

## Parish of Richmond with Hudswell – Annual Parochial Church Meeting

Sunday, 9th May 2021 at 11.15 a.m. in St. Mary's Parish Church, Richmond and via Zoom.

Chairman: Rev'd Martin Fletcher

### Annual Vestry Meeting

1. **Welcome and prayers:** Rev'd Martin opened the meeting with prayer.
2. **Appointment of Clerk to the meeting:** Sharon McCormack was proposed as Clerk to the Annual Vestry Meeting and A.P.C.M., and this was approved unanimously.
3. **Apologies for absence:** were received from Tony and Freda Dykes, John and Susan Welch and John Challis.
4. **Minutes:** of the Annual Vestry Meeting held on 15<sup>th</sup> November 2020: approval was proposed by Martin Fletcher and carried unanimously.
5. **Matters arising:** there were no matters arising from the minutes.
6. **Election of Churchwardens for the year 2021-22:** the term will be until the next APCM in May 2022. Peter Trewby was proposed by Leonard Scrafton and seconded by Alan Judge as Mayor's warden. Jan Jack was proposed by Johnathan Roberts and seconded by Jan Beeton as the Rector's warden. Both were elected unopposed.

### Annual Parochial Church Meeting

1. **Apologies:** as above
2. **Minutes:** of the Annual Parochial Church Meeting held on 15<sup>th</sup> November 2020 proposed by Wendy Pritchard and seconded by Christine Stedman and were carried unanimously and signed with no amendments by Rev'd Martin.
3. **Matters arising:** no matters arising from the minutes.
4. **Reports which must legally be presented:**
  - 4:1 **Electoral Roll:** Claire Murray stated there were currently 138 people on the Electoral Roll, 16 of whom lived outside the parish. This was down from last year. The report was proposed by Richard Gazzard and seconded by Angela Dickinson and unanimously accepted. Rev Martin thanked Claire Murray.
  - 4:2 **Proceedings of the PCC (including Safeguarding):** Rev'd Martin thanked Sharon McCormack for her summary of proceedings in 2020 and there were no matters arising. Wendy Pritchard proposed, and Pamela Holland seconded the report, and this was carried unanimously. Jan Jack and Jan Beeton were thanked for all the ongoing work for Safeguarding and Data Protection.
  - 4:3 **Financial statement for the year ending 31<sup>st</sup> December 2020:** The General Fund Receipts and Payments in 2020 showed that there were only three months when income was higher than expenditure but that in all but two months, our income did manage to cover our monthly Parish Share payments. There were no Parish Share payments made in the early part of the year. This allowed sufficient cash funds to pay the £23,000 invoice for our new Audio-Visual system in April. Large Parish Share payments were made in June and December and for the rest of the year as much as paid off the Share as possible. A bar graph comparing receipts in 2020 with receipts in 2019 showed our highest and most important source of income was from Planned Giving, which rose from 48% of all receipts in 2019 to 55% in 2020. Service collections were only a third of those in 2019 due to the lockdowns and covid. Donations increased by 60%, including £1,000 via our website and £270 through the contactless Good Box (located in church). Funeral and Wedding fees were halved as most of the funerals in 2020 had to be held at the crematorium and the PCC no longer receives any fees for such funerals. A payments bar graph was displayed showing that the highest payment was that of our Parish Share and despite only achieving a 70% payment of the 2020 Parish Share Request of £95,497 (an increase of 5% on 2019) this still accounted for 64% of all General Fund payments. Even with the additional cost of external printing of the Parish Magazine magazine subscriptions still generated £1,500, providing another much-needed source of income.  
A cashflow graph was then displayed. A green line showed that cash funds were high at the beginning of the year, dropped in April when the Audio-Visual system was paid for, then settled down to around £25,000 until the end of the year when 70% of the Parish Share was paid. If regular Parish Share payments had been made at a rate of just under £8,000 a month in order to pay the Request in full then by the end of June the bank accounts would have been completely

depleted and by the end of the year, we would have been £7,000 overdrawn (not possible as the church does not have an overdraft). For the Parish Share to have been paid in full and the bank balances to have remained at a working level of £21,000 we would have had to sell £28,000 worth of our long-term shares, equivalent to 40% of our total shareholdings. Paul suggested that this would have been too high a price to pay, considering the uncertain times we're living in. Rev'd Martin thanked Paul for all his hard work, with thanks also given to Peter Trewby and the Finance Team without whom our 2020 deficit would have been much larger.

