

## **REIGATE PARISH CHURCH WITH THE HEATH CHURCH Annual Parochial Church Meeting AGENDA 2021**

**Monday 26<sup>th</sup> April 2021 in the Church & Online**

### **VESTRY MEETING TO APPOINT CHURCHWARDENS**

1. Welcome & Introduction
2. Election of Churchwardens

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### **ANNUAL PAROCHIAL CHURCH MEETING**

1. Apologies for Absence
2. Introduction to those standing for PCC
3. Election of 10 members to the PCC
4. Minutes of last APCM: September 2020 (taken as read)
5. Matters Arising
6. Churchwardens' summary – Leslie Jackson
7. Treasurer's Report & presentation of audited accounts for the year ending 31st December 2020 – Alastair Rubie
8. Matters arising from Annual Report | A Year in Review  
Churchwarden's / Finance Report / AV Upgrade Report / PCC / Deanery Synod /  
Diocesan Synod Report / Electoral Roll Officer's Report
9. Vicar's Report - Seeing God changing lives, families, and churches, again and again  
Richard Wilson

## REIGATE PARISH CHURCH WITH THE HEATH CHURCH

### Minutes of the Annual Parochial Church Meeting

Monday 28th September 2020 both in the church and virtually

#### VESTRY MEETING TO APPOINT CHURCHWARDENS

##### 1. Welcome & Introduction

Richard welcomed church members who were physically in the building as well as many online. Unusually, the APCM was being recorded so would be available to see online at a future date.

He read from Psalm 139 and opened the meeting in prayer.

##### 2. Election of Churchwardens

Richard expressed huge thanks to Tim Leask for all he had done over the last six years as Churchwarden, and as a PCC member prior to that. He thanked him for his compassion, his support, for being a 'critical friend', for all the practical help and support, for 'holding' the church family and so much more.

He also thanked Lynwen, as well as the deputy wardens, Jeremy Good and Nick Pettitt.

Two nominations had been received and seconded, and the following were duly elected:

- Lynwen Plowman
- Leslie Jackson

They were welcomed to their post and introduced themselves to the meeting.

#### ANNUAL PAROCHIAL CHURCH MEETING

1. **Apologies for Absence:** Josh Brown, Helen Dobbin, Freda Handley, Andrew Powell, Nick Pettitt, Sandra Rice, Sheila Short,

2. **Election of 10 members to the PCC and 7 to Deanery Synod**

The following had been nominated, seconded and shown their willingness to serve, so were duly appointed:

##### PCC

Tom Andrew

Becky Beggs

Ali Brown

Katie Cornish

Andy Course

Andrew Morgan

Gogo Moore

Nick Rayner

Alastair Rubie

Margaret Wood

**DEANERY SYNOD**

Pete Chesterton  
Peter Darwent  
Gareth Evans  
Liz Gunn

Mark Johnson  
Ian Nott  
Philippa Parry

**3. Minutes of last APCM : April 2019:** These were agreed and signed

**4. Matters Arising:** None

**5. Matters arising from Churchwarden's (including Fabric) / Deanery Synod / PCC & Electoral Roll Officer's Reports:** None

**6. Churchwardens' summary**

Lynwen thanked the Clergy and the support team for all they have been doing, especially since lockdown and their jobs changing overnight. It has been a difficult and challenging time, learning new ways of communication and catering for a diverse range of needs from age 0 to 100. Whilst maintaining health and safety guidelines, to protect the 500 strong congregation, pastoral work and many other things have continued, thanks to the commitment and hard work of the staff team.

She also expressed her personal thanks to Tim, thanking him for his humour, love and support.

She encouraged members to think of church, not as something we go to, but as a family we belong to. Quoting from both Colossians and John she emphasized the need for us to love one another. As members of an amazing church family we have a responsibility to connect with one another.

**7. Treasurer's Report & presentation of audited accounts for the year ending 31st December 2019** Alastair Rubie reported: (full account available on request)

- Once again God has provided all our financial needs and we can celebrate Gods faithfulness to us.
- The full 2019 audited accounts have been posted for some months on the Church Website, under 'Giving' and then under Annual Accounts 2019, and are also an attachment to the email inviting you to the APCM. They have also been pinned up at the back of church as is required by law.
- The financial statements have been given an unqualified audit report . As in previous years the auditors were highly complimentary about the quality of our record keeping and the way in which the accounts have been presented.
- The General Fund ended the year with income exceeding expenditure by an unusually large sum of £43.5K after providing for depreciation, which is a non-cash expense, of £17.7k. While this may appear ample, it amounts to only 5.5% of our income, and it provides us with a very healthy base for future activities and for the day to day running of the church.

