

PARISH OF WETHERBY WITH LINTON
MINUTES OF THE ANNUAL MEETING OF PARISHIONERS
19TH APRIL 2018

The meeting began with a reading and prayer led by Rev Stroma McDermott

The Rev Brendan Giblin chaired the meeting.

1. Appointment of clerk of the meeting. The meeting was unanimous in approving the appointment of Audrey Spivey.
2. Minutes of the Annual Meeting of Parishioners held on 27th April 2017: The minutes were agreed as an accurate record and signed by the Chairman. There were no matters arising.
3. Appointment of Churchwardens: Jean Heaton and Bob Greene had been nominated, both were eligible and had confirmed their willingness to serve, and were duly elected.

Signed:

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The Rev Brendan Giblin chaired the meeting.

Present:

55 parishioners included on the Electoral Roll (56 were present in 2017)

Carol Aldred, David Bailey, Hilary Bailey, Emma Beddoe, David Bewell, Lynda Breen, David Brown, Barbara Brown, Simon Cooper, Jan Cooper, Alan Dowlman, Tony Farrar, Carol Farrar, Shirley Fawcett, June Forth, Graham Gale, Suzannah Giblin, Joan Goodhand, Bob Greene, Anne Greene, Sheila Guest, Stephen Guild, Elizabeth Guild, Elaine Hainsworth, Michael Hare, Mary Hare, Robert Haskins, Lorna Johnson, Stephanie Kemp, Jean Kettlewell, Derek Kitchen, John Larking, David Lowes, Val Lumsden, Peter Mirczuk, Sheila Mirczuk, Pauline Naylor, Carolyn Peuleve, Tracy Parker, Michael Payne, Jim Rippon, Bob Robinson, Rosie Rooke, Lynn Rose, Jill Rose, Marilyn Smith, Audrey Spivey, Karen Tatham, Steve Taylor, Sue Taylor, Gina Voller, John Wilkinson, Susan Wilkinson, David York, Sandra York

Rev Brendan Giblin, Rev Stroma McDermott, Rev Colin Spivey, and Sarah Sharp were also present.

1. **Apologies** were received from:

Susan Armstrong, Rowland Bewell, Anne Bewell, Jim Cairns, Sue Cairns, Shirley Daniels, Gill Dowlman, Chris Gale, Mary Gray, Robert Gray, Rosemary Gregson, Alan Grimes, Helen Harper, Carolyn Haskins, Jean Heaton, Carol Keenlyside, Jim Lumsden, Christine Maloney, Peter Moseley, Lorraine Moseley, Celia Pawson, Debbie Peacock, Martin Peuleve, Mark Plant, Brenda Plant, Gillian Roberts, Brenda Robinson, Marjorie Scott, David Startup, Carol Startup, Alan Smith, Chris Tatham, Elaine Tatterton, Holly Taylor, Jackie Taylor, Maria Taylor, Phil Thompson, Wendy Thompson, Ralph Towler, Kathryn Wenn

2. **Minutes of the 2017 Annual Parochial Church Meeting** held on 27th April 2017 were agreed as an accurate record and signed by the Chairman.

3. **Matters Arising from the Minutes of the 2017 Annual Parochial Church Meeting:** there were none.

4. **PCC Reports:**

Electoral Roll: The Electoral Roll Officer's report was read by Audrey Spivey. There are 294 people on the electoral roll, 189 ladies and 105 men. This is an increase of 10 since the 2017 APCM. (*Note: The increase is actually 20 as the total was 274 last year*). The total includes 18 people who live outside the parish. Audrey mentioned the sad loss of Alan Britton and Will Fawcett during the year, also Clive and Angie Jordan who have moved away. Brendan thanked Susan Armstrong for her work on the Roll.

PCC Report: this was written in the Annual Report.

Financial Report: there is a written report. Bob Greene added:

"You will have seen the abbreviated financial statements attached to your papers, but I would like to look in more detail at the financial journey we made together in 2017.

When we met this time last year, we were contemplating a possible deficit of over £28,000 brought about by a number of factors, not least loss of major benefactors, £15,000 including Gift Aid, and an increase in Parish Share of £13,976.

