

ST LUKE'S CHURCH, SWAY
Minutes of the Annual Parish Meeting and
Minutes of the Annual Parochial Church Meeting
held on Tuesday, 16th April, 2024 at 7pm in Church

Present: Rev Jane Mitchell Vicar
Peter Blick Church warden
Geraldine Hawkes Secretary
Claire Davies Families Minister
Jane Nicholson Parish Administrator and Electoral Roll Officer
Merilyn Christian-
 Edwards LLM PCC member
Canon Michael
 Christian-Edwards PTO Permission to Officiate
Rev Chris Guinness PTO Permission to Officiate
Rev Simon Newham Area Dean

Total number present: 40

Annual Parish Meeting

1 Opening Prayer

Jane welcomed everyone to the meeting to support the governance of St Luke's Church. and opened the meeting in prayer. The hymn "Great is Thy Faithfulness" was sung and Rosemary played the organ. Jane explained that this meeting was open to all those resident in the Parish of Sway.

Election of Churchwardens

Jane thanked Peter and Paul for all their help as Churchwardens.

Geraldine presented the two nominations for the position of churchwarden as follows:

Peter Blick - proposed by Geraldine Hawkes, seconded by Sandra Clarke.

Sandra Clark - proposed by Russell Fry, seconded by Peter Blick.

As there were no other nominations, Peter and Sandra were duly appointed. Jane prayed for Peter and Sandra as they take up their respective roles and thanked Janet Kirk and Geraldine Hawkes for assisting with church warden duties through the year.

This concluded the Annual Parish Meeting.

Annual Parochial Church Meeting

1. Welcome

Jane welcomed everyone to the APCM and explained that only those on the electoral roll are eligible to vote.

2. Apologies

Apologies had been received from: Vanessa and Peter Mann, Chris and Lisa Guinness, Lucy Howlett, Lisa Thomas, Ellie John, Heather Andrews and Sheila Green.

3. Approval of Minutes

The minutes of the APCM held on Thursday, 20th April, 2023 were circulated beforehand.

Jonathan questioned addressing urgent repairs in the last quinquennial report. Jane confirmed that he was right and that not all listed repairs were yet done. However, the PCC had taken the church architect's advice on the level of urgency and the church architect had confirmed in writing that waiting 12 months would not be a problem. Peter B. advised that the repairs were being monitored and it is expected that they will be done later in the year.

There was one spelling amendment to the minutes – Hazel's name should be spelt Gillett.

Proposal to adopt the minutes by Hazel Gillett, seconded by Lesley Willey. 13 for, 3 abstentions and 1 against. The minutes were signed as a true record.

4. Matters Arising

None

5. Church Finances

(a) Receive the Annual Accounts for 2023 – the accounts had been circulated in advance.

(b) Appointment of Examiner for the 2024 accounts. **Jane proposed Carol Dutton seconded by Andrea Janssens. Overwhelmingly agreed.** Jane recorded her thanks to Carol for examining this year's accounts and agreeing to continue next year.

Ian J. Burnham highlighted the main points of his report and slides were presented to the meeting. It was noted that the Finance Report needs to be in larger print next year and copies should be made available at the back of the church.

Slide 1 Income and Expenditure – We are about £10,000 worse off in 2022/23 because giving and other income have dropped. However, as expenditure has also dropped there was a small surplus (£233) which is better than the forecast. Higher energy costs were expected and there was also uncertainty regarding repairs. Since then, an independent buildings inspection proved more optimistic, but the quinquennial review later in the year may change the outcome.

By the goodness of God we have broken even this year which is a significant improvement on what was expected. There is less optimism for next year because of the reduction in giving and potential for repair expenditure. The first quarter's results for 2024 are almost exactly in line with forecast, we were expecting to have a deficit of £1,000 and that is where we are after the first 3 months.

Slide 2 Cash Balances -

The bank balance has increased by about £11,000 in the year which looks odd, but this is due to depreciation which has been the trend over the last 6/7 years. Part of that increase is attributable to two legacies totalling £30,000 over that period. All other things being equal, it is anticipated that bank balances will be reduced in 2024 by about £20,000. We may need to have a gift aid promotion to support the building work.

Ian asked for questions.

Claire asked if there is provision in the accounts for Youth and Family Ministry salaries. Ian replied that it was a balancing act and invited Jane to comment. Jane explained that the Youth and Families bank balance is healthy due to volunteer work and it is part of the Forward Plan to look at provision for youth and families both in paid and voluntary roles.

Jonathan Elliott-Jones: we have accumulated £45,000 over the past years and we are gaining money in the bank, but doing much less than we used to in terms of overseas mission and grants to charities, etc. Equally, we are no longer fully resourcing administrative areas and spending £10,000 less on running maintenance and nothing on major works. Ian replied that 4 or 5 years' ago there was concern from a number of people that reserves had run quite low and they wanted to see them bolstered which has now happened. Jane advised that Jane Nicholson and Sophie work 10 hours per week each which is not always quite enough and this perhaps needs reviewing. We would love to do more on mission and youth work. The overseas part of it is specifically related to our income which has fallen. Ian will send Jonathan comparative figures.

