

**DRAFT**

**The Parish of All Hallows, South Cerney with Holy Trinity, Cerney Wick.  
Minutes of the Annual Parochial Church Meeting held in All Hallows Church  
on Tuesday, 25<sup>th</sup> April 2017 at 7.30pm.**

34 parishioners attended. The meeting was opened by the Lay Chairman, Graham James, who welcomed everyone. He thanked all who contribute in so many different ways to the life of our two churches and, after prayers by Revd Don Adams, the meeting commenced.

**A.1 Election of Church Wardens by the Parishioners**

Tony Squire had decided to stand down from the position of Churchwarden after 24 years. He was warmly thanked for all his work over such a long time and presented with a planted container. Tony then spoke of his time in this position and thanked everyone.

Only one nomination for churchwarden had been received – Martin Gould. There being no other nominations, his election as sole churchwarden for the coming year was confirmed. All in favour. Martin was thanked for his work over the past year.

**A.2 Election of Deputy Wardens**

The Chairman thanked Roger Webb for his work over the past year.

Roger, having confirmed his willingness to continue as Deputy Warden, was proposed by Martin Gould and seconded by Vicki Jones. All in favour.

**B.1 Presentation of the Electoral Roll**

The Electoral Roll officer reported a total of 152 parishioners on the electoral roll, 147 from South Cerney and 5 from Cerney Wick.

**B.2 Apologies**

Apologies were received from Naomi Lugg, Mandy and David Hauton, Roger Edgar, Jill Squire and Penny Wreford.

**B.3 Minutes of the Last Annual Parochial Church Meeting**

The minutes had been made available prior to the meeting. Agreed they were a true record, Proposed by Roger Webb, seconded by Jenny Gardiner and signed by the Chairman. All in favour. Matters Arising: None.

**B.4 Reports on the proceedings of the Parochial Church Council for the past year (2016) including sub-committees and organisations.**

The Chairman referred to the Churchwardens' Foreword in the annual reports booklet, copies of which had been made available prior to the meeting, and then spoke further about the group reports in the booklet inviting any further comments or questions from the floor.

Bell ringers – Liz Pearse asked for more recruits.

Choir and Organists – Mary James spoke of still needing further organist help and encouraged all to be on the lookout for this.

Experience projects – Graham James spoke of the success of these projects and our links with Ann Edwards school.

Music Group – Carol Adams asked for more people to come forward.

Open the Book – Joan Townsend said the team has increased.

Parish Neighbours – Graham James said that the new houses at The Mallards had received Parish Neighbourpacks - 75 copies had been delivered in past few weeks. Noted that Berkeley Close needs a parish neighbour.

## **B.5 Presentation by the Treasurer, on behalf of the PCC, of the accounts for the past year**

A copy of the accounts had already been handed round to those present.

Peter Williams guided people through the document.

### **1. The Funds**

#### **Pages 13-17**

- Some funds are held for very special purposes. The Organ Fund can only be used for repairs to the Organ. The Head and Foot Fund receives a regular income from the Head and Foot Investments but this income can only be used for certain limited purposes. This is also the case with the Habgood Legacy Fund which now appears in this section. The Choir has its own fund as does the Church Flowers team. The separate accounts for these funds are found at the back of the Financial Statement on Pages 13-17.

#### **Pages 4 -7**

- **Page 4** deals with our day-to-day Income & Expenditure which we meet from our Unrestricted (or General Purpose) funds which are totalled on Page 5.
- **Page 6** lists funds which are Restricted i.e. earmarked for specific Charitable purposes e.g. Coffeepot monies are held in a separate account earmarked for the Charity for which the Coffeepot Team have raised the money. The South India fund reflects monies held temporarily before being donated to Garidepalli (via the Diocese).
- **Page 7** is the Balance Sheet which simply summarises the totals of the Restricted and Unrestricted funds already shown.

#### **Pages 10-13**

- These pages are 'Notes to the Accounts' and they provide greater detail on areas of special interest. In these pages, the figures included elsewhere in the report are grouped together to give a better overview.
- **Page 10 (Note No. 8)** provides a detailed picture of the Street Fair Weekend finances.
- **Page 11 (Note No. 9)** provides a picture of our Charitable Giving for the year.
- **Page 12 (Note Nos. 10, 11 & 12)** provides a useful focus on some of our main day-to-day running costs. These figures were included in the Expenditure section on Page 4.

