



Minutes of the Annual Vestry Meeting held on  
Thursday 19<sup>th</sup> April 2018 at 7.30pm in S's Philip and James Church

## **1. Opening Prayers**

The Revd. Mark Hayton opened the meeting with prayers. He then welcomed everyone to the annual meeting.

## **2. Present**

Revd. Mark Hayton (Chairman), Revd. Carol Dunk, Claire Holt (PCC Secretary), Paul Allen, Jane Allen, Judith Astles, Julian Barley, Mike Benham, Sue Benham, Trish Brooker, Sheila Buller, Richard Buller, Jim Burke, Jan Cole, Louise Cooper, Anthony Cooper, Kate Dashwood, Nancy Dawson, Richard Dexter, Dian Eddy, Nic Evans, Mike Ford, Carolyn Ford, Merrell Garlick, Tim Gillman, Mary Goodson, Joan Hall, Jon Harrow, Sally Hastings, Jean Hawkins, Terry Henshall, Janet Henshall, Rosemary Jones, Antony Jones, Jane Jones, Jeremy Keep, Judy Keep, Karen Kite, Tim Lyons, Barbara Lyons, Barbara Main, Linda Munday, Ann Naylor, Ray Oldham, Fred Payne, Keransa Pearson, Pamela Pimm, Adele Redgrave, Suzanne Rogers, Peter Rogers, Margaret Tant, Erica Taylor, Susan Taylor, Jenny Thorne, Heather Turner, Len Waller, Ruth Waller, Liz Whiting, Roggier Wieffer, Kate Wickenden, Bill Wickenden, Jennette Wickes, Geoff Wickes, Richard Wigram, Barbara Willis, Elly Wilson, Darren Wood, and Yvonne Wyatt.

## **2. 1 Apologies**

Andrea Barley, Jean Box, Liz Briggs, Jean Carr, Robert Frost, Jayne Frost, Chantelle Gardner, Lynda Hix, Tony, Holbeche, Frank Partington, Ros Piddington, Anne Richardson, Ruth Simpson, Ann Smith, Robert Smith, Brian Tant, Chris Waller, Elizabeth Waller, Rod Williamson, Anne Williamson and Alison Wyld.

## **3. Minutes of the last Vestry Meeting**

*The Annual Vestry Meeting Minutes of Monday 24<sup>th</sup> April 2017 were approved by the meeting without correction. Proposed by Karen Kite, seconded by Jim Burke.*

## **4. Matters arising therefrom**

None

## **5. Election of Church Wardens**

Revd Mark Hayton, acknowledged the fact that this time last year was a difficult moment in the life of the parish. He wished to offer his sincere thanks to the two church wardens Antony Jones and Mike Benham for carrying out their duties, following the meeting with distinction and in a lovely and supportive spirit.

Mr Antony Jones was proposed as Church Warden by Claire Holt and seconded by Nicholas Doran.

Mr Mike Benham was proposed as Church Warden by Jenny Thorne and seconded by Jim Burke.

In the absence of any other nominations, Antony Jones and Mike Benham were duly elected.

The Vestry Meeting closed at 7.40pm.

Signed.....



Minutes of the Annual Parochial Church Meeting held on Thursday 19<sup>th</sup> April 2018 at 7.40pm in S's Philip and James Church

#### 1. Present and Apologies

As vestry meeting.

#### 2. Minutes of the Last Meeting

Revd Mark Hayton guided the assembled company through the minutes. ***The APCM Minutes of Monday 24<sup>th</sup> April 2017 were approved by the meeting without correction. Proposed by Karen Kite, seconded by Jim Burke.***

#### 3. Matters Arising

Richard Dexter asked if it was possible to distribute the minutes in draft form relatively soon after the APCM, rather than having to wait a whole year for them to come out. The Vicar and PCC secretary agreed this could be done.

#### 4. Election of PCC Representatives

The Vicar thanked the four PCC members, Jenny Thorne, Tricia White, Kate Wickenden and Bill Wickenden whose term of office had come to an end. There are four places to fill and the following nominations have been received:

	<b>Proposed</b>	<b>Seconded</b>
James Burke	Ruth Waller	Sue Benham
Jon Harrow	Antony Jones	Carolyn Ford
Elisabeth Whiting	Chantelle Gardner	Karen Kite
Rogier Wieffer	Antony Jones	Claire Holt

Of the four places to be filled one is for AS and three for P&J. There being no further nominations the above were duly elected to the PCC for a term of three years.

