

**PARISH OF HOLY TRINITY, MINCHINHAMPTON
WITH ST BARNABAS, BOX
MINUTES OF THE ANNUAL VESTRY AND PAROCHIAL CHURCH MEETINGS**

Held at Holy Trinity, Minchinghampton on Wednesday 21st October 2020 at 7pm

1. Welcome and Apologies

The meeting was chaired by the Rector, the Revd Canon Howard Gilbert, who welcomed those present, referred to delay of the meeting caused by the Covid-19 pandemic and the importance of the governance decisions to be made at the meeting.

There were 40 parishioners present (one not on the Electoral Roll) and two members of the clergy.

Apologies were received from: Gill Dolman, John and Judith Cleever, David and Alison Wood, Mike and Kathleen Gwilliam, Hilary Sparkhall, Jenny Ball, Cheryl Ritter, Margaret Hunnisett, Ann Jackson, Richard and Joan Barclay, Pearl Foster, Rosemary Eden, Martin Dence.

2. Opening Prayer

The Rector led the opening prayer.

THE VESTRY MEETING

3. Minutes of the 2019 Vestry Meeting

The minutes of the meeting, which were available on the evening, were approved unanimously without amendment. There were no matters arising.

4. Election of two Church Wardens

The meeting was advised that there were two candidates:

Angie Ayling, proposed by Margaret Sheather and seconded by Deborah Smith

Jamie Dalrymple-Hamilton, proposed by Mandy Jutsum and seconded by John Jutsum

The two candidates were elected unanimously.

The Rector then thanked Mandy Jutsum for all her work during her extended tenure as church warden. This had covered an exceptionally busy time during the life of the parish, including two vacancies and the major re-ordering project. He praised her professionalism and commitment in particular and presented her with flowers as an acknowledgement of the parish's thanks.

Mandy responded briefly, thanking the former Rector, Chris Collingwood, for asking her to serve and talking of the enjoyment as well as challenge that she had gained from the role.

She thanked a range of people for their support in different aspects of the work during her tenure.

There being no other business, the Vestry Meeting closed at 7.20pm.

THE ANNUAL MEETING

5. Minutes of the 2019 APCM

The minutes of the meeting, which were available on the evening, were approved unanimously without amendment. There were no matters arising.

6. Elections

6.1. Reader membership of the PCC

The Rector advised the meeting that the Church Representation Rules provide that the annual meeting can decide that one or more of the Readers licensed to the parish can be a member of the PCC. He proposed that this meeting should make such a decision which would mean that Linda Jarvis, as the only Reader at this time, would become a PCC member ex officio.

This proposal was agreed unanimously.

6.2. Election of four Deanery Synod Representatives

Four nominations for these roles had been submitted:

Jackie Natt, proposed by Angie Ayling and seconded by Mick Evans

Julian Elloway, proposed by Margaret Sheather and seconded by Simon Ritter

Jamie Dalrymple-Hamilton, proposed by Margaret Sheather, seconded by John Jutsum

Margaret Sheather, proposed by Linda Jarvis and seconded by John Jutsum

These people were elected unanimously.

6.3. Election of Parochial Church Councillors

Three nominations had been submitted before the meeting and a further one was added at the meeting as follows:

Tracey Clements, proposed by Linda Jarvis and seconded by Jamie Dalrymple-Hamilton

Joan Goldsmith, proposed by Virginia Lloyd and seconded by Liz Hughes

Ian Jarvis, proposed by Hilary Sparkhall and seconded by Peter Sparkhall

Caroline Thackray, proposed by Mandy Jutsum and seconded by Simon Ritter

Each person spoke briefly about their experience and suitability for the role, then were elected en bloc with one abstention.

7. Annual Report and Financial Statements

The Hon Treasurer, John Jutsum, gave a presentation of the key points in the Annual Report and Financial Statements, which had been previously approved by the PCC and had been available in church and on the parish website for the preceding two Sundays. Copies were also available at the meeting.

He reminded the meeting that the year under review on this occasion was that ending December 2019, which was quite a good year financially for the parish. He thanked the treasurers of the various organisations whose financial position is included in the report, and also Pat Swift, the Stewardship Recorder, and Peter Sparkhall for doing the banking.

