

Minutes for the Meeting of Parishioners and Annual Parochial Church Meeting Holy Rood Church, 4:30pm Sunday 28th April, 2019

Attendees: 125 of which 5 were clergy.

Chair: Rev. Richard England

The meeting was preceded by a parish cream tea.

1. Opening Prayer

Rev. Richard England welcomed people to the meeting. He prayed for the meeting using the collect for the Sunday after Easter.

Meeting of Parishioners

2. To consider a Motion, as allowed under the Churchwardens Measure, to permit James Nolan, who has completed six years as Churchwarden, to stand for a seventh year

Rev. Richard England explained that there were a couple of reasons why this was being proposed. There were some issues being worked on by the vicar and churchwardens where continuity would be very helpful and he had had an offer from a good candidate, but it would be easier for them if they didn't start until 2020. The meeting showed their confidence in Jim and their willingness for him to continue.

The motion was put to the meeting

Proposed: Julie Mizen **Seconded:** Simon Swindells **Result: passed** unanimous

3. Election of two Churchwardens

James Nolan and Julie Mizen were the only candidates and were therefore elected. The meeting indicated their support for Jim and Julie.

Annual Parochial Church Meeting

4. Confirmation of Minutes of 2018 APCM

The meeting indicated their acceptance of the minutes. There were no comments.

5. Election of new members of the PCC (4 for 3 years)

There had been four candidates Robert Byles, John Guest, Dan Terry and Ruth Williams. They were therefore all appointed without an election. The meeting showed their support for the candidates.

6. Motions that provide better representation for St. Edmund's and change the membership of the PCC

Simon Swindells, the PCC Secretary, explained why these two motions were being proposed. The two motions were separate, but also linked by the people they would affect in the short term. The intent of both motions was to set a pattern that would work into the future. The PCC had discussed the issues and approved the motions coming to the Annual Meeting.

- **Motion:** To approve the Scheme to provide for two deputy churchwardens from St. Edmund's who are ex-officio members of the Crofton Parish PCC. (See attachment for the Scheme details.)

Simon said that St. Edmund's had seen a steady growth is now as large as many parish churches, but it is still small compared to Holy Rood and it is felt unlikely that people from St. Edmund's would be elected to the PCC. The PCC had felt that representation was necessary, and, in particular, the PCC needs the input from someone who understands the special care and attention the building needs. The Church Representation Rules [CRR] have options for parishes with more than one place of worship. The best way forward was to appoint deputy-churchwardens for St. Edmunds as allowed by the CRR; these deputy-wardens can be ex-officio members of PCC. St. Edmund's currently has sub-wardens, this role is not legally defined, however the deputy-churchwardens would have the same responsibilities.

The motion needs confirming by the Bishop's Council, so would not come into effect until 2020. The proposal was for the current sub-wardens, Sorel Mitchell and Gary Willcocks to be the first deputy-wardens.

The motion was put to the meeting after the second motion had been explained.

It was noted that the motion needed a two third majority to pass.

Proposed: Simon Swindells **Seconded:** Julie Mizen **Result:** passed, unanimous

- **Motion:** That, from 2020, Readers will no longer have an ex-officio place on PCC. Simon said that at some point in the past the parish had agreed that Readers should have ex-officio places on the PCC, this was therefore not the normal position. There is currently inconsistency in that one Reader takes the ex-officio place, another is on the PCC as an elected member and the third does not attend PCC. There was concern about having too large a PCC. The point had also been made that Readers' calling was to ministry, not governance.

The motion was put to the meeting.

Proposed: Simon Swindells **Seconded:** Jim Nolan **Result:** passed, unanimous

Simon said that for the next year the PCC had agreed to co-opt Sorel Mitchell onto the PCC and Gary Willcocks would continue on the PCC as a Reader; therefore the PCC would start to operate in the way that will continue in 2020.

7. **Presentation of the Charlie Crane Cross (for quiet and often unseen service to the church)**

Rev. Richard England presented the Charlie Crane Cross to Dave Brown. He said Dave may not be the quietest, but after he returned to work during the year the breadth of Dave's volunteer work in the church during the week was obvious from the number people who had to be found to fill the gaps.

8. Review of 2018

- **Holy Rood and Parish Centre fabric**

Jim Nolan noted that the tree outside the Centre entrance had been cut down because it was rotting. The fabric and electrical inspection were satisfactory. There had been a theft of lead, it had been replaced and the insurance claim processed.

Looking forward, a faculty to replace the Holy Rood pews and assorted styles of chairs with new chairs was close to being approved. There were plans to tidy the Centre garden.

- **St. Edmund's Fabric**

Gary Willcock said that there were no new building works in 2018. However vandalism to the Flower Vestry and East window were now repaired. All required Inspections had been done. 2018 was probably the first time there were three services at Easter with 130 people attending. Thanks to FOCOC. Question on FOCOC money raised – near to £1M RE Janet and Brian Newman stepped down from FOCOC committee – founder members 37 years ago.

- **The Electoral Roll**

Mike Terry reported that the electoral roll, which was completely refreshed this year, was 369. There were 85 new members while 127 had not signed up again. Approximately 70% of the members live in the parish.

- **Family Fun Afternoons**

Sarah Donaghy, one of the Family Fun Afternoon leaders, talked about the first year of the Afternoons. The Family Fun Afternoons have reached new families, one had said they were a “most welcoming place”. Others who previously wouldn't go near church have become regulars. The diocese had given a £5000 grant towards the costs. Over 1000 different people have attended, 75% were not from families who come on Sundays.

- **Parish Finances**

Steve Lazell, the parish treasurer, reported that in 2018 highlight there was a £20,000 surplus. The generous response to the gift day and staff vacancies were the main contributors. However, excluding them, income was less than expenditure.

