

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

Held on Monday 23rd April 2018 in Holy Trinity Minchinhampton at 7pm

There were 58 parishoners present and 4 members of the clergy.

Apologies were received on behalf of :- Ann Brookes, Ben Codling, Mary Codling, Mary Davis, Pearl Foster, Sue Gage, Linda Jarvis, Margaret Hunnisett, Judy Little, Alison Wood.

Being in Vacancy the meeting was chaired by Mandy Jutsum, (Church Warden) and was opened by the Revd. Sandy Emery (Associate Priest), who welcomed all those present and led prayers.

THE VESTRY MEETING

The Minutes of the Vestry Meeting held on Monday 3rd April 2017, which were available on the evening, were considered and agreed to be correct. A motion to record this was proposed by Ian Jarvis and seconded by Simon Ritter. After a unanimous vote in favour they were signed by the Chair.

The Election of Church Wardens

Both of the existing Church Wardens had agreed to extend their terms of office by one year, due to the Vacancy and the necessity of seeing Phase One of the 6p's project through to completion, a fact that was warmly welcomed by the meeting in lieu of the outstanding amount of time and committment they had already given to our Church. The re-election of Mandy Jarvis was proposed by Arnold Browning and seconded by Susan Gage. The re-election of Howard Browning was proposed by Julian Elloway and seconded by Kathy Hurst. All those present voted in favour.

There being no further business to discuss the meeting closed.

THE ANNUAL MEETING

The Minutes of the previous meeting held on Monday 3rd of April 2017, which were available on the night, were held to be correct. Proposed by Maryln Browning and seconded by Mick Evans. After a unanimous vote in favour they were signed by the Chair.

Matters Arising: There were no matters arising.

Deanery Synod: There was no election as all four members (Margaret Sheather, Linda Jarvis, Sarah Rogaly and Jamie Dalrymple Hamilton) were all mid-term.

Election of PCC Members: Mandy Jutsum offered grateful thanks on behalf of the whole church community to the retiring members:- Martin Dence, Simon Ritter, Roy Wilson and Alison Wood. Four new candidates had been put forward to election as follows: Catherine Francis - proposed by Mandy Jutsum and seconded by Anne Sutton; Christine Gibson - proposed by Michael Gwilliam and seconded by John Jutsum; Peter Petrolito - proposed by Ian Jarvis and seconded by Virginia Lloyd; Alison Whitaker - proposed by Julian Elloway and seconded by Virginia Lloyd. All four candidates were invited to give a brief resume about themselves to the meeting. All worship regularly at Holy Trinity. It was proposed that Catherine and Christine would be co-opted members until they had been on the Electoral Roll for 6 months and that Michael Gwilliam who had kindly agreed to defer his retirement from the PCC for a further year, due to his invaluable contribution as Webmaster, should also be co-opted. A vote to record their election was taken with all those present being in favour.

Annual Report and Financial Statements: The Treasurer (John Jutsum) proceeded to take the meeting through the Annual Report and Financial Statements which had been approved by the PCC and available for the last two Sundays in the Church. Highlights of his address included:

- He made reference to the essential work done by the Treasurers of many different Church Committes and organisations without whose co-operation and assistance his job would be almost impossible and offered a heartfelt vote of thanks.
- Explained the difference between General, Designated and Restricted Reserves in the Church accounts.
- Referred to the fact that average Church attendance figures had fallen every year for the last four years.
- That Planned Giving and collections from the Plate were both well down in 2017, consequently there had been a significant reduction in the Gift Aid reclaimed.
- Trading receipts had also been affected, but income from the Porch Room had held up better than expected. The Rector had decided there should be no weddings in the Church during 2017, albeit it did not close until August which deprived us of a potential £5,000. Income from donors was down very significantly. On a more positive note, most expenses were also down apart from the Heating. We did however have to purchase a new photocopier for the

Church Office, a Laptop for the Rector (which she has taken with her) and the Church administrator had been paid to do additional hours.