The new list of Elected PCC Members is as follows:

<b>PCC Member</b>	<b>Remaining Term of Office</b>
Jim Burke	3 Years
Jon Harrow	3 Years
Elisabeth Whiting	3 Years
Rogier Wieffer	3 Years
Elizabeth Waller(AS)	2 Years
Darren Wood(AS)	2 Years
Alison Wyld (P&J)	2 Years
Dian Eddy (AS)	1 Year
Patricia Brooker (AS)	1 Year
Richard Buller (P&J)	1 Year
Claire Holt (P&J)	1 Year

## **5. Presentation of Annual Accounts**

The treasurer commenced his presentation by stating that the Parish Accounts for 2017 had been available to inspect in P&J, in the FPCC and on the web site for two weeks prior to the meeting and that the Independent Examiner's Report has also been received, endorsing the accounts as being a true and fair view of the state of the PCC's affairs as at 31 December 2017 and properly prepared in accordance with the relevant sections of the Charities Act Of 2011.

Mike went on to summarise the accounts

## **Financial System 2017**

- 96 pages of data
- 2,526 entries
- Financial report: - 11 page document

## **Key Financial Data**

- Total Assets of £1.1m of which:  
Land/Buildings/Fixtures: £730K (p8)  
Unit Trusts: £88(81K last year) (p8)  
Disposable cash (net current assets):£279K (£277k last) NB INCLUDES AS FUND £82k and £19k designated consequential insurance money

- Net disposable cash available for Parish activities £178K
- Budgeted spend 2018 is: £278k

## **Headlines**

## **Net current assets (cash**

- Accounts 2015 £276k

- Accounts 2016 £277K
- Accounts 2017 £279k (p8 note 7) Might look good, but includes £101k AS Fund & insurance money)

Effect of 2017 result on our money

- Cash general funds deficit of £40k (inc/out less dep)

## Highlights of 2017

- Good income from recovery of income tax (£27k received in the year)
- Significant Halls/PJ Church lettings (£44k), social events and Coffee Bar income (£22k) (£19k last) and magazine advertising income (£7k)
- Good capital growth in Unit Trusts (£8k), and dividends and bank interest (£4.4k)
- Temporary savings in day to day management costs of AS church

## Other Highlights

- Charitable Giving: about £8K to charities from pantomime, Gift Days, and other collections
- Changed energy utility supplies to Total through Parish Buying Scheme (too early to measure any benefit)
- The (new) DD Scheme for planned giving by direct debit now well established and a significant number now pay this way (admin savings!)

## Planned Giving by Direct Debit

- Not so new now! Tried and tested and many of us now pay this way
- Easier to manage
- Control still in the hands of the payer
- Tax reclaim done automatically – no individual claims submitted by us
- Money comes in regularly
- Do join us! Speak to Jean Carr

## Financial Clouds

- Planned giving in excess of £97k (down from £101k). Too early to judge impact of stewardship campaign
- Forecast budget deficits for each of next few years (2018 £71k, 2019 £68k, 2020 £79k) although forecast deficits don't always materialise. Could run out of funds by beginning of 2021 (or earlier ?) .....
- All Saints Church will require major expenditure in the very very very near future (quoted from last year's report and the previous years!). NB no allowance made in budgets for contribution from Parish Funds for AS uninsured repairs

## Financial Clouds 2

- Parish Share Scheme basis of calculation is under review and near completion. Initial suggestion is that we will not be severely impacted by this
- GASDS limit increased to £8k (from £5K) – but only one per organization
- Expenditure for AS Church minimal at present, but will return to budget in due course

Quote from a diocesan source “some of our parishes are finding it difficult to recruit treasurers .....”

We are lucky – we have a treasury team, some 20 people, involved in some aspect of treasury function ranging from counting and banking money to doing the clever bit (96 pages of data become 2 of a/cs + 5 pages of notes). Mike gave a personal thank you to all members of the Finance Team.

