

Parish of St Augustine, Tonge Moor

MEETING OF PARISHIONERS
7TH MAY 2023 AT 12.00PM
(following mass at 10.30am)

AGENDA

1. Apologies for absence
2. Minutes of the Meeting of Parishioners 15th May 2022 (*below*)
3. Matters arising
4. Election of Churchwardens
5. Date of next meeting
6. Close of Meeting

MINUTES OF THE MEETING OF PARISHIONERS HELD 15/5/22

1 Apologies for Absence

Apologies were received from Mandi Watson, Lesley Emerton, Diane Bloor, David Morley, Paula Holmes-Patel, Joyce Harwood, Ken Fisher, Sandra and Dougie Smith.

2 Minutes of the meeting held on Sunday 9th May 2021

There being no amendments it was proposed by Pam Davies and seconded by John Harrison that the minutes be accepted as a true and accurate record.

Carried unopposed

3 Matters arising

There were no matters arising.

4 Election of Churchwardens

One nomination was received from Ruth Taylor who was elected unopposed.

5 Date of next meeting

The next meeting will take place on Sunday 7th May 2023 following Mass at 10.30am.

Fr Tony closed the meeting at 11.55am.

THE ANNUAL PAROCHIAL CHURCH MEETING

TO BE HELD ON 17TH MAY 2023
Immediately following the Meeting of Parishioners

AGENDA

1. Apologies for absence
2. Minutes of the Annual Parochial Church Meeting 15th May 2022 (*opposite*)
3. Matters arising
4. Elections
 - a. Deanery Synod
 - b. Members of the PCC (The first meeting of the new PCC will take place following this meeting to appoint Officers)
 - c. Independent Auditors
 - d. Parish representative on the Deanery Pastoral Committee
 - e. Parish representative on the *Building Bridges* project
5. Reports
 - a. Membership of the Electoral Roll
 - b. Parochial Church Council
 - c. Financial statements of the PCC for the previous year
 - d. The fabric, goods and ornaments of the Churches
 - e. Deanery Synod
 - f. Parish Safeguarding Co-ordinator
 - g. Sunday School
 - h. Bible-study Group
 - i. Messy Church
 - j. Brownies
 - k. Walsingham Cell
 - l. Mother's Union
 - m. Pastoral Visiting Group
 - n. Social Committee
 - o. Coffee shop/sunday mornings
 - p. Garden Group
 - q. Flower group
 - r. Church Cleaning
 - s. Crafts Group
 - t. Litter Pickers of Tonge Moor
 - u. Building Bridges project
6. Incumbent's Report
7. Any Other Business (to be notified before the meeting)
8. Date of next Annual Parochial Church Meeting
9. Close of Meeting

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING HELD 15TH MAY 2022

1 Apologies for absence

Apologies were received from Mandi Watson, Lesley Emerton, Diane Bloor, David Morley, Paula Holmes-Patel, Joyce Harwood, Ken Fisher, Sandra and Dougie Smith.

2 Minutes of APCM held 9th May 2021

There being no amendments it was proposed by Linda Parkington and seconded by Margaret Mullen that the minutes be accepted as a true and accurate record.

Carried with one against and one abstention.

3 Matters arising from minutes of 9th May 2021

There were no matters arising.

4 Elections

a) Deanery Synod

As Pam Davies has now joined General Synod her place has become available on Deanery Synod. Gill Browne-Townley was elected unopposed.

b) Members of PCC

Church representation rules state that the number of places available on PCCs should be in proportion to the number of people on the Electoral Roll which results in nine places this year. Gill Browne-Townley's place has also become available as she joins Deanery Synod and becomes ex-officio.

Nominations have been received from David Morley, David Taylor, Elsie Hollinrake and John Harrison. Three of the places will be for three years and one place for two years. Everyone agreed to let Fr Tony draw lots, the result of which was that John Harrison, Elsie Hollinrake and David Taylor will stand for three years and David Morley will stand for two years.

c) Independent Examiner for Accounts

Balshaw's are happy to continue as our Independent Examiner and were appointed, unopposed, to audit the accounts next year.

d) Parish Representative on Deanery Pastoral Committee

Gill Browne-Townley is happy to continue in this role and was duly appointed

e) Parish Representative on the Building Bridges Project

This project has now come to an end although the URC is hoping to have a church related community worker to continue its work. Pam Davies is happy to continue as our representative on any subsequent project.