### **2. Comments on the Accounts**

#### **Page 4 Income and Expenditure**

Last year I reclassified the Street Fair item which is now shown under Specific Purposes. By removing it from the General column we can identify much more easily our day-to-day income and outgoings. As you can see, we made a loss of £20,317 this year (up from £14,034 last year). We managed to cover most of this using the profit from the Street Fair.

The Parish Share increases every year. It was £42,429 last year and increased to £44,522 this year. We used £16,067 of our Street Fair profit and transferred a further £1,855 from our NatWest Account to cover the shortfall. In my haste to ensure that the Parish Share was fully paid I overlooked the fact that a further standing order of £1,750 would go out before year end. The overpayment of £1,750 has been carried forward to 2017.

Planned Giving continues to decrease. We receive your donations through the old Standing Order scheme, the new Parish Giving Scheme and through envelope donations. The best way to see this is by adding together the Planned Giving figure and the Income Tax repaid (i.e. Gift Aid on those donations). The total for this year comes to £28,467 which is 5.2% down on last year's £30,031.

Plate Collections have dropped by 13.7% on the previous year.

General donations remain about the same as last year.

Statutory Fees are the Fees we are required to charge for Weddings & Funerals. Some of this money is paid over to the Diocese and the rest is used to cover our running expenses. Statutory Fees (**the last item in the receipts section**) reduced by 17% from £18,816 to £15,593 and may have been affected by the vacancy.

The Payments section on **Page 4** shows a reduction in the Church Running Expenses. Finer detail is provided on **Page 12 Note 10**. The savings are due to our having spent less on the maintenance of the building. We also spent less on Sundries which last year included the cost of the lab testing of the wood fragment.

Also on **Page 12 Note 10** you'll see that the cost of Heating and Lighting has increased by 11.09%. We have fixed our charges for Gas & Electricity using an Energy Broker who specialises in churches. Though we may have some control over cost we have no control over weather.

**Page 12 Note 12** shows Postage & Stationery have increased by 30% on last year.

### **Page 10 Street Fair**

The profit to the church from Street Fair was £18,894 (including £1,260 donated from the Duck Race proceeds). This was up 29% on last year's £14,604.

### **Shrinking Income**

	2016	2015	2014
Costs of running our church	-£79,474.00	-£83,476.00	-£83,904.00
Income	£59,157.00	£69,442.00	£77,130.00
Income (exc Street Fair) reduced	14.8% down	9.9% down	

### **Reliance on Street Fair**

	2016	2015	2014
Loss on our day-to-day activities	-£20,317.00	-£14,034.00	-£6,774.00
Gain in Street Fair Profit	£18,894.00	£14,604.00	£13,410.00

### **Questions from the floor -**

Jane George and Mary Gurney were concerned about our Parish Share. Jane asked whether other Parishes in the area had a similar level of Parish Share. and whether all had paid their share in full. The Treasurer confirmed

- that the Parish Shares of all the parishes could be viewed in the Gloucester Diocese website.
- that Cirencester had a very large Parish Share but had very large endowments to enable it to cope.
- that Tetbury had a similar size Parish Share to our own and was coping well mainly due to having implemented the new Parish Giving Scheme with great success.
- that all parishes in our area had paid their Parish Share in full but that some inner-city parishes had struggled.

Mary Gurney asked how the Parish Share was calculated. The Treasurer advised that this was very difficult to understand let alone explain; that it focused on the numbers in our congregation but seemed also to reflect the population of our village too.

Mary was also concerned that we had been obliged to pay our full Parish Share even during the vacancy and despite the fact that the Diocese had enjoyed an income from letting out the Vicarage. The Treasurer advised these issues had been addressed by the Archdeacon at a meeting last year about the process of appointing a new Vicar. The Archdeacon had confirmed that we would be expected to pay the Parish Share in full since the Diocese factored-in savings made during vacancies across the Diocese when calculating the Parish Share.