### Questions

- The accounts have been independently examined and nothing needs to be drawn to the attention of the APCM
- Accounts and budgets have been approved by the PCC

***Carolyn Ford proposed that the meeting note the accounts, seconded by Jeremy Keep, all were in favour, motion carried.***

He then went on to invite any questions.

No questions were offered.

The Vicar gave a vote of thanks to the Finance Team, saying the parish was very blessed in having such a professional team. A round of applause was given.

### 6. Review of Annual Reports

The Vicar felt the new format of the Annual Report was inspiring and gave a vote of thanks to Chantelle for collating and formatting it. He thanked everyone who had contributed to the report. He then invited the congregation to comment as they wished.

- Karen Kite advised that the Social Committee had said goodbye to three very valuable members recently – Trish Brooker, Barbara Maine and Kate Dashwood. The committee would very much welcome new members. Karen also mentioned there are tickets still available for the quiz on Saturday evening.
- Adele Redgrave advised that she was struggling with Junior Church at present and really needed some help and support, to allow her time for family commitments. Adele is able to do the preparation so it wouldn't be too onerous. They would have to be DBS checked.

The Vicar commented on how fantastic it is that there is such a wide range of activities happening in the parish.

***Karen Kite proposed the meeting receive the Annual Report, seconded by Dian Eddy, all were in favour, motion carried.***

## **7. Electoral Roll Report**

The total on roll at the Annual Church Meeting 2018 is 238, representing 173 households.

The Vicar thanked Pamela Pimm for her care and devotion in managing and compiling the Electoral Roll. There will be a new roll next year.

## **8. Appointment of Sides persons**

**For S's Philip and James** Paul Allen, Jean Box, Richard Buller, Sheila Buller, Nick Doran, Jayne Frost, Merrell Garlick, Tim Gillman, Julie Gillman, Mike Ford, Claire Holt, Antony Jones, Karen Kite, Anne Nayler, Anne Richardson, Brian Tant, Margaret Tant, Tricia White.

**For All Saints** Joan Bell, Sue Benham, Mike Benham, Jim Burke, Nancy Dawson, Dian Eddy, Nic Evans, Lynda Hix, Chris Johnson, Snowie Johnson, Jeremy Keep, Susan Taylor, Elizabeth Waller, Chris Waller, Anne Williamson, Rod Williamson.

***A motion to confirm the election of the above named sides persons was proposed by Sue Benham and seconded by Mike Ford. All voted in favour. Motion carried.***

## **9. Engagement of Independent Examiner**

The Vicar thanked Tim Kite for examining the parish accounts. Tim has agreed to undertake the independent examination of the Parish Accounts for further year.

***A motion to confirm the engagement of Tim Kite as Independent Examiner of the Parish Accounts was raised. Proposed Adele Redgrave and seconded by Judith Astles. All voted in favour. Motion carried.***

## **10. Associate Priest's Report**

Revd Carol Dunk began by thanking the church family in whatever way they have given of their time, she felt very blessed with the people around her and thanked everyone for their support. We have lost some very dear friends recently and they would be sadly missed. Carol went on to make the following points:

- We have had some very successful events during the past year – Christmas meal, Family Activity Afternoons, Christmas Tree Festival.
- There are areas that we require more help for example the Foodbank link, Cathedral Link officer, Step by Step link.

- We have a new rubberized play area in the garden at P&J, we are most grateful to the Fleet Lions for their help in financing this. The playgroup are very happy with the refurbished area.

Carol finished by saying she was very proud to be a part of the church family and looked forward to continuing the good work for years to come.

## 11. Vicar's Report

We have many things to celebrate about the year that has past, e.g.....

- Our worship together
- 1 adults and 4 children confirmed
- A significant number of Baptisms.
- Many good and gifted people using their gifts in the service of God and his people
- Buildings that work hard for us.
- Positive progress in our plans for rebuilding All Saints.
- Many opportunities to welcome and offer hospitality
- A significant number of new people joining our fellowship.
- Our work with children and young people, including our very close relationship with All Saints school.
- Our prayer and study groups – of which there are an increasing number.
- The Christmas tree festival.
- Our gifted and faithful ministry team.
- Our office staff, magazine, and other means of communication.
- We manage to laugh a lot and enjoy one another.
- We managed to pay all our bills!

