

MINUTES FOR ST MATTHEW'S ANNUAL PARISHIONERS' MEETING

Held at 10.55am on Sunday 25th April 2021



Present: Revd Helen Hancock (Chair), Wendy Richmond (Secretary), 63 attendees (17 online, 46 in Church)

1	<i>Apologies for absence</i> None received
2	<i>Approval of minutes of APM (held on 25 October 2020)</i> The minutes had been displayed in Church and made available online prior to the meeting. The adoption of the minutes was proposed by Ian Davies, seconded by Jason Pennington and then unanimously accepted by the meeting. The minutes were signed by the Chair as an accurate record of the meeting.
3	<i>Appointment of Churchwardens</i> Both Mike Taylor and Jackie Farris have agreed to seek re-election. Mike Taylor was nominated by Mark Curzon and seconded by Andy Keane. Jackie Farris was nominated by Mark Curzon and seconded by Dave Farris. Mike Taylor and Jackie Farris were declared elected.

MINUTES FOR ST MATTHEW'S ANNUAL PAROCHIAL CHURCH MEETING

Held at 11.00am on Sunday 25th April 2021.



Present: Revd Helen Hancock (Chair), Wendy Richmond (Secretary), 63 attendees (17 online, 46 in Church)

1	<i>Apologies for absence</i> None received	
2	<i>Approval of minutes of APM (held on 25 October 2021)</i> The minutes had been displayed in Church and made available online prior to the meeting. The adoption of the minutes was proposed by Brenda Tyrrell, seconded by Judith Jones, and then unanimously accepted by the meeting. The minutes were signed by the Chair as an accurate record of the meeting.	
3	<i>Nominations for PCC</i> There were three vacancies on the PCC. Chika Ripley and Brenda Tyrrell agreed to seek re-election after serving for three years. Chika Ripley's nomination was proposed by Mike Taylor and seconded by Dave Farris. Brenda Tyrrell's nomination was proposed by Dave Farris and seconded by Phillipa Alexander. There were no further nominations. Chika Ripley and Brenda Tyrrell were duly elected to the PCC and there remains one vacancy.	
4	<i>Electoral roll report</i> Judith Jones spoke to her report. The electoral roll was updated ahead of the APCM. Currently, there are 159 names on the roll, of whom 58 are resident in the Parish. For comparison, last year's roll numbered 157 people, of whom 58 were resident in the Parish.	
5	<i>Noting the Annual Report (including fabric and deanery synod reports).</i> The 2020 St Matthew's Annual Report was made available to download from the church website. It was noted that 2020 was the year our Tower & Spire project came to an end.	

There were no questions to clarify the report at this point in the meeting.

6 *Financial statements*

Tim Lucas spoke to the Financial Statements for 2020. Below are the key figures presented:

Key Numbers - SOFA

Unrestricted	Restricted
Income £159k	Income £29k
Expenditure £(165k)	Expenditure £94k
Net Expenditure <u>£(6k)</u>	Net Expenditure <u>£(65k)</u>
Transfer to Restricted (T&S) £(60k)	Transfer from Unrestricted £60k
Net movement <u>£(66k)</u>	Net movement <u>£(5k)</u>

Total (Unrestricted + Restricted)
Movement in Funds £(71k)
Total Funds at 31/12/20 £872k

Unrestricted funds are those given for general purposes whilst Restricted funds are those given for a specific purpose and must be spent on that specific purpose. SOFA is the abbreviation for Statement of Financial Activities.

