

**Minutes of the Annual Vestry Meeting (AVM)
 and the Annual Parochial Church Meeting (APCM)
 held at St Peter's Church, Oundle, Tuesday 28th March 2017, 7.00 pm**

Chairman: Revd Stephen Webster
 Parishioners present: 51
 Apologies Given: 23

Secretary: Justine Turton
 Clergy present: 4

Present: Diana Awdry, Jema Ball, Louisa Baker, Mary Bunker, Sue Christmas, Adrian Christmas, Peter Coatham, Steve Cunningham, Tracey Cunningham, Rod Dowd, Margaret Dowd, Mark Elkington, Jenny Firth, Jeremy Firth, Liz Ford, Maureen Gent, Catherine Goldsmith, Ian Goldsmith, Richard Hanwell, Len Johnson, Sarah Lee, Jonathan Lee, Alan McMurdo, Jonathan Morgan, Gill Morrison, Barry Morrison, Robin Newman, Julia Newman, Geoff Newman, Pauline Newman, Tom Ormston, Esther Ormston, Janet Roberts, Brian Rodger, Judy Rusher, Jeremy Rusher, Emily Taylor, Peter Taylor, Joyce Tompkins, John Tompkins, Kim Treverton, Ben Treverton, David Varley, Ann Varley, Pam Weatherington, David Wills, Sheila Wills, Ben Wilson, Malcolm Winder, Lynn Winder

Apologies: Louisa Ashman, Mark Ashman, Ann Adeney, David Adeney, Jonno Ball, Michael Bunker, Anna Freij, Sian Fytche, Peter Hawken, Frances Hawken, Judith Hodgson, Sally Langham, Janet McMurdo, John Orton, Carol Orton, Kate Pathak, Alan Rayden, Eleanor Rayden, Susie Rodger, John Round, June Round, Bobbie Turton, Rachel Wong

Stephen Webster gave a welcome, reading and prayer.

Annual Vestry Meeting (AVM)

AVM 16.01 Minutes

The minutes of the Annual Vestry meeting held on 12th April 2016 were accepted as a true record.

AVM 16.02 Election of Churchwardens

Churchwardens were elected as follows:-

Candidate	Proposed	Seconded
Stephen Cunningham	Emily Taylor	Rod Cousins
Emily Taylor	Janet McMurdo	Rod Cousins

Thanks were given to Julia Newman and Emily Taylor for all their hard work and dedication.

Stephen Webster closed the meeting.

Date:
 (Rev Stephen Webster)

Signed _____

Annual Parochial Church Meeting (APCM) Tuesday 28th April 2017

APCM 16.01

The minutes of the meeting of Wednesday April 12th 2016 were signed as a true record.

APCM 16.02 Annual Report

Stephen Webster (SJW) introduced the Annual Report and after showing a short film entitled, 'The thing I like about St Peter's is....', took the meeting through the report and opened the meeting up to questions.

a. Vicar's Report and Services

Q: How is the team performing and what additional resources do you need?

A: SJW responded by saying that we are blessed with a fantastic team who are all working hard to support the mission of St Peter's. In terms of resources, we find ourselves in the position of 'The harvest is plentiful but the workers are few'. With an increase in young people being connected to St Peter's we are challenged every day to help them grow with a strong faith. Our Junior Church team are doing an amazing job but we need more people on the team to help the young people grow in their faith. It is hoped in the future that we will be able to employ a full time Youth Worker to help with this very important mission. We thank God every day for all members of the team.

b. Youth

Jema Ball (JMB) informed the meeting that over last year we have seen a growth in the number of families regularly attending Sunday Services. We currently have 75 Children at primary or pre-school age and 30 teenagers who regularly attend St Peter's services, this is something to celebrate. Tiny Tots has also continued to grow with 21 families who regularly attend and 14 families (not included in the numbers above) attend Messy Church. There are also 10 to 15 young people who are connected to St Peter's via WPC and Ignite (again these not included in the numbers above). Youth Worship on average attracts 30 – 40 regular attendees (these are included above) and 8 – 10 regular attendees at Christian Union at PWS.

