



PARISH OF ABINGDON

(St Helen's -- St Michael & All Angels' - St Nicolas')

ANNUAL MEETING OF PARISHONERS & ANNUAL PAROCHIAL CHURCH MEETING

To be held on Thursday 18 April 2024

in the South Aisle, St Helen's Church

AGENDA

ANNUAL MEETING OF PARISHIONERS 7:00pm

1. Minutes of the meeting on Thursday 20 April 2023 (*attached p2*)
2. Election of six churchwardens, noting nominations by the Annual District Church Meetings (ADCMs)

ANNUAL PAROCHIAL CHURCH MEETING (APCM) 7:15pm

1. Opening prayer
2. Apologies
3. Minutes of the APCM held Thursday 20 April 2023 (*attached*)
4. Matters arising
5. Notification of any other business
6. Report on the 2024 up-dating of the Electoral Roll (*Richard Kirby*)
7. Election of representatives of the laity (as nominated by ADCMs) to the PCC
8. Annual report on activities of the Parish in 2023 (*written report available*)
9. Report of the financial affairs of the Parish 2023 (*written report available*)
10. Appointment of Auditor and Independent Examiner for 2024
11. Presentation of Church Inventories and Log Books and reports from the churches (*churchwardens*)
12. Team Rector's Remarks
13. Any other business (as previously notified)



(St Helen's -- St Michael's -- St Nicolas')

MINUTES OF THE ANNUAL MEETING OF PARISHONERS

held on Thursday 20 April 2023

7.00 pm in the South Aisle, St Helen's Church

The Team Rector, led the opening devotions and welcomed those present

1. **Approval of minutes from the Meeting of Parishioners for Thursday 28 April 2022**

There being no changes proposed the minutes, circulated in advance, were approved.

2. **Proposal to suspend the automatic disqualification**

After some discussion it was agreed that the Parish decision to suspend the automatic disqualification of a member for the office of Churchwarden after six consecutive years of service, should be for one year only.

The amended resolution

To suspend, for this year only, in the Parish of Abingdon on Thames, the automatic disqualification of a member for the office of Churchwarden following six consecutive years of service.

Was proposed D Pope, Seconded J Kelly

And passed: For 26; Against 2; Abstention 1

3. **Election of Church Wardens**

The following nominations had been received from the Annual District Church meetings:

- St Helen's: Linda Hobbs proposed
David Pope proposed
- St Michael's: Joyce Kelly proposed Ming Ng, seconded Beryl Clements
Louise Heffernan proposed Sue Scott, seconded Joyce Kelly
- St Nicolas': Eluned Hallas proposed Jennifer Fishpool, seconded Jennifer Smith
Paul Rast-Lindsell proposed Roderick Smith, seconded Hildegard Nagel-Hyde

There being no further nominations from the floor the six Wardens were declared elected.

Meeting Closed at 7.15pm



(St Helen's -- St Michael's -- St Nicolas')

**MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING
held on Thursday 20 April 2023**

7.15 pm in the South Aisle, St Helen's Church

Present: The Revd Charles Miller (Chairman), Carol Bowman, Keith Bowman, Kate Burland, Val Casemore, Colin Casemore, Beryl Clements, Roger Cox, Norman Gee, Hazel Glennie, Alexandra Green, Eluned Hallas, Louise Heffernan Linda Hobbs, Patrick Holligan, Margaret Horton, Silvia Joinson, Joyce Kelly, the Revd Canon Charles Masheder, Geoff Meen, Sue Pembroke, David Pope, Susan Read, Lyn Richmond, Tony Richmond, Alex Scott, Sue Scott, Robert Simpson, the Revd Paul Smith, Roderick Smith, Jenny Smith, Jeanette Thomas, Steve Thomas, Marian Ward, Susan Worthington

