

Parish Meeting & Annual Parochial Church Meeting - Monday 18th April 2016

Chaired by: Revd Marcus Nelson

7.30pm Welcome and Opening Prayers were said by Revd Marcus Nelson

7.35pm: Parish Meeting

Election of wardens

Name of candidate	Proposer	Seconder
Alison Edmonds	Nigel Currie	Andrew Wood
Philip May	James Rimmer	Will Hull

There was a unanimous vote to elect Alison Edmonds and Philip May as the new churchwardens.

MEETING CLOSED.

7.40 pm: Annual Parochial Church Meeting

1. Apologies:

Stephen Browne
Julie Browne
Kate Pinfold
Dave Thyer
Jane Lings
Tony Low

Sue Rowlands
Andy Hogg
Margaret Thyer
Tim Snowdon
Sarah Douglas
Helen Stroud

Present & signed in:

David Aberdeen
Margaret May
Hope Carey
Julia Dunn
Gina Coleman
Lisbet Heath
Sarah Wood
Joyce Stocks
Nigel Currie
James Rimmer
Pauline Roberts

Alison Edmonds
Rosie Low
Paul Rowlands
Graham Syrett
Gilliam Jooman
Katheryn Caithness
Andrew Wood
Jackie Burnell
Margaret Williams
Margie Adams
Mary Parsons

Sophia Feliz
Sally Wood
Vanessa Conte
Della Nelson
James Taylor
Sally Taylor
Nick Stroud
Ann Baker
Rich Sayer
Catherine Green
Polly Wingate-Saul

Sue Budd
Chris Budd
Chris Smith
Ruth Rimmer
Kevin Froud
Ian Caithness
Martin Lings
Tim Bushell
Nigel Clifft

Emma Bell
Simon Pugh-Jones
Cliff Jeal
Val Jeal
Paul Crocker
John Swainston
Heather Cressy
Enid Salvidge
Kyle Douglas

Rick Parsons
Helen Aberdeen
Richard Pendlebury
Laura Pendlebury

2. Minutes of the last meeting

Agreed as an accurate record and signed by Marcus Nelson.

3. Matters arising.

No matters arising.

There was 1 query about the 2014 report which was circulated at the 2015 meeting. It was confirmed that during 2014 there had been a change in age of YP moving up from Sunday school from 11 years to a lower start age of 10 years.

4. Elections and appointments:

a) Election of PCC members:

There were 8 nominations for 10 spaces:

Name of candidate	Proposer	Seconder
Nigel Currie	Val Jeal	Joyce Stocks
Polly Wingate Saul	Martin Lings	Nigel Currie
Simon Pugh Jones	Nigel Currie	Katheryn Caithness
Katheryn Caithness	Will Hull	Nigel Currie
Chris Smith	James Rimmer	Philip May
Sally Taylor	Della Nelson	Kirsty Johns
Kyle Douglas	Della Nelson	Heather Cressy
Helen Aberdeen	Alison Edmonds	Gina Coleman

There was a unanimous vote to elect the above onto the new PCC.

The full list of PCC members for 2016-17 is therefore as follows:

Revd Marcus Nelson	Incumbent
Revd Minty Hull	Curate
Mr Richard Pendlebury	Licensed Lay Minister
Miss Alison Edmonds	Churchwarden
Mr Philip May	Churchwarden
Mr Andrew Lucas	Ex-officio through Diocesan Synod
Mrs Ruth Rimmer	Ex-officio through Diocesan Synod

Ms Vanessa Conte	Ex-officio through Diocesan and Deanery Synod
Mr John Swainston	Ex-officio through Deanery Synod
Mrs Ann Baker	Ex-officio through Deanery Synod

Elected members:

Mr James Rimmer	until 2017
Mr Nigel Currie	until 2017
Mrs Sally Taylor	until 2017
Mr Andrew Wood	until 2018 (Treasurer)
Mrs Helen Aberdeen	until 2018
Miss Polly Wingate-Saul	until 2018
Mrs Katheryn Caithness	until 2018 (Secretary)
Mr Chris Smith	until 2019
Mr Simon Pugh-Jones	until 2019
Mr Kyle Douglas	until 2019

b) i) Appointment of assistant wardens:

David Aberdeen	Kevin Froud	Kate Pinfold
Nigel Currie	Kyle Douglas	Nick Stroud
Sally Wood	Will Hull	Polly Wingate-Saul
James Taylor	Nick Stroud	

The above list of names were presented to, and agreed by the meeting along with approval that if the wardens felt that they needed to add anyone else to the list then they would be free to do so.

Unanimously passed.

ii) Appointment of welcomers:

Margie Bushell	Nigel Clift	Heather Cressey
Cliff Jeal	Val Jeal	Laura Pendlebury
Pat Goddard	Ruth Pitter (reserve)	Jeanette Plumb
Simon Pugh-Jones	Ali Taylor	

The above list of names were presented to, and agreed by the meeting along with an approval that if the wardens felt like they needed to add anyone else to the list then they would feel free to do so.

It was also noted that some of the young people are also helping with welcoming.

Unanimously passed.

c) Agreement of the standing committee and leadership team:

Marcus asked the meeting that this is agreed at the first PCC.

Agreed by show of hands.

d) Independent Examiner

Kevin Froud proposed and Richard Pendlebury seconded that Burton Sweet be appointed as our Independent Examiner

Agreed by show of hands.

e) Electoral Roll Officer

Marcus thanked Margaret May for her work as Electoral Roll Officer over the last year and asked for support that she continue in this role.

Agreed by show of hands.