5 Reports

Reports were received for membership of the Electoral Roll; Parochial Church Council; Treasurer's Report / financial statements for the PCC for the previous year; Fabric, Goods and Ornaments of the Churches; Deanery Synod; Parish Child Protection and Vulnerable Persons Co-ordinator; Sunday School; Messy Church; Brownies; Walsingham Cell; Mothers' Union; Pastoral Visiting Group; Building Bridges Project; Coffee Shop/Sunday morning tea and toast; Flower Fund; Garden Group; and Social Committee.

The following comments were made:

a) Electoral Roll.

The electoral roll now has 70 members.

- d) Fabric Goods and Ornaments
Sadly, our architect has died and we need to appoint a replacement.
- f) Child Protection and Vulnerable Persons Co-ordinator.
As required by Church of England regulations a statement about the parish's policy on Child Protection and Vulnerable Persons Protection was read out at the meeting, a copy of which will be signed by the Warden and Fr Tony and displayed at both churches.
- m) Coffee Shop
The Coffee Shop is currently in abeyance but hopes to start again when we have enough staff.

Choir

Although there is no report for the choir, Mike Cheetham thanked the small band of loyal choir members and Fr Tony who turn up to practice each week. Mike appealed for new choir members adding that you don't have to be a great singer to join.

6 Incumbent's Report

Fr Tony delivered his report, a copy of which is attached to and forms part of these minutes. He thanked David Taylor as his six years as Churchwarden come to an end.

7 Any Other Business

None to report.

8 Date of next Annual Parochial Church Meeting

The next meeting will take place on Sunday 7th May 2023 following Mass at 10.30am.

- 9 The meeting closed at 12.25pm.

REPORTS TO THE ANNUAL PAROCHIAL CHURCH MEETING

07/04/2023

a. ELECTORAL ROLL

This report covers the fourth year since the creation of a new Electoral Roll for the parish of Tonge Moor in 2019.

Notable changes are shown in the table below:

Electoral Roll Movement Summary

Electoral Roll April 2022	Removed	New	Deceased	Added on 16 th Birthday	Total on Roll
70	3	3	0	0	70

R Carr

b. ST. AUGUSTINE'S PAROCHIAL CHURCH COUNCIL

See appropriate section in the Accounts Pack.

c. TREASURER'S REPORT

See appropriate section in the Accounts Pack.

d. FABRIC, GOODS AND ORNAMENTS REPORT

ST. AUGUSTINE'S, AND ST. AIDAN'S

Delta Reach have attended to the guttering on the south elevation of the main church roof at St Augustine's. They discovered blockages in the guttering and downspouts which have been cleared and they have applied sealant to the guttering joints. This has prevented further water ingress into church and they have recommended annual checks after autumn. We are arranging for Delta Reach to return and to repair and clear guttering and fascia boards on the north elevation.

At St Aidan's the local gutter repairer has cleared and repaired gutters and again we plan to arrange an annual check and maintenance work on the small flat roof area over the playground entrance.

New copy printer in the office.

Covid measures relaxed.

Leaking cistern in ladies toilets repaired.

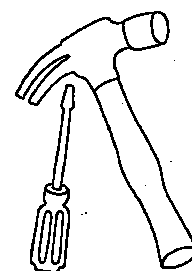
St Augustine's church boilers replaced.

Sacristy heater replaced.

Diocese offered a free digital giving device and PCC agree to arrange collection.

Agreed to replace the Treasurer's laptop which had become very slow.

Checked Terrier report.



Church Warden: Ruth Taylor

e. BOLTON DEANERY SYNOD REPORT

During 2022 the Bolton Deanery Synod continued to meet both in person and on Zoom. The deanery structure and its mission communities, following the major restructure across the Manchester Diocese a couple of years ago, are becoming more established and distinct.



