

Minutes of the Annual Parochial Church Meeting

Held at St Andrew's Church, Sonning

On 22nd April 2015 at 7:30 pm

1. Opening prayers

The Vicar welcomed those present (47 parishioners attended; their names are recorded). Prayers were said for all Christians being persecuted and Jamie lit the Pascal candle as a reminder. A hymn was then sung.

2. Appointment of Secretary

Jamie Taylor asked if everyone was happy for Shirley Chard to be appointed Secretary for the meeting. No objection was received, so Shirley was appointed.

3. Apologies

Apologies were received from 17 parishioners, whose names are recorded.

4. Election of Churchwardens and Deputy Church Wardens

Mark Sullivan and Liz Nelson were elected Church Wardens. Liz was duly re-elected due to having served for one year of the five year term. Mark was elected for his first year of the five year term. Liz was proposed by Molly Woodley and seconded by Sue Peters. Mark was proposed by Terry Hunt and Seconded by Liz Nelson.

Molly Woodley and Perry Mills had agreed to continue to serve as Deputy Churchwardens of St Andrews and were duly re-appointed.

5. Minutes of Annual Parochial Church Meeting held on 24th April 2013 & 22nd April 2014

Due to a change in Webmaster, the minutes had not been posted on the website one year ago, hence only the PCC members had seen the minutes. Hence, two sets of minutes were approved at this meeting. Jamie duly signed them.

6. Matters arising from Minutes

There were no matters arising.

7. Vicar's Report

Jamie mentioned how pleased he was that we now had planning permission for the new building. He also mentioned his thanks for the fundraising efforts as we now have over £300,000 and in particular Jamie mentioned Stuart Bowman's swim across the channel to raise funds. Stuart is planning to do another swim of the channel and will do it both ways next time. Jamie told everyone that Perry Mills was managing the new hall building project and that we hoped to be able to appoint a contractor soon.

Then Jamie turned his attention to the appointment of the new Director of Music, Chris Cromar. He said the junior choir were doing really well under Chris. He then brought attention to the report Chris had written in the APCM written booklet where he mentioned that the organ did not support the congregation. Jamie explained that he held the same view and that when the organ was renovated back in 2001 the PCC were acting on Diocesan advice given at that time, which in retrospect was not necessarily the best advice for the church and its congregation. However, we are where we are and will need to do something about this in the future but not now as we have more than enough work to deal with at the present time.

Jamie thanked the Church Wardens for all their hard work and especially thanked Terry as he was leaving his post of church warden after five years of hard work as a warden. Jamie said he

had been pleased to work with Terry and presented him with a bottle and a framed photo of the tower as tokens of appreciation. Wendy Hunt was also presented with a plant to thank her for her support for Terry whilst a warden. Terry said a few words of thanks and said he would say more later in the meeting.

The Parish Magazine has been very successful in its new format and Jamie expressed his thanks to Tom Farncombe for supplying some excellent photos for the front cover and in appreciation of this presented Tom with a framed photo of the Tower (a photo taken by Tom), as Tom will be moving away from Sonning before too long.

Jamie also thanked his ministry team and Sonia for all their hard work and support throughout the year.

Jamie is looking forward to working with the PCC on the next five year plan, which is hoped to be worked on later this year.

8. Treasurer's Report and Financial Statement of Parochial Church Council

John Scoble introduced the Financial Statements for 2014 to the meeting by explaining that there were two sets of papers to look at, just like last year. These were the formal accounts and the summarised accounts.

Looking at the Summarised Accounts and excluding the new hall figures, General Income exceeded Expenditure by £14,000. Using rounded figures to discuss the accounts John explained that £4,000 of this was due to general ups and downs in the figures over the years. The other £10,000 was money transferred to the mission and development fund to match the 5% outside giving.

John went through some of the headings and commented on a few individual figures

INCOME

- The total of all donations was down by approximately £4,000, although regular donations have remained much as last year. He once again encouraged that even more people should switch to Standing Orders.
- Any questions about donations, John asked that people ask afterwards, or talk to Richard Moore, who looks after the practicalities of the donations we receive.

EXPENDITURE

- Parish Share
 - John noted the parish share figures and explained that the PCC had paid less than requested as it was felt that the method for the basis of payment needed revision and we were not the only parish paying less. For 2014 our share was set at £112,600 and we paid £90,000 and for 2015 we have been requested to pay £102,200 and have decided to cap this at £80,000 as we still believe the Diocese should be doing more to reduce costs.
- Outside Giving – this is calculated at 5% of most receipts
 - Additionally, we provide funds for Mission and Development within the parish, so have allocated a further 5% of most receipts to the Mission & Development Fund as mentioned above.
- Property
 - The piano costs are included here.
- New Building
 - John included separate figures for the New Hall and explained that he felt they were self-explanatory. Most of the expense so far had been on Architects fees and

Consultancy fees for things like conservation, tree protection work and ground work investigation.