- Re Designated Funds, the balance of the Vosper Fund had been spent on the purchase of chairs; there had been a considerable 'hit' (over £23,167) on the Fabric Fund due to the discovery of asbestos during the early stage of the re-ordering project, which had not been anticipated.
- An additional £1,000 has been given to the Masai Fund.
- Charitable donations in general however, were down.
- In conclusion he stated considerable efforts needed to be made during the course of the current year to redress the decline in income, especially now the Church was open again. He was embarrassed that we were unable to fulfill our Parish Share commitments but with income drastically down our General Reserves were now only just above the minimum recommended by the Diocesan Board of Finance.

He called for questions from the floor of which there was one, as to how the Diocese calculated what Parish Share was due. It was the Treasurer's understanding that it was based on usual Sunday Church attendance and Diocesan running costs.

Appointment of Independent Examiners: A vote was taken on the re-appointment of the Independent Examiners proposed by John Jutsum and seconded by Colin Brookes. All those present were in favour.

Appointment of Sidespersons: Mandy Jutsum made a special point of thanking everyone involved not least because there had been considerable extra work associated with both the period when we worshipped in the School and subsequently when we moved back into the Church, as everything had been re-located.

- 8am Service - Sue Blades was retiring and being replaced by David White and on the third Sunday of the month by Roy Wilson.
- 10am Service - Anne Sutton and Hilary Bellhouse had both served an extra year (normally three years), to encourage others to come forward but Anne had offered to help if anyone cannot make their duty.
- During the year Clare Cooper and John and Ann Gaylor had retired as Sidespeople but Catherine Francis had joined from the start of the year.
- Judy Little and Jackie Natt had agreed to do another year and cover the fourth Sunday.
- David and Elizabeth Brown and Kathleean and Michael Gwilliam have joined the 20 Sunday 'Welcomers' as from the beginning of May.

Reports from Church Committees and Organisations: These had been available from the previous Sunday and on the Church website. A 'typo' was pointed out from the floor in respect of the estimated costs associated with the spire at St Barnabas, Box. It should have read £15,000 not £150,000.

Any Other Business: Reference was made to the arrangements for the Dedication Service with The Princess Royal on Friday 27th April.

Church Annual Report

In lieu of a Rector, the Report was presented by the Church Wardens and the Associate Priest.

Mandy Jutsum - Church Warden: Mandy summarised the year as follows:

- The year had been eventful. After intermittent periods of illness and a phased return to work, Helen our Rector, left at the end of January as she had accepted a new position as Vicar of the Parish of Broadstone near Poole, where she has settled in well and we wish her all the very best in her new post.
- Our Curate Deborah Curram was priested in the summer an occasion of great joy then very sadly, shortly thereafter moved on, however is now happily settled in the Benefice of Wodchester, Brimscombe and Rodborough.
- Accordingly we have been highly indebted to our Associate Priest Sandy Emery who has ensured that the Parish of Holy Trinity Minchinhampton and St Barnabas, Box has continued to run normally. Mandy emphasised that the fact that Sandy makes herself available each week to anyone in need and is always at the end of the 'phone regardless of whether she is officially supposed to be on duty or not, has been invaluable.
- Sandy has been greatly assisted in her work by Linda Jarvis, our Reader and the retired Clergy who have committed to seeing us through another Vacancy. We are extremely fortunate to have such a variety of experienced Ministry in our midst namely: Alison Guy, John Hunnisett, John Anstey, Mike Tucker, Ann Morris, Anthony Roberts and Brian Andrews who although now fully retired has stepped into fill gaps when the need arises.
- Christine Gibson our Church Administrator is someone else who is owed an enormous vote of thanks. She regularly works additional hours to keep the Benefice working smoothly and copes with the unpredictable nature of the job in a friendly and calm manner, whatever happens!
- Colin Brookes has been our Verger for 20 years, opening and closing the Church every day and making sure it is ready not just for religious worship but a wide variety of activities and events, ably assisted by his wife - Anne. During the year Colin suffered a serious illness, was hospitalised and had a long period of recuperation. It was then we discovered how much he really does. Many people filled in during that period but special thanks are due to David Goldsmith, Mick Evans and Tim Mowatt for taking the 'lion's share' of

'Door Duties'. We are delighted to have Colin back but now Anne has had mayor surgery, the roles are reversed in the Brookes household. Everyone wishes Anne a speedy recovery and thank her for all she does in keeping the Church tidy and records kept.