JMB then went on to say that we are currently looking at the way our Junior Church groups are split because each group is outgrowing their spaces. There are lots of potential ideas being explored and new groups hope to be launched in September. However, we do need more leaders to make this possible. It is hoped, as SJW mentioned earlier, that in time a full time Youth Worker would help expand this vital mission.

Q: How is West Porch doing?

A: (Answered by Ben Wilson, Youth Intern). West Porch is currently doing really well with a steady number of people attending – about 12 -14 on and off throughout the session. A group, that have currently been excluded from school, have been attending recently and they have expressed that they feel safe when they come into Church and that no-one is judging them. They are currently going through a tough period in their lives and they are thankful that this provision is available for them.

We have been recently blessed with a couple of new volunteers but could always do with more. The criteria for being a volunteer at WPC is to enjoy being with young people and have the passion and commitment to be with them and listen to them.

Q: Are there places we could visit that have already got excellent practices that we could utilise?

A: We have ideas on which direction we want to go but the difficulty is finding the people to do them. We can be very thankful to God for what He is doing among young people in Oundle. It means that Oundle's experience is one of the more encouraging ones within the Diocese. Of course that's not to say we won't be able to learn lots from others. However, Youth Service – for example – is not something really happening anywhere else in the Diocese. Though there are plans and ideas.

Q: The Tiny Tots move to Oundle CE Primary School (OPS), is this temporary or permanent?

A: The move is still being viewed as temporary and in the very near future we will explore with the members if it would work bring it back to St Peter's.

The room at OPS is fantastic. It is fully equipped with its own toilet, tea and coffee making facilities and good storage. It was a painful decision to make to take Tiny Tots out of St Peter's as it is so lovely for youngsters to feel at home in Church. However, there are now other opportunities for this to happen so it isn't as important.

SJW had noticed recently that people had been referring to The 9:45 as 'the children's service' and so would like to take this opportunity to remind everyone that The 9:45 service is only a 'Family Service' once a month and on all other occasions the children go out to their Junior Church groups. It is not a 'children's service' but a service aimed on most Sundays in the month at adults (some new to faith, some with a strong and developed faith). It simply offers a different *style* of worship – not something necessarily introductory or light. Once a month at Family Service we enjoy worshipping as all ages together. Again this is not a 'children's service' but one for all ages together.

c. Pastoral

SJW asked Sarah Lee (SL) to speak to the meeting about pastoral issues as she had recently taken on the role of coordinating pastoral work.

SL said that currently the core of pastoral work is with the elderly and the sick. She currently oversees Tuesday Club, Munch Club (a town venture with 70-80 participants), Holiday at Home (this year's theme – St Peter's by the Sea) and Sage Courses. Erica Grubb oversees the Bereavement Team and Cynthia Dimmock looks after Home Communion.

SL felt that St Peter's needs to give more care in the community and not just the elderly and sick. We need to look at what needs are not being met and then form a team to facilitate this. It is something that SL will be working towards over the coming months.

There were no questions asked about St Peter's Pastoral Care.

d. Resources

SJW asked Adrian Christmas, Chair of the Resources group to answer any questions the meeting had.

Q: What is happening about the house on Church Street?

A: The Coach House is still up for sale. We have tried many different avenues to secure the finances needed to purchase the property but have currently been unsuccessful. It is therefore on the backburner.

Q: What would the Coach House be used for?

A: We would use it for office space for the growing team and for Youth and Pastoral Work. It would also enable us to have more options on where a kitchen (for example) could be installed. The cost of the Coach House is

approximately £400k

Q: Are catering facilities still on the agenda?

A: Yes they most definitely are. Now the West End project is up and running the team have moved their thoughts on to the next projects, including that of kitchen and office space and meeting rooms.