Key Numbers - Balance Sheet

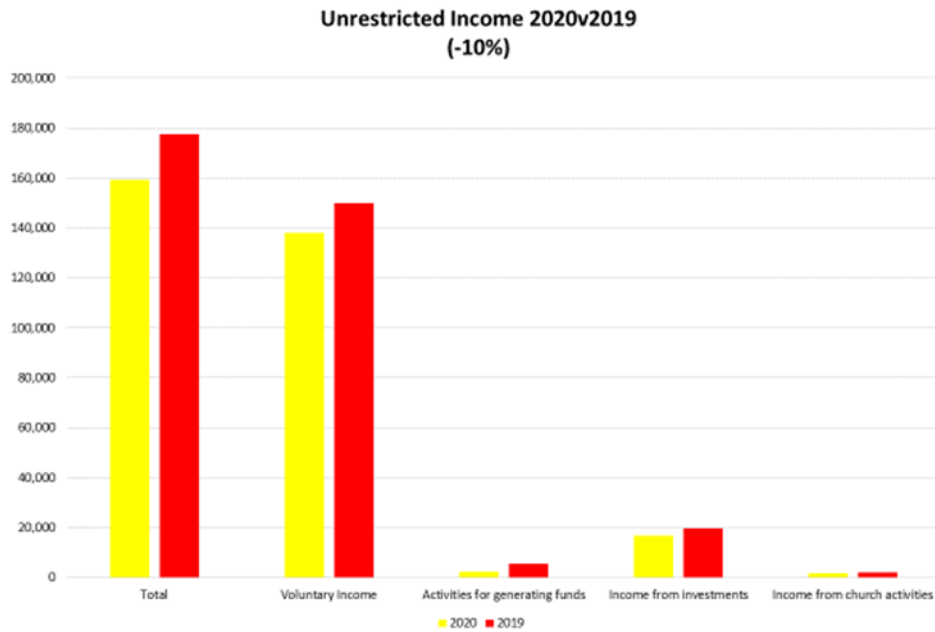
Assets

172 Ellerton Road £650k
Cash & deposits £236k
Debtors £12k

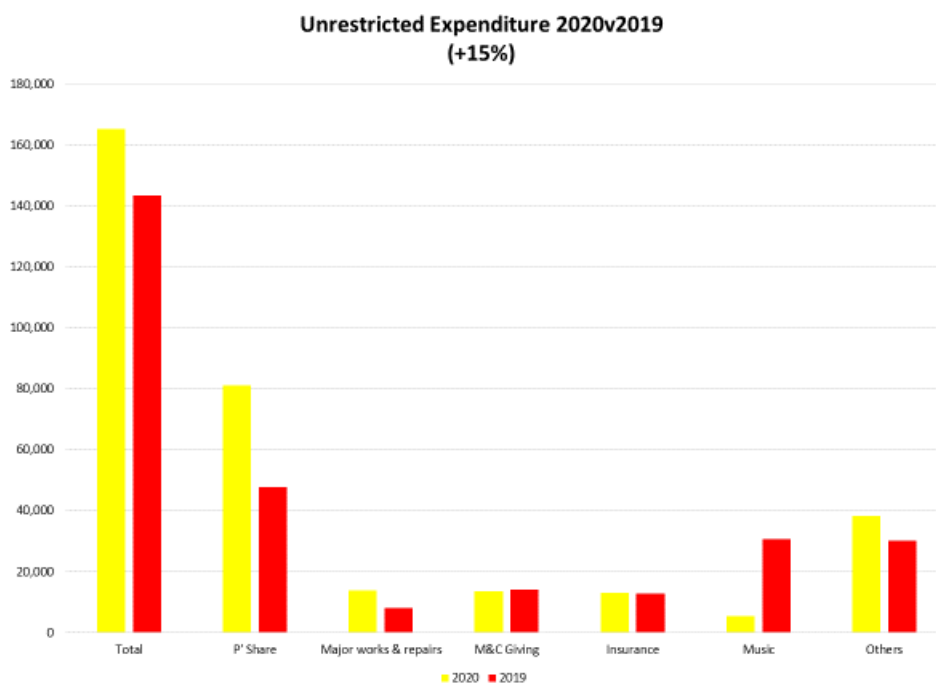
Liabilities

Creditors etc £26k

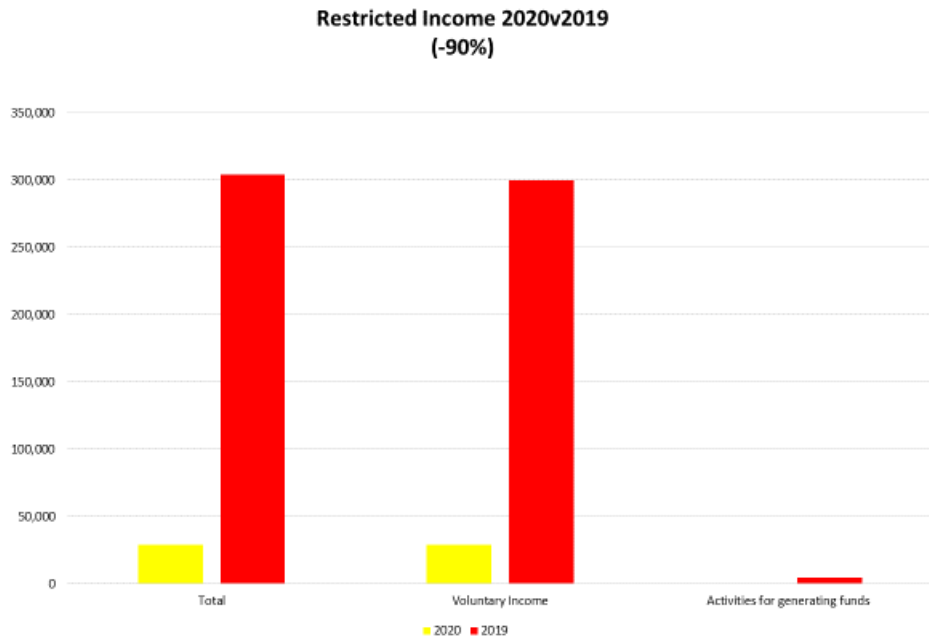
Total Net Assets £872k
(Unrestricted £864k, Restricted £8k)



