

**REIGATE PARISH CHURCH WITH THE HEATH CHURCH**

**Minutes of the Annual Parochial Church Meeting held on Monday 26<sup>th</sup> April 2021 in the church & online**

**VESTRY MEETING TO APPOINT CHURCHWARDENS**

**1. Welcome & Introduction:** Richard welcomed everyone, those in the hall and those on line. He recorded the meeting to enable others to watch online later. Following John Smallwood's tragic death a week ago, he led the meeting in prayer for Suki and the boys, as well as many others who had lost loved ones during the year. He read 1 Corinthians 5:7-8, Romans 6: 9-11 and 1 Corinthians 15: 20-22. He then committed the meeting to God.

**2. Election of Churchwardens.** Richard paid a very fulsome tribute to Lynwen Plowman, retiring as an amazing churchwarden after six years in the role. Her gifts, and her generosity in using them, has been appreciated hugely and will be missed.

There were two nominations for churchwarden and Richard gave a short biography of each:

Leslie Jackson, proposed by Philippa Parry, seconded by Margaret Wood

Tom Lumsden, proposed by Nick Pettitt, seconded by Liz Gunn

In the absence of any other nominations they were duly elected and welcomed to their post.

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**ANNUAL PAROCHIAL CHURCH MEETING**

- 1. Apologies for Absence:** Kate Capper, Amy Dickson, Helen Dobbin, Freda Handley, Susan Stoughton
- 2. Introduction to those standing for PCC:** Richard read the list of ten nominees, nine of whom were elected at the last APCM. He gave a short biography of the tenth, Tania Hillsdon, who will be new to the PCC.
- 3. Election of 10 members to the PCC**  
In the absence of any other nominations the following were duly elected:  
Tom Andrew                      Becky Beggs                      Ali Brown                      Katie Cornish  
Tania Hillsdon                      Gogo Moore                      Andrew Morgan                      Nick Rayner  
Alastair Rubie                      Margaret Wood
- 4. Minutes of last APCM : September 2020** These were approved.  
(Proposed by Liz Gunn, seconded by Alastair Rubie)
- 5. Matters Arising:** In response to Alastair's pleas for extra help in the Finance team, Mark Randall has joined the team this year.

## **6. Churchwardens' summary – Leslie Jackson**

Leslie reported on the last six months which he said have not been easy. He quoted James 1: 12 'Blessed is the one who perseveres under trial.....'

In highlighting the positives from the last months, he mentioned the Alpha course, the food bank, children's and youth work, the cooks, Cherish team, the prayer chain, the technicians, Girls' Brigade, St Mary's Global and our Mission Partners.

Changes in staffing have meant saying farewell and thank you to Kate Emeny, Viv Hawes and Nikki Roessler, and welcome to Simon Kruger, Louise Zandi and Bex Main. He asked members to pray for them and for the Ministry leaders.

Leslie expressed thanks to the PCC members, saying it was a privilege to serve as Churchwarden and how grateful he is for the love and support he has received.

He expressed huge thanks to Lynwen, commenting on her wisdom, her wit, her support and encouragement and her commitment both in love and in her time.

## **7. Treasurer's Report & presentation of audited accounts for the year ending 31st December 2020**

Alastair's first and main point is that once again God has provided all our financial needs and we can celebrate God's faithfulness to us.

The PCC have already approved the 2020 Annual Report and Financial statements, and they have been accessible to all on the Church website for the last 2 weeks. They have also been pinned up at the back of church as is required by law.

The financial statements have received a clean bill of health from the auditors, with no adjustments required.

### **a) The overall picture:-**

The General Fund ended the year with income exceeding expenditure by just under £36K after providing for depreciation, which is a non-cash expense, of £18.8K. While this may appear ample, it amounts to only 5.3% 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.

In comparing income and expenditure with 2019 almost all the figures in the accounts have been affected to a greater or lesser extent by the anti-Covid measures, in particular the closure of the Church and the Centre, for a large part of the year. This had a mixed effect on the years finances as although income from offertories and particularly from the hire of the Church and Church Centre were substantially reduced, we did benefit from the Governments Furlough Scheme and from reduced operating costs over a wide range of headings. So the main feature of the year was that both income and expenditure reduced significantly from 2019

### **b) Income**

Total Income fell by £92K or 12% to £679K. The largest part of our income comes from the members of St Mary's through regular bank standing orders, one-off gifts and from the 25% tax recovery we get from HMRC through the Gift Aid Scheme. Planned Giving was virtually unchanged at £454K. One off donations amounted to £46K, more than double the amount received in 2019. Both these figures were boosted by generous sums given to compensate for

income losses elsewhere. Sums received from Collections and envelopes reduced from £18K, to less than £4K We did not receive any legacies in 2020. However, we did receive £10.5K from the Government's Furlough Scheme, compensating us for 80% of the salaries of staff unable to carry out their normal duties because of the Covid restrictions, for which we are very grateful. The General Fund received £108K in Income Tax recovery under the Gift Aid Scheme.