CHURCH MEETINGS ARE BRILLIANT

The Revd Simon Cook has been in place as full-time Area Dean for the Bolton Deanery for two years, with Mr Keith Lewis as Lay Chair. One issue during 2022 was the narrowly-carried Deanery Synod's motion, seeking permission for the use of individual cups during Holy Communion. The motion was not approved at Diocesan Synod and so the issue went no further. We heard from a range of diocesan project leaders, including Children Changing Places (in its final year of the current format) and the Revd Grace Thomas, regarding the opportunity for parishes to engage with the Energy Footprint Tool.

We are part of Mission Community 4 which along-side us consists of: Farnworth, Kearsley and Stoneclough; Little Lever, St Matthew and Seven Saints, New Bury with Great Lever. Two of the four Mission Communities are still without designated leaders and there are yet to be regular meetings within MC4..

This was the final year of the current 'round' of parish representatives. Our reps until the 2023 APCM are Gill Browne-Townley, Margaret Mullen & Linda Parkington, along with Fr Tony. In addition, Pam Davies is ex-officio on Deanery Synod due to her place on General Synod.

Linda Parkington

f. PARISH SAFEGUARDING CO-ORDINATOR

REPORT TO THE APCM OF ST AUGUSTINE'S TONGE MOOR

REPORT TO THE APCM OF ST AUGUSTINE, TONGE MOOR (07/05/23)

The P.C.C. adopted The Church of England, Diocese of Manchester document 'Parish Safeguarding Handbook... promoting a safer church.' (Published October 2018).

The document refers to Best Practice and states that Best Practice is the responsibility of everyone, not just those who work with children and young people. This means that as a congregation we should support our leaders in whatever way we can but particularly by not allowing leaders to place themselves in vulnerable situations.



Actions already implemented:

- All P.C.C. members, Sunday School teachers, the organist and the church warden checked and cleared by the CCPAS (Churches' Child Protection Advisory Service) and now in possession of DBS (Disclosure and Barring Service) Certificates and have signed a self-declaration Form,
- P.C.C. MEMBERS, Sunday school teachers, the organist and church wardens have received a copy of: 'The Good Practice guidelines' The Parish Policy Statement and The Parish Safeguarding Handbook.
- Most members of the P.C.C. & Sunday School/Messy Church Leaders have successfully completed Basic Awareness Online Safeguarding Training and The Foundation Training Level.
- Churchwarden & Safeguarding Leader have completed Leadership Training. Further training is planned for Clergy and Lay Ministers.
- Name and phone number of Parish Safeguarding Officer appears in church magazine and on posters.
- ChildLine and NSPCC posters and information cards displayed in the church and Parish Hall.
- Safer recruitment & Safeguarding Training attended by Safeguarding Officer.

- Safe-guarding is a regular item on the PCC agenda.
- Information, regarding Safe-guarding and policies, is on the Church website/Facebook.

Actions to be addressed:

- Review policy statements at Annual Parochial Church meeting.
- Safeguarding Training to be completed by all members of the P.C.C.; Sunday school and Messy Church leaders & Church Warden (s) and renewed every 3 years.
- Send recommendations, policy statement, to any new leaders/helpers in Sunday School, P.C.C. and church wardens. Applicants to apply for DBS certificates and complete Basic and Foundation Online Safeguarding Training.
- DBS certificates to be renewed every 3 years from January 2023.
- Attend any Safeguarding Training Courses which take place throughout the year.
- A second Safeguarding Recruiter needs to be appointed.

Finally, I would like to say that having Safeguarding Children and Adults at Risk Policies does not guarantee abuse will never happen here, but it does provide another hurdle which perpetrators need to cross before gaining access to children and vulnerable adults at St. Augustine's.

Margaret Mullen (Parish Safeguarding Officer, St. Augustine's Church, Tonge Moor, Bolton) April 2023

g. SUNDAY SCHOOL REPORT

Our Sunday School retire to the Parish Hall on Sundays, during the Mass, after the collect. On the second Sunday of the month the children remain in church for the Family Service.

The Sunday School teaching is based on the gospel for the week and is planned around the Church Union Foundations which can be viewed on line. The session includes a chat explaining the gospel, prayer and an activity/worksheet.

