



Minutes of the Annual Parochial Church Meeting
Sunday 24th March 2019 at 12.00 in the Church Hall

Parishioners' Annual Meeting

Present: Caroline Adams, Charles Barker, Tim Bayton, Ida Birbeck, Anna-Maria Blackwell, Claire Cavendish, Pat Cockman, Stuart Cook, Ann Cousins, Joan Crocker, Sheila Dunning, De Elson, Jill Felber, John Fry, Walter Gee, John Grumett, Sara Grumett, Beryl Hooper, Liz Howell, Anne-Marie Killingback, Stuart Macwilliam, Will Marjoram, Rachel Martindill, Jill Mather, Christa McKittrick, Wendy Metson, Pam Miller, Andrew Mimmack, Joanna Mimmack, Kevin Miners, Barbara Morris, Layton Morris, Ellie Nelderwood, Carole Parsons, Charlotte Payne, Mike Payne, Marilyn Pegg, Fiona Poolton, Fr Martin Poolton, Fr Henry Pryse (in the Chair), Pat Read, Joan Ridgway, Nigel Ridgway, Rebecca Rowe, Pam Scotting, Cherie Snell, John Snell, Patricia Snell, Louise Spencer, Rose Swift, Emily Turner, Katy Turner, Steve Turner, Ann Walsh, Judith Wedgwood, Jim Weeks, Margaret Wheeler.

1. **Fr Henry opened the meeting with prayer at 11.55.**
He thanked Tim Bayton for collating and editing the Review of the Year booklet which contained all the reports to the meeting. He also thanked the Social Committee for providing refreshments.
2. **Apologies for absence** were received from Anita Atherton, Gwyneth Boyce, Susan Coombs, Grace Davie, Mark Davie, Marilyn Dingle-Shevin, Sam Gaskill, Jean Gregg, Liz Holland, Betty McKay, Nicola Morris, Pam Neal, Sue Pinn, Jenny Ridgway, Tim Ridgway, Wendy Steer, Jane Williams, Nigel Williams
3. **Minutes of the last meeting** (18th March 2018) were approved as a correct record (proposed Layton Morris, seconded Margaret Wheeler).
4. **Matters arising** – none.
5. **Election of two churchwardens** (to serve for one year)
Nigel Ridgway (proposed Nigel Williams, seconded Stuart Macwilliam)
Nigel Williams (proposed Louise Spencer, seconded Sue Pinn)
As there were no other nominations, Fr Henry declared them elected churchwardens for one year.
6. **Any other business**
No other business.

The meeting closed at 12.00.

Annual Parochial Meeting

Present: see list from Parishioners' Annual Meeting.

1. **Apologies for absence:** (see list from Parishioners' Annual Meeting).
2. **Minutes of the last meeting** (18th March 2018) were approved (proposed Tim Bayton, seconded Barbara Morris).
3. **Matters arising** – none.
4. **Report of the electoral roll** (see Review of the Year booklet).
Jill Mather read Liz Holland's report to the meeting (see Appendix 1).
Barbara Morris pointed out that the electoral roll is the list of those qualified to attend the APCM (not the APM as indicated in the report). Fr Henry thanked Liz for her work on the Roll throughout the year.
5. **Churchwardens' report** (see Review of the Year booklet).
Rachel Martindill read out the report, thanking everyone for their support, and adding her thanks to her husband, Andy, and her daughter, Hannah, for their support. Fr Henry proposed a vote of

thanks to Rachel for her six years as churchwarden, a term which will end at the Archdeacon's Visitation on 15th May 2019 at St Andrew's Church, Tiverton.

6. **Report of deanery synod proceedings** (see Review of the Year booklet).

Mike Payne informed the meeting that he, Lesley Noakes and Marilyn Pegg were the parish representatives. He went on to remind the meeting that *all* and not just the representatives are welcome at deanery synod meetings. The last meeting of the synod (not noted in the report) had been on the role of Exeter Cathedral, with Dean Jonathan Greener, Canon Chancellor Chris Palmer and Residentiary Canon Becky Totterdell speaking to the meeting. The Dean had apologised for some of the failings in the past and laid out the plans for the future (see Minutes of last meeting of deanery synod). The Cathedral is keen to engage more with parishes and asked for input, which Mike Payne offered to take to the deanery synod.

Joan Ridgway questioned the last sentence of the first paragraph – a sentence that had been reported from the meeting, which suggested that God's love is known only by those who worship in an Anglican Church. It was agreed that we disputed that fact and would like the matter taken back to the synod by our representatives.
7. **Presentation of the accounts for 2018** (see Review of the Year booklet).

Nigel Ridgway commented on the reports on pages 6 – 12 of the booklet.

Key messages:

Restricted funds had gone from £77310 in 2017 to £4273 in 2018, because of the spending on the hall refurbishment.

Unrestricted funds had gone from £22900 in 2017 to £29389 in 2018. Nigel Ridgway attributed this increase to generous giving and lower outgoings.

