MINUTES OF THE ANNUAL PAROCHIAL CHURCH COUNCIL MEETING OF THE PARISH OF ST ANDREW’S, WEST WRATTING

**Held in St Andrew’s**

**on Monday 31st March 2014 at 7.30 pm**

**ANNUAL VESTRY MEETING**

# Rev Julie Norris and Rev John Fellows welcomed everyone to the meeting.

# Apologies for Absence

# Apologies were received from Mr Sebastian Bain (Church Warden), Mr Gary Birditt (Treasurer), Mrs Linda Gorman (Secretary), Mrs Jeanette Job, Prof Alex Walsham and Mrs Sherry O’Donovan.

# Matters arising

# There were no matters arising.

**3. Minutes of the last meeting**

The minutes of the Annual Meeting held on Sunday 14th April 2013 had been made available and it was approved that they be signed as a correct record of the proceedings.

1. **Election of Churchwardens**

There was one submission for election of Churchwarden – John J S Bain, it was formally put to the vote and unanimously supported that Sebastian Bain should be re-elected for the coming year.However, John Fellows pointed out that it was a very serious position and that he hoped someone else (if not two people) could be found over the next year to take the burden from Sebastian, especially as he no longer lived in the village.

**ANNUAL PAROCHIAL CHURCH MEETING**

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1. **Minutes of the last meeting**

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1. **Matters arising**

There were no matters arising.

#### THE REPORTS

#### Electoral Roll

Simon Sampson has taken over responsibility for the electoral roll from Don Baker. It was reported that 4 people had been removed and 5 added, from whom 3 signed forms had been received. There are now 29 people on the electoral roll. John Fellows commented that this was representative of the active congregation at West Wratting. Simon Sampson was thanked for dealing with this.

**Annual Report of the PCC**

The Annual Report of the PCC had been circulated to all those on the Electoral Roll. There were no questions or comments.

Julie Norris thanked Linda Gorman for being the secretary of the PCC, Jackie Romanis for her continued work as organist and all those working very hard on the fabric of the church and the churchyard.

**Report of the Financial Statement of the PCC for the year ended 31st December 2013**

The accounts for the year were presented by Julie Norris in the Treasurer’s absence. The biggest change since the year before is largely thanks to the planned giving. Julie Norris thanked John Fellows for all his work on this. John Fellows suggested that this is revisited every 3 years to encourage new planned giving and potentially increasing existing monthly giving.

The subject of the insurance premium being taken from the Restoration and Fabric accounts was raised by Sisse McCall. Julie Norris stated that different churches are dealing with insurance costs in different ways. In the previous year, there was a deficit of £461.00 and therefore the insurance had to be paid from the Restoration and Fabric accounts. John Fellows also referred to the financial position facing the Church. There has only been 6 months benefit of the planned giving so far and no tax reclaim. The church accounts should be in a lot better position then and this cost can be reconsidered then. Julie Norris proposed that this subject be added onto the agenda for the PCC again. It was also agreed to make it clearer that the insurance premium is being paid out of this fund.

Sisse said that it was good that the accounts had been displayed on the noticeboard and wondered whether the Quinquennial should be made public.

Julie Norris thanked Gary Birditt for his work on the accounts.

The accounts were then received.

**Report on the Goods, Fabric and Ornaments of the Church**

Julie Norris reported that all the major works had now been completed, including the crack in the north wall. We were grateful for the support of the windfarm. The next Quinquennial report needs to be carried out as the last one was 5 years ago.

It was suggested that the building needed painting again. Julie Norris commented that this is a very damp church and so that should be looked at in the next survey first before any painting is done.

Julie Norris agreed to add the Quinquennial onto the PCC agenda.

**Report from the Deanery Synod**

Julie Norris reminded us that this is the year to elect a new Synod. The Deanery Synod is a meeting of all churches in all deaneries. There are 24 parishes in the Granta Deanery. The Deanery Synod attends 3 meetings per year and will cover key topics such as the calculation of the parish share. The PCC will take forward identifying the Synod for West Wratting.

**Report of the Bell Ringers**

The report of the Bell Ringers had been circulated and there were no comments or questions

# 5. Elections and Appointments

Sebastian Bain was re-elected as Church Warden at the earlier Parishioner’s meeting..

Names put forward for election of the Lay Parochial Church Members were Linda Gorman, Jeanette Job, Simon Sampson, Alex Walsham, Catherine Willcocks and Sherry O’Donovan. Julie Norris proposed and Colin McCall seconded that these be accepted.

Mrs Eva Mathews, Mrs Jenny Knowelden, Mr Colin McCall and Mrs Sisse McCall were re-appointed as Sidesmen.

Sisse commented that it would be good to have someone else to hand out to hand out books. Ben Willcocks carries out this task when he sets up also.

**6. Appointment of Independent Examiner of Accounts**

Ian Creek in Balsham carried this out for the 2013/2014 accounts and will do the same again next year.

**7. Question and Views on Parochial Church matters**

Approved minutes are now posted in the church porch. It was also noted that email communication has greatly improved.

It was noted that there had been a clash of the PCC and Parish Council meeting and this will be avoided going forwards.

**8. Report of the Priest in Charge**

The Report from the Priest in Charge had been circulated to all those on the Electoral Roll. Julie Norris highlighted that details are included re the parish nurse and what this post would bring to our community.

There were no other questions or comments.

**9. AOB**

Julie Norris gave thanks to all who support the church and PCC – bell ringers, cleaners, flower arrangers and others.

**10. Closing Prayers**

There being no other business the meeting closed with a prayer

**PCC MEETING**

1. **Elections** It was agreed that Gary Birditt as Treasurer, and Linda Gorman as Secretary.
2. **The Standing Committee** Julie Norris, John Fellows, Linda Gorman, Sherry O’Donovan, Catherine Willcocks and Sebastian Bain.
3. **The date of the next meetings**

JointPCC11th June 2014 Balsham, 7.30pm. Next ordinary PCC 28th July 2014.

1. There was no other business.