Jane felt that we have been stewarding our resources well to get to the point we are today, but we're here to be active and our aims and objectives are being set out in the Forward Plan. Diane Platt-Higgins questioned why we do not do more fund-raising events to introduce and encourage people to the church. Jane agreed that the more we can make use of our facilities, the better, but it is a matter of time and resources. It is an important point and will be considered in the forward plan.

Toby Collyer queried why there were expenditure costs for energy in 2023, but not for 2022. Ian advised that it is because we expected a rise in energy costs and we needed to separate them out, rather than include them in running costs.

Margaret Heavens – As there is money put aside for youth, why aren't we appointing a youth minister which is really needed? Jane said this was an important point and we will be looking at this provision in the forward plan due to be launched in June.

Slide 3 showed income of £22,500 for the first three months of the year which is exactly as forecasted.

Jane thanked the finance team, particularly Lesley Willey who has done an incredible job in computerising all our invoices and payments from a paper copy system. Also thanks to Peter our Treasurer, who along with the PCC, have overall responsibility.

There were no further questions and Jane conveyed thanks to Ian on behalf of the church.

6. Presentation of the Electoral Roll

An electoral roll report was presented by Jane Nicholson, the office administrator and PCC appointed Electoral Roll Officer.

The number of names entered in the church electoral roll as revised for the 2023 APCM held on 20th April, 2023 was 172. The 2022/23 electoral roll therefore opened with 172 names.

Revision of the 2023/24 roll started on 19th March, 2024 ahead of the APCM due to take place on 16th April, 2024. As of 28th March, when the revision of the Electoral Roll ends, there have been

15 names removed and 6 new applications. Therefore, the number of names entered in the church electoral roll for the 2024 APCM is 163. A huge thank you to all who have enrolled. As required by law the names of the current role were displayed in church at least 14 days before the APCM.

Jane N. thanked all who enrolled.

Jane thanked Jane N. for her work as Electoral Roll Officer and Parish Administrator.

7. Reception of Reports

Jane thanked everyone for their written reports and asked for questions.

Wendy Head – Are we planning to recruit family workers to replace those who have resigned? Jane reassured Wendy that we are in a consultation period and she invited people to share their views to be included in the forward plan and there will be an information evening for church members on 30th April.

Wendy also asked whether support for CAP is going to be explored again and Jane invited Jonathan to respond to this. Jonathan shares this ambition with Wendy, but the issue is finding someone who would be the flag-bearer for it. The Mission Team would love to take it further, but there are conflicting calls on their time and they need the right people.

There were no further questions.

8. Election of Officers

8(a) Deanery Synod Representatives

Currently Stuart Mitchell is a representative. There are two vacancies and one nomination for Hazel Gillett. **Proposed by Lesley Willey, seconded by Wendy Head, all in favour. Lesley was duly elected as a Deanery Synod Representative.**

Jane expressed thanks to Hazel for supporting the wider church.

8(b) Members of the PCC

Claire is standing down from the PCC from today and three nominations for vacancies on the PCC have been received:

**Geraldine Hawkes proposed by Peter Blick and seconded by Merilyn Christian-Edwards.
Ellie John proposed by Merilyn Christian-Edwards and seconded by Kenneth Naylor.
Kenneth Naylor proposed by Taiwo Ogunjimi, seconded by Sandra Clarke.
All three nominees were duly elected to serve on the PCC.**

One other nomination has been received from Lucy Howlett who does not qualify for election as she has not been a regular communicant in the last 3 months. She would like to be co-opted to the PCC and this will be a decision for the PCC.

Jane thanked Claire for all her inspirational work for the church and on the PCC, the PCC team itself and the new members.

8(c) LLMs (Licensed Lay Ministers)

We are honoured to have 3 licensed lay ministers at St Luke's, including two retired Honorary Licensed Ministers, and Jane thanked Tony Devereux and Derek Baldwin who have contributed so much to the church over the years.

Merilyn Christian-Edwards is an active Licensed Lay Minister and would like to be a member of the PCC. There was a show of hands for supporting her, and an overwhelming majority was recorded.

Jane thanked the Lay Ministers for their contribution to the Church Ministry.

9. Vicar’s report.

Jane spoke to her report (included in the activities report) reviewing 2023 and looking ahead to 2024. Amazing Grace was played for prayer and reflection.

10. Questions

Jonathan Elliott-Jones asked if Jane could provide an update on progress appointing contractors for high level work on the exterior of the building with particular concern for the leak. Peter Blick advised that despite the very wet weather we have had, there is not a significant leak in the roof. Temporary guttering has been put up and this has helped prevent the ingress of water to a large extent. The visit half-way through the year from the Church Architect also confirmed that things were not as bad as we thought they were a year ago and Jane responded that St Luke’s is going through the process with the DAC and the hope is to get the tender out in the next couple of weeks.

11. Prayers and Blessing

Peter thanked Jane for being such a stunning vicar. We saw an encouraging increase in attendance over the Christmas period that was a joy. There have been many highlights during the year, one of which was a very moving Easter service. Peter presented Jane with flowers as a sign of appreciation.

Jane closed the meeting with prayer and invited all to stand and sing “Great is thy Faithfulness.” She thanked everyone for coming.

Next APCM meeting: Wednesday, 7th May, 2025

Signed.....

Date.....