

ANNUAL PAROCHIAL CHURCH MEETING
Sunday 25th April 2021 on Zoom immediately following the
Annual Meeting of Parishioners

PRESENT

The Revd. Hugh Ellis (Chairman)
Philip Hynard (PCC Secretary)
Lis Burns (Churchwarden)
Jenny Cartledge (Churchwarden)
John Lord (Treasurer)
plus a further 45 parishioners on Zoom

1. PRESENTATION OF THE ELECTORAL ROLL

The Electoral Roll Officer, Mr Errol Baker, confirmed that as at 11th April 2021 there were 165 people included on the electoral roll, which represented a net reduction of 6 people since April 2020. During this period 8 people have moved away, died or otherwise asked to be removed roll and 2 new members have been added.

Hugh thanked Errol for his work.

2. ELECTION OF 4 DEANERY SYNOD REPRESENTATIVES FOR 3 YEAR TERM

Hugh noted that Nick Cousins, David Knights and Barry Titchen were elected to serve on the Deanery Synod in October 2020, for a three-year term. Hugh went on to say that whilst there still is a place available for one more member although no nominations had been received prior to the meeting.

3. ELECTION OF MEMBERS FOR THE PAROCHIAL CHURCH COUNCIL FOR A 3 YEAR TERM

Hugh reported that nominations had been received from the following for election to the PCC:

- **Sheila Doig** proposed by **Christine Lamb**, seconded by **Philip Hynard**
- **Lauren Harvey** proposed by **Elizabeth Martin**, seconded by **Philip Hynard**
- **Philip Hynard** proposed by **Elisabeth Burns**, seconded by **Jennifer Cartledge**
- **John Lord** proposed by **Elizabeth Martin**, seconded by **Penny Justice**
- **Elizabeth Martin** proposed by **Edgar Samuel**, seconded by **Philip Hynard**
- **Edgar Samuel** proposed by **Trevor Flowers**, seconded by **Barry Titchen**
- **Dawn Segrue** proposed by **Christine Lamb**, seconded by **Sheila Doig**

There being no other nominations, all candidates were unanimously elected.

4. APPOINTMENT OF LICENCED LAY MINISTER TO PCC FOR 1 YEAR TERM

Derek Lancaster was appointed for a 1 year term as a Licenced Lay Minister, following his proposal by **Barry Titchen**, seconded by **Nick Cousins**, which was unanimously supported.

Note: Sidesmen and Canonical Sidesmen are now appointed by PCC, following changes introduced in the 2020 Representation Rules.

5. PRESENTATION OF ACCOUNTS

John Lord (Treasurer) presented a summary of the unaudited Trustees Report and Financial statements for 2020 which had previously been agreed and adopted by the PCC and had been posted on the website www.allsaintshighwycombe.org/meetings, in advance of the meeting, where they remain.

2020 Summary:

The full year actual income was £221,124, £29,076 less than the full year budget of £250,200. It was noted that the budget was set prior to the Covid19 pandemic had emerged and had been revised frequently during the year. Collections and events were £33,550 below budget, but support gifts were £4,376 above budget expectation. It was also noted that a further £8,487 had been received from the government Coronavirus Job Retention Scheme ('CJRS') and a £10,000 legacy had been received, although this was 'ring fenced' for repairs to the organ.

The full year actual expenditure at £228,331, was £21,869 lower than the budget of £250,200. Expenditure on church maintenance was higher than the budget allowance but the cost of mission, running the café and events was lower. There had been no major project expense during the year.

John concluded this section of his report by confirming that the above figures combined to produce a net outturn position of £7,207 below budget, although the position would represent an £11,280 above budget, if the of CJRS and legacy were taken into account. Furthermore, owing to gains attributable to the revaluation of assets, which amounted to £30,533, the final position at the end of 2020 represented a surplus of £41,813.

There were no questions.

2021 to 31st March:

Actual income was £60,733, £2,782 less than the budget of £63,516. It was noted that the budget was 'back-loaded' owing to current restrictions, although it did account for funds to be received from the Coronavirus Job Retention Scheme ('CJRS').

Actual expenditure at £44,528, was £8,675 lower than the budget of £53,204. It was noted that a deficit budget had been agreed for the year which was partially attributable to a further £13,000 being provided for fabric repairs, although maintenance expenditure has so far been underspent, although it is expected to increase. John also noted that the figures do not include the financial impact of the sale of 7 Totteridge Road, for which a replacement needs to be purchased.

John concluded this section of his report by confirming that the above figures combined to produce a net outturn position of £5,893 better than the budget and an improved cash position of £16,204. However, concern was expressed about gaps in giving, even with reduced budgets, as the expenditure on projects and fabric will rise and other costs will return to normal levels. For this reason, new fundraising initiatives will be needed, including those specifically targeted towards the funding of projects.

John concluded his report by first of all thanking the congregation for their continued generosity and commitment during these challenging times and offering his particular thanks to Barry, Lis, Chris and Jean for their support during the year and also to Anthony and Doug who had retired last year.

