

PARISH OF NORTHAW AND CUFFLEY.

St Thomas, Northaw and St Andrew, Cuffley.

**MINUTES OF ANNUAL PARISH MEETING and
ANNUAL PAROCHIAL CHURCH MEETING.**

Held on Sunday 14th May 2023 in St Andrew, Cuffley.

at 12.05 p.m.

The meeting was chaired by Rev'd Chris Kilgour with 28 Church members in attendance.

A. ANNUAL PARISH MEETING.

1. Rev'd Chris Kilgour opened the APM at 12.05 with prayer.

2. **Appointment of minutes clerk.** It was agreed that Chris Shingles would act as minutes clerk for both meetings.

3. **Approval of Minutes.** The minutes of the meeting held on Sunday 27th April 2022 were agreed.

4. **Nomination and election of Churchwardens.** Doreen Sheekey was nominated and was duly elected. There were no other nominations. CK thanked Doreen for all her work during the previous year and for agreeing to take on the role again. CK pointed out that a second Church Warden would be a great help to Doreen, himself and the overall running of the Parish.

The meeting closed at 12.08.

B. ANNUAL PAROCHIAL CHURCH MEETING.

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Thomas Kilgour.

2. Approval of Minutes.

In respect of the 2022 minutes ACS asked if those who watched our services on line were eligible to join the Electoral Roll. CK stated that watching on line services did not

entitle those watching to join the Electoral Roll but pointed out that anyone unable to attend services in Church for any reason was eligible for the Roll.

The minutes of the meeting held on Sunday 27th April 2022 were agreed. There were no other matters arising.

3. Elections and Appointments.

a. PCC.

To fill the two vacancies on the PCC nomination forms had been received from Angela Semakula and Kathleen Bagguley and both were elected.

b. Deanery Synod Representatives.

No nominations were received.

c. Independent Examiner for the PCC.

CK thanked Cliff Waller the PCCs Independent Examiner, Linda Dellicolli, our financial administrator and Christine Muskett for all their work on behalf of the Church in respect of financial matters.

He explained that Cliff would continue in his role for the time being, but changes in the rules of his organisation might make it impossible for him to continue.

CK agreed to investigate alternatives.

4. ANNUAL REPORT AND FINANCIAL STATEMENT.

a, Electoral Roll .

KS reported that there were currently 91 people on the Electoral Roll 17 of whom lived outside the Parish. She reported that 3 people on the roll had died in the last 12 months but a further 5 names had been added.

CK thanked KS for her work on the Electoral Roll.

Ray Jamieson asked why with 91 people on the Roll average attendance in Church was in the region of 40.

CK restated the operating rules of the Roll in that anyone who lived in the parish and wished to be on the Roll could be. People living outside the parish could be on the roll but needed to attend services on a regular basis to stay on it. He pointed out that a full review of the Roll took place every 6 years when it was necessary for all those on the Roll to reapply.

It was pointed out that the size of the Roll affected the amount paid by the Church in respect of its Parish Share with each Roll member adding £650 to the amount paid.

A brief discussion took place on the implications of this cost and whether Roll members were aware of this.

It was noted that our current Parish Share figure was £65 k.

b, Annual Report and Financial Statements.

In the absence of a Treasurer CK reported that the Annual Report and Financial Statements had been prepared and published with copies of both being circulated to PCC members, displayed on the Church website and on both Church notice boards. He stated that huge thanks were due to the Finance Team for their work on the Financial Statements. He particularly thanked Christine Muskett and Linda Dellicolli for all their work and support.

CK spoke to explain the main elements in the Financial Report and the general situation in respect of funds held. He reported that the current value of Church investments had fallen by £75,000 over the year but stated that this was mainly due to the low level of stock prices when valuation took place on January 1th each year.

He pointed out that income from the undercroft and car parking was now returning to previous levels.

CK stated his concern that only two thirds of our parish share was covered by our planned giving and that continuing to run a deficient budget could not be sustained.

In reference to proposed work to the Church heating and walkway maintenance, Norman Brooker asked how the work was to be funded.

CK explained that funding for the work would come from the St Andrew's Restricted Fund which could only be spent on the Church building and currently contained over £170,000.

In response to a question from Gill Stevenson Brian Muskett stated that he had investigated the matter and found that the majority of the money in the restricted fund had been given specifically for the maintenance of the Church.

