

Minutes of Parishioners' Meeting and Annual Parochial Church Meeting

Sunday 23 April 2023 at 11.20 am.

All Saints' Church, Croxley Green

Parishioners' Meeting

Revd Miriam welcomed everyone and opened the meeting with a prayer.

Attendees

Revd Canon Miriam Mughan (Vicar), Revd Paul Palmer and the following parishioners attended:

Anne Oke (Churchwarden), Jane Bates, Fran Bennett, Nik Bennett, Sam Beard, Sr Mary Bittles, Shelagh Booth, Alick Burge, Shirley Ford, John Galloway, Sam Jones, Val Kendle, Sue McKeague, Gillian Main, Janet Martin, Zoe Martin, Janice Mills, Faith Nasir, Sheila Newman, Andrew Nobbs, Chris Oke, Wendy Shafe, Marjorie Stevenson, Thomas Stevenson and Chris Fagan (Secretary).

Miriam opened the meeting with a prayer.

Apologies for Absence

Apologies for absence were received from Ann and Lyndon Palmer.

Minutes of the previous meeting

The minutes of the Meeting of Parishioners held on 24 April 2022 were confirmed and signed.

Items Raised by Parishioners

No items were raised.

Election of Churchwardens

Two nominations were received:

Nominee	Proposed by	Seconded by
Anne Oke	Rae Bowyer	Sue McKeague
Lyndon Palmer	Sam Jones	Anne Oke

No other nominations were made.

It was proposed by Nik Bennett and seconded by John Galloway:

“That section 3 of the Churchwardens Measure 2001 – disqualification of a candidate who has served six successive years as a churchwarden - shall not apply to All Saints’ parish, in order to enable Lyndon Palmer to be eligible for election to serve as a churchwarden for 2023/24.”

Upon being put to a vote the motion was declared carried unanimously.

As there were no other nominations Miriam declared that Lyndon Palmer and Anne Oke had been elected to serve for 2023/24. The meeting signified its assent to the election. She congratulated Anne and Lyndon on their re- election and thanked them for their service as Churchwardens during the previous 12 months, ably supported by Nik Bennett and Ann Palmer the Assistant Churchwardens.

There being no questions or other business, Miriam declared the meeting ended at 11.24am.

Vicar

Annual Parochial Church Meeting (APCM)

The meeting opened at 11.25am.

The meeting received the minutes of the 2022 APCM, the Annual Report and Accounts for 2022, the report on the Accounts by the Independent Examiner and a leaflet summarizing the activities run during 2022 produced by Nik Bennett, with photographs selected by Lyndon Palmer. These documents had been published electronically in advance of the meeting, with paper copies for those without access to a computer.

Miriam observed that reports of the principal officers, committees and the organizers of parish groups were contained in the Annual Report and reports made would therefore be summaries of key points. Questions on the reports would be invited from those present.

She asked everyone to keep their remarks and any questions brief so that the meeting would not be unduly protracted.

Minutes of the Previous APCM held on 24 May 2022

Copies of the minutes had been distributed in advance of the meeting. Miriam asked whether the minutes could be agreed as a correct record of the meeting.

It was proposed by Anne Oke and seconded by John Galloway that the minutes be accepted as a true record and upon a vote being taken the motion was declared carried *nem con*. The minutes were duly signed by Miriam as Chair.

Elections to the Deanery Synod

The meeting was asked to elect two lay representatives, to serve for three years ending in 2026. Two people had been nominated:

Fran Bennett, proposed by Chris Fagan and seconded by Sheila Newman and Andrew Nobbs, proposed by Lillian Tsang and seconded by Zoë Martin.

As there were no other nominations Fran and Andrew were declared elected.

Elections to the Parochial Church Council

The meeting was advised that nominations were required for three lay members to serve for the next three years. Three nominations were received, proposed and seconded as follows:

Sam Beard, proposed by Sam Jones and seconded by Zoë Martin;
Gillian Main, proposed by Fran Bennett and seconded by Jane Bates and
Ann Palmer, proposed by Sam Jones and seconded by Jane Bates.

There being no other nominations, Miriam declared that Sam, Gillian and Ann were elected to serve until 2026.

Note: As Andrew Nobbs now has membership of the PCC as an elected representative of the Deanery Synod, there is a vacancy for a lay representative on the PCC to serve for the unexpired remainder of Andrew's term, i.e. one year. This can be filled by co-option.

Nik Bennett and Shirley Ford

Miriam announced that Nik Bennett was not seeking re-election to the PCC after many years of continuous service. He had served as a churchwarden and latterly as an assistant churchwarden, a representative of All Saints' parish to the Deanery Synod and as lay Vice-Chair of the PCC. He had made a most valuable contribution to the work of the PCC and acted as a voice of reason in its discussions on many matters.