As a PCC we made a commitment to meet our Parish Share in full and fund any other shortfall from reserves whilst launching a Stewardship Appeal, Investing in the Future, a title chosen to reflect our commitment to move from a long period of investing in our buildings to investing in our mission and people.

We launched in late May with literature, visiting preachers etc and I would like to show you what you achieved by the end of 2017:

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By the end of the year total Gift Aided donations totalled £78,454 vs £77,688 for 2016, in other words increased and new giving had more than compensated for the losses anticipated.

We received further generous cash donations totalling over £10,000 against a budget of £3,500 and £6,800 in 2016. Add Gift Aid to this and this was worth a further £4,400.

We thought that other income, notably non-GA and plate collections might suffer but they also held up at £14,340 vs just over £13,000

All in all, by the end of 2017 the potential deficit had been reduced by £25,472 and with a little adjustment on some costs we finished the year with a surplus of a magnificent £315, and a few huge sighs of relief!

On behalf of those of us who juggle the numbers, thank you is not really enough. You earned that glass of wine I hope you enjoyed before this meeting!

Looking forward to 2018 we still have some challenges with a further increase in Parish share of almost £11,000 and a known loss of income of around £5,000 but on the positive side the CCT has been able to award a grant for the first time for a number of years' worth £5,000, a further grant of £5,000 will be available and the commitment momentum from last year is holding up well so we are aiming for a balanced budget excluding Parish Share."

There were congratulations expressed from the floor, and there were no questions. Brendan commented on the amazing turnaround and thanked everyone for their generosity, while acknowledging that there are challenges ahead. He thanked Bob for the report.

Fabric Report: there is a written report. Bob Greene added that the work highlighted by the Quinquennial Report presented a challenge. We need £80K for the work, and possible grants are being investigated before we think of a fundraising appeal. Those involved in this are Chris Tatham, Alan Grimes, Uell Kennedy and Bob. The church heritage and position in the town are key to success. There were no questions, and the Chairman thanked the Property Committee for their work, especially Alan Grimes and Graham Gale.

Diocesan and Deanery Synod: there are written reports.

Safeguarding Report: given by Marilyn Smith:

"In the recent Safeguarding Policy Document, 'A Safer Church' written by the House of Bishops, it was made clear that the care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church. Safeguarding work is undertaken within a legislative framework supported by government guidance.

The Parish continues to follow the guidance set down in the Church of England safeguarding documents, which were revised in 2017. We are still awaiting the final Diocesan Policy '*The Care and Protection of Children and Young People*', so until then we have tailored the existing 2016 policy to reflect the work at St James' Church and this will be approved at the PCC meeting following the APCM since this is an annual requirement. Once the new policy is received from the Diocese it will be taken to PCC to be ratified.

We have completed the Diocesan Safeguarding checklist and identified those areas where additional work needs to be done, and an action plan has been drawn up to ensure improvements to our systems and processes will be addressed.

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There are a number of groups in the church which, because of their work with children, young people and vulnerable adults, require safeguarding DBS checks and regular training. We have a growing number of ministries where this is applicable: choir teaching helpers during 9.30am services, children's holiday club, youth group leaders, bell ringers, Time for Tots, Sunday Club and children's work @ 11, servers, bereavement team and the pastoral and Home Communion visitors. Currently there are over 50 people involved in these ministries. Volunteers continue to need to renew their DBS certificates every 5 years for either children's or adult workforce. In the last year, several new volunteers have gone through this process and we are grateful to Nicky Holliday for her work and all those who work in these ministries.

Recently the rules regarding Safeguarding training have changed and this must now be undertaken every 3 years and not every 5 years. This means that many of our volunteers now require safeguarding training. The Diocese has issued new guidance on who requires training and at what level. There are different levels of training depending on the activities volunteers and staff undertake, and much of it can be done on-line. To ensure the training requirements are progressed we will be planning training sessions in the autumn, including providing facilities to allow on-line training. Whilst it is a challenge to ensure everyone undertakes the training, it is an important requirement that they do, and it remains the responsibility of the PCC as Trustees to ensure that our safeguarding policies and procedures are in line with our legal requirements.