- Both income and expenditure increased significantly compared with 2018. Total Income increased by £106K or 16% to £770K. By far the largest part of our income comes from the members of St Mary's and the Heath through regular bank standing orders, collections, one-off gifts and from the 25% tax recovery we get from HMRC through the Gift Aid Scheme. Planned giving increased by no less than 16% from £392K to £457K after a successful stewardship campaign in January/February which received 123 responses. One off donations added £22K to this. Collections and envelopes contributed £18K, continuing their long-term downward trend. We received a legacy of £3000 from Yolande Wills, a former member of the 9:00 congregation and a grant of £5K from the diocese towards Josh Brown's salary as Next Generation Minister.
- The General Fund received £113K in Income Tax recovery under the Gift Aid Scheme.
- We also received income of £49K from the hire of the Church Centre. and of £10K from the outside usage of the church, both similar to 2018 figures.
- Total Expenditure increased by £72K or 11% to £727K. By far the biggest cost is the Diocesan Share, which accounts for 32% of our expenditure and amounted to £233,251 in 2019.  
In addition, we pay the diocese for Kate Capper's part time salary, Staff salaries increased by £15K to £192K. Staff received a 2% increment.
- 6 Mission Partners received a total of £51K which also included a 2% increment. The reason for the increase from last year was the addition of the Lyths.
- Including sums collected from special appeals, donations of £28K were given to third parties, including £6K to Community Debt Advice, £6.7K to help fund the Sparkfish schools worker and £2.5K to St Bede's school. The total includes £2.8K given from the Heath Church's monthly mission collections. A list of all donations made is on the final page of the full financial statements.
- Excluding salaries, we spent just over £10K on youth and children's ministry, £6.6 on music, £3K on worship costs and £7K on training courses including the DNA courses for 3 of our staff.
- Staff housing: we have undertaken an unusually high level of expenditure on our properties at Lynden Gardens, Chart Lane and Monks Court at a total cost of over £35K.
- Other expenses increased by about 11%.
- The surplus for the year brought the balance on the general fund up to £133K, which represents about 10 weeks worth of budgeted expenditure.
- We also hold a reserve for repairs identified by the last quinquennial inspection which stands at £22K. We started in 2016 a reserve to provide in the long term for repairs to the Church Centre and a further £10K has been transferred into it, bringing it up to £40K
- Peggy Caffyn-Tees legacy: St Mary's has a sum of £282K invested, and we can use the income only from this fund for church fabric work. We spent £16K on this in 2019, mainly on refurbishing the vestry, and at year-end we had a further £23K of accumulated income available. Under the second part of the legacy there is £17K still available for future expenditure at the Heath Church.
- Other projects concluded last year included replacing the Heath Church Annexe. This cost £46K of which £31K was provided by specific donations and the balance from the Peggy Caffyn- Tees legacy. The £31k included the allocation of a

donation of £10K from the will trust of a former Heath Church warden, John Beattie. We also paid £23K on refurbishment work at the vicarage, which was funded entirely from specific donations for the purpose.

- 2019 saw the closure of the Community Building Project. after the payment of £31K to 6 overseas development projects, under our policy to donate 10% of income to such projects. It's amazing to record that that over £2.2 million has been given almost entirely by Church Family members since the project started in 2008 and when Gift Aid, grants and legacies are added the total raised and spent comes to £2.75 million.

Turning now to 2020:

- Because of the Covid 19 shutdown, Church finances in 2020 bear little resemblance either to our budget or to previous years. Income from most activities, including hire of the Church and Church Centre have almost dried up as have collections. But planned giving has held up well, boosted by a number of very generous one- off additional gifts and is currently marginally ahead of last year. Many running costs have however also reduced and we have benefitted to the extent of £10.5K from the Government's Furlough Scheme. It is too early to be too confident about the outcome for the year but I am currently expecting to end the year at no worse than breakeven.

Alastair expressed his thanks:

- to everyone who gives so regularly, faithfully and sacrificially to make all this possible
- to the finance team: Fiona Gent for all the work she has put in, preparing monthly and annual accounts and budgets and many other things, Su Rogers who prepares our Gift Aid claims, David Ilott who has joined the team and does basic bookkeeping and many administrative matters, Piers Vaughan who runs the monthly payroll, Michael Heneker who looks after the Heath Church finances and David Rose & Peter Darwent who have counted and banked the collections.

And a plea:

- After many years of stability we are approaching a time of change in the finance team and we definitely need to recruit a volunteer with a strong practical knowledge of both accountancy and the IT used in accounting systems. Could that be your calling- we'd love to hear from you if you could help either entirely or in part.
- Any comments, or questions – please contact Alastair.

**Resolutions:** Those present agreed the following resolutions. Those participating on line were given the opportunity to express any disagreement by email etc, but none had done so within a reasonable period of time.

1. To adopt the annual report and financial statements for the year ended 31/12/19.  
Proposer: Lynwen Plowman, seconder: David Perrett.

2. To reappoint the auditors, Jacob , Cavanagh and Skeet at a fee to be agreed by the PCC.

Proposer: Leslie Jackson, seconder: David Perrett.

## **8. Seeing God changing lives, families and churches. Richard Wilson**

(full version available on request)

**Richard's report on 2019** had been circulated by email and also as hard copies in church.

He spoke of the blessings we had received, the clearer vision gained and the need for us to face change. He sees that in 2019 the foundations were laid for major themes needed now:

- Personal discipleship
- Exploring disciplines
- Growth of spiritual gifts
- Revisiting the Gospel
- Connecting with our neighbours

2019 was a time of transition, or preparation, readying the church for a new adventure. He expressed his thanks to the staff team, the warden team and especially Tory.

Richard then added thoughts on 2020 and the impact the virus has had and will continue to have on all of us. This was something no-one could have foreseen and it has meant huge changes in all that we do as a church. Keeping everyone safe was and remains a priority, and new ways of worshipping and communicating have been explored.

He emphasised the need for us all, as individuals, to be the church, to grow spiritually as individuals and to start a new journey together in 2020/2021.

Comments, questions and feedback would be welcome – please email Richard.

The meeting closed in prayer at 9.10pm