

ST JOHN THE EVANGELIST CHURCH, CARTERTON

ANNUAL PAROCHIAL CHURCH MEETING – 12.20pm on SUNDAY, 14 MAY 2023

Attendance: Lynne Bolter, Lynda Bostock, Stephen Bostock, Alison Brown, Barbara Clark, Hannah Cloete, David Edgar, Susan Edgar, Ray Goodson, Barbara Goudal, Carol Hadgraft, Ian Harley, Sharon Harley, Allister Holt, Karen Holt, Miriam Knight, Gary Long, Kath Monkhouse, Andrew Monkhouse, Geoffrey Tennant, Jacky Thomas, Doreen Trezise, Billie Tweedy, Rev Drew Tweedy (chair), Mike Watts, Janet Watts, Liz Wood, Linda Wooloff (Secretary)

Apologies: Linda & Mike Cox, Rev Ian & Carol Howard, Janet Sayer

The meeting was chaired by Rev Drew Tweedy, Rector of the Benefice of Brize Norton with Carterton and Black Bourton and Chairman of the Parochial Church Council.

Introduction

Drew welcomed the attendees to the meeting and commended the Annual Report and Accounts. These had been published in the building, on the website, and had been circulated to those church members who had elected to receive email communications, so there had been a good opportunity for everyone to review the contents. It was therefore not intended to go through individual reports in detail at this meeting. No questions were raised at this point about any individual reports.

Drew thanked the many volunteers who had contributed to the life of our church during the past year.

Finance Report (Ray Goodson, Treasurer)

Ray took the meeting through the detail of the financial performance of the church in the year January to December 2022 as set out in the Annual Accounts. He reminded the meeting that church finances are subject to the accounting rules of the Charities Act. An annual report must be prepared by the Trustees (the Parochial Church Council (PCC) which includes a section on the financial activities of the parish. The Accounts had been independently examined by Shilton Accounting Services and had been formally approved by the PCC.

Voluntary Giving once again provided the foundation of the 2022 regular income (£27,690). The majority came from personal standing orders and direct debits via the Parish Giving Scheme. Cash collections increased markedly in 2022 to £5,931. Overall, this was a 20% increase vs last year. However, additional income (dividends, church activities and “other” income such as hall hire) amounted to £33.5k, which was less than in 2021. Our total income for 2022 reduced to £79,607 (vs £89,494 in 2021).

In 2022, we managed to reduce overall expenditure by £3k (1.8% less spent than in 2021). It has been necessary for simplicity of the graphic to consolidate the 28 different categories of payments into groups under appropriate headings, but the full breakdown of categories is available in the published accounts. A new expense during the year had been the money needed to pay towards the Curate’s housing costs (£8,200). The regular payments for this (utilities, council tax and rental) are shared 50:50 with Bampton Parish who employ our Curate’s husband. St John’s paid the property rental deposit in full (£3k), which will eventually be refunded when the property is vacated. The PCC was able to donate £10,757 in Mission Giving during the year which, although it appears as an outgoing in the accounts, is a positive charitable action by the church. Total outgoings for the year amounted to £125,713 (vs £128k in 2021) which led to our deficit vs income became larger pro rate at -£46,105.

The value of our investments with CCLA (two share and one deposit account) have continued to be the “God send” for our finances from the Keen brothers’ legacy. Interest from shareholdings is credited quarterly. Stock Market performance during the year 2022 was volatile due to global circumstance and at the end of the year the value of our investments had decreased by more than £142k. (Ray was pleased to say that performance during the early months of 2023 was showing improvement.)

To cover expenditure and keep the bank account in credit, the PCC sanctioned the Treasurer to sell shares at certain points as necessary during the year to credit the main bank account and balance the books.

Ray thanked the valuable contribution made by both Jacky Thomas who had joined his as Administrative Assistant (Finance) and Alison Ford, who continued to act as our Gift-Aid Reclaim officer. He also thanked Shilton Accounting Services for their support, especially in handling the administration for employing our Children & Families Minister. Drew thanked Ray for his diligence and hard work throughout the year in looking after the church’s financial affairs.

Questions:

Billie Tweedy asked why we had chosen CCLA as our investment management company.

Ray said that the PCC had conducted extensive research and also sought opinions from various other churches in the Deanery who also use CCLA services, all of whom were satisfied with the service they received. A representative from the company then attended a meeting of the PCC in March 2018 to explain their offering.