There have been now incidents or reports requiring additional investigation, nor any referrals relating to child protection or vulnerable adults during the year.

St James remains committed to promoting a safe environment and culture for all those who worship in our community and we thank everyone for their cooperation and commitment to this.

The Chairman thanked Marilyn for this vital and important work.

There was a question concerning whether we have an information officer to handle information lodged with the church. Bob Greene responded, saying that the new GDPR regulations come in on May 25th 2018. We will be required to contact all who we communicate with to ask for permission to hold their data. A data audit is currently being done, led by Bob and Chris Tatham, to look at how to implement the GDPR rules. Dave Lowes offered help.

5. **Election of Seven Members to PCC, (five for three years, two for two years):** there were seven nominations. Audrey Spivey read profiles of Emma, Lynda and Rosie. By drawing lots it was decided that Emma Beddoe, Lynda Breen, Stephanie Kemp, Sheila Mirczuk and Rosie Rooke would serve for three years, and Marilyn Smith and Audrey Spivey for two years. Brendan thanked them for standing.
6. **Election of four Deputy Churchwardens:** there were four nominations for these annually elected positions. Emma Beddoe, David Bewell, Audrey Spivey and Sue Taylor were duly elected. Brendan thanked them for standing.
7. **Confirmation of Appointment of Readers to PCC:** It was confirmed that Lay Readers Lorna Johnson and David York, licensed to the parish, will serve on the PCC.
8. **Appointment of Sidespersons:** the Churchwardens will administer this role.
9. **Appointment of Independent Examiner of the Accounts:** John Cuthbertson was willing to continue for a further year. He was reappointed for the period up to the 2019 APCM, proposed Robert Haskins, seconded Val Lumsden. All in favour. The Chairman thanked John for his work and guidance.

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10. **Reports of Church Groups and Activities:** the following reports included in the Annual Report for 2017/18 were received. Brendan said this shows a lot of what we do at St James' and as we reach out into the community, and he thanked those who had prepared them. Reports were: PCC, Financial Report, Churchwardens' Report on Fabric, Goods & Ornaments of St James' Church, Diocesan Synod, Deanery Synod, Church on the Corner, Mothers' Union, Men's Curry Club, Friends of Wetherby Parish Church Music, Choir Report, Worship Group, Music Group at Family Services, Bell-ringing, Sunday Club, Choir Bible Study, Children @ 11, Young People's Work, Time for Tots, Pastoral Care Group, Worship in the Community, Happiness Lab, Novel Conversations, Wetherby St James' Church Centre Trust Report, Wetherby Methodist and St James' Covenant Group, Churches Together in Wetherby, Linton and Collingham, Scouts and Guides.
11. **PCC Chairman's Report:** Brendan gave the following report:
" 'Then they were glad when they saw the Lord.' John 20.20

These are the familiar words (from John 20.20) with which the Peace is often introduced in this Easter season. The words describe the joy of the disciples on that first Easter Day as Jesus appeared to them in the upper room. Jesus showed them his hands and his feet. Seeing the wounds of his love, seeing it was indeed genuinely Jesus, seeing the extent of his love, and that that love is too powerful for evil and death to conquer,

'Then were they glad when they saw the Lord.'

There is much to be glad over, much to be thankful for in the life of St. James'. We have already seen and heard much that would give us cheer. Seeing the life of this church, in which we see Jesus working among us and through us there is much that makes me glad and for which I am incredibly grateful.

This leads me to my most important and welcome task this evening which is to say thank you to everyone for their part in the life of this church. Whether your involvement has been for many decades, or just a few weeks. Thank you. I am incredibly heartened, encouraged and grateful for what I see. Grateful for all that people do, and glad, deeply glad, as I see the Lord working among us.

Unfortunately tonight there is not time for me to thank everyone by name, but I hope everyone hears my thanks. There are, however, some people whom it would be wrong not to mention individually.