Arthur Webb was concerned that our new Vicar's first task would be one of fundraising. The Treasurer confirmed that our new Vicar would certainly have a responsibility in this area but only in the broadest sense; the Vicar would naturally be interested in ensuring that her church was financially secure. Martin Gould, Churchwarden, confirmed that our new Vicar was aware of the Parish Giving Scheme and of our need to put this in place.

Finally, the Chairman thanked Peter for the huge amount of work he does for us. His work as our Treasurer is enormous and we thank him for it. (Applause followed at this point).

**Adoption of the Accounts** Proposed by Bob Owen, seconded by Martin Gould that the accounts be adopted. All in favour.

**B.6 Safeguarding** Mandy Fry, who is unable to attend this evening, is the nominated person for this parish and Carolyn Kennedy deputy. Our policies need to be reviewed and any amendments recorded at our January meeting.

### **B.7 Report on Fabric & Furnishing**

Nothing further to report.

### **B.8 Deanery Synod**

Nothing further to report.

## **B.9 Election by Members of the Church Electoral Roll**

### **a) Parochial Church Council**

The Chairman first thanked all members of PCC for their work during the past year. He then read out the names of the following people:-

Standing down: None

Continuing: Carolyn Kennedy, Carole Wilkinson, Graham James, Roger Webb, Diana Hazelden, Peter Williams, Vicki Jones, Jennifer May.

Standing for re-election: Bob Owen, Roger Edgar. (nomination forms received)

Standing for election Jenny Gardiner, Jane George (nomination forms received)

New nomination at meeting: Mike Otter – proposed Martin Gould, seconded Carole Wilkinson, all in favour.

There being no other nominations, the election of the above people en bloc was proposed by Peter Williams and seconded by Tony Squire. All in favour.

(For information: Vicar plus readers, churchwarden, deanery synod reps (all ex officio members) and elected PCC representatives make up the PCC).

### **b) Sidesmen**

Those willing to continue -

Gill Deacon	Jenny Roberts
Jenny Gardiner	Mary Sanders
Vanessa Godfrey	Roger Webb
Elsje Hunt	Carole Wilkinson
Hilary James	Penny Wreford
Kay James	
Michael James	

Two new people offered at this point to become Sidesmen - Tony Squire and Katharine Isles.

Proposal that the above be elected en bloc was made by Martin Gould and seconded by Vicki Jones. All in favour. The Sidesmen were thanked for their valuable work.

### **c) Deanery Synod representatives**

We need to elect three new representatives for 3 years. At this point, no names were put forward, (See Section C for information on this).

**B.1 Appointment of Independent Examiner**

**0** The continued appointment of Alison Palmer of McGill & Co was approved. Proposed Peter Williams, seconded Roger Webb. All in favour.

**B.11 Any Other Business**

It was noted that youth bibles and 'It's your move' booklets are again to be given to Ann Edwards School leavers (Year 6 pupils) and 'Get ready, go' booklets to Playgroup leavers. The church has donated £503 for the bibles and Cutts Charity £135 for the booklets'.

The Lakes Care Centre South Cerney, a new nursing home, is now open and Joan and Liz hope to visit.

At this point, Mary James gave an overview on what she and Martin had been involved with over the last months in connection with the forthcoming Induction and Installation of our new Vicar, Jennifer McKenzie, going through various points from the order of service.

Refreshments followed during which a brief PCC business meeting took place as detailed below.

**C.1 Election by the Newly Appointed PCC**

a) Secretary: Mary James. Proposed by Roger Webb, seconded by Vicki Jones and elected unanimously.

b) Treasurer: Peter Williams. Proposed by Jane George, seconded by Vicki Jones and elected unanimously.

c) Electoral Roll Officer: Mary James. Proposed by Roger Webb, seconded by Bob Owen, and elected unanimously.

At this point Jennifer May and Jane George offered to be **Deanery Synod representatives**. Proposed Bob Owen, seconded Carole Wilkinson and carried unanimously. (Post meeting note – Graham Payne later offered to be our third representative. This to be ratified at our May meeting).

**C.2 Co-option to PCC** None.

**C.3 Date and Time of Next Meeting** Tuesday, 16th May 2017, in All Hallows church at 7.30 pm.

**C.4 Prayers at Next Meeting** Jennifer May.  
The meeting concluded at 8.30pm.

Signed..... Dated.....