

**Minutes of the Annual Parochial Church Meeting of St John the Evangelist, Kenilworth**  
**Sunday 8th May 2022 at 10:20am**  
**At St John the Evangelist Church, Warwick Road.**  
*Registered Charity 1126412*

**Chair:** Phil Swards (PCC Secretary)

**1. Apologies for absence**

Phil Swards opened the meeting in prayer. Apologies for absence had been received from Hazel and Chris Jackson, Stephen and Jackie Prestwich, Catherine Pennington, Alan and Caroline Ramsay, Chris Haines, John Maudsley, Heather Homes, Angie Purdom, Diane Archer.

**2. Minutes of meeting held on 28 April 2021 via Zoom**

The minutes of the last meeting were unanimously approved.

**3. Matters Arising**

There were no matters arising.

**4. Assistant Churchwardens and Deputy Churchwardens**

Karen Mills and Kim Matthews are stepping down as church wardens and, to date, no-one has come forward to replace them. Phil said that although, from a legal perspective, there is no requirement to have church wardens, the Church of England requires there to be two church wardens. In the absence of these there is a need to consult the Bishop and Archdeacon Barry. A draft letter to them, setting out St John's intentions which includes passing out some of the roles traditionally done by wardens to PCC members, has been drawn up to be reviewed by the PCC.

The situation will be reviewed in six months time. Members were invited to pray for candidates who might be willing to take on the role.

Andrew added that, from a functional point of view, he was confident that a system was in place. Posters will be put up in the church building with the names of people to go to for certain areas which may be a better system than going through the church wardens for everything.

Andy Garsed was concerned that there were still gaps, with some key roles still not being filled and appealed for people to come forward to fill those gaps.

There are currently three vacancies on the PCC and Phil asked that anyone who wanted to join be encouraged to do so (see item 6 below). He invited anyone who wanted to know what the PCC does to talk to himself, Roger, Andrew or Peter.

Peter Purdom raised a concern that the lack of church wardens was an unprecedented situation for St John's and a real challenge, especially as a church warden is a Bishop's officer and plays

an important role as the interface, where necessary, with the Archdeacon and Bishop. This role needs to be fulfilled in whatever structure is put in place. Phil replied that was why the PCC would be liaising closely with them.

Rosie Lee asked why members of the church were not included in decision making. Phil acknowledged that there was a need to know who people are and what's going on, but that the whole church could not make decisions and that this was what the PCC was elected to do. The minutes of the PCC are published but a lot of people don't know where to find them and need to be reminded on a regular basis. The PCC is aware of this and is trying to improve communication by making church members aware of who is on the PCC and what goes on the agendas. Karen Mills is working on putting up photos in church of who does what on the PCC. Photos will also be put up of the co-leaders.

Andrew spoke of the need to delineate different roles to different people for functional purposes rather like the early deacons. The PCC acts in this way and it is a cause for rejoicing that other people are managing the behind the scenes things so that the rest of us can think about the other stuff. He said we need to think about what kind of things should be brought to the whole church for discussion and what can be left for the PCC.

Rosie said it would be good for the whole church to be kept informed of what is happening more regularly. Andrew confirmed that better communication was on the agenda and he was working with Sue Dawson and Naomi Grew to improve communications.

John Radford suggested that welcomers for each service to be reconstituted.

There were no further comments or questions. Phil invited church members to contact any members of the PCC if they had anything to ask going forward.

## **5. Election of Representatives for the Deanery Synod**

There are no current vacancies. For clarity, the current Deanery Synod Representatives are: Felicity Hawke, Anthony Manning, Kim Matthews and Phil Swards.

## **6. Election of Representatives for PCC**

### *a. Nominees & election*

There are currently three vacancies on the PCC and the following nomination had been received:

- Andy Powell

There were no further nominations at the meeting and so Andy Powell was elected unopposed to serve on the PCC for three years up to the 2025 APCM, leaving two remaining vacancies.

### *b. Current PCC membership*

The PCC members were named and invited to stand up so that everyone could see who they were. It was noted that Karen Mills was standing down from the PCC.

Church members were invited to pray for the PCC.

The PCC also sends four members to Deanery Synod (see item 5 above). If church members think there is anything that ought to be debated at Deanery level they should speak to a PCC member.

### *c Amended Election Procedures*

Kim Matthews introduced the paper which had been circulated beforehand, explaining that the aim of the document was to bring together things which were in other legal documents issued by the Church of England in order to make it easier to refer to.

The main changes for which approval was sought are:

- Knights Meadow church has effectively closed and therefore procedures for a fair representation of the two churches on governance bodies no longer applies and can be removed from the document
- Supplementary rules have been added in articles 7 and 8 to allow for deputy churchwardens to be appointed who would also be members of the PCC and Standing Committee by right
- Item 11d – a discretion which has been used in the past allowing the APCM to limit the number of people elected to the PCC in any one year to three. This is to avoid electing people in clumps.
- Items 17 and 18 are a specific set of procedures which haven't needed to be used to date to provide for a situation where there are more candidates than places.

A question was asked about how co-leaders related to the structure.

Andrew said that the PCC was responsible for the spiritual direction of the church and that the vicar as solo leader of the church was not biblical. Having others alongside him to work through, think about and pray through the ongoing life of the church was extremely important. Co-leaders were those who had a clear sense of the current vision of church and strategy. There was an overlap of personnel on the PCC and Co-leaders team.

Felicity Hawke suggested that more could be made of the role of the co-leaders and other roles within the church by actually commissioning those people in service.

This was considered an excellent proposal.

The adoption of the amended election procedures was then put to the vote and was unanimously agreed.