Firstly I would like to thank those who share the responsibility of up-front ministry here at St James'. Stroma; so many thanks for your creative, caring and dedicated ministry. For all of us Stroma's ministry brings the presence and joy of the Lord.

Thank you too to Sarah for all that you do in both nurturing the young people of our church and in helping us to reach out to the schools and young people of our community. Sarah's graciousness and passion to see young people transformed by Jesus greatly adds to our joy. Our thanks are due to the vast number of wonderful people involved week by week, and at special events, who work with the children and young people of our parish. Thank you.

Thank you too to our retired clergy, who throw themselves into supporting the life of this church. Derek, Colin, Jeff and Uell thank you for your wonderfully helpful and encouraging ministry among us. Thank you.

In St James' the ministry of the clergy is only part of the picture. We simply could not do what we do without the ministry of the readers in this church. And here I must say a huge thank you to the late Will Fawcett. We simply would not be the church we are today without Will's ministry. Will was universally respected and is deeply missed.

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Thanks too to David Bailey, especially for David's meticulous care over Church on the Corner which continues to gather, feed and nurture people week by week. Thanks to Marilyn Smith, Val Lumsden, Graham Siswick - who together with Jennifer is very much in our prayers, David York and our new reader Lorna Johnson. Lorna, as you are already so involved in the life and mission of the church, it seems a bit late to welcome you, but nevertheless thank you for stepping on board.

'They were glad when they saw the Lord'. I am sure the disciples were glad when they not just saw him but heard his voice too. One of the things that gladdens me most about St James' is our musical worship. It is wonderful that within our services we hear everything from Bach, to Handel, Rutter to Wesley, Townsend to Redman and all things in between. Thank you to all who sing or play instruments in the choir and music and worship groups and to the bell ringers. Especial thanks to Michael Payne, Sue Davis and Suzannah Giblin for your ambition, talent and commitment week by week. With your music you touch our souls and add to our joy, thank you.

Something we do see, week by week, and are always a joy, are the flowers that add colour and beauty to our worship. The flowers bring inside our building divine handiwork, but they are arranged with human care and skill to show that beauty at its best. Thank you to Shirley Fawcett and all the flower ladies for their wonderful work.

One of the services where we do not have music (rather we listen to the music of heaven) is our 08.00 Holy Communion. My thanks go to Michael Hare who looks after this service, and all of us who attend, in the most dedicated way. Michael, you add to our joy, which is truly something at that early hour.

This year Margaret Jones stepped down as the leader of the Pastoral Care Group. Thank you Margaret for the Christ-like care you have brought to this role. We will miss you. A big thank you to Hilary Bailey who has ably taken on oversight of this area.

Those of us who minister up front rely on the work of those whose work is in the background. I thank Janet and Daggi Aristotelous, David Dawson and Cliff Tetlow our caretakers for keeping the properties and grounds immaculate. Many thanks too to Alex Tetlow our Verger. Alex, among many other things, does a wonderful job of welcoming people at baptisms, weddings and funerals and helping them to feel at ease. Our thanks are due to Eileen Spencer-Witcomb and Debra Wolstenholme for their hard work in the Parish Office. I thank Eileen and Debra for without fail going the extra mile in ensuring that busyness is met with courtesy and helpfulness.

Something that gladdens my heart week by week, and for which I am very grateful, is the beautifully laundered communion linen faithfully looked after by Carol Farrar. Thank you Carol.

Another aspect of essential work in the background is that of our finance team. I thank Tracy Parker, our treasurer, Lynn Rose our bookkeeper and John Cuthbertson our Independent Examiner for their considerable and careful work. Our thanks too to Clive Jordan who, until his move to the North East, was among many things, our Gift Aid Recorder. We are very grateful to Jill Rose for taking on this role.

We have heard from Bob of the remarkable turn-around in our finances. It is worth us pausing to give thanks for this. Thank you to everyone who financially supports the mission of this church and enables us to reach out to Wetherby and beyond. To balance the books surely shows the Lord is at work. He and you deserve a big cheer.