NET TOTALS

As explained earlier, excluding the new hall and piano costs we have an overall surplus in 2014 of some £14,000, but with the piano and new hall added in, it shows as £53,000.

JUBILEE HALL

These figures are included in the Income and Expenditure figures above, but have been repeated in the hand-out, so that all can see exactly what the separate costs for running the Jubilee Hall are

- The Income (Hall Letting) includes an amount charged against Church Expenditure, for when the Jubilee Hall is used by us.

BALANCE SHEET

John then moved onto the other side of the same sheet, which is a summarised Balance Sheet. Although looking quite complicated, John commented on a few figures and headings, to help all to understand more easily where we are. John said he would happily take questions later if necessary.

The top half shows the movement over the year in the main funds.

For all of these, you've got the:

- Opening Balance
- Income and Expenditure
- The Balance after these items
- Transfers between Funds
- Again, the Balance after the Transfers
- Any gains and losses on investments (which only applies to invested money)

The bottom half of the form, if you look along the headings, shows where all our assets for these various funds are held.

FORMAL ACCOUNTS

The Formal Accounts are set out in the format which the Charity Commissioners require. The back page contains the Independent Examiner's Report.

John then said a big Thank You to Allan Williams, who has again carried out the Independent Examination and asked that our thanks be passed to him.

Jamie gave Wendy Williams a small gift as a token of our appreciation to be passed on to Allan.

John also thanked Richard Moore who is our Stewardship Co-ordinator, and who weekly records details of all the regular donations received, so that we can claim tax back from the Inland Revenue and along with others is also looking after the New Hall Appeal, so John thanked all involved with that too. John also thanked all those who do the banking each week, opening the individual envelopes we receive, counting up all the money and paying it in to the bank.

John then asked if there were any questions. There was only one question about why we had expenditure for the piano when it was paid for by a donation. John explained that for accounting purposes it was entered under income and expenditure.

RESOLUTIONS

- To accept the Formal Accounts for 2014.

Jamie thanked John for his report and recommended the Financial Statements to the meeting

Proposed by Perry Mills and Seconded by Richard Moore – this was unanimously carried by the meeting.

9. Presentation of Terrier and Church Wardens Report

Terry Hunt spoke for both Church Wardens.

He drew attention to the Terrier and Logbooks for the church and invited attendees of the meeting to inspect them, so they could see where necessary work had been paid for.

He noted that in St Andrews we have many volunteers and he thanked all of them, noting that not all are seen on a Sunday, but work behind the scenes to keep the church going.

He mentioned Caroline Taylor for supporting the Vicar throughout the year and being so supportive to the Wardens. She was presented with a floral gift as a token of appreciation.

10. Deanery Synod Election

The following members of the PCC that were Deanery Synod members were duly kept in office as they had not reached the end of their 5 year term. They are Richard Moore, Molly Woodley, and Terry Hunt. Rory Symes had been co-opted to replace David Duvall during the year so was duly proposed by Liz Nelson and seconded by Terry Hunt and unanimously elected. Also Heather Hine had completed her 5 year term and was replaced by Hilary Rennie who was proposed by Terry Hunt and seconded by Shirley Chard and unanimously elected.

11. Election of members to the PCC for a three-year term

The only new PCC members were Deanery Synod members so dealt with under item 10 above. PCC members that have left were thanked at the last PCC meeting and were Heather Hine and Peregrine Chard.

12. Election of Sides-people and Chalice Administrators for St. Andrew's

The team of Sides-people and Chalice Administrators was available for inspection by anyone at the meeting and had not significantly changed from last year. Jamie requested that we elect those listed and presented the list to the meeting for re-election.

Proposed by Mark Jordan Seconded by Terry Hunt and carried by the meeting.

13. Electoral roll

Jamie drew attention to the section of the Annual Report that refers to the Electoral Roll and read the following statement:

"At the APCM in April 2014 there were 298 people on the Electoral Roll. The total number on the new April 2014 Electoral Roll is 295".

14. Reports

Jamie drew attention to the written reports that form part of the Annual Report in the printed booklet.

There were no questions about the written reports.

15. Appointment of Independent Examiner

Jamie thanked our Independent Examiner, Allan Williams. Then the resolution to appoint the examiner for 2015 was taken as follows.

- To appoint Allan Williams as Independent Examiner for 2015.

Proposed by John Scoble and Seconded by Terry Hunt – this was unanimously carried by the meeting.

16. Any other business

- a) Jamie thanked Molly and the Social Committee for providing the drinks at this meeting.
- b) Jamie mentioned the VE Day Concert on 8th May in St Andrews and encouraged people to attend.

17. Closing prayers

The meeting closed at 08:30 with prayers from Alison Waters and a hymn was sung by all.

Signed: _____

Date: _____