

**MINUTES OF ST ANDREW'S CHURCH WEST DEEPING
ANNUAL MEETING OF PARISHIONERS TO ELECT CHURCHWARDENS AND
ANNUAL PAROCHIAL CHURCH MEETINGS
HELD USING ZOOM ON TUESDAY 15th SEPTEMBER 2020**

Annual Meeting of Parishioners to Elect Churchwardens

1. **Opening Prayer.** The Chair, Fr Aran, welcomed those present and opened the meetings with a prayer.

2. **Members Present and Apologies**

Fr Aran Beesley	Rector	Chair
Susanna Aldred (SA)		
Allan Crowson (AC)		
Howard Jones (HJ)		
Elizabeth Noble (EN)	Safeguarding Officer	
Joy De Toney (JDeT)		
Colin Blagrove (CB)	Churchwarden/Treasurer	Secretary

Parishioners in Attendance: Ian Aldred, Paul Bragg, Canon David McCormack, Joan McCormack and Graham Magee.

Apologies had been received from: Jean Stowe and Margaret Ashcroft.

3. **Minutes of Annual Meeting 2019 and Chairman's Approval.** The Minutes from the Annual Meeting of Parishioners held on 8th April 2019 were accepted unanimously and approved by Fr Aran. There were no matters arising.

4. **Appointment of Churchwardens.** Fr Aran had received no nomination for Churchwarden. Fr Aran stated that in the absence of a churchwarden, he would be responsible for those decisions normally taken by those in this role. On behalf of the parish, Fr Aran thanked CB for his work as churchwarden.

There was no further business.

Colin Blagrove

C N BLAGROVE
PCC Secretary

Draft Dated: 21st September 2020

Certified Approved Version:

Fr Aran Beesley
Chair
Dated: 28th March 2021

Annual Parochial Church Meeting (APCM)

Agenda Item 1. **Members Present.** All PCC members and parishioners present for the Annual Meeting of Parishioners were present for the APCM.

Agenda Item 2. **Minutes of the 2019 APCM and Chairman's Approval.** The Minutes from the APCM held on 8th April 2019 were accepted unanimously as a true record - approval was proposed by JdeT, seconded by EN and signed by the Chair.

Agenda Item 3. **Matters Arising.** There were no matters arising.

Agenda Item 4. **Electoral Roll Report.** CB reported that the Electoral Roll had been revised in March 2020 in accordance with required procedures. The Electoral Roll had been approved at the PCC Meeting on 5th May 2020 and signed by the Chair. There are 40 people listed on the Roll and there has been no change in membership since the last revision in 2019. Fr Aran stated that the revision of the Electoral Roll would need to be completed again to satisfy Church Representation Rules.

Action: EN to repeat the revision of the Church Electoral Roll.

Agenda Item 5. **Rector's Report.** Fr Aran presented his Report (see Attachment A) commenting on how strange it was to be referring to a report written for the meeting in April and how much life had changed since then. Fr Aran highlighted the following priorities for the future:

- To engage with our children (the schoolchildren and those who live in the area) in more meaningful ways.
- To create a plan that shows more people what the 'people of God' do in terms of worship and loving their neighbours. Fr Aran emphasised that he set out to be, and also to help Church be, more visible, to be a blessing to the whole community, to help us grow (numerically and in our faith) and to create distinct ways to be the people of God.
- To ensure our plan is sustainable in term of resource especially with regard to increasing Parish Share.
- To lead and enable opportunities to worship and develop relationships with each other and God throughout the week.

A Q&A session followed.

Agenda Item 6. **PCC Report.** CB presented the PCC Report at Attachment B and focussed on the following main points:

- **Thanks.** CB noted that our church simply could not function without the volunteer effort that underpins our worship, outreach and events. On behalf of the PCC, he expressed thanks to all those who had contributed throughout the past year. Specific thanks are acknowledged in the Report at Attachment B. On a personal note, CB expressed that it had been a privilege to work with such people throughout his last 5 years as Churchwarden and PCC secretary. Since lockdown, the West Deeping Friends' Group, now with more than 110 members, has been a great example of 'volunteers in action'. Fr Aran echoed the generosity, organisation support and co-operation. With this support, our church has been a vibrant, welcoming, fun place to be part of - thank you to everyone in our community who has played a part.
- **Worship.** CB commented that our weekly worship had continued to be inspiring and commended parishioners to come and hear 'the good news'. If you don't think it's for you or you think we should try something else please speak to Fr Aran or anyone on the PCC.
- **Improvement Programme.** CB explained that the future plans for improvements to our church building are ambitious. Funding these improvements had hit a few bumps in the road over the past year. It was disappointing that four of the nine grant applications had been unsuccessful but the generosity of the West Deeping Friends' Group had been overwhelming. CB thanked all those who had given to the church and remarked that he would continue to strive to deliver the planned improvements to care for the tremendous heritage of our beautiful church building.