The key points made during the presentation were as follows:

- the important distinction between the three types of reserves referenced in the report: General, Designated and Restricted
- income to the General Fund from planned giving, collection and donation, Gift Aid and Trust funds was up over the year from £116,667 to £131,125, an increase of 12.4%;
- trading income (concerts, lectures, porch room rent, wedding and funerals) had also increased with the re-ordered building enabling a greater range of events e.g. concert and lecture income was up 400% on the previous year
- this led to a total General Fund income increase of 14.4% from £129,158 to £147,776
- total property costs were almost unchanged with a substantial reduction in lighting and heating costs (the latter from the new heating arrangements) almost balancing increased costs of repairs, maintenance and churchyard upkeep;
- running expenses were slightly increased but the Treasurer noted that the more consistent heating had also reduced the need for organ tuning
- administration costs were slightly reduced with Amberley contributing to the costs of the copier
- total expenses had increased by the amount of the Parish Share paid (£64,524) which was a substantial increase on the amount paid in 2018, covering our own ministry costs, but not contributing the full amount requested
- overall there was a small surplus of £823 on the general fund for the year
- the balance in Designated Funds had increased because the standard transfers into the Masasi and Fabric Funds had been made but no expenditure incurred against them
- the restricted funds also showed an increase mainly due to the fund raising in Minchinhampton for the re-ordering project and in Box for the spirelet regilding
- the re-ordering account ended the year with £72,000 carried forward which was the funding for work on the porch, which has now been completed

The Treasurer invited question on his presentation but there were none.

8. Appointment of Independent Examiner

John Jutsum proposed that GCSD should be reappointed and this was agreed

9. Reports

The Statutory Reports and those from church committees and organisations had been available in church and on the parish website for the preceding two Sundays and were also available at the meeting. These were noted with thanks and there were no questions about them.

10. Any Other Business

10.1. Covid-19

The Rector responded to a number of recent questions and concern that had been raised about how the necessary safeguards during the Covid-19 period are being handled. He stressed that the aim had been to pursue a middle way between too much worry and fretting and behaving in too risky a way. The concerns raised indicate that some reinforcement of safe ways of behaving is now needed and he noted two particular points to address:

- the words of the hymn will not be displayed in future, to address the risk of congregational singing
- numbers at the 10am service have been increasing and this is now starting to be difficult to accommodate with appropriate physical distancing; the Rector mentioned several options for managing this that will be discussed by the Standing Committee and PCC shortly

Questions and comments were invited and the following points were made:

- Nick Petrolito-Lacey suggested spacing in the communion queue particularly needs to be addressed, possibly by space markers; the queue would also move more smoothly if the sanitiser stand was placed further back
- John Jutsum offered congratulations that the church is open for worship and being actively managed
- Linda Jarvis suggested that communion could be delivered at people's seats, as she had observed at Salisbury Cathedral recently
- Pearl Foster had asked to record her huge gratitude for the help and communication from the church she has received since the start of the COVID restrictions that have confined her.

The Rector thanked participants for their contributions and confirmed that further discussions will be taking place to ensure risks are well-managed..

10.2. Holy Trinity Pottery

Peter Lapping highlighted the availability of a range of pottery designed by Aston Pottery, all dishwasher safe and competitively priced. This is a fund-raising activity for the 6Ps and the items would make good Christmas presents. Further information will be in the next Parish Magazine.

11. Rector's Report

The Rector referred to his written report in the Reports provided under item 9.

He thanked everyone who achieved all that was done in 2019 and who had continued to do so under the recent more difficult circumstances. He mentioned a wide range of people organising the church's day to day life and also those who build and maintain links to other community organisations.

He particularly thanked Christine, the Benefice Administrator, and Colin, the Verger until recently, for all they did to maintain our activities.

He gave a short presentation on the developing Strategic Vision Priorities, which have been shared with the PCC and with the congregation on Stewardship Sunday. He stressed that our aim should be to be an organisation that is strategic, rather than just having a strategy that can so easily gather dust on a shelf somewhere.

The key elements in the Vision are:

- three Core Values
- the Vision Priorities Road Map which aims to create a journey of faith for every age group; the chart of the current position shows the most noticeable gaps being around teenagers and young adults and around exploring faith activities
- short goal statements
- resources

Two questions have already been raised about the document at this stage:

- where in our vision is love?
- where in our vision is prayer?

These will need to be thought through, and the document should always be a dynamic one, evolving as we work out what God is doing in this parish and join in with it.

12. Dates

Commissioning of the new PCC will be on 1st November at the 10am service

First meeting of the PCC is on 17th November 2020

2021 APCM date has yet to be confirmed.

The meeting closed at 8.30pm