

PARISH OF CATERHAM ST MARY THE VIRGIN WITH ST LAWRENCE AND ST PAUL

MINUTES OF THE ANNUAL VESTRY AND PAROCHIAL MEETINGS HELD IN ST MARY'S CHURCH at 8pm on Tuesday 29th April 2014

Meeting chaired by Chris Clementi –Lay Vice Chair in Father Duncan's absence.

ANNUAL VESTRY MEETING

1. OPENING PRAYER by Chris Clementi. Apologies from Father Duncan who we hope to have back very soon. Thanks were expressed to Nichola Riches for the Eucharist Service preceding the APCM.

2a. To elect two Churchwardens

Chris read out the nominations and proposers

Chris Clementi

Proposer – Maria Duckett

Secunder – Alan Turton

Gay Russell

Proposer – Elizabeth Siddall

Secunder – Georgina Johnson

2b. To elect two Deputy Churchwardens

Martha Ellison

Proposer – Vanessa Buck

Secunder – Alan Turton

Sue Blatchford

Proposer – Georgina Johnson

Secunder – Debbie Samuels

Chris and Gay are happy to continue as Churchwardens and expressed thanks to the retiring Deputy Church Wardens Guy and Georgina.

The above were duly elected.

ANNUAL PAROCHIAL MEETING

1. Minutes of the Annual Meeting held on Wednesday 17th April 2013 were signed by Chris Clementi as an accurate record.

All in favour

2. Matters Arising – none

3a. To elect members of the PCC

David Holder, Maria Duckett, Sarah Benham, Chris Bishop and Len Abrams are all

standing down from the PCC having completed a 2 or 3 year term.
Thanks were expressed for valuable contributions they have all made.

The following had been nominated and were elected for a 3 year term.

Ruth Law

Proposer – Yvonne Coldron

Secunder – Annie Bullen

Janet Stimpson

Proposer – Celia Monk

Secunder – Denise Clarke

Louise Harris

Proposer – Annie Bullen

Secunder – Chris Bullen

Beth Lewis

Proposer – Sarah Shorbridge

Secunder – Kate Gordon

All in favour.

Chair welcomed the new members and suggested we seek to co-opt further members.

3b. To elect members of the Team Council

Debbie Samuels and Chris Bullen to remain on Team Council for coming year.

3c. To elect Representatives to the Deanery Synod

Bobby Clarke

Proposer – Beverley Shannon

Secunder – Sachiko Pearce

Chris Clementi

Proposer – Len Abrams

Secunder – Jean Williams

Merlin Skinner

Proposer – Christine Pilcher

Secunder – Sarah Benham

All are happy to continue.

4. To elect Sides persons

No changes to current sides persons.

Elected on block.

They were thanked for their continued support.

All in favour

5. To receive the Electoral Roll

Prepared by Barbara Holloway and read by Chris Clementi

In March 2013 the number on the electoral roll stood at 249. During the year there have been 6 deletions and 10 additions. The roll now stands at 253.

No questions were raised about the Roll so they were accepted.
Barbara was thanked for her work as electoral roll officer.

6. The Hon. Treasurer's Report

The Annual Accounts had been presented to and approved by the PCC on Sunday 27th April 2014.

Copies of the independent examiners report and the accounts for the year ended 31 December 2013 were available to those attending the meeting.

Diane Haslam presented her report as follows:

Final accounts as at 31st December 2013

Balance Sheet Page 1.

Overall increase in total equity of 2,8% to £ 96 846,87 from £94 216.67

Income Page 5

Total income for 2013 was £162 417.96 – an increase of 17,8% from £137 849.13 in 2012

Income from donors up 18% to £105k from £86k in 2012 (fabulous Stewardship Campaign)

Income Tax on cash donations £ 1 250 (we can now claim on a maximum amount of £5k)

N.E.T. phone mast income of £5 000

Increase in hall hire income of 8,9% to £40 249.58 despite the loss of the Romanian's hire of St. Lawrence's (£3 131)

Service Fee Income down 8,2% (fewer weddings & funerals in 2013)

Summer Fayre income slightly down on previous year by 14%

Expenses Page 6

Overall Expenses for 2013 up 9.45% to £171 962.08 from £157 114.05 in 2012

Annual Fairer Shares increased by 8,36% (up by £8 500) from £102 693.71 to £111 282.00 despite our AMF (Annual Membership Figure) dropping.

Team Clergy Expenses up by 22% to £10 057,42 from £8 203,38 in 2012

Net Deficit of £9 544,12 (page 2) compared with £19 264.92 in 2012 (**decrease of 50%**)

Funds Page 7

St Mary's Church Hall Fund - Total additional funds raised in 2013 of £8 803,85 and total final expenses of £3 731,44 leaving a net surplus of £3 621,25

Sally Grant Fabric Fund – New Restricted Fund of £5 712,98 (split equally between St Mary's & St Lawrence's) through her bequest.