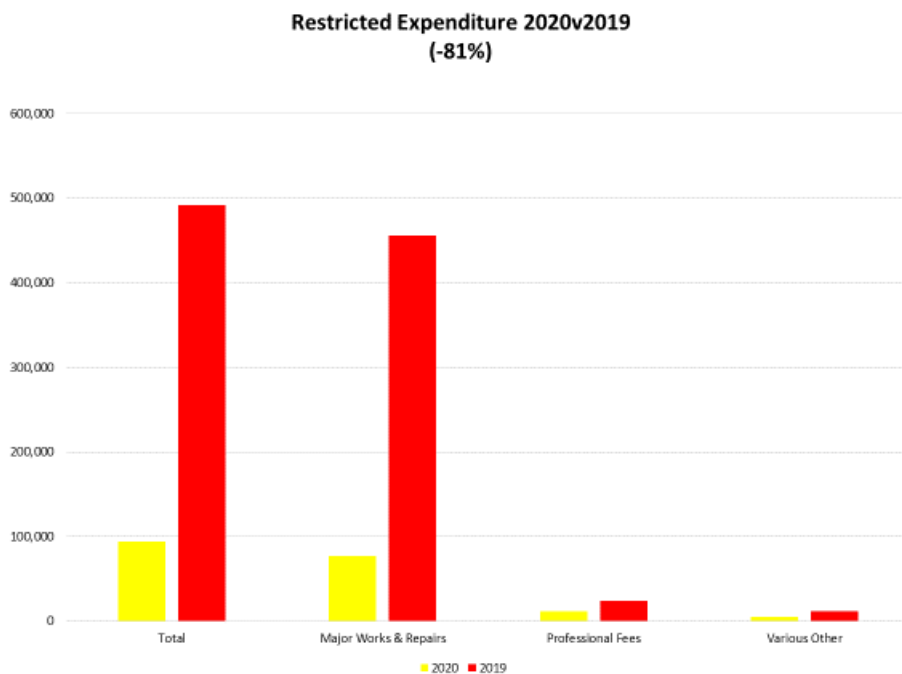
This graph compares Unrestricted Income for 2020 and 2019. The first two bars are the totals of unrestricted income. These are then broken down into component parts in the subsequent bars. The largest contributor to the reduction in income between 2019 and 2020 was a fall in giving.



The second graph compares the Unrestricted Expenditure in 2020 and 2019. Again, the first two bars show the totals with subsequent bars showing the component parts. The largest contributor to the increase in expense is the Parish Pledge to the Diocese. During 2019 we pledged less due to our increased expenditure commitments that year. The figure for 2020 is the more normal amount we would expect to spend. The other significant expenses relate to the upkeep of the Ellerton Road property and to the Church grounds.



This graph shows the comparison of Restricted Income in 2020 and 2019. Again, the first bars are the totals. There was a significant reduction in Restricted Income as the Tower & Spire project closed during 2020.



Similarly, Restricted Expenditure during 2020 is down compared to 2019 due the Tower & Spire Project coming to an end.

2020 Summary

- Deficit on unrestricted funds
 - Drop in giving
 - Increase in parish share payment
- Deficit on restricted funds
 - Reduced from 2019 due to winding down of T&S project
 - Transfer of unrestricted reserves to further fund shortfall on project (as planned)
- Reserves and cash balances reduced as a result of deficit but continue to be healthy

2021 - Preview

- Unrestricted income is currently down
- Increase in expenditure
 - Material expenditure on repairs to roof
 - Potential expenditure on carpets, audio visual equipment etc
- Appeal
- No further significant expenditure on T&S project
- Reserves (and cash) position will deteriorate but should remain healthy

We are expecting significant expenditure during 2021 on repairs and upkeep to the Church and grounds including roof repairs, carpet replacement and AV equipment.

There were no questions, and the financial statements were noted by the meeting. Tim was thanked by the meeting.

7 *Appointment of independent financial examiner*

It was proposed to appoint Mr George Mitchell as Independent Examiner once again.

Mr Mitchell's appointment was proposed by Pauline Keane, seconded by

	Jennie Akerman, and was unanimously agreed with the gratitude of the meeting.	
8	<p><i>Questions and Answers</i></p> <p>The chair opened the meeting for questions.</p> <p>Pauline Keane asked whether any decisions had been made about the seating, given the forecast expenditure on carpets. Helen clarified that no decision had yet been made and that we would need to carefully plan what we wanted to do with excess furniture and seating in church generally before replacing the carpet. This would, therefore, not be imminent.</p> <p>Jason Pennington asked about the sustainability of any investments held by the church given that we are striving to be an Eco Church. Tim explained that we no longer have any shareholdings, all monies are held on bank accounts or with a credit union.</p>	
9	<p>Jen Houghton, on behalf of the congregation, thanked Helen and Simon Hancock for all their work. For their energy, humour, creativity, and kindness in the face of a challenging year.</p> <p>She explained that members of the congregation had contributed to an online noticeboard to give thanks in words, pictures, and videos. Jen also presented Helen and Simon with gifts as a token of the congregations' appreciation for their efforts.</p> <p>Helen expressed the thanks of the church to the many people who are involved in so many different aspects of church life.</p> <p>The meeting concluded as the service continued.</p>	