Anne Stokes stated that she hoped that expenditure to improve the Church building and its facilities would reduce ongoing expenditure and increase income.

DS stated that some works had already been carried out in an attempt to reduce bills with the installation of "white meters".

There being no other questions or comments the Annual Report and Financial Statements were agreed.

c. CHURCHWARDEN'S REPORT.

DS started her report with the progress made on various projects during the year. on the successes of the past year. In respect of St Thomas she highlighted the, repairs to the boundary wall following it's contact with a van and the removal of the old boiler house which had been causing problems for the murals. She went on to report that the condition of the West wall was continuing to cause concern. Two new Union flags had been purchased for St Thomas. One large size which could be flown at the top of the mast but not at half mast as it then came into contact with the building and one smaller flag which could be flown at half mast if required. The funding for both these flags had been provided by the now defunct "2 or 3 Club".

A new "Memorial Notice Board" had been erected in the Churchyard and this had been funded by Anne Robinson and her family.

In respect of St Andrew's she reported that work had been carried out at on the boundary of the car park to clear the overgrown verges and the damaged paving in the Garden of Rest had been repaired. Work to repair the damaged drain covers at the entrance to the car park was in hand and would start now that the weather had improved and was frost free.

A new flag for the Church had been purchased funded by the family of John Stevenson who was Church Flag master for many years.

In the Church the new audio system was now installed and functioning and the first stage of the improvements to the heating had taken place with the installation of Cavity Wall Insulation.

DS then thanked Anna and Chris Kilgour for the work that had been put into creating a corner for the children in Church. In recognition of her work with the children DS presented AK with a gift from the whole Church family. In response AK thanked all of her team who helped on a regular basis with the children.

In conclusion DS thanked CK and CS for their support, work and effort during the year.

d. DEANERY SYNOD REPORT.

No report.

e. Church Flowers.

Judy Berwick reported on this matter and thanked all those who assisted with Church Flowers. She stated that she regretted the occasional use of artificial flowers in displays but hoped that more people would join the current flower rota.

5. Vicar's Report.

CK started his report stating that he considered that whilst "It's not all clear waters ahead, the view to the horizon looked great".

He stated that his previous years report had covered three areas starting with the letter "P" and that this year he would use the letter "F".

The first of these areas was **Fabric** and he expressed his concern with the state of the North West corner of St Thomas, which was sinking and creating problems for the West wall and window. He explained that we had been advised not to ring the Church bells, use the kitchen area or use the West door. He stated that it was likely that in the coming months it would be necessary to erect scaffolding to protect the West window and to enable the wall to be closely monitored.

The continuing use of the building could be in some doubt as the possible cost of over £1.5 million to rectify the problem was beyond our means.

On a more positive note he reported that the old boiler house had been removed and this seems to be dealing with the problem of the dampness on the inside wall.

In respect of St Andrew he reported that our plans to make the building more flexible in its potential uses the new sound system had been installed and the work of cavity wall insulation carried out.

CK moved on to the matter of a new heating system in the building where it was proposed to raise the level of the current floor and installing under floor heating. He pointed out that drawings showing the proposals were on display in the Church.

It was his hope that the work would enable greater use of the building and referred to recent successful social event held in the church.

Moving on to **Finance** CK thanked those who currently gave to the Church. He pointed out that the day to day running of the Church cost £95,000 each year which equated to £83 per month for each person on our Electoral Roll and resulted in a deficient budget in recent years which is unsustainable. He restated his previous comment that the parish giving ranked amongst the lowest in the Diocese.

In respect of our Church **Family** acknowledged that there had been ups and downs but more recently our numbers had been growing and our under 16 group was well above the national average. He outlined his hope that this under 16 group would start playing a

larger part in our services but acknowledged that some thought needed to be put to our current 8.30 a.m. service.

As positives he mentioned the lectures held in St Thomas and hoped that these would continue, and the 4.00 p.m. Thursday service which he felt was broadly successful. Also successful was the Monday morning Northaw school service which was attended by over 100 children, which he hoped would continue to build links between the Church and school.

He concluded with a request that we should all pray to see someone new at each of our services.

6. Questions and items for discussion not covered elsewhere on the agenda.

There were no other items for discussion.

7. CLOSING PRAYERS.

CK closed the meeting at 13.07 with prayers and the Grace.

Signed..... Dated.....