The 2019 budget has a deficit £25,000 because of increased staff costs and share contribution. This can be covered by reserves, but there were challenges going forward. Steve proposed that Richard Kendal, a chartered accountant and member of the parish examine the accounts next year. This was accepted by everyone present.

9. Reception of the Annual Report

Rev. Richard England asked if the meeting were prepared to receive the Annual Report as a true reflection of 2018. There was unanimous agreement.

10. Vicar's assessment of 2018 and Parish Vision for the Future

Rev. Richard England looked at the progress made towards fulfilling the development areas identified in the parish's 2020 Vision which had been launched at the start of 2018. He also indicated some new initiatives that were being planned.

A deeper prayer life – prayer walking takes place every Wednesday, there have been weeks of prayer during Holy Week and Pentecost, we will participate in the Thy Kingdom Come prayer initiative again this year. The monthly prayer meeting is now led by Richard.

A new vision for discipleship – this is being weaved into all areas of parish life

A plan for our buildings – A PCC task groups is being set up to consider options for Holy Rood and the Parish Centre.

A new start for our Home Groups – this is still being examined.

Developing our existing services and starting new ones – the 11:10 service has settled in St.

Edmunds, other options are being considered.

Supporting our ministry areas and starting new ones (Seniors) – Richard introduced Jenny Wilford who has volunteered to look at how to develop new work with Seniors in the church and community. The original plan was for a paid post but Jenny had offered to work unpaid. Working. Richard prayed for Jenny and the parish's work with seniors.

A Community Week – this is being planned for July 2020.

Julie Mizen then expressed the feeling of thanks to Richard and to God for what is happening. She prayed for Richard. Then Julie expressed thanks to everyone in the congregations who contribute to the life of the parish. She prayed for all in the parish family.

11. Close

The meeting closed at 18:10. It was followed by a time of worship and prayer.

Appendix - Scheme: To provide for two deputy churchwardens from St. Edmund's who are ex-officio members of the Crofton Parish PCC

Relevant legislation: Church Representation Rules [CRR] Section 18 - Parishes with more than one Place of Worship.

Background: Crofton Parish has two places of worship – Holy Rood and St. Edmund the Martyr. Holy Rood has a considerably larger congregation than St. Edmund's, the Parish Centre, including the Parish office, is attached to Holy Rood and the majority of the Parish activities are based there.

St. Edmund's traces its history back to the Domesday Book. The medieval building had fallen into a poor state of repair by the 1980s and the only service was an 8am BCP Holy Communion on first Sunday of Summer months. The Friends of Crofton Old Church was formed to restore and care for the building. Thanks to their extensive fund raising and work the building is now in excellent condition; although any new work done on the listed building needs special care and expertise.

Not only has the building been restored, the congregation has flourished and grown so that the Average Sunday Attendance is 66 and the Worshipping Community is 162. There are two Sunday services twice a month and one service on all the other weeks. To assist in the running of the services two sub-wardens were appointed several years ago.

Currently groups and individuals who have a significant role in the operation of St. Edmund's are two sub-wardens, the congregational team and the Friend's of Crofton Old Church.

Even though the church has grown, currently the only representation on the Parish PCC is through a Reader, Gary Willcocks, with an ex-officio place after a Parish APCM approved Readers having a place on PCC. As the number of Readers in the Parish have increased the PCC is proposing to revoke this arrangement at the next APCM. The PCC, however, recognise that the St. Edmund congregation warrants representation on the PCC, and that the PCC could not fulfil the governance required from them without representation from St. Edmunds. In particular, the PCC recognise the need to have someone with a detailed knowledge of the special requirements needed in the care of the St. Edmund's building. Fortunately for the PCC Gary Willcocks had provided these skills.

Overview of the Scheme: The scheme provides for the appointment of two deputy churchwardens from the St. Edmund's congregations. These deputy churchwardens will be responsible to the vicar and Parish churchwardens. Some responsibilities will be delegated to them from the Parish churchwardens.

It is expected that the deputy churchwardens will understand and contribute to the smooth running of the church and that at least one of them will be aware of the maintenance requirements of the building.

The St. Edmund's deputy churchwardens will become ex-officio members of the Crofton Parish PCC.

Responsibilities delegated to deputy wardens:

- Ensuring the St. Edmund's church is open and ready for services and other events.
- Recommending, training and organising rotas for St. Edmund's stewards.
- Overseeing the handling of monies collected at services and ensuring it is passed to the Parish Finance Team.
- Ensuring the St. Edmund's building and grounds in good order. This includes organising the quinquennial inspection, making recommendations to the PCC for work needed and managing the implementation.

These may be varied by agreement between the deputy churchwardens, vicar and Parish churchwardens. The PCC should be informed of any change.

The deputy churchwardens should also make the pastoral needs within the St. Edmund's congregation known by the Parish leadership team.

Note that these responsibilities may be further delegated by the deputy churchwardens.

Method of appointment: The St. Edmund's deputy churchwardens will be appointed by the Vicar and Parish churchwardens. The decision is ratified by the PCC. When deciding the people to be St. Edmund's deputy churchwarden the Vicar and Parish churchwardens will consider the need to have at least one person who has knowledge of the St. Edmund's fabric.

Length of appointment: the appointment is made for one year.

Maximum term of service: The expected maximum period of uninterrupted service is six years. This may be extended on the suggestion of the Vicar and Parish churchwardens and agreement of the PCC.

Date this scheme comes into effect: The scheme will take effect at the Crofton Parish 2020 APCM. [This assumes the scheme is confirmed by the Bishop's Council].