Charles Barker asked why less income had been generated from donors in 2018. Nigel explained that tax had already been claimed on some of the gifts.

Nigel Ridgway thanked Rachel Martindill, Anita Atherton and Sue Pinn for their help with finance matters.

Fr Henry proposed a vote of thanks to Nigel Ridgway and members of the finance team for their work.
8. **Rector's report** (see Review of the Year booklet).

Fr Henry thanked all those who had submitted reports for the Review of the Year. He appreciated that it forms a useful booklet to give to visitors, offering as it does a snapshot of the parish.

In revisiting his report, he reiterated his thanks to the many clergy and lay people who support him in the ministerial work in the parish. In particular he proposed a vote of thanks to the Ridgways for their work on the hall project and to Jim Weeks for his reordering of the sound system.

He added that Carl Robinson from Network Church would be with us on placement as a Deacon and Laura Armstrong as a Reader on placement.

He welcomed Steve, Katie and Emily Turner to the meeting. Steve was to be licensed as a Lay Worker to the parish on 2nd July 2019 before his ordination on 14th September 2019.

Fr Henry announced that, in the light of Steve Turner's arrival as Assistant Curate, he will remain at St James' during that curacy.

Fr Henry invited Fr Martin Poolton, the licensed Assistant Priest, to speak to the meeting. Fr Martin explained that he was discerning the way ahead: possibly to continue as Assistant Priest whilst working as funeral director or maybe to return to stipendiary ministry. He thanked the parish for its welcome, support and prayers. Fr Martin finished by offering a "huge thank you" to Fr Henry.
9. **Safeguarding report** (see Review of the Year booklet).

In addition to her report in the booklet, Caroline Adams informed the meeting that she is the Safeguarding Officer and that Clare Hammond is the Child Advocate. Although the PCC is legally responsible for safeguarding at St James', she is the one who ensures that the parish is compliant by updating policies and reporting to each PCC meeting. She reminded the meeting though that we are all responsible for ensuring people are safe. If we have concerns, we should not follow them up ourselves but refer to the Safeguarding Officer, a churchwarden or a member of the clergy team. Caroline assured the meeting that due regard is given to the safeguarding guidance issued by the House of Bishops and that the PCC complies with its duty, undertaking training and receiving safeguarding reports at each meeting. She reported that Fr Henry and she had recently attended a domestic abuse seminar in response to the diocesan mission to raise awareness on this issue. Copies of the parish safeguarding handbook or pocket guides may be obtained from Caroline Adams.

Fr Henry proposed a vote of thanks to Caroline for her work throughout the year on Safeguarding.

10. **Election of three PCC members for three years**

Charlotte Payne (proposed Nigel Ridgway seconded Rachel Martindill)

Susan Coombs (proposed Nigel Ridgway, seconded Rachel Martindill)

Elected unopposed.

To serve for two years, to replace Mic Lane

Stuart Macwilliam (proposed Andrew Mimmack, seconded Judith Wedgwood)

Elected unopposed.

Fr Henry spoke about Mic Lane's service over many years, including his part in appointing Fr Henry as Rector. He referred to Mic as the "father of the house"; he spoke of Mic's leadership of the serving team and his skilful chairing of PCC, of his wisdom on the Standing Committee and his colour-coordinated liturgical socks. "Well done, thou good and faithful servant".

11. **Appointment of sidespeople (welcomers)**

Assistant Wardens: Sheila Dunning, Rachel Martindill, Andrew Mimmack, Layton Morris, Patricia Snell.

Sidespersons: Anita Atherton, Pat Cockman, Anne Fairbairn, Theresa Fuller, John Grumett, Wendy Metson, Joanna Mimmack, Sue Pinn, Pat Read, Jan Roach, Rebecca Rowe, Cherie Snell, Louise Spencer, Jane Williams.

12. **Appointment of Examiner of Church accounts**

Dawn Bird was appointed.

13. **Invitation to Readers to attend PCC**

Mark Davie and Margaret Wheeler were invited.

14. **Any other business**

Rachel Martindill proposed a vote of thanks to Fr Henry.

15. **Date of next meeting:** 15th March 2020.

The meeting closed at 13.05 with the Grace.

Jill Mather

Secretary to the PCC

24th March 2019

Appendix 1

The Electoral Roll is the Church's register of electors and it is the list of those qualified to attend and vote at the APCM in the elections for the Parochial Church Council and for the parish's representatives on the deanery synod. Each parish has to compile a new electoral roll every six years. As this was last done in 2013, all past names have been deleted and a new roll was started this year. This new list of names was produced and the roll closed on Sunday 10th March. It has been on display in the church since then, in accordance with diocesan instructions. The list will be re-opened to new names after the Annual Parochial Church Meeting.

In 2013, at the start of the last six-year period, there were 152 names on the electoral roll. The number had increased to 166 by 2018. On the new electoral roll there are now 161 people, with 2 people to be added at the close of the APCM. This will be reported to the PCC at its first meeting and the PCC will receive updates on the numbers throughout the year.