

## Annual Parochial Church Meeting, 2023 – St Peter's, Draycott: Minutes

27/04/2023 at 7:30 pm, in church

### 1. **Welcome**

*Stuart Burns, Rector; John English, lay chair*

### 2. **Attendance, apologies**

*Attending:* Stuart Burns, David Cheetham, Gill Dury, John English, Chris Green, Tricia Lumley, Ruth Motion, Thea Oliver, Roger and Sue Peel, Barry and Buffy Rose.

*Apologies:* Sarah Burns, Nikki Devitt, Chris Fulton, Gordon and Colette Jeff, Pat Mullay, Richard Oliver, Rob Walker, Lynda Whittle, Mary Woodhouse.

### 3. **Minutes from last meeting**

Minutes from 24/04/22 voted as accurate (proposed David, seconded Stuart, all in favour).

### 4. **Vestry meeting for churchwardens**

*Proposed transition plan.*

You may know that Chris and Nikki are planning to move from the area. Although this will probably not be for some months, it will no doubt happen before the next APCM. In the absence of other candidates, Chris would be prepared to continue as churchwarden. However, whilst helping to run the church in the few next months, this would lead to a vacancy in-year.

To address this, the PCC and others in the church have proposed an alternative management plan, replacing the churchwarden with an executive committee of other church members (some of whom are already doing parts of the role anyway) (NB. It includes the secretarial position as well as churchwarden as Chris also covers this). The division of responsibilities would be broadly as follows (a more detailed plan has also been drawn up):

Person	Summary of duties
David Cheetham	Leading on building services (insurance, heating, electricity, arranging recurrent inspections and maintenance jobs); also setting out materials for communion, ordering supplies
Gill Dury	Leading on secretary duties (taking minutes at meetings, organising APCM); sacristan (helping David setting up for services, clearing away afterwards)
John English	Leading on maintenance of church records, and rewilding in the churchyard
Richard Oliver	Leading on building maintenance, inspecting for damage and health and safety concerns inside and outside the building
Roger Peel	Acting as main contact person for church, delegating to others as required; giving notices in church
Tricia Lumley	Caring for churchyard (maintenance of planted flowers and shrubs); helping John with the rewilding agenda

Person	Summary of duties
Thea Oliver	Assistance with communication, signs, church setup for services, as required

To help with communications the PCC has already set up a parish email account and ordered a mobile phone; details of these would be given to third parties, such as the diocese and tradespeople. All those named above would then be able to monitor and send emails using the parish account. Roger would be in charge of the phone (a mobile pay-as-you-go), and it would be passed to a deputy when he was away.

As churchwarden, Chris would help smooth the transition into the new management arrangement.

#### *Election of churchwarden(s)*

Chris Green was proposed as churchwarden by John English and seconded by Thea Oliver. All at the meeting were in favour and he was declared duly elected.

### **5. Statutory Reports**

#### **Electoral Roll (report A)**

*John English*

Further adjustments to the roll are probably needed, as some who are on have not come to church for some time – and one or two who do attend could be invited to join. The rules provide for annual adjustments although the next major revision will not be until 2025.

*ACTION:* John will make sure there are some electoral roll application forms in church

### **6. Report on PCC proceedings (report B)**

*Chris Green (PCC Secretary)*

Thea attends deanery synod as clergy. We accordingly have a vacancy if anyone is interested.

### **7. Financial report (report C)**

*David Cheetham (PCC Treasurer)*

#### *Clarification*

‘Grants made’ has two sections – the first were those coming directly from church funds authorised by the PCC, and the second were from special collections of different kinds carried out in the name of the church (such as Children’s Society collection boxes).

#### *Benefice expenses*

We have not been asked to pay our contribution to benefice expenses for the past three years, as Cheddar has kindly borne these on behalf of the three parishes (about £10,000 p.a., mostly going to the administrator and printing, with some on travel). However due to their worsening financial position Cheddar have asked us to start contributing from 2023. This year it will still be only half of the ‘normal’ amount, but it will go up to our full amount in 2024. This has already been agreed in the PCC. We have much appreciated the help that St Andrew’s has been giving us.