- It has been a very busy year for the various Church Groups, with a strong focus on the re-ordering project and raising the necessary funds. This has in no way reduced the achievements and activities of the various groups in the church, as is reflected in the reports from each group. Please take time to read these reports from the 21 groups! The number of people contributing to the worship, outreach, mission, organisation and maintenance of our church is quite amazing and frequently includes people who are not regular attenders at the traditional services of worship, but want to contribute to the church in this community in some way. The Flower Guild and Magazine Distributors are an excellent example of this, as is the Cleaning Guild who have been having a rest during the work on the Church, soon to be spurred into action again! A point for celebration in the Minchinhampton and Box is the seamlessness between the church and the community and the atmosphere of collaboration that exists between different organisations within the town and the village.

The Associate Priest's Report: The Rev: Sandy Emery provided a report the main points of which were as follows:

- The Church's primary was Mission - sharing God's love in the community and she felt this was alive and well in our Church community. She quoted examples of mission as the fund raising for the 6P's, shared services across the Benefice, the Ministry team which co-operate closely, 'Churches Together' Anglican Baptist and Methodist all meeting regularly.
- She highlighted the success of Messy Church - 54 children at the last one, albeit Junior Church is struggling.
- There is a very good relationship with Minchinhampton School and Sandy who goes in there every second week, would appreciate volunteers who could help in this respect.
- She referred to the new initiative of giving children who are baptised a Teddy Bear which they are encouraged to bring back to the Church on the anniversary of their Baptism.
- There had been a very significant number of funerals and in the Rector's absence she expressed her immense gratitude to the retired clergy in this respect.
- She specifically thanked Michael Gwilliam for the excellent work he did promoting the Church through our website. She suggested going forward we needed to look at ways of improving our presence on social media if we were to stay relevant to the young.
- She thanked all those associated with the Parish Magazine especially Angie Ayling. She also highlighted the significant roll played by those who distribute it, in keeping the clergy and the Pastoral Care team (lead so expertly by Linda Jarvis), informed where intervention might be appreciated.

- She concluded by thanking every one in the Church Community for their unstinting efforts and expressed her confidence in the prayer life of our Church going forward.

Howard Browning - Church Warden: Howard updated the meeting on the 6P's re-ordering project, the main points being as follows:

- The project had been in planning since 2015, prompted by the availability of a grant from the David Thomas Trust albeit the actual cost of the first phase of the project had transpired to be nearly double it. Almost two years had been spent in negotiation with the Diocese but the effort had been worth it, as it was held ultimately to have been the best presentation of its type they had seen. Work had eventually started in August 2017 but were immediately beset by unexpected problems including significant asbestos and a broken drain under the Nave of the Church, which caused unforeseen delays and additional expense.
- He went on to offer heartfelt thanks to the main Contractor - Nick Mills and his team of dedicated and skillful craftsmen, the Building Group, the Fund Raising Group, all those who had offered financial support and crucially to the Congregation for putting up with all the disruption.
- Finally he added albeit Phase One was nearly complete there would be a need for additional fund-raising going forward as more work was scheduled on the Porch, the sound system etc.

The New PCC: The new PCC will be commissioned on Sunday 29th April 2018 at the 10am Eucharist in Holy Trinity.

2019 APCM: The date for the next APCM was set for Monday 29th April 2019 at 7pm in Holy Trinity, Minchinhampton.

Questions were then taken from the Floor:

The current position with Vacancy was raised. Mandy Jutsum explained that following a recent meeting of the PCC with the Archdeacon, it was hoped it may be possible to make an appointment by Christmas. Steps had been taken to start preparing the Parish Profile in conjunction with Amberley and while the Archdeacon was on her 3 month sabbatical Bishop Rachael would be closely involved.

There being no further business, the meeting concluded by saying The Grace and ended at 8:45pm.