The financial side of future projects will need to be carefully thought through. We have now used the reserves which we earmarked for the west end project. However, we currently have a very good working relationship with the East Northamptonshire District Council and they are eager to accept further grant applications for community facilities. The next financial year will start in April and so we can apply for new grants after this date. We will also be looking at other grants we can apply for to cover the cost of the next developments.

SJW gave thanks to Malcom Winder and Adrian Christmas and their teams for all their hard work and commitment in the re-ordering of the West End and for their enthusiasm for future projects.

e. Finance Report

SJW asked Wendy Forster (WF), Treasurer to give a brief overview and answer any questions the meeting had.

WF reminded the meeting that 'Financial Giving' underpins everything we do at St Peter's. Without the generosity of the congregation none of the activities on offer would be available. As a Church we do not receive any funding from external sources and so rely solely on contributions given.

The accounts for 2016 look like we have made a loss but this is because we have been paying out from the Capital for all the building works in the West End. As agreed in previous PCC Meetings, the money for the work on the West End is being paid for out of reserves and it is this movement of funds that is reflected in the accounts.

We currently have restricted reserves of £70,000 which we are not allowed to spend except in an emergency. £50,000 to cover a 3 month period to continue running as a Church and £20,000 in buildings reserves. The money currently being spent on the West End is in the unrestricted reserves fund.

Q: Where are the funds currently held and are do we have access to them?

A: The funds are currently held in a CCLA Bank Account and ownership sits with St Peter's

Q: Could accidental damage be covered by the Restricted Reserves

A: It *could* be but we have insurance cover for accidental damage.

This year we have restructured the Treasury Committee which now consists of members of each of the Action Groups. The Treasury Committee are looking at future risk to see if we can take any of our Restricted reserves and make them available for projects but this will be very carefully thought out.

Towards the end of last year, with Jonno Ball (Facilities Co-ordinator) help we have put in roof alarms that have reduced the financial risk should our lead be stolen. Whilst there was a £8k cost of putting the alarms in place, we were able to secure a £1k grant. Alongside this, our insurance premiums have gone down and our cover has gone up considerably (from £7k cover to £2m). Correspondingly therefore our exposure to risk from lead theft has been all but entirely reduced.

SJW gave thanks to WF for all her and her teams hard work in keeping St Peters' finances in order.

f. General Questions

Q: Has any thought been given to the specialist areas, Mark Donnelly the new Curate will take on?

A: SJW said that currently there was nothing fixed and that he will be exploring different ideas with Mark when he arrives. It is important to remember that Curates are not 'an extra pair of hands' but are in training to become Vicars themselves and so he will still be studying

Q: Parish Share seems to have gone down but the Diocese are currently underfunded. Does this mean our Parish Share will go up again?

A: We are blessed with an excellent Bishop who has put in place a fabulous strategy to grow the Church for the future. Part of this strategy is to increase the number of clergy – and to increase the number of curates and to encourage younger vocations. This is vital as we prepare to be a growing Church (Peterborough Diocese was one of only 2 diocese that grew last year). All this puts the cost of clergy up. (All those costs are divided among the Churches in parish share. Each benefice pays the equivalent of for their Vicar's 'stipend'(pay), pension and housing – as well as their share of the training of ordinands and curates as well as curates' stipend, housing and pension. At present this all comes to £67k per Vicar. The Diocesan Synod also agreed to a change in the way this is apportioned. We are moving steadily to a system (by 2020) when each benefice will pay the 'cost of ministry' (ie £67k in 2017) for each full time stipendiary Vicar they have. In the past it has been calculated partly on number of people who attend Church (a tax on growth – and large subsidies to smaller churches). It is for this reason that our share went down very slightly in 2017. We have two full-time stipendiary clergy. Our benefice pays £142k – which is a little above 2x£67k. For this reason our share will rise more slowly than others. We can expect it to rise in the future. St Peter's did use some of our unexpected gain in 2016 to help out smaller parishes locally. It maybe that we consider helping the Diocese directly in the future. In 2016 as some parishes struggled to adjust to what (for many) were ongoing significant rises across the Diocese there was underpayment. The PCC will continue to reflect on St Peter's giving.