*Parish share*

David clarified how this was calculated, from the number in our ‘worshipping community’ (ascertained by a survey we complete), and our level of affluence (from A to F). The last survey conducted was for 2019 however. Our worshipping community has gone down somewhat since 2019, so our contribution may now be too high. David has therefore requested a new survey.

The contribution is a voluntary payment in the strict sense – the diocese has no means of enforcement. We have paid the full amount asked for a number of years. Our sister parishes in the benefice do not pay their full amount however, and many rural parishes cannot afford to do so either. This year the PCC did decide to pay in full. However, we have to decide this year by year as a PCC and the time may come when we feel that we can no longer afford to do so. We must also acknowledge that there are those in our church who are uncomfortable that such a large proportion of our outgoings is spent on paying the parish share, and question the value of the return we get.

It would be helpful if the diocese were more transparent with the publication of its own budget.

The meeting accepted the accounts presented, and thanked David.

**8. Churchwarden's fabric report (report D)**

*Chris Green (churchwarden)*

Thea added that she would like to add a dedication to Norman Brade’s bench in the churchyard, as he died without it being completed (although he had already chosen a form of words).

*ACTION:* to be followed up by Thea and Stuart

**9. Deanery synod report (report E)**

*Thea Oliver*

Thea brought the vacancies for lay people to our attention, as described in her report.

**10. Other Reports**

**Worship report (report F)**

*Chris Green (lay reader)*

The attendance figures quoted do not give the full picture, as they do not count some special services that attracted good numbers (such the ‘sing for Ukraine’ and ‘thank-you’ services). We must continue to be imaginative in planning such services, which often reach a wider audience than our regular Sunday morning ones. We also touched on varying the time of our main Sunday service.

*ACTION:* Services to be kept under review by the PCC

**Covenant report (report G)**

*John English (covenant secretary)*

The meeting thanked John for his work.

**Safeguarding report (report H)**

*Thea Oliver (parish safeguarding officer)*

We need to add ‘Safeguarding’ as a standing item on the PCC agenda.

We do not proactively contact those who may need to ‘top-up’ training but it is recommended that individuals with any responsibility in church come forward. Thea can supply details of how to access on-line training.

### **School report (report I)**

*Nikki Devitt*

(Nikki was not present). The bibles had been particularly appreciated

### **Health and safety report (report J)**

*Richard Oliver (health and safety officer)*

All items will be considered at forthcoming PCCs.

### **Supporters of St Peter's (report K)**

*Tricia Lumley (SoSP)*

We thanked the members of SoSP for their many contributions to church and village life.

### **Magazine (report L)**

*Rob Walker (editor)*

(Rob was not present). The idea of merging the Rodney Stoke and Draycott magazine with the Cheddar one was being actively pursued, but so far only Draycott has considered (and agreed) it.

We very appreciated all the hard work Rob put in to the magazine.

## **11. Appointment of laity to the PCC**

The following are on the PCC *ex officio*: Stuart Burns (rector), Thea Oliver and Ruth Motion (curates), Chris Green (churchwarden), Tricia Lumley (deanery synod representative).

The following have been nominated, and have indicated their willingness to stand again: David Cheetham, Gill Dury, John English and Roger Peel. They were accepted *en bloc* by the meeting.

## **12. Appointment of sides men/women**

There are currently only three: Gill Dury, Chris Fulton and Roger Peel. They were accepted *en bloc* by the meeting. We appreciated their great importance. We need some more volunteers!

## **13. Appointment of independent financial examiner**

We would like Alan Rowntree to do this for us again, if he is willing. All were in favour.

## **14. Remarks from the clergy**

*Thea Oliver, Ruth Motion and Stuart Burns – presentations given in Reports*

Chris Green responded with our appreciation of Stuart, and all of the clergy and Ministry Team

## **15. Any other matters of importance to the parish**

(None raised).

*The meeting concluded with us all saying the Grace together.*