Apologies: *Gwen Bevington, David Bevington, the Revd Jen Brown, Hilary Clare, John Clare, Sue Cox, Jenny Fishpool, Evelyn Hancox, Sue Holligan, Richard Kirby Gwyneth Lewis, Rosalind Rutherford, Robert Rutherford*

| MINUTES & MATTERS ARISING of last meetings | |
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| 1 | <p>The minutes of the APCM on Thursday 28 April 2022 were agreed with two corrections: Item 1: Parish <i>not Paris</i> Team Rectors Address, item C: actioning <i>not auctioning</i> Proposed the Revd Canon Charles Masheder seconded Linda Hobbs. Passed Nem Con. The Rector thanked the PCC Secretary for the minutes, and the compilation of the 2022 Annual Report.</p> |
| 2 | <p>The Finance Group (Item 9) comprising the Parish & Church Treasurers and one Church Warden per Church had met twice under the Chairmanship of Geoff Meen. Discussions included consideration of the different approaches taken by the three churches, and improved forecasting. The Parish website was being kept up to date on a Parish and individual church basis</p> |
| ANY OTHER BUSINESS – none notified | |
| TEAM RECTORS ADDRESS | |
| 3 | <p>The Team Rector started by thanking St Helen's Church, the Parish and the Diocese for encouraging and supporting him in taking a Sabbatical, from which he had just returned. Sabbaticals are for refreshments, spiritual retreat and study, all of which had been accomplished, and he hoped to be able to share insights from his 'time away' with the Parish later in the year. He was also pleased to announce that his book on Matisse was now with the publishers with a publication date of November 2023. He expressed his thanks to all those, clerical and lay, who had taken on extra duties during his absence. He was pleased to have returned to a Parish in good heart. A notable development had been the moving forward with the St Nicolas toilet / kitchen block refurbishment (now essentially complete) – offering new possibilities for outreach.</p> |

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| | <p>Regrettably, due to key staff (in Parish and at the Diocesan solicitors) being otherwise engaged during the year, progress on the St Nicolas School Education Trust had been slow during 2022/3 – but the pace would quicken in 2023/24.</p> <p>Key tasks for the start of the 2023/34 Parish year were to:</p> <ul style="list-style-type: none"> • Recruit and train a Parish and St H Safeguarding Officer • Work with the three congregations on a unified cycle of Baptism, First Communion and Confirmation preparation, focussed on key dates in the church calendar • Seek a new House for Duty Minister as Canon Charles was due to finish his appointment this year. The appointment process for his successor, following Diocesan guidelines, had already been started – with the drawing up of Parish and Role profiles. |
| <i>ELECTORAL ROLL</i> | |
| 4 | <p>Richard Kirby, Parish Electoral Roll Officer, and unable to be present had sent a written report (Appendix) showing no change in Roll total in the year.</p> <p>The Parish Electoral Roll total remains 346 (St H: 214, St M: 69, St N: 63)</p> |
| <i>ELECTION of LAITY to the DEANERY SYNOD</i> | |
| 5 | <p>St Helen: Alexandra Green proposed</p> <p>St Helen: Hazel Glennie proposed</p> <p>St Michael: Alex Scott proposed Louise Heffernan, seconded Joyce Kelly</p> <p>St Michael: Sue Scott proposed Louise Heffernan, seconded Joyce Kelly</p> <p>St Nicolas: Eluned Hallas proposed Hildegard Nagel-Hyde, seconded Geoffrey Currey</p> <p>There being no further nominees from the floor, all were declared elected.</p> <p>One vacancy remains</p> |
| <i>ELECTION of LAITY to the PCC</i> | |
| 6 | <p>St Helen: Kate Burland proposed</p> <p>St Nicolas: Jenny Smith proposed Eluned Hallas, seconded Jan Lawrence</p> <p>There being no further nominees from the floor, both were declared elected.</p> |
| <i>ANNUAL REPORT OF THE ACTIVITIES of the PARISH</i> | |
| 7 | <p>The Rector thanked all contributors to the Annual Report which had been made available in advance via the church websites, and invited questions or comments.</p> <p>None forthcoming</p> |
| <i>FINANCIAL REPORT AND ACCOUNTS</i> | |
| <p><i>PAS reported that it had not been possible for the St Michael's figures to be presented to the congregation prior to this meeting – a date for discussion had now been arranged.</i></p> | |
| 8 | <p>A set of Parish Accounts had been made available in advance of the meeting.</p> <p>Susan Read, Parish Treasurer, noted that the 2022 accounts were the first for several years not directly impacted by COVID closures etc.</p> <p>The accounts showed an overall loss of £74k in 2022, but the bulk of this was due to unrealised losses on investments. The 'operational' outcome was a small deficit of £1.4k – much better than budgeted.</p> <p>Planned giving for the year was about 2% lower than in 2021, but loose plate giving was up on 2019 (the last 'normal' year). All three churches were now able to accept contactless giving.</p> <p>Letting income, which had essentially stopped during COVID, was now increasing again, but some previous regular hirers had not returned.</p> <p>Income from investments and deposit accounts had increased in the year.</p> |

