

Parish of St Mary the Virgin, Twickenham

MINUTES OF THE ANNUAL MEETING OF PARISHIONERS held on Sunday 24 March 2019

The Rev'd Jeff Hopkin Williams opened the meeting by thanking Judy Britton and Barbara Williams for their care and dedication in serving as Church Wardens over the last 12 months and presented them each with a gift.

Election of Church Wardens

Two nominations for the position of Church Warden had been received:

- Barbara Williams had been proposed by Barbara Witzendorf and seconded by Peter Mence.
- Judy Britton had been proposed by Julie Hall and seconded by Rosemary Fulljames.

Those present at the meeting unanimously elected Judy and Barbara to serve as Church Wardens for the coming year.

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING held immediately afterwards

1. **Apologies for Absence** had been received from: Diana Wells, Sarah Waller, Peter Sheil, Simon Shelly, Rachael and Maurice Austin and Elizabeth Ansah.
2. **Minutes of the Annual Parochial Church Meeting held on 22 April 2018:** These were signed as an accurate record.
3. **Appointment of Tellers:** No appointment was required.
4. **Election of three lay representatives to the Parochial Church Council to serve for three years**

Three nominations had been received, each properly nominated and seconded: Sarah Waller, Elizabeth Sledge and Geoffrey Noble. They were elected *en bloc*.

5. Report on Electoral Roll

The Rev'd Jeff Hopkin Williams thanked Raphael Carmona for his role as Electoral Roll Officer over the last 18 years and presented him with a gift. Rafael handed over to Toby Kiddle who had been taking over from him during the year.

Toby reported that the new Electoral Roll had been prepared this year as required by the diocese, and the necessary notices had been displayed. It would be updated annually over the next 6 years. The roll stood at 240, of which 58 people (24%) lived within the parish. The balance of 182 people lived in surrounding parishes, with a few further away. 145 (60%) were women and 95 (40%) were men.

The new list would be displayed in church for a further 14 days.

6. Report on the Fabric, Goods and Ornaments of the Church

Judy Britton referred the meeting to the Buildings Group and Reordering Group reports for further detail on the fabric of the building. The major project in the year had been the refurbishment of the vestry, for which thanks were offered to Kevin Foley and Gill Clark for overseeing the work and to the donors for funding it. Other works carried out during the year

included continuing to replace the tower louvres, and the new lighting in the hall, for which she thanked Deon Lombard for his perseverance.

The Church Wardens had checked the inventory and were still locating one or two items following their removal prior to the vestry works. Three new items had been added to the inventory: the grand piano from the Armstrong bequest; the crucifix donated by Jean Love and based on the Salvador Dali painting; and the wooden Madonna left to St Mary's by Judith Lovelace.

7. Report on the work of the Parochial Church Council and Presentation of Parish Reports

Charlotte West, as PCC secretary, reported that the PCC had met five times in the last year. As always meetings had been cordial and constructive and opened and closed with prayer. Members had taken seriously their responsibility to ensure St Mary's vision was carried out and finances were kept in order. Each of the PCC Vision Groups reported regularly to the PCC. The first meeting of the church year had included some small group discussion on what we could do as a church to help people live more Christian lives. Suggestions had included looking out for each other, our stewardship of the natural environment, and how we communicate with the local community.

In preparation for the coming into force of the General Data Protection Regulation, the PCC had overseen a data audit, adopted privacy policies and obtained consents. Attention had been given over the year to plans to open up the nave. The Reordering Steering Group and Fundraising Subgroup had reported regularly and sought PCC approval. Other items for discussion had included charitable giving, our common fund contribution and the appointment of a new foundation governor to St Mary's School. Sophy Fisher as safeguarding officer had reported on how we could protect our children and vulnerable adults and ensure 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 House of Bishops guidance on safeguarding children and vulnerable adults).

Charlotte concluded by thanking James Savage in the office for preparing the paperwork for this meeting and displaying approved PCC minutes in church. She commended the parish reports, which gave a valuable overview of everything that had happened at St Mary's over the year.

The Rev'd Jeff Hopkin Williams thanked Charlotte for her work as PCC secretary.

8. Report on Deanery Synod

Francis Drasar reported on behalf of the Deanery Synod representatives, who had attended the Hampton Deanery meetings and presentations over the year. The focus for the year had been on the Diocese of London's strategy, Capital Vision 2020, which covered sharing faith, youth, vocations and community action. The parish report gave further details.

The Rev'd Jeff Hopkin Williams thanked the Deanery Synod representatives for representing St Mary's at the Deanery and Francis for his role as deputy warden.

9. Presentation of Annual Accounts for 2016

Maurice Austin had served as treasurer for many years and would be standing down upon his return from holiday. Thanks were offered to him in his absence for the colossal amount of work he had undertaken on the church's finances. Tony Dempsey, as chair of the Finance Group, presented the Trustees Report and Accounts for 2018. He pointed out how much Maurice had done to introduce a clear and straightforward system for dealing with the finances. 2018 had seen a deficit of £15,500 compared to a surplus in the previous year. This was because of expenditure on the vestry from funds raised in the year before. Income from planned giving was £134,000, down from £138,000 in 2017 and £141,000 in 2016. Income from collections was also slightly down on the previous year. Other unrestricted income was broadly the same. The summer fair had raised an extra £2,000, meaning a further £1,000 would be given to charity this autumn.

Unrestricted day-to-day expenditure remained largely the same at £223,000 compared to £233,000 in 2017 and a budgeted expectation of £228,000. Payments to the common fund increased from £87,000 in 2017 to £92,000 in 2018 and would be £95,000 in the current year. We were under pressure from the diocese to give more. Spending on fabric and repairs had been less than anticipated, largely because of the works to the vestry. This had left funds in the budget for the hall lighting, which had cost £29,000 but with the council's contribution had only cost the church £7,600. More money would be needed in 2019 to deal with matters raised by the quinquennial inspection.

Fraser Bell from the Stewardship Group displayed some bar charts showing how giving was going down and the increasing shortfall between income and expenditure. He thanked people for their giving and encouraged them to increase the amount given if at all possible. He also encouraged people to give through the Parish Giving Direct Debit Scheme, which allowed the church to recover gift aid monthly rather than annually and was easier to administer than giving by standing order.

Thanks were offered from the chair to Tony and Fraser and all the Finance Group for their oversight of St Mary's finances. Pat Ingham pointed out that we owed Maurice a lot for all his work.

There being no questions the accounts were adopted.

10. Appointment of Independent Examiner

Tony Dempsey proposed Ms Kerry Gallagher of RSM UK Tax & Accounting Ltd as Independent Examiner for the coming year. This was seconded by Fraser Bell and agreed by all.

13. Election of Sides Men and Sides Women

Barbara Williams thanked all sides people for the welcome they had given over the previous year. A few people would be coming off as sides people. She then read out the list of those willing to serve in the coming year. Judy Britton seconded the list and they were elected *en bloc* to serve for the coming year.

Jeff then thanked Audrey Thomas for her wonderful dedication and long hours as verger, and Barbara thanked Jeff for everything he had given as our Parish Priest. Both were presented with a gift.

The meeting ended with a prayer and the Grace.