5. Reports

a) Annual PCC Report (Vicar) including any questions. &

b) Fabric Report (Churchwardens) including any questions.

Attendees broke into small groups to discuss the content of the Annual Report which contained the Churchwardens' fabric update and were asked to feedback initial thoughts and questions, details of which are below:

- There is a lot of activity and there are often requests for support. The PCC were asked to look at the balance and need for support. Marcus confirmed that resourcing our activities will be a serious consideration for PCC and thanked those who have supported during the past year.
- Pastoral Care group - it was noted that this group had not met and that it was a bit in limbo at the moment. Marcus explained that this is an area that Minty will pick up again.
- There was some discussion about the weekly newsletter and whether or not it was a sufficient replacement for the monthly bulletin which had previously been used. Marcus explained that we are trying to improve communication and that this will be reviewed along with other areas to ensure that our correspondence is as clear, effective and accessible as possible.
- There was a query about the large amount of the material in the review and asked whether this is what is actually what is wanted or needed? Another document that we are obliged to complete is the Charity Commission Report and that might provide a good basis for an Annual Report. There were some suggestions of ways to improve the report which were noted for consideration for 2017.
- It was noted that there was a great network of people who look after each other and we agreed that this was both encouraging and should be acknowledged formally.

- Midweek Groups - there are now a number of midweek groups meeting which include about 70 people (about ½ the church) again, this is an encouraging reflection.

c) Electoral Roll (Officer - Margaret May)

This year the Electoral Roll was revised. In 2015 there were 141 on the roll. We have had 4 leave and 12 join. Therefore the confirmed number for 2016 is 149.

d) Financial Report (Treasurer - Andrew Wood) including any questions.

Andrew started by reading Ephesians 1 v 15-23. He then spoke to his presentation (see separate Powerpoint presentation). The following bullet points are the main points of his presentation:

- As an organisation, our main income is through Standing Orders on which we are very tax efficient. We also receive income through building lettings. Following the Gift Day approximately 25% of the existing standing orders have been revised upwards.
- In 2015 we had a deficit of £13.1K. The budget for 2016 projected a deficit of £14.1K. This was almost exactly matched by the income raised through the Gift Day.
- Our largest outgoing is Parish Share. For 2016 the Diocese asked PCC's to consider increasing their share by 5%. PCC decided that their pledge for 2016 would remain at the same level as 2015 given the projected budget.
- After the Parish Share, our biggest cost is in salaries. There will be some saving in the 2016 budget due to the Music Co-ordinator post coming to an end in May 2016 rather than the end of the year.
- 10% of our giving is for mission support. Mission Partners are supported for a 3 year period and reviewed. Some savings also on the Children, Youth and Families Minister post which was vacant for a few months.
- Operating costs estimate at £3.5K per week.

The next part of Andrew's presentation and the largest item for discussion was the St Matthew's Playgroup which is very successful in many senses. Financially, it has always generated about £10K surplus. Over the past few years it has contributed by paying approximately £9K per annum for hall hire. Playgroup is our direct responsibility and it's staff are employed by the PCC. There has been a drastic change in the Playgroup's finances over the last 3 years in 2015 there was a deficit of slightly above £13K.

The following points of clarification were made in response to questions from the floor:

- In 2014 we transferred £15k from Playgroup funds to St Matthew's funds given the Playgroup's surplus at that time.
- Grant income to the Playgroup comes from the 15 hours provided for 3 and 4 year olds which is funded by Bristol City Council.
- Staffing levels are quite high for the numbers of children on role.
- There is a compulsory contribution to a Pension Scheme payable by St Matthews PCC as the employer of the Playgroup staff. The amount, which is 1% of salary, is important but not significant in broader terms.
- Voluntary contributions from parents have reduced, as a result the Playgroup has decided to take on more 2 year olds, which has implications for increased staffing levels.
- There was some discussion about the Governments proposals for 30 hours nursery provision per week per child and whether this would be possible given our hall availability.
- There was some discussion about how the work of the playgroup integrated with the mission of the church and also recognition that it does provide employment for 7 people.

Richard Pendlebury thanked Andrew for his work and for his input to this meeting. Andrew thanked Martin Lings who manages the accounts on the day to day basis for which Andrew is very grateful.

Mary Parsons noted that the PCC report back to the congregation has fallen off and it is helpful for people to know in a timely way what the PCC has been discussing and agreed.

6. Feedback from the recent Church Weekend Away at Brunel Manor - Polly Wingate-Saul

Polly updated those who had not been present on what the weekend had encompassed. It focused on Ephesians which was written as an encouragement to the church in Ephesus and can also be an encouragement to us. The opportunity to go away for the whole weekend allows time for reflection and meditation on God's word which is not normally possible during the week. Encouraging, praying for and supporting each other.

All the talks from the weekend have been uploaded to the website. Thanks to Rick Parsons.

7. AOB

Philip May thanked Nigel Currie and Alison Edmonds for taking on the role of Churchwarden whilst the church was in vacancy and since. It was acknowledged that they had put so much into this and that it was a huge task to take on.

Nigel thanked Alison for her collegueship and Phil for stepping up to take on the role as he steps down, Nigel also thanked Polly for her work on the kitchen which has ensured that St Matthews scored 5 stars in the recent hygiene rating inspection.

James Rimmer thanked Katheryn Caithness for her efforts as PCC Secretary.

8. Vicar's Talk

Marcus spoke briefly on Romans 13v12. His talk is available as a podcast on the website to be listened to again.

<http://stmatthews-bristol.org.uk/2016/04/annual-parish-meeting-apcm-3/>

9. Closing Prayers