

## PARISH OF ST MARY, SHORTLANDS

### **Minutes of a Meeting of Parishioners and of the 105<sup>th</sup> Annual Parochial Church Meeting of St Mary's, Shortlands, held on Sunday 19<sup>th</sup> May 2024 in the church following the 10.30 am service.**

#### **MEETING OF PARISHIONERS**

The meeting opened with a prayer from The Venerable Archdeacon Allie Kerr at 12.05pm.

#### **Election of Churchwardens by a Public vote**

1. James Hollingdale was Churchwarden for the last year together with Kate Buchanan until she stepped down towards the end of last year. The Chair stated that there were two nominations for Church Warden: Robin Hogg, (Proposed by Jay Sharma and seconded by Gloria Sherman) and Gloria Sherman (Proposed by Kay Coleman and seconded by Marion Westropp). The Archdeacon proposed we accept both candidates and they were appointed by a public vote. James Hollingdale was thanked for his service.  
The Archdeacon said that she would swear the new Churchwardens in straight after the APCM and that they would take up their roles immediately.

#### **ANNUAL PAROCHIAL CHURCH MEETING**

**Present:** The Venerable Archdeacon Allie Kerr (*in the Chair*), James Hollingdale (*Churchwarden*), Jay Sharma (*Secretary*), Tim Dawson (*Treasurer*) and parishioners.

#### **Minutes of the 105<sup>th</sup> Annual Parochial Church Meeting**

1. The minutes of the 104<sup>th</sup> Annual Parochial Church Meeting held on **Sunday 23<sup>rd</sup> April 2023**, which had been shared online and displayed on the church noticeboard, were taken as read. There were no amendments to the minutes. The minutes were approved and signed (proposed by Mark Fox and seconded by James Hollingdale.) Vote in favour.

#### **Matters Arising from the Minutes**

2. There were none.

#### **Presentation of the Electoral Roll**

3. The Electoral Roll was presented by Jay Sharma. There had been five new additions to the electoral roll and four losses and the total number on the electoral roll was 168. It was noted that 78 were resident within the parish and 90 resident outside.  
Acceptance of the Electoral Roll was Proposed by Pat Chase and seconded by Jenny Smith. Accepted by majority vote.

#### **Election of PCC members**

4. Tim Dawson was co-opted as Treasurer  
Jay Sharma was co-opted as Secretary  
There were six vacancies and four candidates put their names forward who were duly elected. They were Craig Myers (Proposed by Pauline Lambourne and seconded by Rachel Tillotson); Claire Tillotson (Proposed by Robin Hogg and seconded by Jay Sharma); Ann Dalton (Proposed by Robin Hogg and seconded by Gloria Sherman); and Catherine Bingham (Proposed by Jay Sharma and seconded by Gloria Sherman).  
The Archdeacon proposed they be accepted and this was accepted by a majority vote.

## Election of Deanery Synod Reps

5. None this year

## Financial Report – Presentation of Examined Accounts for 2023

6. The Treasurer presented the Financial Report and confirmed that copies of the full Charity Commission accounts were available for inspection online and at the back of the church. He drew attention to Page 11, both the unrestricted and restricted funds, confirming that the unrestricted fund was income and expenditure for running the church and all its activities. Restricted funds were funds set aside for specific purposes including a repair fund for the Hall, one for the Church, and a fund for the Future Generations Project.

### **Income**

The income was similar to last year.

On page 15- Shows where our income comes from. Our income had fallen from last year. Last year we raised less money but the tax refund from the previous year 2022 added to our income. Church collections had fallen as, post Covid, people had been reluctant to return to church.

In 2023 more people came back to church and contributions increased. In addition interest rates were higher in 2023 than in 2022 adding to our investments. Hall hire was down post Covid but starting to pick up again.

### **Costs**

Church running costs- utilities.

In late 2022 the church took on a company to look after our IT system in the latter part of the year so the cost was less, but in 2023 the church had the full-year costs. Electricity costs in 2023 were higher as our contracts were renewed and prices were higher. Utilities would cost more as utilities costs generally would increase; we would be renewing the gas contract this year and gas would cost around £3000 more.

Page 11- Unrestricted funds showed a surplus on general funds which was positive. But there was an increase in investments; as it is not cash we could not spend it.

We joined the Parish Giving Scheme which has benefits like tax refunds on a monthly basis.

### **Questions:**

1. Richard Shaw said the 'standout' figure was our giving of the Parish Share to the diocese - what is the benefit of giving to the Parish and not our church? What formula is used to calculate our share?

TD: The biggest share is paying for our incumbent. Most goes to that

Total cost of clergy - circa £8000 which includes training. Other elements were:

- First element of formula is clergy cost
- Cost of training and safeguarding, DAC and supporting the diocese
- Helping less fortunate churches with wider mission

Craig Myers said the question was how much of our income we give?

TD:10% of our unrestricted income

Glo Sherman Commented: the PCC looks at it each year and this year we decided to go with higher amount

The accounts were proposed by Tim Dawson and seconded by Jay Sharma. The Accounts were unanimously approved and received at the meeting. The Treasurer was thanked for all his work in producing the accounts by David Jeffreys.

## **Annual Report 2023**

7. The **Annual Report** is a legal document covering the last 12 months' activities and containing detailed explanations. The Annual Report should be read by everyone in detail suggested Archdeacon Allie.  
Archdeacon Allie asked we accept the Report.  
Proposed by Marion Westropp and seconded by Jan Boam  
Report accepted unanimously.

### **Appointment of Independent Examiner**

8. Graham Smedley was Proposed by Tim Dawson, seconded by Julie Fox  
Accepted by all.

### **Report on the Fabric and Ornaments**

9. James Hollingdale stated that a lot of work goes into maintaining a church like this.  
Marion Westropp and Tony Chase were thanked for revising the Terrier.  
The Archdeacon said we should accept this report.  
Proposed by Craig Myers and Seconded by Cathy Myers.  
Accepted by all.

### **Deanery Synod**

10. No questions were raised.  
Proposed Marion Westropp and seconded by James Hollingdale that we accept the report;  
accepted by all.  
The Members were thanked for their input and their report.

### **Safeguarding**

11. Proposed by Susie Shelton and Glo Sherman that the report be accepted, and accepted by all.

### **Additional Reports**

12. None as all incorporated

### **Vicar's Report**

13. Archdeacon Allie used this section to update on the recruitment process. Rev. Jane Kustner retired at Easter. Parish Profile ready and hoping to advertise on Friday and interview mid July  
People who worked on profile thanked - Catherine Bingham, Pat Chase, Craig Myers, Julie Fox and Mark Fox.  
Parish Reps were Catherine Bingham and Robin Hogg.

Q. Can congregation see candidates preach?

Parish Reps only as we need to maintain their confidentiality

RH: Last time we visited in their church and also got them to preach here.

PRs RH and CB will visit but confidentiality utmost

### **AOB**

14. Tim Aldred thanked Archdeacon Allie and visiting clergy for their support.  
Archdeacon Allie thanked the people stepping down from PCC  
James Hollingdale  
Rachael Tillotson  
Julie Fox and  
Mark Fox

The meeting closed with the Grace at 12.48

Date ..... Chair .....