APCM 16.03 Electoral Roll – Julia Newman

Julia Newman presented the Electoral Roll report for the 20th Year! 2013's Electoral Roll was our last complete renewal therefore 2016 just needed amending for known additions and subtractions. 2019 will be our next complete renewal. From 2015's roll 2 have died, 13 have moved out of area, and there are 9 new additions. Last year's total was 384, this year it is 378.

APCM 16.04 Election of Deanery Synod

The following were elected for a three year post:

Candidate	Nominated	Seconded
Gillian Morrison	Julia Newman	Ian Goldsmith
Sarah Lee	Gillian Morrison	Emily Taylor
Peter Coatham	Peter Burchell	Alan McMurdo
Cynthia Dimmock	Catherine Goldsmith	Richard Dimmock
Justine Turton	Malcolm Winder	Jonathan Ball
Rachel Wong	Emily Taylor	Peter Taylor

APCM 16.05 Election of PCC

The following members indicated they did not wish to be re-elected: Jackie Bland

Thanks were given to Jackie Bland for the work she has done on the PCC and in many other ways for St Peter's

The following were elected onto the PCC for a three year post:

Candidate	Nominated	Seconded
Kim Treverton	Janet McMurdo	Mark Elkington

APCM 16.06 Appoint Sidespeople – Diana Awdry

The sidespeople were thanked for all their assistance. Diana Awdry, Kelsey Cole, Rob Dillarstone, Maureen Gent, Brian & Margaret Gratton, Sally Langham, David Macey, Jonathan Morgan, Geoff & Pauline Newman , David & Ann Varley were all elected Sidespeople. A request was made for more Sidespeople to come onto the rota.

APCM 16.7 Any other business

David Varley gave thanks for the extensive Annual Report and for everyone who put time and effort in to create the individual reports.

Maureen Gent gave thanks to Justine Turton for her hard work and efforts within her role as administrator.

John Tompkins gave thanks to Stephen Webster for his leadership and vision for St Peter's.

The meeting closed at 8.45 pm with prayer.

Date:

Signed _____

(Rev Stephen Webster)

**Special Meeting of the Parochial Church Council
 Tuesday 28th March 2017, immediately following the APCM**

1. **Apologies:** as Vestry Meeting minutes.
2. **Minutes:** the minutes of the meeting of Tuesday 12th April were signed as a true record.
3. **Election of officers:** the following were elected:-

Position	Elected
Lay Vice-Chair	Janet McMurdo
Secretary	Justine Turton
Assistant Secretary	Alan Rayden/Cynthia Dimmock
Treasurer	Wendy Forster
Assistant Treasurer	David Varley
Electoral Roll Officer	To be Confirmed

4. **Election of Standing Committee:**

Clergy	Stephen Webster, Jema Ball
Churchwardens	Steve Cunningham & Emily Taylor
Lay Chair	Janet McMurdo
Representative of the PCC	Gill Morrison
Chair of Resources Action Group	Adrian Christmas
Chair of Outreach Action Group	Jemma Ball
Chair of Faith Action Group	Stephen Webster

5. **Any other business**

- 5.1 A welcome was extended to all new members of the PCC.
- 5.2 The Treasury Committee would like to ask Ian Goldsmith if he would value the silverware currently housed at Natwest Bank. As this is potentially a conflict of interest as Ian is on the PCC it requires PCC approval.

PROPOSAL: That the PCC allows Ian Goldsmith to value the items currently housed at Natwest Bank for the Treasury Committee. *(Proposed: Emily Taylor, Seconded: Jema Ball, Unanimous Agreed)*

5.3 SJW informed all the PCC members to remember that there will be a PCC Away day on 24th June 2017. Further information about the day will follow in due course.

Date:

Signed _____
(Rev Stephen Webster)

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