I would like to thank the members of the PCC for their work over this year. The PCC deals with a large range of responsibilities and challenges and always does so with courtesy, seriousness and faith. In thanking all the members of the PCC I particularly thank those who have served faithfully and have just stepped down: Pete Moseley and Celia Pawson, and Audrey Spivey our PCC Secretary who has done a wonderful job; without fail gracious, wise and efficient. You will all be missed. Thank you.

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My deep thanks go to our Churchwardens Jean Heaton and Bob Greene. Someone was once asked what is the qualification for being a churchwarden? The answer shot back was "being around". It might not sound much of a qualification, but I can assure you as an incumbent this is the one thing you most want in wardens. You want them to be around in good times and when things go wrong. Our wardens are always there when you need them, certainly when I need them, whether it is at 07.00 in the morning to sort the heating or all day on Christmas Eve for the seven services we had this year. Jean and Bob are people whom I, we, can and do rely on. I am grateful for their wisdom, dedication and reliability. Jean and Bob work tirelessly for this church. We are all very grateful. Thank you.

Whether it is our services on ordinary Sundays (no Sunday is ordinary) or at festivals, the Happiness Lab, Church on the Corner, School Activity Days, Alpha Course, Step-up, Parenting Course, Love Lunch, the Magazine, our partnership with the Methodists resulting in a trip to Nepal for young and not so young, the care that is shown to those in need, within and beyond our congregation, to mention just a few initiatives (all too aware of so many more aspects of our outreach not mentioned), there is much, so much that we can be thankful to God for in St James' church. There is much in which we can see the Lord.

When Jesus gladdened the disciples' hearts with his presence, we read, he breathed his spirit on them and commissioned them:

'As the Father has sent me, so I send you.' John 20.21

The forgiveness, restoration and joy which the disciples experienced for themselves, they, in power of the spirit, were to share with the world. The difference Jesus made to them, they were to share with others. And so are we. This is what we are about as a church, sharing the Good News of Jesus with the world in ways familiar and new.

When we see the Lord he gladdens all our hearts."

12. **Churchwardens' Report:** Bob Greene gave the following report:

"With Jean, my fellow Churchwarden giving her apologies and sunning herself in warmer climes (I must have a word with her about that, no more holidays in April) it falls upon me, and it is a privilege, to report on behalf of us both on the life of St James', during a busy 2017.

In January we started our new pattern of evening services, with a mix of traditional Evensong, Wind-down Worship, a reflective service, and Refresh, a service with opportunities to look at different topics, which has worked well. David and Sandra York also launched their book club, Novel Conversations which has gone from strength to strength.

A group of our young people went on a Church Weekend away in February to Yorkshire Camps.

March saw the observance of Lent and 72 people signed up for the Lent bible study groups. The midday meditations and soup lunch are also grew in popularity with one week actually running out of soup! March leads to April as Lent leads to Easter and over the two days of Good Friday and Easter Sunday almost 500 people attended our services. The youth leaders held a holiday club for the young people and the weekend after Easter 59 adults and 27 young people went on the Church Family weekend to Scargill.

In the run up to the General Election St James' played host to Election Hustings and it is fitting that as we say St James is at the heart of the community that the building is used for community events such as this. May also saw the launch of our Stewardship campaign which you have heard about in the Financial report but we would like to thank everyone who has signed up to regular giving as this greatly helps out financial planning.

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By June we hoped that the weather was getting better and summer was on its way but, alas, on the day of the Summer Fete the weather had other ideas and it poured down. This didn't dampen our spirits, the Fete and Art and Craft competition took place as planned, and amazingly raised more funds than the previous year. Thankfully for Stroma's ordination on 24th June the sun shone and a wonderful BBQ was enjoyed by all who attended. Now what's that saying 'The Sun shines on the righteous!' We had another excuse for a BBQ in July as we celebrated our patron Saint, St James. This was great day when all the congregations joined together in fellowship and with food!

Step-up, the year- long in depth learning course, started again in September with 10 participants.