The number of children attending varies greatly from 2 to 15 which does make for difficulties with continuity of teaching, but the children attending appear to enjoy the session and participate willingly. The Sunday School originally had 9 Sunday School teachers, but for various reasons numbers have fallen to one, so we rely on the parents who come down with their younger children.

Ruth Taylor

h. BIBLE-STUDY GROUP

The Bible Study Group began in March 2022 when a group of worshippers expressed a desire to discuss and learn more from the Bible in an informal and casual setting.

Our opening meetings discussed our favourite hymns and passages from Psalms, before we jointly chose a book from the Bible to split into fortnightly sessions for reading and discussion.

We began with the Letter of James in the New Testament before moving on to The Acts of the Apostles.

Initially we alternated between Monday afternoon and evenings, but it soon became clear that everyone could attend 7.30pm Monday so we changed to evenings only.

By studying 2 or 3 chapters from Acts at each session, we followed the progress of The Apostles and growth of Christianity after Jesus' Ascension until Paul finally arrives in Rome.

In January this year we began our study of Isaiah, who lived around 750BC and prophesied the coming of The Messiah, 700 years before Jesus' birth. Isaiah is sometimes called the "Fifth Gospel" and we have greatly enjoyed learning of his life and the turbulent times around Israel and the Middle East. We

get to the end of Isaiah in June and will shortly choose our next bible study for that time. Why not join us

at any or all of our sessions, which start with refreshments and a prayer and are generally over by 9pm. You will be most welcome. Monthly sessions are advertised on notice boards and in the Parish Magazine.

David Taylor

i. MESSY CHURCH

Our Messy Church started in January 2019, following on from our Mission Action Planning, when on post it notes there was a request for more activities for children. Messy Church isn't just for children but is very child friendly.

It was decided that we would start by using the Sunday School lesson plan for the 2nd Sunday of the month that we don't use as there is a Family Service.

We usually meet on the 3rd Saturday of the month, from 11.00am, giving everyone a chance to attend the Saturday morning Mass. There are drinks available at the start, with at least 6 craft/activities around our theme, with additional colouring/activity sheets. At noon we go into church for the Angelus, and bring the theme together with a story, bible reading, prayer and hymn/song. We then go back into the Parish Hall for our lunch.

We have a core of people who are regular in helping with the kitchen and activities each month, we don't hold a session in August because of holidays.

Ruth Taylor

j. 27TH BOLTON ST AUGUSTINE'S BROWNIES REPORT

We started our year in January 2022 with 19 Brownies, a significant increase from our 5 Brownies after reopening after the lockdowns of 2021. We involve all our Brownies in helping us plan for our meetings and try to balance building skills, completing activities set by GirlGuiding UK with the fun games the Brownies know and love to play.



We decided to focus on "Skills for my Future" as a theme for our first term. There are different stages of badge work for this theme, so we started with stage 2. The skills we covered ranged from DIY (how to use a screwdriver and a hammer) to cooking skills and money management. A highlight was when we spent a couple of weeks hammering nails into a block of wood and making a heart shaped ornament. Several of our members completed their languages interest badge. Our badge night at the end of term was busy as every Brownie earned a badge of some sort for their efforts.

As we progressed through the year, we shifted the focus for our meetings onto encouraging interests and looking at world events and our well-being. We spent time learning about Earth Day and the environment. As part of this we completed the Grow Your Own badge with a competition with prizes on who could grow the tallest sunflower.

A highlight of our year was the Queens Platinum Jubilee. We had a big party, and everyone was issued with the official badge from Girl Guiding. We made cupcakes and crowns, played games, and made memories. Little did we realise that we would return to Brownies at the start of the new term in

September with a new monarch. One of our Brownies took her Promise the first week back after the summer term and was the first Brownie in our County to take her Promise to the King and not the Queen. We made the county newsletter with this news. We also spent some time on our first week of the September term making a memory jar and lighting a candle in church for the Queen. It was a good opportunity to think about and discuss loss.

After our months of learning new skills for our future we decided to spend our Autumn term expressing ourselves through art. We made art in the style of pointillism, monster models, Christmas decorations and built dens. After a request from one of our Brownies we spent a meeting blind tasting different flavours of crisps to test our palettes. One of the Sixes managed to detect the cinnamon taste of the Christmas flavour crisps we found. Every year we use Bonfire night to look at fire and firework safety. The girls practise striking a match safely and we enjoy sparklers outside.

