

**Minutes of the Annual Parochial Church Meeting held on Sunday 21<sup>st</sup> April 2024**  
**immediately following the Meeting of Parishioners**

**Present:** Rev. Canon Paul Gully [PG] in the chair, and 34 parishioners - Marina Horner (Minutes Secretary), Michael Horner, Christine Watkins, James Booth, Mervyn Doyle, Elaine Beeby, John Upton, Linda Upton, Mo MacFarlane, Michele Voysey, Geoff Wilson, Anthony Purser, John Burwood, Paul Wells, Amanda Wells, Mark Emerton, Hannah Emerton, Tom Mather, Jaye Warren, Amber Vincent-Prior, Richard Jempson, Andrew Walker, Hilary Walker, Sheena Day, Simon Lemieux, Marcus Saunders, Sarah Saunders, Jill Collings, Chris Batstone, Maretta Nelson, Paul Harrison, Ruth Taylor, Len Taylor and Ann Howells. .

**Apologies:** Apologies were received from Fiona Jordan-Harrison, Karen Lemieux, Miriam Sampson, Phillip Sampson, Jan Boucher, Di Allen and Caroline Harper.

PG opened the meeting at 11:22.

**Minutes of the Annual Parochial Church Meeting 2023:**

The minutes were presented in written format. There were no questions arising from the minutes.

**Electoral Roll Report and Appointment of Roll Officer:**

The number on the updated roll is 109. Marcus Saunders is happy to continue as Electoral Roll Officer. PG reminded the meeting that next year will require a complete renewal of the Electoral Roll.

**Election of PCC members:**

PG announced that three members of the PCC are to stand down this year – Geoff Wilson, Lynne Runham and Richard Jempson. Therefore, there are currently 8 vacancies on the PCC.

Three nominations for the PCC have been received as follows:-

- Michael Horner was proposed by Geoff Wilson and seconded by Mervyn Doyle.
- Anthony Purser was proposed by Richard Jempson and seconded by Hilary Walker.
- Christine Watkins was proposed by Richard Jempson and seconded by Amanda Wells.

All were duly elected **unanimously** for a 3-year term.

PG thanked Anthony Purser for all his hard work over the last three years as he stands down from the role of Churchwarden and moves to the PCC.

In answer to a query from Hilary Walker, PG stated that on completion of a term on the PCC/as Churchwarden etc, it is a requirement that a person stands down for a year before re-election as per the Parish Constitution.

### **Appointment of Treasurer:**

PG explained that the appointment of the Treasurer for the parish is a matter for the PCC, but that the PCC would wish to be guided by a recommendation from the APCM. Hannah Emerton confirmed that she would be happy to continue as Parish Treasurer. The APCM so recommended the appointment of Hannah Emerton to continue as Treasurer **unanimously**.

### **Appointment of Secretary to the PCC:**

There have been no nominations for Secretary to the PCC, therefore PG proposed from the Chair that we continue with the current Secretarial team which was set up following last year's APCM and currently consists of Marina Horner (PCC Minutes Secretary), Hannah Emerton (Standing Committee Minutes Secretary), Jan Boucher (monitoring official Parish Secretary's email account) and the Office Team (Geoff Wilson, Di Allen and Jean Nicholas) assisting with administrative duties, supported during the last year by John Upton. The meeting was **unanimously** happy with this arrangement and PG thanked the team for its work thus far.

### **Appointments to the Deanery Synod:**

There are currently Marcus Saunders and two ex-officio members - Simon Lemieux and Mark Emerton who are members of Diocesan Synod/Bishop's council. There are 2 vacancies for Deanery Synod and one nomination – Mrs Marion Coles, nominated by Simon Lemieux, seconded by Marcus Saunders, who was duly elected **unanimously**.

### **Appointment of Independent Examiner:**

It was proposed by the Chair (with the agreement of the Treasurer) that we continue to use Morris Crocker, Chartered Accountants in Havant, as the Independent Examiners for a further year. John Upton suggested that we consider an alternative as a fresh pair of eyes but, as it is a different person actually doing it this year, the meeting agreed to the appointment of Morris Crocker for the coming year **unanimously**. The Finance Team/PCC to consider alternatives for the future to also ensure value for money.

### **Appointment of Deputy Wardens:**

Paul Harrison has affirmed his willingness to continue serving as deputy churchwarden at St. Andrew's church. However, Chantal Bodsworth, who has also been Deputy Warden at St Andrew's, has expressed her wish to stand down from the role. PG proposed that Anthony Purser, as outgoing Churchwarden, also serves as Deputy Warden at St Andrew's. Accordingly, the APCM appointed Paul and Anthony for the next 12 months. There was one volunteer for the role at COR – Michael Horner. Michael was also duly appointed by the APCM for the next 12 months.