We have much to be thankful for, let us praise God for all he has given us!



To all on the following list, and any I may have forgotten to mention.



And to everyone for their friendship, kindness, enthusiasm, prayers, service and generous giving.

We have sadly lost a number of faithful members of our church family this year. We are thankful for all that they continue to mean to us, and for the spiritual and emotional legacy they leave behind.



There are several challenges that we face together in the immediate future...

- To get All Saints built and then use it, to the glory of God and for service of our community.
- To grow our congregations
- To become more confident in sharing our faith.
- To become a more prayerful community, to pray more for our community, and to help our community to pray.
- To build up our youth and children's work – perhaps appointing a youth and children's worker.
- To make our worship even more worthy of God.
- To hold services that enable people of all ages/kinds/backgrounds/abilities/stages of life to have an encounter with the living God.
- To find better ways to care for our elderly and infirm.



- To confidently fulfil our responsibilities in safeguarding and data protection.
- To build a firm financial foundation for the future.
- To do our bit in producing ministers for the future.
- To allow the healing and transforming power of the Holy Spirit to work amongst us as much as God wants it to!

Let us pray to God and ask for his grace in facing these challenges and bringing them to fruition.

### **Questions were taken from the floor:**

**Jane Jones** - asked what consideration was being given to the appointment of a youth worker. Mark replied by acknowledging how hard the previous person had worked but felt the structure of that appointment was not in the best interest of the employee. We have a duty as a parish to be able to house and financially recompense a youth worker on a much better footing with proper resources and support. This was a challenge to the congregation.

**Jim Burke** – Jim acknowledged that it was a good review of a successful year but wished to highlight the work of our exceptional office staff Chantelle and Elly who with good humour did an excellent job, the parish couldn't operate without them.

**Geoff Wickes** – How are you going to grow the congregation because it looks as if it is diminishing? The vicar responded by saying:

- We have welcomed new people into our congregations with some exciting new shoots growing, but there have also been losses too.
- We are having to adapt to peoples lives now. In order to have a clearer vision of this the communications team have launched a questionnaire asking how we can better serve our young families.
- There are conflicting activities on Sunday mornings, we are having to look at a more flexible time of worshipping.
- The All Age Worship is evolving well.
- We have a big outreach in to the community with the activities we offer and the rental on our buildings.
- Incumbant upon us to use All Saints after the rebuild proactively.

**Richard Buller** – We have very strong links with All Saints School, with 500 children on roll. We are promoting the gospel message when giving of ourselves.

**Carol Dunk** – We also have good links with Fleet Infants School.

## **12. Presentation of Architect Plans for All Saints Church**

The plans for All Saints church were presented to those present.

Questions/comments following presentation of the plans:

1. Will more graves have to be removed, and what will happen to the Garden of Remembrance?
2. Where will the Aumbry with reserved sacrament reside?
3. What will the annex be built of?
4. How private will the Lady Chapel be from the outside?

5. There is a lot of glass in the annex how will heat levels be controlled both summer and winter?
6. Has consideration been given to triple glazing and other energy saving products in the annex area?
7. What use will be made of the side aisles, the plans do not show any use of them.
8. What type of font, a portable or permanent fixture?
9. Speaking on behalf of Fleet Choral Society, keen attention should be paid to the acoustics.
10. Will the floor be free of the grills that are a great inconvenience to brides?
11. Are you aware that under floor heating is detrimental to pianos?
12. What is the current thinking on the Lefroy monument?
13. Consideration should be given to the provision of an adult or older child changing facility in the disabled toilet. Possibly look at turning the disabled toilet around?
14. Several people expressed concern that there weren't enough toilets especially if we were to hold a concert with 200+ people attending.
15. Could we consider solar panels on the church roof?
16. Would there be blinds in the meeting room of the annex so that films/DVD's can be shown.
17. Has consideration been given to the installation of a sprinkler system?

Questions/comments pertaining to the 2<sup>nd</sup> Proposal

1. The flat roof doesn't echo the shape of the church, prefer the pitched roof.
2. Consider a glass front on the west end cloister so that all the architecture can be seen.

The meeting closed with the Grace at 8.55pm.

Signed .....

CH &MH