We finished the year as we always do with a Christmas party, Promise Ceremony and the award of badges earned during the term. We ended the year with 21 Brownies. We have 2 regular warranted Leaders and Pam, our Unit Helper. Ruth manages our accounts and helps us out at meetings when she can. As our pack continues to grow, we need to look at finding more help to manage and develop our unit. We have much to look forward to in 2023.

Nichola Smith, Leader in Charge

k. WALSINGHAM

Cell of St Nicholas

The Society of Our Lady of Walsingham

At the end of 2022, our Cell membership within the Society of Our Lady of Walsingham stood at 24.

Our five day parish pilgrimage to Walsingham celebrated the 75th anniversary of the first pilgrimage from Tonge Moor in 1947. Bunting across the Milner Wing balcony railings welcomed us and left other pilgrims and visitors in no doubt of our unique record and '75' theme. During our time at the Shrine we followed our usual itinerary, including prayers and thanksgivings from those who were unable to join us. We put flowers by Doris' bench in the garden tower in memory of all our past pilgrims and we followed in the footsteps of the 1947 pilgrims by having our Wednesday afternoon outing in Cromer. We had a jolly Thursday Evening Social when we were pleased to be joined by Sr Carol. Each member of our Cell received a small booklet giving details of the early years of our pilgrimages and we featured in the Assumption-tide copy of the *Walsingham Review* with photographs, facts about the 1947 visit and a summary of our Cell today.



We paid the annual cost for our parish candle which burns in the Holy House and following an appeal for contributions towards the urgent repair of the sign hanging from Stella Maris over the Holt Road, we gave a contribution from our Cell funds.

We joined together for Mass and Devotions on Feasts of Our Lady, including refreshments and social time afterwards. A small number of us travelled to Walsingham for the National Pilgrimage in May and a good number attended the Centenary Festival in Blackburn Cathedral in June. In July, a significant number of us took advantage of the wi-fi in the parish hall and followed the live-stream of the Centenary Mass from the Shrine Church. In October we welcomed Fr Ben Bradshaw, the current Shrine Priest, as the preacher at our Walsingham Festival. News both from the Shrine and the Priory of Our Lady have been regularly included in our parish magazine.

Members of the Cell will have done their best to say the Angelus daily and fulfil the obligation to attend Mass on the Feasts of Our Lady, either by being in church or at home through our live-streaming. The intention for the last Saturday in the month's 10am Mass continued to be for those who lead the worship and ministries at the Shrine, its Priests Associate and all pilgrims.

We look forward to continuing our regular Cell meetings in 2023.

I. ST. AUGUSTINE'S MOTHERS' UNION REPORT

Branch Leader: Elsie Hollinrake



We now have 18 members which includes 4 indoor members.

In 2022 when the new deaneries were formed Walmsley Deanery was amalgamated into the new Bolton deanery. A Bolton Deanery afternoon Tea “getting to know you” was organised and held at St. Augustine's.

During 2022 we set up donation boxes to collect items for different m.u. projects each month and we are to continue collecting items each month in 2023. Thank you to everyone who donated items.

Meetings have included, discussions on poverty, loneliness and pastoral visiting. Learning about malaria and holding a bring and buy stall to raise money for mosquito nets. We also watched the film Victoria and Abdul, held a crafternoon tea and had a bake off at the Jubilee celebration. In August we visited The Monastery at Gorton followed by a meal. Decembers meeting was our festive afternoon. Then in January we organised the Christmas Meal.

We have decided that all 2023 MU meetings will be held in the afternoon in the hope more people will attend.

Thank you to Fr. Tony , Barbara Davis and Ruth Taylor for their support with our M.U. Branch

Elsie Hollinrake

m. PASTORAL VISITING GROUP

During 2022 three further Lay Visitors - Linda Parkington, Gill Browne-Townley and Pam David - were commissioned, and Ruth Taylor took the opportunity to join the training by way of a refresher.

There are many reasons why someone might appreciate a visit, among them being housebound, not seeing many people during the day, even not being able to see enough people during the day! If you or someone you know might like an informal visit for a chat and a cuppa, please let me know.

