

Parish of St Mary the Virgin, Twickenham

MINUTES OF THE ANNUAL MEETING OF PARISHIONERS Held on Sunday 28 April 2024 at 11am at St Mary's Church

Before the meeting commenced, Rev'd Jeff Hopkin Williams expressed thanks on behalf of the Parish to Barbara Williams for her service as Church Warden. We are grateful for the strength of Barbara's service and her depth of commitment.

We paused to remember and give thanks for Lesley Prior, who served as Church Warden and died recently.

The Rev'd Jeff Hopkin Williams opened the meeting to elect two Church Wardens.

Two nominations for warden had been received:

- Stephen Tetley has been proposed by Charlotte West and seconded by Geoff Noble
- Margaret Mence has been proposed by Chirs Webborn and seconded by Liz Noble

Those present at the meeting unanimously elected Stephen and Margaret to serve as church wardens for the coming year.

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING Held immediately afterwards

1. **Apologies for absence:** Peter Jenkins, Liz Sephton
2. **Minutes of the Annual Parochial Church Meeting held in April 2023:** These were approved by all present and signed as an accurate record
3. **Appointment of tellers (if appropriate):** No appointment was required
4. **Election of lay representatives to the Parochial Church Council (5) and the Deanery Synod (4):** Three nominations had been received for lay representatives to the PCC - Sarah Waller, Mark Wilson, Charlotte West; two nominations had been received for the Deanery Synod - Jacqui Knowles, Roger Hutchins. All nominations were properly nominated and seconded. They were elected unanimously *en bloc*.
5. **Report on the Electoral Roll:** Toby Kiddle (Electoral Roll Officer) reported that the standard electoral roll revision was completed and has decreased to 279 from 282 in the previous year. Mark Scudamore will be taking on the role of Electoral Roll Officer after the APCM. Thanks was offered to Toby for his work.
6. **Report on the fabric, goods and ornaments of the church:**
 - **Fabric:** The report on the fabric is contained in the Parish Reports
 - **Goods and ornaments:** The Wardens checked the inventory of goods and ornaments and reported that a purple chasuble was lost.
7. **Safeguarding Report:** Sophy Fisher (Safeguarding Officer) reported that there have been no serious safeguarding incidents. Our progress on safeguarding may now be reported via a dedicated dashboard and there are monthly on-line drop-in sessions to address any queries. We are supported in our work by the Diocesan Advisor for the Kensington area, Caryn Weber, Sophy thanked all the volunteers who have successfully completed the

two required on-line training modules and especially to the two Children's Champions, Judy Britton and Julie Hall, who play so large a part in fostering our children's worship at St. Mary's. Fr. Jeff offered thanks to Sophy for her work in this hugely important area.

- 8. Report on the work of the Parochial Church Council and presentation of Parish Reports:** Clarinda Chan (PCC Secretary) reported that since the last APCM in April 2023, the PCC has met five times. As well as discussing regular business items including policies, finance, and the use and maintenance of our buildings, the PCC welcomed updates and reports from Vision Groups, and extends its thanks to all those who contribute to the many aspects of St Mary's Church's vibrant life and work.

Sophy Fisher as safeguarding officer kept the PCC informed of steps we can take as a church to ensure the protection of our children and adults at risk and to ensure that we comply with all canonical requirements in relation to safeguarding (in particular section 5 of the Safeguarding and Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and adults at risk).

On behalf of everyone at St Mary's, the PCC expresses its gratitude to Fr. Jeff for his dedication and ministry, and we are especially grateful to Jeff for taking on a much-increased workload over the last three and a half years, ensuring that ministry at St Mary's School continued while being the sole priest at the Parish.

The Committee would also like to thank Cath Nortje and Katie Kean for their efficient running of the Parish Office and being great ambassadors for St Mary's.

Details of the work of each of the Vision Groups as well as other areas of St Mary's life is contained in the Parish Reports, which is commended to the meeting.

- 9. Report on the Deanery Synod:** A summary of the proceedings of the Deanery Synod can be found in the Parish Reports.
- 10. Presentation of the Annual Accounts for 2023:** Paul Smart (Treasurer) presented the annual accounts and treasurer's report. The year finished on a good position, but as we look ahead, there are some large expenses expected. Our ability to fundraise and obtain grants will be very important in the upcoming year. Fr. Jeff expressed thanks to the finance group for their work.
- 11. Appointment of Independent Examiner:** Paul Smart proposed that Kerry Gallagher of RSM UK Tax and Accounting continue to be appointed as our independent examiner. This was seconded by Maurice Austin and agreed by all present.
- 12. Results of elections (if appropriate):** Not required.
- 13. Proposal of Thanks:** The Churchwardens thanked Fr. Jeff for his service to the Parish.
- 14. Closing prayer:** The meeting closed with a prayer by Fr. Jeff.