

Parish of St Mary the Virgin, Twickenham

MINUTES OF THE ANNUAL MEETING OF PARISHIONERS Held on Sunday 24 April 2022 at 11am at St Mary's Church

The Rev'd Jeff Hopkin Williams opened the meeting to elect two church wardens. On behalf of the congregation, Fr Jeff thanked Judy Britton for her dedication, diligence and care during her seven years' service as warden, especially under difficult circumstances during the pandemic.

The workload of the wardens has increased significantly in the last two years. Fr Jeff pleads for volunteers to come forward to assist the Wardens and get involved in the running of our church.

Two nominations for warden had been received:

- Barbara Williams has been proposed by Heather Moulson and seconded by Mandy Hunter
- Margaret Mence has been proposed by Cathy Reynolds and seconded by Sandy Dempsey

Those present at the meeting unanimously elected Barbara and Margaret to serve as church wardens for the coming year. Jeff thanked Barbara for her work as warden over the years and Margaret for taking on the role.

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING Held immediately afterwards

1. **Apologies for absence:** Karen Kiddle, Trudi Morgan, Chris Britton, Rosemary Fulljames, Tony Dempsey
2. **Minutes of the Annual Parochial Church Meeting held on 25 April 2021:** 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 and the Deanery Synod to serve for 3 years:** Three nominations had been received for lay representatives to the PCC - Deon Lombard, Geoff Noble, Elizabeth Sledge; one nomination had been received for the Deanery Synod - Judy Britton. All nominations were properly nominated and seconded. They were elected unanimously *en bloc*.
5. **Report on the Electoral Roll:** Toby Kiddle reported on the third revision of the Electoral Roll, which had been prepared in accordance with the rules. The roll stood at 277, down from 279 in the previous year; comprising of 60% female and 40% male. Thanks were offered to Toby for his work.
6. **Report on the fabric, goods and ornaments of the church**
 - **Fabric:** in the past year, works carried out included the following: the handrails on the south side of the church have been repaired after vandalism; loose flashing has been repaired on the Vestry roof; defences against roosting pigeons have been reinforced; and the hearing loop has been reinstated. In the Church Hall, the Windsor Room kitchen has been renovated and the room repainted; Off the Record facilities in the old Parish

Hall have been upgraded with a new ventilation system. Works to be carried out include the memorial garden ramp, pending council permission; the hall boilers are due to be replaced and the building group is looking at what further energy efficiencies that can might be introduced. Thanks were offered to the building group and buildings manager. The group would welcome new members. Thanks were also offered to Trudi Morgan and helpers for their work on the upkeep of the memorial garden.

- **Goods and ornaments:** the wardens checked the inventory and reported that there was nothing of significant value which has definitely been lost, with one item hopefully still to be tracked down.

7. **Safeguarding Report:** Sophy Fisher reported that Katherine Cox, who was one of the champions for vulnerable adults, has left the Parish. Liz Webborn has been appointed to take on the role alongside Francis Drasar. Julie Hall and Judy Britton remain in their posts of Children's Champions. Martin Goodwin is now the head of the Diocesan safeguarding team and Caryn Weber our advisor for the Kensington area.

A directive has been issued that, as members of the PCC are trustees of a charitable organisation which arranges activities for children and vulnerable adults, they should all be subject to a DBS (Disclosure and Barring Service) check. The process has become more complex, and Sophy reported that the Parish has signed up to the newly created diocesan dashboard onto which safeguarding information can be entered. Sophy reminded all to be vigilant in safeguarding matters during Fr Jeff's absence and to raise any concerns by contacting one of the safeguarding team.

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 reported that since the last APCM in April 2021, the PCC has met five times. In response to the pandemic, and with the health and wellbeing of Parishioners as the priority, the PCC continued to monitor the changes in COVID risks, restrictions and guidance throughout the year, and adapted the patterns of worship accordingly. Sunday morning Zoom services continued until August 2021 and in-person services resumed in Church on Sunday 5 September, with a Zoom service at 5pm for those who are not able attend in person. We were especially pleased to be able to welcome the congregation and broader community to services and events during Advent and Christmas. We are very grateful to all the volunteers who have made the reopening possible and welcoming.

The PCC noted that since the departure of Fr Piotr in 2020, Fr Jeff has led the Parish through difficult circumstances with a much-increased workload. Raising regular income to enable the Parish to appoint an Assistant Priest remains a priority for the PCC.

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 vulnerable adults 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 vulnerable adults).

On behalf of everyone at St Mary's, the PCC expresses its gratitude to Jeff for his dedication and ministry over the last 20 years, and for his compassionate leadership throughout the pandemic.

Fr Jeff thanked Clarinda for her work as PCC Secretary and commended the Parish Reports to the meeting.

- 9. Report on the Deanery Synod:** Liz Webborn reported on the items discussed at the three Deanery Synod meetings during 2021, which included a presentation on the future of vocations in the Diocese; learnings gleaned from the pandemic with three parishes including St Mary's Twickenham; a presentation by Rev'd Derek Winterburn on the Diocesan Vision 2030 'Creation Care'; social prescribing; Rev'd Chris Kennedy talked about missional outreach 'Activate'; and the work of charity Ruils and social prescribing service. The full report be found on page 8 of the Parish Reports.

Derek Winterburn will be coming to speak to St Mary's in June.

JHW offered thanks to Liz and those on the Deanery Synod and their work in connecting the Parish with the greater church community.

- 10. Presentation of the Annual Accounts for 2021:** Francis Drasar, as treasurer, presented the annual accounts and treasurer's report. A surplus of £53,000 represents a positive outcome in difficult circumstances; the two main reasons which contributed to the surplus are a small number of generous donations and cost reductions implemented by the PCC. An area to be worked on is increasing regular giving, which has continued to fall. Francis concluded that the Parish is in a satisfactory financial position. Fr. Jeff thanked Francis and the Finance Group for their work.
- 11. Appointment of Independent Examiner:** Francis Drasar proposed that Zoe Longstaff Tyrrell of RSM UK Tax and Accounting continue to be appointed as our independent examiner. This was seconded by Michael Smith and agreed by all present.
- 12. Results of elections (if appropriate):** Not required.
- 13. Closing prayer:** The meeting closed with a prayer by Fr. Jeff.

On behalf of the congregation, Judy Britton offered well wishes to Fr. Jeff for his upcoming sabbatical.