Fr Tony

n. SOCIAL COMMITTEE

During 2022 we held a variety of social events which included; a mid Lent social, a St. George's Day social, The Platinum Jubilee Celebration, a Hobby Horse race night, a quiz and a murder mystery night. We also had our Summer Fair and Christmas Fair. All were successful and enjoyed by those who attended.

We have already arranged events for 2023 and are trying some new social events this year.

We do need more people to help at our social events and with the preparations for the events. If you wish us to continue with social events in the future, please consider if you are able to help in any way.

Thank you to you and your family and friends for supporting our social events in 2022 and we look forward to seeing you during 2023.

Elsie Hollinrake

o. ANNUAL REPORT FROM ST. AUGUSTINE'S COFFEE SHOP

After two years of the closure of the Coffee Morning and with the consent of Fr Tony we reopened the Wednesday Coffee Morning June 22nd 2022.

With a small crew of volunteers we open to the public at 10.00am until 12.00 noon. We serve toast and fruit loaf plus a variety of hot and cold drinks. Once a month we draw a raffle.

Our aim is to encourage people of all ages to come along, meet new people and gain new friendships.

St Augustine's is now partaking in making our Parish Hall into a hub for anyone who needs extra help in these troubling times: over the recent cold winter months we also shared in the Warm Spaces initiative, offering a warm and free space, with games such as draughts, cards and jigsaws available for free.

If you know anyone who you think would enjoy a pleasant morning and meeting new people, please ask them to call in: they will be truly welcomed.

June Aspinall



p. GARDEN GROUP



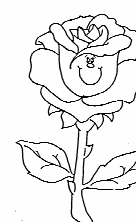
We work when possible throughout spring to autumn to maintain the church grounds. The petrol mowers and strimmer continue to work efficiently and we would always welcome any assistance with any tasks at both St Augustine's and St Aidan's including litter picking, weeding, pruning, mowing and generally keeping our grounds tidy and pleasant to look at.

In 2022 we did not mow an area of grass near Thicketford Road to promote growth to encourage butterflies and other wildlife, and will continue with this nature conservation project this year.

David Taylor

q. FLOWER GROUP

During the past twelve months we have provided a mixture of fresh and artificial arrangements for Christmas, Easter and other festivals. The arrangements would not be possible without the generous donations we receive and we would like to thank those who have contributed towards the cost of the flowers during the last year.



We would also like to thank Christine and Barbara, our Westhoughton ladies, for the time and help they have given in producing beautiful arrangements. We couldn't have done it without them.

If you would like to help with the flowers please do let us know. No experience is necessary and it's a great opportunity to let your creative juices flow.

Katherine Taylor and Pam Davies

r. CHURCH CLEANING

We now have a group of 6 regular cleaners, we meet every 4 weeks. We come in to clean windows, floors, carpets, stairs, pews and icons of worship.

There can never be too many helpers and we hope to welcome as many others to the team as are willing and able to join us through the year.

Lilian Schofieldm Cleaning Team Representative

s. CRAFTS GROUP

The Craft Group met on alternate Monday afternoons in the Parish Hall from 1.30 – 3.30pm, with attendees bringing along their own resources for paper-crafts, card making, knitting, crocheting, sewing and sugar-crafting. It's very informal – we don't have a demonstrator or leader – just an afternoon of getting on with our own projects whilst enjoying the company of others. It would be good to add to our number of regulars, so do feel free to come along and join us.

Elsie Hollinrake

t. LITTER PICKERS OF TONGE MOOR

The group meet on the first Saturday of each month to collect litter from designated areas around the parish. This has proven to be quite popular with local residents who express their gratitude as we collect litter from their streets. We have had assistance from local Labour Councillors and would always welcome anyone wishing to help. See the notice board outside church and the Parish Magazine for details.

David Taylor

u. BUILDING BRIDGES PROJECT

Following the departure of Alison Dalton, the Church-Related Community Worker, from the Church at the Centre, this project has fallen into abeyance. The URC are hoping to appoint another CRCW at some point in the future, at which point the Project will be reconsidered.

Pam Davies