Miriam also announced that Shirley Ford was not seeking re-election as a lay representative on the Deanery Synod, having served for the previous three years and she would not be standing for election to the PCC as a lay member. Shirley had been a highly conscientious member of the Synod and the PCC and it had been a delight to work with her.

Gifts were presented to Nik and Shirley to mark the PCC's appreciation of their service and they received rounds of applause.

Appointment of Independent Examiner

A motion to re-appoint Dorothea Marianne Anna Reynolds as the Independent Examiner of the PCC's accounts for 2023/24 was proposed by Andrew Nobbs and seconded by Janet Martin. When voted on the motion was declared carried *nem con*.

Electoral Roll Officer's Report

Chris Fagan reported that following the 2023 revision the Electoral Roll had 90 names, a reduction of 2 on the 2022 total. Reg Dee, Jean Spencer and Jo Sterk had died, while Mabel and Peter Creer, Zoë Goddard and Judith Muir had moved away. The names of Janice Mills, Peter and Wendy Rennoldson and Marjorie and Thomas Stevenson had been added to the Roll and they were welcomed to their first APCM.

Miriam reflected on Reg Dee, Jean Spencer and Jo Sterk, who had been dear to us as members of our church community and who we held in our hearts, as we also held Sheila Hiscock who had died recently on Friday 14 April 2023.

Annual Report 2022

Miriam introduced the Annual Report, which provided a full and informative record of the Parish's work, with some excellent photographs. The summary booklet highlighted the activities undertaken during a momentous year. She thanked Nik Bennett for producing the summary, Chris Fagan for assembling the Report, all those who contributed articles for it and Lyndon Palmer for selecting and including the excellent photographs for both documents.

Chris Fagan said that the Report and Accounts and the Independent Examiner's report on the Accounts had been published on the parish website, but anyone who wished to read printed copies could request them from him.

PCC officers reported to the meeting on the key matters in the Report.

Secretary's report

Chris Fagan said that the PCC Report on pages 1-9 was a summary of the PCC's work during the previous year. It would be submitted to the Charity Commission with the Annual Accounts and the report of the Independent Examiner to show how the PCC had performed as

an ecclesiastical charity, following a template agreed between the Charity Commission and the Church of England.

It covered the topics of Aims and Purposes; Objectives and Activities, Public Benefit; Achievements and Performance; Worship and Study; Mission and Outreach; Pastoral Care and Safeguarding; Finance and its Structure, Governance and Management, including its committees and groups. Individual reports had been written by people who led or were involved in activities. It was hoped that these reports would stimulate readers and encourage them to take part in the activities. Three major activities of 2022 were the resumption of church opening and normal parish activities following the Covid restrictions, the celebration of the 150th anniversary of the church and the preparation of the new Mission Action Plan.

There were no questions on the report. Miriam thanked Chris for his work as PCC Secretary.

Churchwardens' report

Anne Oke said that the churchwardens were responsible for the structure and management of the church and the hall.. The Quinquennial Inspection in 2022 revealed that both were in good condition although some maintenance works were required. The churchwardens worked with the two assistant churchwardens Nik Bennett and Ann Palmer to manage the many tasks their role involved and also with the Buildings Committee which monitored ongoing maintenance and improvement, such as the installation of the wheelchair ramp and the extension of the glass balustrade. She thanked Nik Bennett and John Galloway for their individual contributions to this project. The churchwardens wished to thank everyone who had helped them during 2022, with particular thanks to the clergy team, Miriam, Paul, Anne and Tayo, for their inspirational leadership and constant support throughout the year.

There were no questions on the report. Miriam expressed her heartfelt thanks to the churchwardens and assistant churchwardens for all they had done. She felt that the larger team of four had enabled broader discussion of issues throughout the year.

Treasurer's report

Andrew Nobbs reported on the 2022 Annual Accounts and the Independent Examiner's report. He was very grateful to Kathryn Duffy for taking on the Independent Examiner's role at short notice as the appointee had unexpectedly been unable to perform it. He also thanked Janet Martin for administering and banking the cash proceeds from services and donations, using a spreadsheet developed by herself. 2022 had seen a remarkable financial outturn on day to day finances, with total income of £113,000 against total expenditure of £103,000, leaving a surplus of £9,800. Key positive factors had been increases in planned giving and offertory collections, up by £7,000, a £2,000 profit from the 150th celebrations including the flower festival, the Christmas Market achieving income of £2,800 over the budgeted forecast, and income from the Beer Festival and other fundraising initiatives. We had also benefited until October from a fixed price contract for heating and lighting, which had kept expenditure down. The restricted and designated accounts included some very generous legacies and donations, including those given in memory of Margaret Lumsden and Peter Shafe which had funded the balustrade extension. The reserves policy was to retain a sum equal to three months' expenditure, i.e. £27,000; in fact the year-end figure was £46,000. This balance would be retained as a safeguard against any financial difficulties in future years, as inflation was still high and energy costs had not yet fallen markedly .