### **Agreement that Licensed Readers should serve as ex-officio members of PCC:**

PG explained that Simon Lemieux serves as a member of Deanery Synod and so is an ex-officio member of PCC already. Amber Vincent-Prior is a Reader licensed to serve across the Diocese, therefore it is not required for Amber to serve ex-officio on PCC. Amber does not wish to serve on the PCC at this time.

### **Treasurer's report on the 2023 accounts:**

The accounts for the year ended 31 December 2023 were presented as a separate document. Hannah Emerton (Treasurer) explained that the accounts had been approved by the PCC and examined by the Independent Examiners and no matters of concern had been raised.

The Treasurer also presented the accounts in a visual form by means of printed slides, outlining past and current planned giving, along with other principal income sources/expenditure. Our expenditure still currently outweighs our income and is therefore resulting in a gradual depletion of reserves.

#### **Questions related to the Accounts :-**

- ? £50 legacy – established to be carry over from previous year.
- ? Rector claiming full expenses – PG confirmed that he is claiming what he is entitled to.
- ? Why no donation shown from Nugee foundation – Foundation donated the cost of a new defibrillator nearly 3 years ago which was considerably more than the Foundation normally donates on an Annual basis and have directly set up an extra fund in the meantime to assist with Ministerial Expenses (covers two other churches as well).
- ? improvement in giving since getting card reader machines – slight, but not a dramatic increase; but more efficient.

John Upton reminded the meeting about the use of 'Easyfundraising' when shopping online, letting family/friends know of your wishes if you are planning a funeral in church and asked everyone to think about how they could help with planning/executing a Summer/Winter Fayre as a fundraising exercise.

Simon Lemieux offered thanks on behalf of the Parish to Hannah and the Finance Team for their work looking after the church finances in the past year.

### **Safeguarding Policy Statement:**

The Safeguarding Policy Statement had been included on pages 20-22 of the Annual report. One minor change has been made since last year pertaining to training. There were no questions about Safeguarding. PG thanked Christine Watkins for her continuing work as Parish Safeguarding Officer.

### **Report on the fabric, goods and ornaments of the church by the Churchwarden:**

The churchwarden's report was included on pages 11 - 13 of the Annual Report. The Archdeacon (or their representative) to inspect fabric later this year.

There were no questions to the Churchwarden.

**Report on the proceedings of the PCC by the Secretary:**

The report was included on page 13 of the Annual Report. There were no questions to the Secretarial Team. In the absence of any nominations to fill the post of Parish Secretary, the Secretarial Team will continue to carry out the functions of this post.

**Report on the proceedings of Deanery Synod:**

The report on Deanery Synod proceedings was included on pages 13 - 14 of the Annual Report. There were no questions to Deanery Synod representatives.

**Chair's remarks:**

The Rector's remarks were published on pages 10 - 11 of the Annual Report. There were no questions to the Rector.

**Other Reports (not on agenda):**

Reports from the various church committees/congregations/ groups were published on pages 14 – 19. These include reports from the Fabric Committee, Spirituality, Worship and Discipleship Committee [SWDC], Eco Church, Messy Church, Drayton Film Club and the 'Looking After Each Other' Initiative.

The Men's Breakfast was also brought to the attention of the meeting by James Booth and support encouraged.

Marina Horner apologised to Amber Vincent-Prior for inadvertently missing her report of The Friends of St Andrews out of the Annual Report. The report was read to the meeting and is attached at the end of this document.

Anthony Purser expressed his thanks to the Fabric Committee and all the people who have helped him in his role as Churchwarden.

There were no questions about the reports.

**Any questions about parochial church matters:**

There were no further questions about parochial church matters. PG closed the meeting at 12:15. Simon Lemieux thanked PG for his leadership of the meeting.

### **Friends of St Andrews report – erroneously not included in Annual Report**

We did not hold any Sunday meals adjacent to services or other social events during the Covid-19 pandemic due to government restrictions.

Since then our volunteers have ensured the brass and the church is occasionally cleaned, plus flower arrangements are provided in church when necessary.

In the 2022 calendar year The Friends of St Andrew's hosted lunches in the hall on 4 Sundays, the proceeds for the one held on 31<sup>st</sup> July was given to the Parish Defibrillator Fund. We also bought a Platinum Jubilee Cake that was served at St Andrew's after the main Sunday Service on 5<sup>th</sup> June after being ceremonially cut by our oldest member to celebrate Queen Elizabeth 11 having been our Monarch for 70 years, we passed the other half of the cake to the Church of the Resurrection to use at a Tea Afternoon later that week. We also hosted a Harvest Lunch in September, a St Andrew's Brunch in November, provided refreshments after Sunday services and supported the provision of Church Flowers.

In the 2023 year we held lunches in St Andrew's hall on 2 Sundays, provided the food for the Evening Maundy Thursday meal, hosted a Harvest Lunch in September, a Brunch in November to celebrate St Andrew's Day, as well as supporting Church Flower arrangements and Sunday after service refreshments. We are grateful that the Men's Breakfast on 18<sup>th</sup> March 2023 donated funds to us.

The Friends of St Andrew's