Our income from outside hire of the Church and the Centre fell from £61.5K in 2019 to just £18K, Covid was of course to blame.

### **c) Expenditure**

Total Expenditure reduced by £84K or 11.6% to £643K. In fact, if the Diocesan Parish Share is excluded, expenditure including the costs of activities, fell by over 20%.

By far our biggest cost is the Diocesan Share, which accounts for 37% of our expenditure and amounted to £237,916 in 2020. Since this system started in 2016, we have offered to give what is called 'the indicative ministry cost', notified to us by the Diocese, in respect of 3 full time clergy plus a further additional sum. The 'indicative ministry cost' includes clergy salaries, pensions, the cost of curates, housing, and many other diocesan costs spread over the total number of clergy in the diocese. For 2020 it worked out at £81,200 per full time clergy member.

In 2020, we had the equivalent of 2 full time clergy, excluding Erin, who as a curate is funded under a separate diocesan training budget, and excluding Kate, who we pay the diocese for separately, so we are subsidising the full costs of one other clergy member elsewhere in the diocese, although we effectively receive Erin's services without charge. Our 2020 share was an increase of £4.6K or 2% over 2019. For 2021 we have agreed to increase this sum by a further 1.3% to £241,000. We will consider our 2022 offer later in the summer.

Staff salaries reduced by £10K to £182K, as staff leaving during the year were not replaced, partly because of the Covid restrictions. Staff received a 1% increment. Our policy is to pay the same increment as is paid by the diocese.

Payments to Mission Partners decreased slightly to £49K as Bruce and Sarah Clark, who used to work for Tear Fund, ceased to be mission partners during the year. In 2021 we have made a donation directly to Tear Fund. Mission Partners also received a 1% increment.

Donations of £19K were given to third parties, including £6K each to Community Debt Advice, and to Sparkfish to help fund their schools' worker and £2.5K each to Katie Madanat and to St Bede's school. A list of all donations made is on the final page of the full financial statements.

Expenditure on the 3 properties we own reduced from £39K in 2019 to only £11K in 2020. Expenditure on many other cost headings including youth and children's ministry, music, Centre running costs and office supplies also reduced substantially because of the lockdown. The only expenditure headings showing significant increases were fees of £7.6K for our 3 students undertaking the DNA training courses and payments for technical support for live streamed services

We are undertaking an upgrade to our audio-visual equipment at a total cost of about £40K, of which £13.7K was accounted for as Capital Expenditure in 2020.

#### **d) Reserves**

The surplus for the year brought the balance on the general fund reserve up to £173K, which is a very healthy position to be in and which represents about 14 weeks' worth of budgeted expenditure.

We also hold a reserve for repairs identified by the last quinquennial inspection of the church which stands at £22K. In 2016 we started to build a reserve to provide in the long term for repairs to the Church Centre. We have not transferred anything further into it for 2020, so it remains at £40K.

#### **Peggy Caffyn-Tees Legacy.**

St Mary's has a sum of £330K invested, but only the income from this fund can be used and only for church fabric work. At year-end we had £33K of accumulated income available. Under the second part of the legacy there is £9.5K available for future expenditure at the Heath Church. £5K was spent on replacing the chairs at the Heath in 2020.

#### **e) 2021**

It is even more difficult than usual to forecast how the current year will end financially as much will depend how quickly we are able to resume church activities and the hire of the Church Centre. We budgeted for a deficit of £39K after providing for depreciation, however we will receive unbudgeted furlough payments of £14K, and our salaries cost should also be less than budget, so it is hoped that our deficit will reduce appreciably from this figure.

#### **f) Thanks:**

Alastair paid tribute to Fiona Gent who is stepping down from being the Deputy Treasurer. She has contributed enormously over a very lengthy period, 15 to 20 years, working voluntarily, at peak times of the year almost full time, with an extraordinary level of accuracy, organisation, enthusiasm and technical knowledge. We owe her a huge debt of gratitude and will miss her so much. Her work on the monthly and annual accounts and budgets is being taken over by Mark Randall.

He also thanked Piers Vaughan who is handing over the work on the monthly payroll, after 4 years or so of very conscientious work. We do not have a replacement for him and we now need a volunteer with experience of running a payroll to join the team. Alastair would love to hear from you if this is your calling or you know someone who could do it.

Thanks were also expressed to Su Rogers who continues to prepare our Gift Aid claims, to David Illott who does basic bookkeeping and many administrative matters and to Michael Heneker who looks after the Heath Church finances.

Alastair had received two questions just prior to the meeting which he will answer more fully in due course:

- *What proportion of our income comes from what percentage of donors?*  
Although there has been an attempt to spread the giving more widely, the church is still over-reliant on a few people.
- *What percentage of the electoral roll have a standing order?*  
Both these questions are complicated as couples sometimes give as one, and sometimes separately.