There were no questions on the report. Miriam expressed warm thanks to Andrew for all he had done during 2022, particularly his clear reports to PCC meetings which gave members a clear picture of the ongoing financial position of the parish.

Deanery Synod report

Fran Bennett reported that the Rickmansworth Deanery Synod consisted of nine parishes whose meetings were chaired by the Rural Dean. The Synod usually held four meetings per year and it provided a useful forum for sharing ideas and experience between parishes. Interesting guest speakers were invited to address Deanery meetings. An annual Ascension Day Deanery service was held; in 2023 this would be held at All Saints' on Thursday 18th May at 7.30pm. She asked everyone to attend if they could, to give a warm welcome to members from the other churches. One initiative the Synod considered during 2022 was the Trinity Project for mental health among young people, with which the Rural Dean Revd Simon Cutmore and Revd. Paul Palmer were involved.

Paul reported that the Trinity Project was active initially in two primary and two secondary schools. It was intended to give ongoing support to young people who had missed out on social and educational development due to Covid and many of whom were traumatized or had high anxiety. It was supported by all Deanery Churches and had external support, including the Child and Adolescent Mental Health Service (CAMHS) and it would be launched formally in September. He could give further details to anyone who was interested and he asked for everyone's prayers for the Project, its workers and the young people it sought to support.

There were no questions on the report. Miriam thanked Fran, Shirley and Paul for representing the parish on the Deanery Synod.

Safeguarding report

Anne Oke, the Parish Safeguarding Officer, reported on the vital importance of safeguarding everyone within the parish community and on having the right policies and procedures for dealing with any cases of concern, especially those involving children and vulnerable adults. She had met with Sam Jones the Assistant Parish Safeguarding Officer throughout 2022 to ensure that all PCC members received all of the required training, mainly online, and received DBS clearance certificates as trustees of the charity. During the year they had reviewed the All Saints' Church Safeguarding Policy to ensure it complied fully with the Church of England's requirements for parishes, introduced a third training package as required by the Church of England and prepared role descriptions for all leaders of parish activities which were adopted by the PCC. They had also set up a policy for Safer Recruitment of personnel, including ex-offenders and ensured that the PCC adopted a policy on Responding Well to Domestic Abuse. Full details were set out in the Safeguarding section of the Annual Report.

There were no questions on the report. Miriam said she had been struck by how far forward Anne and Sam had progressed All Saints' safeguarding policies, processes and procedures in comparison with some other parishes. Their excellent and painstaking work deserved a very high commendation and they were highly valued.

Vicar's report

Miriam said that 2022 had been a marvellous year. The 150th anniversary service, Revd Paul's ordination, the Flower Festival with the cascade of crocheted flowers on the church and topping local post boxes, and the beer festival were all memorable and had a great impact on the community, while the Friday Cafés were continuing to draw in many people. They all represented diverse ways of 'being church'. Another great initiative was the publication of volume 1 of an illustrated history of the parish, produced by John Galloway with

members of the Croxley Green History Project. One person she had spoken to had remarked on how lovely the church looked and also that it was a central community hub. This had been due to the joint efforts of so many people but also demonstrated that God was active among us. We could draw people in, but we relied on God to do the rest. Miriam thanked so many people in her report for their individual work for All Saints, which had helped to make it a vibrant church.'

Another significant step was the first communion of two young children, Ian and Neave. This contributed to building a multi-generational congregation, a central Church of England policy for all parishes. She was also thankful to Kelly and Sam for re-launching the Youth Group, which was going well. She said we must ask ourselves 'Where is God taking us now?' A Parish Day 2023 would be reviewing the Mission Action Plan adopted in 2022.

In conclusion, Miriam expressed her thanks to her clergy colleagues, Paul, Anne, and Tayo, for their immense work for All Saints' and the thanks of all of them for the love and support they had experienced from the whole congregation and parish community throughout the year. It was very deeply appreciated. For herself, she felt privileged to be our Vicar.

Vote of Thanks to Revd. Miriam

Andrew Nobbs proposed a vote of thanks to Miriam for the hard work, devotion and love she had given to everyone during 2022. The vote was declared carried by acclamation, followed by warm applause.

here being no other business Miriam concluded the meeting with the Grace at 12.25 pm.

Date of Next Annual Meeting - Sunday 23 April 2024.

Vicar