Draft circulated to PCC members for review by 16th October 2020

- **Help.** CB emphasised that the church urgently needs volunteers to contribute to the activities that parishioners have enjoyed during 2019 and some that are required to keep the church running. He asked parishioners to consider committing a small amount of their time to support the church whether it be worship, building improvements, social events and even finance and added that being a church goer is not a pre-requisite! If anyone would like to contribute then please speak to Fr Aran or anyone on the PCC.
- **Governance.** CB assured the meeting that all governance matters (risk assessments including health & safety; insurance, safeguarding, inventory of church property and data privacy) are being appropriately managed by the PCC. Details are held in the Vestry and recorded in the minutes of PCC meetings.

Agenda Item 7. **Treasurer's Report.** CB presented the Treasurer's Report for 2019. The Account of Receipts and Payments and Statement of Funds and Assets for the year to 31st December 2019 as approved by the Independent Examiner is at Attachment C. On behalf of the PCC, CB expressed his thanks to Ian Aldred for his work as Treasurer and support during the transition and hand over of the role.

Agenda Item 8. **Appointment of Independent Examiner.** CB noted his thanks to Mr Martin Blackwell for his independent scrutiny of the accounts for 2019. The Secretary had written to Martin to express the PCC's appreciation and to thank him for agreeing to act as our Independent Reviewer for the coming year.

Agenda Item 9. **Safeguarding Report.** EN presented the Safeguarding Report from the Benefice Safeguarding Officer. The report is at Attachment D. EN highlighted:

- **Uffington Benefice Safeguarding Team.** The Uffington Benefice Safeguarding Team, under the Benefice Safeguarding Officer (Liz Bender) and EN as the St Andrew's Church Safeguarding Co-ordination Officer, continue to liaise regularly to co-ordinate arrangements for safeguarding across the Uffington Group including a recent risk assessment for safeguarding of children on Zoom. There had been no reported safeguarding incidents across the Benefice in the past year.
- **Safeguarding Principles.** EN emphasised the importance of safeguarding and our 'duty of care' in this regard especially with respect to vulnerable adults in our area. EN stated that the Benefice Statement of Safeguarding principles and other required notices consistent with this policy and associated guidance from Lincoln Diocese had been reviewed/approved by the PCC and are displayed on the church noticeboard and by the Vestry.
- **Training.** Safeguarding training had continued throughout the year and all PCC members had now completed Disclosure and Barring Service checks.

Fr Aran expressed his thanks to EN for her continuing good work as St Andrew's Church Safeguarding Co-ordination Officer.

Agenda Item 10. **Deanery Synod Report and Election of Deanery Synod Representative.**

- Fr Aran presented his Deanery Synod Report (Attachment E) and highlighted the importance of the Deanery and Diocesan Synods.
- Fr Aran thanked AC for his work as the PCC's Deanery Synod Representative and EN for her work as Diocesan Synod Representative.
- AC agreed to continue as Deanery Synod Representative for a further term.

Agenda Item 11. **Election of Parochial Representatives to the PCC.** Fr Aran stated that:

- Nomination forms for election to the PCC had been received from HJ, EN and Janet Jones. Because there were fewer nominations than required, the election would be unopposed. Accordingly, all three parochial representatives agreed to join the PCC.
- AC should continue as an ex-officio member of the PCC in his role as Authorised Lay Minister and SA would continue as an ex-officio PCC member in her role as Reader.

The Secretary agreed to obtain a signed 'Trustee Eligibility and Fit and Proper Persons' declaration form from JJ and retain in the PCC Minutes Folder with existing copies of the declaration forms for HJ and EN.

Draft circulated to PCC members for review by 16th October 2020

On behalf of the PCC, Fr Aran thanked JDeT for her work as a PCC member throughout her time in the role. On behalf of parishioners, Graham Magee expressed his deep appreciation for the work of CB and JdeT throughout their time on the PCC.

Secretary's Note: The APCM Return and Notification of Election of Officials were sent to Lincoln Diocese (Tom Wilson) on 21st September 2020. Notification of those elected to the PCC was posted on the church noticeboard for the required 2 week period on 21st September 2020.

Agenda Item 12. **Date of Next Meeting.** Fr Aran stated that the date of the next Annual Church Meetings across the Uffington Benefice would be Palm Sunday, 28th March 2021. Further details would be promulgated in due course.

Colin Blagrove

C N BLAGROVE
PCC Secretary

Draft Dated: 21st September 2020

Certified Approved Version:

Fr Aran Beesley
Chair
Dated: 28th March 2021

Attachments:

- A. Rectors Report dated 15th September 2020.
- B. PCC Report 2019 dated 19th March 2019.
- C. Financial Report to 31st December 2019 and Certificate of Independent Scrutiny.
- D. Safeguarding Report 2020 undated.
- E. Deanery Synod Report for 2019 undated.

Distribution:

Fr Aran
PCC Members
PCC Secretary for church noticeboard, West Deeping Website at [PCC Webpage](#) and retention in Vestry Folder