He then opened the meeting to questions:

- *Why are we giving 1.3% more to the Diocese?*  
The amount was discussed at length by the PCC and the exact figure arrived at was a consensus. It was agreed that, as a wealthy church, we need to be generous.

### **Resolutions**

1. To adopt the annual report and financial statements for the year ended 31/12/20.  
Proposed by Debbie Jackson & seconded by Liz Gunn.
2. To reappoint the auditors, Jacob, Cavenagh and Skeet at a fee to be agreed by the PCC.  
Proposed by Katie Cornish & seconded by Leslie Jackson.

Richard then expressed thanks to Alastair for his diligence and for the trust that we can place in him. He also thanked Fiona Gent for all she has done. (It is hoped to have a social gathering at some point to thank those who have left during the year.)

### **8. Matters arising from Annual Report/ A Year in Review Churchwarden's /Finance report / AV Upgrade report/ PCC/Deanery Synod / Diocesan Synod / Electoral Roll Officer's Report**      There were no matters arising.

### **9. Vicar's Report - Seeing God changing lives, families and churches again and again. Richard Wilson**

Richard reminded the meeting of our vision statement:

#### **Seeing God changing lives, families, and churches, again and again**

He had re-told his story on Sunday to help communicate why all this matters so much to him. He stressed that this is not our work, but God's work, it is about Him not us. We need to reach out to everyone and try to become skilled in **helping people change**. Jesus will change lives, but through them, as they become disciples, he will impact their families, their workplaces, their futures. He will change the world.

Richard explained why he believes that **families** are so important for us as a church at this time,

God wants to use us, not only to see our own church flourishing and growing as we place discipleship at the centre of our mission, but also to see this **reproduce itself in other churches, locally and further afield** – even overseas.

What does God want for us?

- To **let go and open up our hands** – it's all about him.
- To give people bread – **the living bread**
- To look beyond ourselves and to invest ourselves in the **next generation**
- To do it all in the **power of the Spirit**

This will be explored over the next few weeks, Sundays and Mid-week, as we go through our REFRESH series.

Three things Richard highlighted:

## 1. A season of Return / Reconnecting

We need to reconnect with each other on:

- **Sundays** – meet in person – at 8.30, at 10.30 – in the afternoons, and in the evenings. Anyone who can help with children and youth work, please prioritise this. Martin, Charles and Gen really need help!
- **Mid-week** – small groups holding weekly meetings – in person and online.
- **Social events** from big ones – at the church and centre – to small ones in our homes and gardens
- **New Wine at Home** – We hope to be broadcasting the sessions from the centre and giving people a chance to engage together without having to travel to Peterborough and to camp in a field!

We need to get all ages together. We have been segregated and isolated this year – we need to see younger people and older people and to be together... It's our first need.

Richard would love to hear any ideas.

## 2. Reaching out

We need to **revisit and to recalibrate our outreach**. Our work has been **decentralised**, but it has been no less impactful as a result. There is a lot of energy for reaching out which we need to galvanise and discern how to pull together in our outreach.

We need to ask **who** is God leading me / us to reach out to, not **how** or **what** but **who?**

We need to start with the **WHY** – why we do anything. And the **WHY** for us is based on the idea that it is Jesus that changes lives, not us, not our social action, not our services.

Erin has invited a number of people to reflect with her about how better to reach out and make an impression for the Kingdom of God together. We are looking at agencies to reach out to, such as Restored Hope, the local Foodbank and other local agencies.

We need to more fully embrace the idea that **we are all sent on mission** – no matter what age we are, but we also need to pray and seek God to see if there is anything more specific, any group, or demographic, that God is calling us to reach out to in a more co-ordinated way. We will be looking for more ways of being a blessing to others, and we are exploring new partnerships with Tear Fund, International Justice Mission and possibly partnering with a church in a more deprived neighbourhood in London.

## 3. Recommit

We need to recommit to church life. The pandemic has offered a chance to take stock – we need a less rushed and a simpler approach to life. Busyness is not God's plan for our lives. We have been given a chance to **step back** but now is the time to **step forward** once again. To step up to the plate and to re-commit to people. The key task for us all is to submit ourselves honestly and openly to God once again and to let him lead us back into the things that we really ought to be involved in.

Whatever we choose to step back into once again, we need to commit to it. We mustn't come back half-hearted but be committed and engage.

In the Autumn Richard is hoping to review where our gifts are, our strengths as individuals.

**Thanks**

Richard was thanked by Debbie Jackson, and he then thanked Katie and Nick Rayner (deputy wardens). Joy (PCC secretary), the PCC, Ollie and Alex (AV systems), the Staff team and Tory.

The meeting closed in prayer at 9.15pm