Anna Boyce proposed and Jonathan Roberts seconded acceptance of the report which was carried unanimously.

**4:4 Fabric, goods, and ornaments of the church:** thanks were expressed to our Churchwardens Peter Trewby, Jan Jack and to David Frankton for their hard work during the last year. Peter then discussed briefly the work undertaken on the church heating, the organ, and other more recent improvements. The Quinquennial Inspection had been undertaken by Richard Crooks Partnership, advising that gutter and pointing work is required. Rev'd Martin thanked Peter and Jan and David for their dedication in such eventful times. Leonard Scrafton proposed and Graham Barber seconded acceptance of the report which was carried unanimously.

**4:5 Deanery Synod Report:** Rev'd Martin thanked Jonathan Roberts, Claire Murray, and Susan Welch for their summary of proceedings in 2020. Anna Boyce proposed and Scott Lunn seconded acceptance, and this was carried unanimously.

## **5. Elections and Appointments:**

**5:1 Members of the Parochial Church Council:** Rev'd Martin informed the APCM there were three members to be elected, for a 3-year term. He thanked those stepping down from the PCC this year. Leonard Scrafton, Margaret Clayson, Sharon McCormack, and Sheila Harrison. Susan Scrafton was proposed by Leonard Scrafton and seconded by Dennis Stedman. John Challis was proposed by Andy Lovell and seconded by Jim Jack. (Sharon McCormack was to be co-opted for a 1-year term by the PCC). Both were elected unopposed. Rev'd Martin congratulated the newly elected members.

Wendy Pritchard, Christine Stedman and Jan Beeton have one year remaining of their terms; and David Frankton, Andy Lovell, and Pamela Holland have two years remaining.

Ex-officio members are Rev'd Martin, Rev'd Paul Sunderland, Scott Lunn, our Churchwardens Peter Trewby and Jan Jack, and our Deanery Synod Representatives Claire Murray, Susan Welch and Jonathan Roberts.

**5:2 Appointment of Sidespersons:** Rev'd Martin thanked Jeanette Sunderland for preparing the Sidespersons list. This was read out and approved by the meeting and will be circulated with the Minutes of the meeting. The Sidespersons were thanked for their important welcoming role in which they are the first point of contact with our church.

**5.3 Appointment of Independent Examiner:** Alistair McLean, being willing to continue in his role as independent examiner, was appointed unanimously.

## **5.4 Deputy Churchwarden:**

David Frankton, Churchwarden Emeritus, was appointed Deputy Churchwarden, the aim being to appoint more to this role.

## **6. Rector's Report**

Rev'd Martin stated that he was privileged to be the Rector of Richmond with Hudswell, to belong to the town, and to lead the congregation of St Mary's Church. He thanked everyone for their continued support and encouragement. Rev'd Martin said he felt blessed to be working with a ministry team with such a wide skill set. This included Paul and Jeanette Sunderland who since their arrival had quickly settled as valued members of our church family. Thanks were given to our Churchwardens, our Parish Administrator, Vergers, all involved in upholding the strong music and ringing traditions of the church, our Treasurer and finance team, and the PCC. Thanks were given to the whole church family with the hope of brighter times ahead as we ease slowly out of the current lockdown and the effects of the pandemic.

## **7. Any other business**

The PCC Away Day is to be held via Zoom on Saturday 15<sup>th</sup> May 2021.

Alexe Roberts thanked Rev'd Martin on behalf of everyone for all his dedicated work during the pandemic and over the past year. This was followed by applause. Rev'd Martin thanked everyone.

The meeting in Church and via Zoom closed with the Grace at 12.02pm.