In response to the report for the current year, David Knights requested a further explanation of the shortfall in regular giving, because of his concern that if the figure of circa £3,600 deficit for the first three months of the year, was extrapolated over the course of the rest of the year, it would represent a total reduction in income approaching £15,000. John answered this by providing an outline analysis of the types of income to put this into context, such as Standing Orders (Gift Aided) which were £931 down, against the Quarter 1 budget of £22,950. A comparison with prior years highlighted changes in the modes of donation. An example, provided by Barry Titchen, being that in 2020 cash donations amounted to around £800/week, whereas during the first three months of 2021, they had amounted to a total of £200 for the entire period. By comparison electronic fund transfers had significantly increased. John nevertheless re-iterated his concern about gaps in giving generally.

Hugh concluded this topic by thanking John and the members of the Stewardship and Finance Group for their care and diligence throughout the year as well as acknowledging the response of the community during this period of crisis.

6. APPOINTMENT OF INDEPENDENT EXAMINER/AUDITOR

John Lord proposed that Cannon Moorcroft be re-appointed as the Independent Examiner as they provide good support at a reasonable price. This proposal was seconded by Barry Titchen and the re-appointment was unanimously supported.

7. PRESENTATION OF TERRIER, INVENTORY AND LOGBOOK

Lis Burns began by introducing the:

- Terrier (a list of land belonging to the church)
- Inventory (a list of all items belonging to the church)
- Logbook (a detailed record of all the alterations, additions and repairs carried out in relation to the church, its land and its contents)

Lis went on to note that there are some items that need to be formally recorded in these documents, including the following:

- Final details of the West End Development.
- Certain Faculties including that related to the Burma Star.
- The south porch propping system.
- The gutter/hopper clearance.
- The touch screen.
- Contactless donation box.
- Sound System.
- Sale of 7 Totteridge Road.

8. PRESENTATION OF ALL SAINTS GIFT BOOK

Philip Hynard reported that there have been no new entries in the All Saints Gift Book during the year, apart from the items that had previously been reported at the October 2020, Annual Parochial Church Meeting.

9. REPORTS FROM THE ORGANISATIONS

Hugh began by noting that the combined report from the organisations had been posted on the website www.allsaintshighwycombe.org/meetings, in advance of the meeting, where they remain.

Hugh then went on to introduce each report, to thank the author and commend each of them for their work during what has been a very challenging period.

The reports and authors were as follows:

- **Mission & Evangelism** - The Revd. Gareth Morley
- **Children, Youth & Families** - Robyn Connelly
- **Pastoral Care** - The Revd. Jackie Lock
- **Liturgy Report** - Derek Lancaster
- **Bellringers** - Patricia Newton
- **Flowers** - Pat Lea
- **Sidespeople** - Lis Burns & Tom Morter
- **Buildings & Fabric** - Jennifer Cartledge
- **West End Re-ordering Update** - Barry Titchen and Patricia Newton
- **Oakley Hall** - Trevor Flower
- **Communication** - Lis Burns
- **Parochial Church Council** - Philip Hynard
- **Safeguarding** - Jo Norman

Hugh went on to note that:

- There was currently no leader for Education & Discipleship and therefore he had completed the report on this topic.
- As regards Safeguarding, there was a monthly review owing to the level of concern over this topic, which demanded regular detailed scrutiny.

In response to a question from David Snoxell concerning the Buildings and Fabric Report, specifically when the propping in the South Porch could be removed, Jenny Cartledge made the following remarks. The removal of the propping will be considered and actioned as part of a wider project that will address a number of issues highlighted by the Quinquennial Inspection Report and the Sound and Light Project, and a group has been convened to review these items, to develop an action plan and a coherent fundraising strategy. A further update would be provided in due course.

There were no further questions.

10. DEANERY SYNOD REPORT

Hugh introduced the Deanery Synod Report by thanking Barry Titchen, David Knights and Nick Cousins for their diligence and hard work in representing all Saints in the Forum and for the valuable work that had been accomplished.

The Deanery Synod Report had previously been posted on the website in advance of the meeting where it remains www.allsaintshighwycombe.org/meetings.

There were no questions.

11. ANY OTHER BUSINESS

David Knights reported that he still had three boxes of the All Saints Cookery Book that were available for purchase. Furthermore, he encouraged those who had purchased the cookery book to take photographs of dishes that had proved successful and share them on Facebook.

12. CLOSING REMARKS OF THE CHAIRMAN

Hugh began by commending the work and service that Liz Cunningham has done for the church and congregation for over four decades. Specifically for her curatorship and maintenance of the All Saints Gift Book, but also for other duties that she has willingly taken on including the maintenance of the communion linens and surplices.

A floral token of thanks was presented Liz during the meeting for subsequent delivery to her home.

Hugh went on to thank everyone for the kindness, care and support that had been afforded to him during his period of indisposition, for which he was deeply touched and very grateful.

Hugh then reflected upon the challenges of the year brought about by the pandemic and, by contrast, some of the opportunities that they have created. Particularly for us to embrace a wider congregation through digital media that has, in turn, enabled us to develop new relationships, which we look forward to strengthening as we invite more people to return to church.

Hugh concluded by praying for God's Blessing on all of us.

Lis Burns, speaking on behalf of both herself and Jenny Cartledge, expressed her thanks to Hugh for the wisdom and guidance that he has provided to them, the SLT, the PCC and the entire congregation during this challenging year.

13. DATE OF NEXT MEETING

It was confirmed the Annual Meeting of Parishioners in 2022 will be at 11:00am on Sunday 8th May, in church, immediately followed by the Annual Parochial Church Meeting.

Close: The meeting finished with prayer and the Grace at 12.14