

PARISH OF ABINGDON-ON-THAMES

ST MICHAEL'S CHURCH

MINUTES OF THE ANNUAL DISTRICT CHURCH MEETING

6 April 2025

Present

The Rev. Paul Smith (in the chair)

Jenny Metcalfe (Treasurer)

Hilary Clare (minutes)

Douglas Aitken

Dorothy Bell

Carol Bowman

Keith Bowman

Michael Carter

Christina Chappell

Christine Ciupa

Stewart Ciupa

John Clare

Beryl Clements

David Duce

Glenys Enticott

Gwynfor Evans

Louise Heffernan (Churchwarden)

Joyce Kelly (Churchwarden)

Barbara King

Laurence King

Veronica Margetts

Sau Ming Ng

Margery Radford

Alexandra Scott

Sue Scott

Sue Sheppy

Simon Soper

Lottie Sumner

Peter Sumner

Apologies

Glynne Butt (Secretary)

Nicola Ng

Gill Squire

Peter Squire

1. The meeting opened with prayer.
2. The **Minutes** of the ADCM held on 14 April 2024 were read, and on the proposal of Lottie Sumner and Veronica Margetts, were accepted *nem.con.*
3. There were no **Matters Arising**.
4. **Reports**
 - (a) Presentation of Electoral Roll

Keith Bowman spoke about the **Electoral Roll**, adding to the report on p.7 of the 2024 Annual Report. A complete revision is in progress, with still a few days to run before the cut-off point; numbers at the moment had fallen considerably from 67 to 44, but some people had still to complete their forms.
 - (b) The **Annual Report** was received, with one correction from Alex Scott, who pointed out that she had been elected in 2024, not 2020; this also applied to Sue Scott.

Thanks were made to Nicola Ng for her report on Fundraising, and for all her efforts over the year.

- (c) Jenny Metcalfe presented the **Accounts** for y/e 31 December 2024. There were no Questions, and she was thanked for all her hard work.

5. Elections

- (a) Joyce Kelly and Louise Heffernan were nominated to be elected as **Churchwardens** at the Annual Meeting of Parishioners on 8 May 2025 (Joyce nominated by Louise Heffernan and Peter Squire, Louise by Joyce and Sau Ming Ng).
Fr. Paul said that the PCC has agreed to ask the Annual Meeting of Parishioners to waive the rule across the parish by which people could only serve as churchwardens for 6 years.
He thanked Joyce and Louise for their hard work.
- (b) There were no nominations for anyone to serve on the **PCC**; one vacancy remaining.
- (c) Laurence King (nominated by Glynne Butt and Joyce Kelly) and Douglas Aitken (nominated by Maggie Davis and Joyce Kelly) were elected to serve on the **DCC** for three years, one vacancy remaining.
- (d) John Clare was elected as representative to the **Church-in-Abingdon**.

6. Any Other Business

Sue Scott, as chairman of the PCC, reported on the process of appointing a new Rector. The advertisement would appear in *The Church Times* on 2 May, shortlisting would take place on 5 June, and interviews would be held on 26 June.

Keith Bowman asked why there was no Fabric Report in the Annual Report; this was an oversight, for which the churchwardens apologised. Joyce Kelly gave a brief verbal summary; the full report is included below.

7. Vicar's Concluding Remarks and Closing Prayer

As we draw our meeting to a close there are a few final things I should like to say.

UPDATE ON VACANCY OF TEAM RECTOR AND APPOINTMENT PROCESS

Firstly, I would like to extend my thanks to all those who have supported me and the rest of the parish during this time of vacancy, following the Team Rector's retirement last November.

It has been heartening to see the PCC working well and hard, together with Churchwardens, on what needs to be done to prepare the parish for the appointment of a new Team Rector, which has been led by Sue Scott, in her capacity as Lay Chair of PCC, supported by Eluned Hallas as PCC Secretary.

A small group have worked on putting together the Parish Profile which has now been ratified by the PCC and has been sent to the diocese. This coming Thursday 10 April, I meet

with the Churchwardens of the parish, the PCC Lay Chair, and any PCC member who wishes to attend for what is, in part of the process, called the Section 12 Meeting. The meeting chaired by the Archdeacon will consider the Parish Profile that has been received, the Person Specification for the Post, and matters relating to the Interview Day, as well as the advertisement for the post.

I am deeply grateful for the way the vacancy has been going and for the smooth running of day-to-day matters for which huge thanks to all those who have taken an active role in this and continue to do so.

We hope and pray that as the year progresses it will be one of excitement for us as a new Team Rector is appointed. Please continue to pray for all those involved in the parish and diocese in the appointment process and for those who will discern whether God is calling them to serve this parish.

OH REFERRAL

Not far into the start of this year the diocese commissioned an Occupational Health Review for me which has now taken place. The results were as I expected in that I am finding it more challenging to do everything in the way I did eight years ago, when I had a similar review. On meeting with the Archdeacon and Head of HR last week, they have encouraged me to do what I can, rather than what I can't, and to pay attention to self-care in day-to-day ministry. I am aware this is something which is advised and reminded of parish priests in the course of their ministry. I won't find it easy, but I have to take measures to do so. I shall be working as tightly as possible to the regular recommendations of dividing a working day into three (morning, afternoon, and evening) and not typically working more than two parts of each working day. Additionally, I shall be aiming to have two rest days consecutively every month which are now national guidelines agreed by General Synod for all clergy. Up to this point, both a two part day, and two consecutive rest days each monthly, have been only aspirational for me. I must now ensure that they happen.

THANK YOU

Finally, in the course of my report within the Annual Report I have mentioned various areas of work and ministry and offered thanks to those involved. The list is not exhaustive and I want to thank everyone once again for their contribution to the daily life of our church – to DCC members and officers; to Veronica in the sacristy and Peter who supports her; to David as Head Server and the team; to those who beautify our building with flowers; to Beryl for her preaching ministry; and to Joyce and Louise our churchwardens, in addition to our sidespeople, and those who serve coffee on Sundays and to all who do things in a quiet and hidden way.

I appreciate and I am grateful for all who work so hard in making what St Michael's is. In this year in which we pray we shall see a change in leadership across the parish, let us thank God for this provision and faithfulness and renew our trust in Christ's promise to be with us always and in all things.

Father Paul Smith Vicar, 6 April 2025

In conclusion, Fr Paul was thanked for his hard work in the face of considerable personal adversity.

APPENDIX

Fabric Report

Routine Maintenance was conducted as usual in 2024. The boilers were serviced, PAT testing carried out, the organ tuned, fire extinguishers and alarms maintained.

In the heavy storms of the autumn and winter we had a major leak in the South Aisle. We have had 2 companies out to give us advice and quotes for any work which would need to be undertaken. The matter is ongoing and we hope to get it rectified before any damage occurs.

The DCC is keen for us to get a security light above the North Door and we have got 2 quotes for this work and hope to get DAC approval for this to be done.

The Fabric and Energy Committee are actively looking at ways in which we can heat St Michael's Church both effectively and efficiently. This is, obviously, an ongoing project.