Secretary’s note: Extract from PCC Minutes of 19 March 2018: CCLA only looks after not-for-profit institutions; it is a mutual company owned by its clients; and is one of the largest investment management company in the UK looking after funds for the Church of England through the Central Board of Funding, and other charitable organisations. Funds are invested in line with the Church of England ethical funding policy. CCLA offers several different types of investment funds for the CBF Church of England – deposit fund; investment fund; UK equity fund; global equity income fund; fixed interest securities fund and property fund. CCLA has shown a historical performance record well above the median of similar companies for many years.

A letter to the congregation from the then Rector (Rev Bill Blakey), dated 17 May 2018, was circulated explaining the PCC’s intentions in handling the monies from the Keen Legacy.

Kath Monkhouse asked for a breakdown of some of the sections within the Expenditure categories which showed significant increases vs 2021: General Administration, Clergy & Staff Expenses, Subscriptions, Other Expenses

Ray agreed to prepare a more detailed breakdown of the make-up of these categories for general circulation. **ACTION: Ray.** Allister Holt commented that during 2021 and the Covid pandemic, meetings were being held via Zoom. There was little or no printing or other administration or normal running carried out. In 2022, much of the previous schedule of activities resumed leading to increased costs.

Geoffrey Tennant asked whether it was possible to create a more consistently smooth budget across the year to avoid dipping into the investment accounts to sell shares.

Drew agreed it would be a very positive situation to have a regular income that meets regular expenditure. The PCC and Treasurer were constantly looking at ways to introduce a streamline budget that would achieve this. Although we want to be prudent with the Legacy money, it has always been part of the aim to use this for Mission and Ministry work. This has allowed us to employ a Children & Families Minister (Gary Long) and working towards expanding this area by funding additional support for his ministry in the future. In the short term, the cost of the post of an additional curate would be needed to supplement the Ministry team's resources.

Appointment of an Independent Examiner

The meeting unanimously approved the appointment of Shilton Accounting Services as Independent Examiner for the 2023 Annual Accounts.

Children & Families Worker Report

Gary Long thanked God for the growth and movement within his Ministry that had been seen since the end of Covid restrictions. The Informal Sunday Worship services have a regular attendance reaching 100. The two kids' clubs, which started with just four children attending, had now reached capacity and a further club was being planned. He had a mailing list of families of over 250, many of whom regularly supported the various events. The leadership team was also looking at appointing an assistant worker to further expand this ministry as the children grew older and different teaching methods were needed. He thanked all the volunteer helpers who were making this ministry possible.

Electoral Roll

At the start of the year, the Electoral Roll stood at 73 members. Six new members had left but six had also joined the Roll during 2022, so the current Roll membership remains at 73. The Roll is now open again to new members.

Fabric Report

In Mike Cox's absence, Drew commended the details on the slides and in the Report to the meeting. The Quinquennial inspection had taken place at the end of 2022, and Mike was looking to prepare a schedule of works where action had been identified as required over the coming years.

Election of Officers

Drew thanked Carol Howard for acting as Deanery Synod representative for the past year. She had agreed to continue in this role for the next three-year term of the Deanery Synod, and was unanimously voted in. One vacancy remained and Drew invited any member of the electoral roll to consider stepping forward.

Mike Cox, Ray Goodson and Janet Sayer had completed their three-year term as members of the Parochial Church Council. All three had been nominated to stand again for a further three years. Mike Watts had been nominated to fill one of the two outstanding vacancies. All four candidates received the meeting's unanimous approval.

The appointment of officers for leadership roles and committee members would be made at the first meeting of the new Parochial Church Council immediately following this meeting.

Safeguarding

Following the resignation of Jeanette Welsh during the year, Alison Brown had stepped in to fill the role of Safeguarding Officer on a temporary basis. Work commitments meant that she could not continue doing this permanently. Shirley Sanderson (Safeguarding Officer for St Britius) had agreed to cover the position for the short term while a new recruit was sought within St John's.

Data Control Officer (GDPR)

Liz Wood had been forced to step back from this role due to other commitments. A replacement was therefore required. *(Secretary's note: At the PCC meeting following the APCM, Mike Watts volunteered to take over this position.)*

There being no further issues to discuss, and no further questions raised, Drew closed the meeting at 1.10pm.

Presentation slides used during this meeting are available on the website.