We are very grateful to Sally for this.

Total funds up to £96 000 from £94 000

**** But important to note that our General Funds are showing a NEGATIVE amount meaning we have theoretically got less money than we have designated and restricted i.e. We have already spent £12 475,16 of our Designated Funds!**

Di was thanked for producing the accounts.

7. Appointment of an Independent Examiner

Richard J Dean BSc (Econ) ASC is happy to continue in this role.

8. Churchwardens' Report with input from Father Duncan.

"I want to start by saying how sorry we all are that Duncan cannot be with us this evening. The good news is that he hopes to come back at the beginning of May. Both Gay and I wish to thank most warmly all the clergy and laity who have covered over the last few months together with the Team Vicars, Revds. Jerry Garton and Tim Goode, who have also supported Gay and myself. Frany, Nichola, Roger, Richard, Len, Sarah and Maureen we are all very grateful to you. We were also privileged to have Bishop Jonathan leading our worship over Holy Week and Easter. We thank him also because he ended up with a much bigger role than he could have anticipated when he accepted Duncan's invitation shortly after his appointment as Bishop of Croydon.

Our Report this year includes much that has been going on that I know Duncan would have talked about had he been here. It will also include items that are traditionally reported on by your churchwardens.

In terms of worship we have enjoyed much. There have been spirituality sessions in both Advent and Lent and a series of Sermons on the Creed, reinforced by more detailed study in the House Groups. The Pilgrimage to Rome and Assisi was enjoyed by all who went and I am sure deepened their faith. Stay and Pray for families with very young children was launched and has proved very popular and those who value 'quiet time' appreciated just that at the Quiet Day. An innovation was to include a tour of the church during the Welcome Evening. This will, I think, be repeated at future evenings, aimed at those who are new to St. Mary's. We also had a very busy Christmas and Easter, with a full to bursting church at a number of services.

During the year we said goodbye to Nigel and Catherine and St. Mary's was well represented at his Induction at St. Paul's. We also bid farewell to Arron Townsend who completed his time with us and did so much to encourage and build our Youth Ministry. We also waved off Steph as she commenced her maternity leave and we were thrilled by the birth of Baby Leo. We eagerly look forward to her return in the summer. The Team welcomed Catherine Dowland-Pillinger, as she started her Ministry in Woldingham.

During 2013 our Architect retired and the PCC appointed Karen Butti as our new architect, following a recommendation from Duncan, Gay and I, after we had reviewed suitable candidates. Unfortunately we were not immune from the very heavy rain recently and the organ blower room was flooded. This has been sorted and the PCC is currently considering its options to prevent a recurrence. Our builder is also advising us on some leaks to the church roof. The floor at the front of the St. Paul's aisle was repaired with the help of a generous grant from the Marshall's Charity, which covered most of the cost. We are also indebted to Martin Black who has advised us on lighting and has improved illumination in the choir stalls. Over at St. Lawrence's a broken pillar stone has been repaired, paid for by the Guild of Friends. As always we really appreciate the financial support we receive from the Friends. They also paid for the felling of a dead cherry tree in the churchyard.

Discussions are currently taking place with the Bourne Society and local councillors for the restoration of the St. Lawrence Hospital War Memorial and its relocation on the wall next to the door at the back of church. Agreement was also reached with the Girl Guides over our ownership of a small strip of land adjacent to Le Personne Homes in Banstead Road on which they have a Guide hut. This land together with the field adjacent to St. Lawrence's is to be registered in our name at the Land Registry by the Diocese. Negotiations are ongoing with NET over Vodafone's plans to replace the 3G antennae (which has never been activated!) at the top of the belfry with a 4G one. Under their current plans, this would mean re-siting the antennae amongst the top bells, which is far from ideal.

The January highlight was the highly successful pantomime. This was thoroughly enjoyed by enthusiastic audiences and Gay and I thank everyone involved for their hard work and enthusiasm. It was lovely to see some new faces amongst the actors. We also had a very enjoyable and successful Harvest lunch and the teas at St. Lawrence's during Sunday afternoons in the summer proved popular and were a good fund raiser.

Arising from the Away Day in 2012, much progress has been made by the PCC committee spearheading our Communications Strategy led by Steph up until her maternity leave started. Last August Mary Clair Kelly took on the role of Publicity Officer and she and the Team have developed our Facebook and its use for a variety of purposes, organised publicity for our events, promoted a large number of pastoral activities, supported local charity community organisations, such as the Whyteleafe Flood Fund, the Breck Bednar Fund and the Caterham Food Bank, and promoted fund raising events, such as the pantomime.

