue Wayland (Envelope scheme administration).</p> <p>Liz Jenkins explained that the major reason for the 4-month delay in her taking over as Treasurer had been the failure of Barclays to change the mandate - this had finally been resolved in the last couple of days. There had also been the issue that under the present system, which was not cloud-based, the accounts could only be worked on in the Parish Office. She had been transferring all data to an Excel spreadsheet, so that she could do the accounting at home.</p> <p>Liz said that her aim was to streamline the finances by reducing cash and doing away with cheques. And mindful of the deficit in each of the first 3 months of 2024, she will need to look at how to raise more money, with the obvious first step being to increase the hall hire rates.</p> <p>There were no questions from those present, so the meeting showed their appreciation of Jackie and Liz.</p> <p>The meeting recorded thanks to Graham Skeats for carrying out the independent examination of the accounts. Graham had indicated that he was willing to continue as Independent Examiner, and his appointment for 2024 was duly proposed by Tom Owen and seconded by Julie Higgs. There were no abstentions or votes against the proposal, which was therefore carried.</p>
6. Presentation of Electoral Roll	<p>Ian Phillips reported that at last year's APCM there were 141 names on the Electoral Roll. There had been no additions during the year and one name had been removed, so the Roll now stood at 140.</p> <p>He said that although the Roll was reviewed annually, once every 6 years we had to prepare a new Electoral Roll: this will happen in 2025. Everyone who wishes to stay on the Roll will have to re-apply.</p> <p>Sue Fairclough said that very few younger members/families put their names on the Roll; it would be good if they could be encouraged to do so, particularly as CC can get grants etc from the Diocese which are based on the numbers on the Roll. Revd Len pointed out that these numbers were very important in the Diocesan perspective, and could in the future determine whether or not we were entitled to a full-time or part-time priest.</p> <p>The meeting thanked Ian for his work in keeping the Roll up-to-date.</p>
7. Election of Deanery Synod Representatives	<p>The sole Deanery Synod representative for the past year had been Sue Fairclough. There were three vacancies.</p> <p>Revd. Len said that as a Parish, we should be seen to be represented and active in the Deanery - if we don't have a presence and a voice people will forget that CC exists.</p> <p>Sue said that she had been involved with the Deanery for a number of years - it had afforded her the opportunity to learn about what other parishes were doing, their problems and successes. It is best described as a "fellowship of parishes". She had been touched that many Deanery Synod members had attended Karen's funeral. The Synod meets 3 times a year and at every meeting, in addition to the necessary business, there is an invited speaker.</p>

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	<p>Margaret Young said that she had been a member of various Deanery Synods and had valued the sharing of ideas and broadening of horizons beyond the parish - it was an interesting group to be involved with.</p> <p>Liz Jenkins said she was already working closely with the Bletchingley Treasurer, and thought it would be useful and interesting for her to be involved in the wider Deanery, so volunteered to be a Synod member.</p> <p>Liz was subsequently proposed by Fran Dobson and seconded by Margaret Young. There were no abstentions or votes against the proposal which was therefore carried.</p>
<p>8. Election of Members of the Parochial Church Council</p>	<p>Revd. Len explained that under the Church Rules, one-third of the locally elected PCC members needed to be re-elected each year. Of those elected in 2021, Kara Doye was now an ex-officio member by virtue of her position as churchwarden, Diane Martin had resigned and Sue Wayland had indicated her willingness to serve again. She had been nominated by Sue Fairclough and seconded by Kara Doye.</p> <p>Liz Jenkins and Tom Owen, who was co-opted on to the PCC after the last APCM, were both standing for election. They had been nominated by Sue Wayland and seconded by Sue Fairclough.</p> <p>These were no abstentions or votes against, so all three were duly elected as PCC members.</p> <p>No other prospective members came forward. Revd Len said that we should proactively seek to co-opt others not present at the APCM, with the particular aim of increasing the inter-generational spread. It was accepted that the personal approach was far more effective than just asking for volunteers.</p>
<p>9. Safeguarding Statement</p>	<p>Revd Len drew attention to our Safeguarding policy and read the Safeguarding Statement, which was agreed by the meeting. It is signed annually by the Vicar/Priest-in-Charge and a churchwarden as a formal way of recognising and accepting our responsibilities. In response to a question from the floor, it was noted that although we might care for people beyond the parish boundary, we had no official responsibility for them.</p>
<p>10. Health & Safety (H&S) Statement</p>	<p>The Health & Safety Statement was read to the meeting and was agreed. The Vicar/Priest-in-Charge and a churchwarden sign the statement on an annual basis to remind us of our responsibilities.</p>
<p>11. Any Other Business</p>	<p>Revd Len talked about his continuing ministry at CC - as this would be beyond the age of 70 formal authority from the Diocese was required, but the Bishop had indicated that there should be no difficulty with this.</p> <p>Peter Early, on behalf of the meeting, and of the wider church community who were not present, proposed a vote of thanks to Revd Len for everything he had done over the past year, in very difficult circumstances. He continued to have our steadfast support, and he and his family remained in our thoughts and prayers.</p>
<p>12. Prayers of thankfulness</p>	<p>Revd. Len closed the meeting in prayer.</p>

Signed as a true record of the meeting

Chairman

Date

Those present at the APCM on 21 April 2024

Revd Len Abrams	Richard Guise
Janet Bailey	Veronica Hamilton
Mary Beale	Julie Higgs
Eric Chipperfield	Sylvia Jarvis
Fran Dobson	Liz Jenkins
Kara Doye	Diane Martin
Peter Early	Ann Nicholls
Rosemary Early	Tom Owen
Kate Evans	Ian Phillips
Sue Fairclough	Ken Rolaston
Jackie Fenn	Ruth Turner
Marian Forbes	Jane Vorster
Shona Grace	Sue Wayland
	Margaret Young