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| | <p>St Nicolas had had a major campaign raising funds for the refurbishment of the toilet / kitchen block which was reflected in the income for the year. Fundraising events at St Michael's had also been successful.</p> <p>Major items of expenditure were Parish Share and utilities.</p> <p>She thanked the finance teams at the three churches for their support.</p> |
| 9 | <p>During questions the following points were raised:</p> <p>The Auditors' Fee for the year was considerably lower than in previous years. This was due to all consolidation being done 'in house'. The work required for this had been considerable, but it was hoped that a system was now in place which would considerably simplify the process going forward.</p> <p>Apparent differences in gift aid receivable vs donations was due to the timing of the donation and the receipt of associated gift aid.</p> |
| 10 | <p>Susan was thanked for all her work as Parish Treasurer and in preparing the accounts, and in particular for her work on the consolidation process.</p> |
| <p><i>APPOINTMENT OF AUDITORS for 2023</i></p> | |
| 11 | <p>That Mr Andrew Churchill Stone (of Mercer Lewin Chartered Accountants, Oxford) be appointed as auditor/examiner of accounts for the parish until the conclusion of the next APCM was proposed: Susan Read, seconded: Linda Hobbs and passed nem con.</p> |
| <p><i>REPORTS FROM THE CHURCHES</i></p> | |
| 12 | <p>The Reports from the churches, previously circulated as part of the Parish Report were noted. There were no questions.</p> <p>The Inventories and Log Books of St Helen's, St Michael's and St Nicolas' were presented to the meeting.</p> |

The meeting closed, with prayer, at 8:15pm.

Appendix 1

ELECTORAL ROLL REPORT APRIL 2023 – Parish of Abingdon-on-Thames

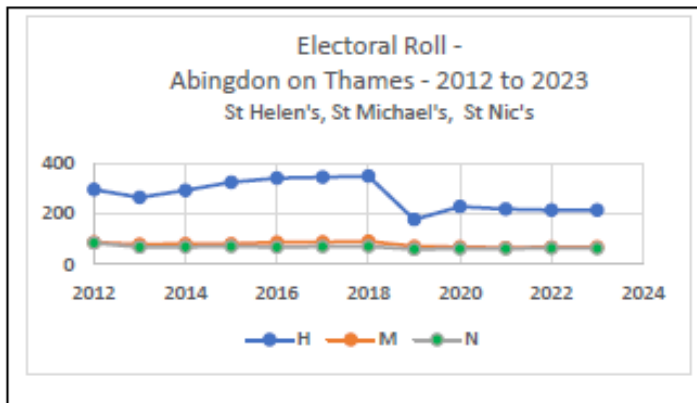
The slow decline in the roll numbers that was seen in the 2010-2019 decade, appears to have stabilised since the start of this decade. There has been no change in the total roll in Abingdon-on-Thames over the last three rolls.

The deletions and additions, as a percentage of the individual rolls, are not significantly different between the three churches. The total roll has not been influenced, either positively or negatively, by any one church.

There is always that question in our mind as to *'Can we predict the future trend from the previous rolls?'* People far more knowledgeable than I understand that the influences on roll numbers are not simple. We can guess that these influences may include average age of the roll members, media perception of the church, culture of an individual church, availability of services, and so on, but as these are not measurable we must not make predictions.

Next year 2024 will be another revision, then 2025 we shall start from scratch again, a time traditionally we see change.

A huge thank you goes to the three Electoral Roll Officers that have worked on the rolls and produced the data for this report: Keith BOWMAN, Eluned HALLAS and our newcomer, Kate BURLAND who has done a perfect job in revising her first roll having taken over the baton from the still much missed Gill TITCOMBE.



| | 2022 | 2023 | | | | |
|---------------------------|------------|-----------|-----------|----------|------------|-----------|
| | roll | deletions | additions | change | roll | % change |
| St Helen | 214 | 17 | 17 | 0 | 214 | 0% |
| St Michael | 68 | 3 | 4 | 1 | 69 | 1% |
| St Nicolas | 64 | 5 | 4 | -1 | 63 | -2% |
| Abingdon on Thames | 346 | 25 | 25 | 0 | 346 | 0% |

Richard KIRBY
Parish Electoral Roll Officer

17th April 2023