## **7. Introduction of the Trustees' Annual Report**

Phil thanked those involved in the drawing up of the report and asked if there were any questions regarding it.

Peter Purdom asked why St Nicholas Church was referred to on p2 as a 'close friend' when there was little or no relationship with them. He would like to see such a relationship. He also asked what the relationship with CTKD was.

Peter also raised a concern that he and other people had that people with differing views were not being heard. He felt that the church had lost the ability to have good disagreement and needed to be prepared to challenge its views.

He presented a challenge to the PCC on 2 points: i) were they listening to and reflecting back views of the church members they represent and prayerfully considering and helping shape way the way forward? and ii) did they have a plan in the light of the anticipated continued reduction of income which is not sustainable?

Andrew replied with reference to St Nicholas to say that he had sought help from the Bishop over the last five years because Rev Stella Bailey had told him twice, once in the presence of the Archdeacon, that she did not believe that Jesus had died for our sins. The Bishop had encouraged him to enter into a Deanery Mission Plan with Stella but he felt that he could not dishonour Jesus by working with someone who held this view. Up until now Andrew had only shared this with a few people in order to protect Stella's reputation.

In terms of CTKD, Andrew said he made a great effort when he first came to Kenilworth to see if there was a desire to engage in shared mission but it seemed there wasn't a desire to do anything other than shared services. He has recently tried again with the same result.

Phil suggested that the questions posed on finance be held over until the Treasurer gave his presentation.

### **8. Electoral Roll Report**

Roger presented the electoral roll report which had been compiled by Kevin Broadbent who was stepping down today as Electoral Roll Officer. Roger thanked Kevin for the work he had done on this for many many years.

2019 was the last revision year. The next one is not due until 2025. Since last year 2 names have been added to the list, there have been 4 deaths and 5 people have left the area, leaving a total of 213 names.

There were no questions about the report.

### **9. Thoughts on wardens stepping down**

Roger thanked Karen and Kim who were stepping down as wardens and acknowledged their commitment and hard work.

Kim will be remaining on the PCC as a Deanery Synod rep.

Gifts were presented to them both on behalf of the church.

Several members of the congregation then prayed for them.

### **10. Churchwardens' closing remarks**

Kim acknowledged the support of other people which had made the job possible. He particularly thanked Sue Pollard, Steve and Peter, Karen and his family for their patience. It had been a privilege to work with Andrew and he apologised that not everything the wardens did had been perfect but thanked the congregation for the words of encouragement they had received which had helped a lot.

Karen echoed what Kim said and said it had been a privilege to work with everyone. She encouraged everyone to keep their eyes on Jesus.

## **11. Treasurer's report and presentation of Annual Accounts**

Peter presented the 2021 accounts which had previously been circulated and approved by the PCC on 6<sup>th</sup> April 2022.

The main points were:

- Planned giving in 2021 was marginally lower than the previous year. However, the 2021 amount was positively impacted by several one time donations (around £12k which are unlikely to recur).
- Collections in 2021 were marginally better than 2020 (but these were lower than 2019).
- Donations in 2021 included donations received for the TWAM Kabin, the Broadcasting appeal and for the next phase of roof repairs.
- Hall lettings has improved compared to 2020 levels but there is a need to seek opportunities to improve revenue opportunities from these valuable assets.
- In 2021 the Kings Table charity was wound up. At closure the net assets were transferred to St John's to be used in accordance with restriction set out in the transfer letter which including placing the funds into a restricted reserve of St John's – the restriction is that these funds be made available to any Christian organisation or to support any ecumenical activity in Kenilworth that supports the Statements of Beliefs for projects that will seek to directly advance Christian faith in Kenilworth on a town-wide and ecumenical basis. A further £1,400 was added to this fund in 2022.
- The total unrestricted outgoings for 2021 was close to 2020 level, with reduced depreciation and youth work costs being offset by additional spend in other areas.
- In 2021 all outstanding loans were paid.

The 2022 budget, which was approved by the PCC on 17 March 2022, shows a significant decline in planned giving, due mainly from the full year impact of attrition from our donor base. This attrition needs to be offset otherwise we will need to explore potentially painful reductions in the cost base. The current trend is especially worrying for the resourcing at St John's for 2023 and beyond.

A donate option has been added to the website under the contact tab. Payment can be made via the donate tab or the QR code.

The PCC at their meeting on 17 March 2022 agreed the next phase of the church roof repairs. 55k has been budgeted for this in 2022.

Peter ended by thanking everyone who had donated both in terms of time and resources with especial thanks to the Finance Committee for their support and said that 2022 would be his last year as Treasurer.

Questions and comments were invited:

Denise Coomber asked if the potential rental income from the church building and halls which was currently under review had been taken into account in 2022 and 2023 budgeting. Peter replied that, until there has been some development in this area, this would not be taken into account.

Sam Whiteside felt that more needed to be spent on outreach which will mean more members, more giving and the increased opportunity to bring other people in.

### **12. Appointment of Auditor/Independent Examiner**

It was unanimously agreed that Flemons be reappointed as Auditor/Independent Examiner for the next year.

### **13. Vicar's Vision**

Andrew said that the changes brought about by the pandemic had given the church the opportunity to raise big questions about who we are and what we do. He said there is a growing gap between what Jesus is calling us to do and what we are actually doing and spoke of the need to prioritise mission.

He compared two Bible stories: i) the calling of the fishermen to be disciples and ii) the ruler who asks Jesus what he needs to do to inherit eternal life, and looked at the lessons we could learn from them in terms of radical discipleship.

Andrew acknowledged that some people had left the church for multiple reasons and invited the congregation to pray with him for them.

### **14. Thanks and Any Other Business**

There were no other questions and no further business, so the meeting was closed at 12.30pm.