The Safeguarding Team led by Chris Bullen and Sarah Goodwin have also been busy. They have prepared a comprehensive Child and Adult Protection Action Plan,

which is currently being further refined. The team and the PCC are confident that we have safe protection practices in place having adopted the Diocesan policy on a 'safe church'.

Believe it or not but this is the fifth report I have been involved with. A thread running through each one is the Churchwardens' heartfelt thanks to the many, many individuals including those mentioned earlier in this Report who work tirelessly for the church in a wide variety of ways. In the interests of time I will not list you all but you know who you are and the contribution of each of you is hugely valued. Without your support we could not be the large, lively congregations that we are and the church could not flourish.

You would not expect to get away without a comment from me concerning our financial situation. Last year we appealed our fairer shares contribution to the Diocese of around £115,000 and our payment was reduced by £5,000 and this enabled us to pay our contribution in full, something the PCC always strives to do. However, this causes immense strain because before we consider how we pay for our own needs we are asked to pay some £110,000 to the Diocese, to help pay for the clergy and to keep churches going in very poor communities. As Di has mentioned in her Report this reduction, along with the generosity of the congregation helped to reduce our deficit from just over £19,000 in 2012 to just over £9,500 for 2013. But note this is still a loss, and the reality is that we spent in 2013 nearly £12,500 (in running costs) of the money the PCC has set aside for future needs of a wide variety (i.e. from our designated reserves). For 2014 our fairer shares contribution is back to £115,000 and this the PCC cannot at present afford. The PCC has agreed with the Diocese that we will pay at the same level as last year, but this will leave a considerable shortfall at the year end. Depending upon how our finances then look, the PCC will determine how much more we can pay without running down our reserves to an imprudent level. I make no apology for being so gloomy but we will be having a stewardship campaign, originally due to take place next month but postponed until after the summer holidays.

Whilst on finances, Gay and I have to give our biggest thanks to Di. Not only does she support Gay and myself and the clergy in the office - a large administrative job in itself especially in the absence of Duncan and Steph - but is also our super-efficient Treasurer. Thank you Di for everything you do we do so appreciate your hard work. As many of you may know the Diocese has been working on a new system to replace Fairer Shares, which will be more in tune with church life than the current system. It is a tribute to the high regard in which Di is held that she was asked to serve on the working party for the new scheme, now in its second phase. Her input has certainly benefitted us and the 25 or so churches of a similar size in the Diocese.

I also wish to thank Gay for all her support to me and the considerable work load she has been carrying, especially in the last few months. It is largely down to her planning that we have had clergy cover for our services. We both also thank Guy and George both of whom have stood down for their support, always willingly given. We look forward to working with Sue and Martha, as they take on their new responsibilities.

Finally, you will all want to join Gay and myself in thanking Duncan, in his absence, and his clergy team including visiting clergy assisting us for everything they do for us. It is a tribute to Duncan's leadership that Bishop Jonathan accepted his invitation to be with us and the Team over Easter. We do appreciate all the clergy do to encourage our individual spiritual journeys. As I have said before, it is largely down to Duncan that St. Mary's is so well known and respected both locally and further afield and why so many young families choose to worship with us so that their children learn Christian values that are so precious and will stay with them for the rest of their lives.

'Faith Hope Love' this to me is what St. Mary's offers me in spades and I hope you too".

No questions
(Copy of report in file).

10. Report from the Guild of Friends of St Lawrence' Church

Elaine Williams (Hon. Secretary) prepared a report which is available in the yellow file at the back of church for the congregation's perusal and on St Mary's website.

11a. Reports from Church Organisations

Annual reports have been received from the following groups: St. Mary's Choir, Free Spirit - St. Mary's Music Group, St. Mary's Bell Ringers, Caterham Deanery Synod, Crèche, Junior Church, The Guild of Friends of St Lawrence's Church, Welcare, 1st Caterham Brownies, Caterham Overseas Aid Trust (COAT), Y Church, 1st Caterham (St. Mary's) Scouts, 9th Caterham Brownies, and St. Mary's Parent & Toddler Group.

The organisations are listed in the 2014 Annual Report and the PCC secretary thanked them for their contributions and invited members of the congregation to read the reports which give a wonderful flavour of what goes on at St. Mary's.

The reports are available in the yellow file at the back of church and will also be available on St. Mary's website.

11b. Report from the Deanery Synod

Chris Clementi (Hon. Treasurer Caterham Deanery Synod) prepared a report which is available in the yellow folder at the back of church and also on the website.
stmary'scaterham@googlemail.com

12. Any Other Business of Parochial Interest

Margaret Dickens informed the meeting of a special service being held at St. Paul's this Saturday in celebration of women's ministry.

13. Closing Prayer

The meeting ended at 9.00pm.