As we entered autumn and the shorter days and longer nights we had two ever different celebrations associated with the same 3 day festival. First we held our annual Service of Light where we invite those who have lost a loved one to come together and remember them at this most moving of services. 140 people took up the invitation. On 31st October our youth leaders once again held the No Trick Just Treat alternative to Halloween for young people in the parish. This was the third year it had been held and was as busy as ever. The Wetherby Arts Festival was also held in October and St James played host to quite a number of the events/ concerts. Again it is great to see the church being used outside the normal Sunday Services and for the wider community to come through its doors.

The annual Remembrance Service is another occasion when we at St James welcome the whole community of Wetherby into their church, always a moving service. At the end of November we welcomed Bishop Nick to our church who gave a very interesting and thought provoking pre-advent lecture on Religion and Violence, an excellent review of which appeared in the January parish magazine.

Now December is always busy from the beginning when we celebrate the start of Advent, through to the Nativity and Nine Lessons and Carols services and finishing with Christmas Day itself. This year we had the unusual situation that Christmas Eve fell on a Sunday. We also took the decision to hold two Christingle services as last year's was full to overflowing. A total of 550 people attended the two services and over the 6 services held on Christmas Eve over 970 people came through St James' doors to worship and celebrate the birth of our Lord Jesus Christ, with a further 140 attending on Christmas Day. This is an amazing number.

As you go through the year and the seasons and festivals come and go, you live your life through the life at St James. It is not until you start to put a report together that you realise just how much actually goes on at St James and we have only mentioned a few of the many and varied activities.

We cannot talk about worship and faith without mentioning Will Fawcett. St James has lost a beloved, respected, dedicated and inspirational member of its family. He truly was a wonderful man and it is testament to that fact we estimate that over 630 people attended his funeral. We stopped counting at 580 as the service was about to start and the street was still full. He is greatly missed by us all.

At the Archdeacons' Visitation Service it is often said that Churchwardens are obsessed with property and it is true that it does take up a lot of our time. We have resisted talking about the subject until now and although the upkeep of the church building is important it is not the life blood of what St James' is about. Having said that, it seems strange that for the first time in quite a number of years we have no major capital projects to report on. So you may be forgiven in thinking that all the work on the church is done. Unfortunately general wear and tear does happen and our quinquennial report shows that around £80-100,000 worth of work needs to be done over the next 3 years to keep the church in good order. On that note we would like to thank the Property Committee for all the work they do to keep all our buildings in good repair.

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Whilst mentioning committees, we would like to thank everyone who serves on the PCC for their dedication and commitment to the church; for the Finance Committee who make sure our finances are in order, not an easy job with the Parish Share increasing each year; Worship and Nurture, which has recently changed its name to Worship, Discipleship and Mission, to better reflect the vision and work it wishes to do going forward; Communications Committee who have the unenviable task of bringing our website up to date and the much bigger task of ensuring the church meets new data protection regulations which come in to force on 25th May; and lastly Personnel Committee who oversee all our employees and we thank them; Eileen, Debra, Alex, Janet and Cliff for keeping the office, grounds and church in order, Michael for his most wonderful music and Sarah for all her work in the community, especially with the schools.

On behalf on myself and Jean, we wish to thank our Deputy Churchwardens, David Bewell, Sue Taylor and Pete Moseley for their support, hard work and dedication to the church. Pete is stepping down this year and we thank him for all that he has done.

Brendan and his ministry team continue to give us spiritual guidance and support through a wide variety of service styles. And during Brendan's sabbatical year may we all help and encourage Stroma as she leads us in our worship.

Finally on behalf of myself, Jean, Brendan and everyone who steps through the doors of St James, I would like to say a big thankyou to the many volunteers who keep our church running. There are far too many to name and they cover a whole variety of jobs but we are extremely grateful for all that you do."

13. **Date of next year's meeting:** This was confirmed as Thursday April 11th 2019, to begin at 7.30pm, to be held in the Town Hall.
14. **Any Other Business:** there was a question about the fact that the bells aren't currently rung for services. David Holland has worked hard, without success, at gathering a regular local group of ringers. David has been successful in inviting visiting teams of ringers to ring. They ring mainly in the daytime on days other than Sunday.

Brendan thanked everyone for coming and being part of the life of St James'. He closed the meeting with prayer.

Signed:

Date: