**Minutes of Holy Trinity Church Tewkesbury APCM**

**26th April 2023**

Present

A Beadle, J Dickinson, D Rogers, L Rogers, A Thomas, J Angood, , S Williams, S Simpkins, A Simpkins, I Hart, H Hart, D DeGruchy, B Snow, L Betts, M Page, J Page, S Burden, S Burden, K Parsons, C Parsons, L McMullen, J McMullen, S Holdsworth, P Herrick, A Hopkins, C Hopkins, P Duncan, R Workman, G Workman, R Elliott, S Walker, K Llewellyn, D Greenwood, A Cirel, S Cirel, G Davies, N Chetwood, M Chetwood, J Davies, S Helliwell, G Ward, D Ward, T Ward, A Gabbott, Kate Wyatt, E Hancox, P Loveridge, A Riddell, A Riddell, S Perks, D Crossley, I Davies, L Woodward, P Elliott, S Bedford, A Bedford, M Edgley, I Hart, H Hart, J Powell, L Archer, C Archer, S Thatcher, D Burcombe, R Burcombe, J Pinder

Apologies,

J Haughan, J Jarman, S Haughan, A Snow, T Walker, M Williams, E Davies, M Wyatt, A Woodward, J DeGruchy, A Angood, J Thomas, G Hallett, M Hallett, J Lowe, K Lowe, D King, B King, K Powell, J Herrick, A Betts, M Holdsworth, M Lee, M Lee

Stephen gave a warm to everyone at the APCM and thanked everyone who had prepared reports. The meeting opened at 19:30 with prayers committing this evening to The Lord and thanking God for the Life of our Church. This was followed by Worship.

The reports for the APCM have been prepared prior to this meeting and are on The Holy Trinity Website and paper copies were available if requested.

**Annual Vestry Meeting**

1. Apologies for absence were noted on the sign-in sheet and there were no registering of proxies.
2. The minutes of the Annual Vestry Meeting of 28/4/22 were agreed that they are a true and accurate record of the meeting and they were signed by the Chairman.

Proposed: David Rogers

Seconder: Julian Dickenson.

Vote: Majority

1. Election of Churchwardens. Both Sara and Steve are willing to serve for another year. There were no other nominations.

It was proposed that Sara and Steve are nominated and accepted as Church Wardens for the next year

Vote: All

A thank you was given to Sara and Steve for serving for another year

**Annual Parochial Church Meeting**

1. **The minutes of the APCM 2022**.

It was proposed that the minutes of 28/4/22 are a true and accurate record of the meeting and they were signed by the Chairman.

Proposal: Andy Beadle

Seconder: Brenda Snow

Voter: Majority

1. **Electoral Roll Report.**

Ken Parsons, as The Electoral Roll Officer, read the Electoral Roll Report

We had a starting base figure of 219 active members and we now have 233 registered members.

Ken clarified what the symbols R, T and O are against the names on the list. R= Live in the Parish of Tewkesbury (58), T= Live in Tewkesbury but not in the Parish (88) and O- Lives outside the town of Tewkesbury (87)

A comment from the floor was given that there are a lot of new members to the Church.

Stephen informed that the statistics are given to the Diocese and important data for assessing church attendance nationally and are part of the formula for calculating Parish Share Contributions.

Stephen thanked Ken for his report

1. **Treasurers Report and adoption of accounts**

Simon Holdsworth, as The Church Treasurer, noted that the statement of financial activities was available on the Church website and also the Charity Commission website. Simon reported that the accounts have been independently examined by Mary Adlard and our thanks go to Mary.

Simon informed that the total income for the year was £223,339 and the total expenditure was £238,373. Both these figures are somewhat higher than 2021, largely due to the weekend away at Cefn Lea.

Voluntary income, was £190,244 in 2022, of which £35,772 was income tax recovered through Gift Aid. Gifts collected through the Parish Giving Scheme increased to £156,000 and continue to represent 80% of voluntary income. Simon thanked all who give in this way as it has kept our financial position looking healthy.

Some of the key expenditures - The Parish Share paid to the Diocese was £85,611 (a 6% increase over 2021) and staff costs were £52,934. Grants and mission donations totalled £20,032.

The balance on the general fund rose to £94,557 (an increase of £5,782 over 2021).

Simon offered his sincere thanks to Mike Page, as Church Accountant, for his diligence in keeping us on top of our financial responsibilities.

Simon also gave thanks to the team who count the collection every week, as well as Helen in the Office who manages many of the day-to-day financial activities, such as paying invoices and making salary payments

The PCC has elected to subject the financial statements to independent examination and, therefore, having made appropriate enquiries, proposed Mary Adlard as the Independent Examiner until the next APCM.

Simon proposed that Mary Adlard continues as the Independent Examiner for 2023.

All in Favour: Unanimous

A question was raised from the floor as to why our balance had risen despite expenditure being higher than our income. Simon explained that our expenditure included the depreciation of assets. Another question was raised regarding our increased energy costs. Stephen informed that there is a Stewardship Sunday planned to hopefully address these additional costs and give the congregation an opportunity to review their giving.

Stephen offered his thanks to Simon, who is now stepping down as Treasurer and the PCC. He thanked Simon for his many years’ service and also welcomed Phil Loveridge who is the newly proposed Treasurer. Phil has over 17 years’ experience as Treasurer in a previous church. Stephen also thanked Mike and Helen for their contribution to the finance team and to all who give to support the life and mission of the Church.

 Prayer was given thanking God for His faithfulness in the provision to fund the Ministry of the Church.

 Prayer was also given for Simon H, Mandy H and Phil L.

1. **Youth Worker Report.**

Sam Williams, as our Youth Worker, presented her report.

Sam informed that she is always so grateful and humbled that she has the honour of walking alongside the Young People in times of joy and difficulty, seeing them grow in their faith as they press more into Jesus and having the privilege of being a trusted adult in their lives, being someone who they want to share their news with.

Sam informed that the vision within the Youth Ministry is being a family with one another and the journey of faith is like being a process of spiritual ripening, where we go through stages of faith development. These can be classified as:

• Simplicity

• Complexity

• Perplexity

• And harmony

Sam thanked all the leaders and helpers of the groups, for all of the congregation who make it a priority to pray for the youth and leaders individually each day and for Jo & Gaz and Stephen & Sharon for not just allowing but promoting the agenda of developing our YP into Young Leaders.

Stephen thanked Sam for her investment and leading the Youth. He informed that it was a real pleasure to see the youth at the front of the Church.

No questions were raised

Prayer was given by Jo, thanking God for Sam, leaders and the Youth; for protection over the ministry and its future.

1. **The Children’s worker report**

Lucy Betts, as our Children and families worker, presented her report.

Lucy started by providing an overview of the different groups in TJC, and the different teaching and learning styles of the children. She informed that she is back in Schools doing assemblies and has done experience Christmas and Easter, IsingPop and Open the Book in schools. Lucy has also outreached to the community and has done The Big Bang Holiday Club, an Xact production, Messy Church Pancake Party, Gardening with David King, Sewing with Jill and Suzy, an Italian evening and there is a Family Fun Day and Holiday Club coming up. She would welcome any further ideas.

A question was raised from the floor on what was Lucy’s vision for the Children. Lucy replied that she would like to continue to build on TJC, encourage links and stepping stones within schools and bring the community into the Church. Another questions was raised as to what she requires as help. Lucy informed that she requires more people to help to share God’s vision. She also informed that they need new people to go into John Moore School to deliver Open the Book.

Stephen gave thanks to Lucy and prayer was given for Lucy and the Children’s work and all the activities planned.

Stephen also thanked Rachel and The Smarties Team and for Kate with the Puppet Team.

1. **Safeguarding report.**

Duncan DeGruchy, as the Safeguarding Parish Officer, gave a verbal report. He informed that he has updated the Safeguarding Policy with some minor amendments – added his name as a contact and added safer recruitment. He also continues to engage with the Dashboard.

There are no safeguarding issues at present. There was one previous concern which was handled really well.

Duncan informed that going forward he would like to improve the ethos of Safeguarding, continue working on the Dashboard and to continue to rollout the Safer Recruitment process.

Duncan described a case study of a Safeguarding within another Church. Duncan reiterated that Safeguarding is everyone’s concern and is to be taken very seriously.

Duncan thanked Helen for keeping the training record and completing DBS’s and also to the Safeguarding team.

Duncan proposed that the APCM adopt the Safeguarding Policy (Children and Vulnerable adults policy) for 2023

Proposer: Duncan DeGruchy

Seconder: Liz Walker

Vote: Majority

Stephen gave thanks to Duncan for continuing in this role and acknowledged all the experience that Duncan has as a previous Head teacher.

No questions were raised

Sharon led in Prayer thanking us for being a Church Family and for protection and diligence.

1. **Churchwardens report.**

Steve Burden and Sara Simpkins, as a Church Wardens, presented a report.

They updated on the fabric of the Church –

Church Roof: This is generally in good repair. Most of the church roof is tiled with asbestos-cement tiles, but these are in good condition and are effective in maintaining a good level of weather-tightness. However, there was a lot of water being blown into the Belfry and we are grateful to Roger Workman who arranged for some metal baffles to be fabricated and fitted inside the belfry with good effect.

Church Walls: The brick and stone walls of the church appear to be in good structural order. However, some patches of damp on the inside of the south-wall of the church have been noticed after rain. Therefore, quotes have been requested for this.

Church windows: The stonework around the largest stained-glass window at the east end of the church has suffered some cracking and loosening, resulting in some small pieces falling from the inside supporting stonework. It has been examined by a stonemason and we are hopeful that the repairs will start within the next couple of months. It is likely that the chancel area will have to have restricted access during this work.

On-going Church maintenance: Kevin Lambert replaced the carpet in the vestry, repaired and painted the front doors and touched up the plaster and paintwork in the Nave – amongst numerous other things. He has now retired from his role as Facilities manager and we are very grateful for his faithful service to the church over many years. Steve Burden and Nick Kornjaca replaced a large section of the staging adjacent to the vestry during the summer last year which had become creaky with age. There has been some significant staining of carpet tiles in the church and foyer, and Sara Simpkins has been diligently cleaning these areas to see whether further cleaning is warranted or whether some replacement tiles should be fitted. Various maintenance activities have occurred dealing with issues relating to LED lighting, church heating system, and electrical wiring inspections. Allen Snow has kindly been coordinating an updated mechanism for the church clock, which now runs under microprocessor control. The software controlling the timekeeping has recently been tweaked to better match the national time.

Hall: The hall is generally in good repair and we have not experienced any weather-related issues except for those that relate to the heating arrangements. We are in the process of trialling a couple of replacement radiators, to gauge the condition of the pipework and the likely cost and effectiveness of a complete refurb of the installed radiators. The hall boiler is also getting rather old and we are considering when might be the right time to have it replaced with something more efficient. Some changes to the ceiling panels in Room 4 were made to prevent the warm air from escaping into the roof-space and there have been some experiments with the acoustics in Room 4.

Other: Other maintenance activities have been accomplished relating to the kitchen equipment ie the dishwasher and Food Safety guidance.

Office: Some damp has been noted and there is a plan to clean the area up and repaint it to protect against mould.

Old Mission Hall: The building remains in very good condition after its refurb and there are no known problems to report.

Steve informed that with Kevin having retired, we are pleased that Josh Powell has come on board as our verger.

Appreciation was given for the regular help and support of the assistant wardens – Andy, Clive, Nick and Sam was given.

Sara updated on the Churchyard: We continue to appreciate the voluntary services of Peter Herrick and David King who have been diligently maintaining the grass and other aspects of the churchyard. We have begun to look at ways to reduce our carbon footprint and make some progress towards the Silver Eco award.

We had a visit from the DAC to discuss our plans for the Churchyard and there are a significant number of changes that can be made without needing a Faculty, and so we have been working on those this year.

The other main eco-project that has taken up time this year is the investigation as to whether we could install solar panels on the south roof of the church. There have been some objections to our initial plans both from the diocese and from the local council. However, we are now considering whether it is possible to modify the plans so that both might agree to the proposed scheme – which, if approved, could halve our electricity bills, making a long term contribution to our running costs and a big step towards reducing our carbon footprint.

A further question was raised from the floor regarding the solar panels. It was suggested that further information could be obtained from Steve if required. It was also raised that the path in the Churchyard is too narrow for buggies, walkers etc. Sara informed that we have plans to widen this.

Stephen gave a huge thank-you to both Steve and Sara.

1. **Election of members to the PCC and Deanery representatives.**

Stephen commenced by thanking the PCC members who are stepping down this year –

* Louise W. However, she will continue to head the Staffing Committee.
* Simon H. Who has served the Church for many years in various roles
* David R who also headed up the project for the refub of The Old mission Hall
* Allen S who has also served in the Church for many years in various roles.

Stephen informed that there have been 2 nominations for the PCC to replace those who are stepping down – Alison Cirel and Lesley Rogers.

2 nominations were also made for the Deanery Synod – Ian Hart and Nigel Chetwood. There is one space still vacant.

Stephen declared those nominated to the PCC after the Safer Recruitment process has been completed

Stephen thanked the PCC members for all their time and work

1. **The Vicars report**

Stephen presented his report based on the 7 Marks of a Healthy Church

1. Energised by Faith
2. Outward-looking focus
3. Seeks to find out what God wants
4. Faces the cost of Change and growth
5. Operate as a community where relationships are nurtured.
6. Makes room for all
7. Doing a few things and doing them well

` Stephen informed of how he is looking ahead and pleased that the new Curate is joining. Prayer was given for Simon and Annie and for their house move to be accelerated.

Stephen thanked The Leadership Team, the Churchwardens, Staff, the Treasurer, the Verger, PCC members, Life Group Leaders (there are 12 life groups with 140 members), the Worship Team and all those involved in leading and serving in the Ministries of the Church. He also thanked God for his faithfulness.

A question was raised from the floor regarding whether there were any updates regarding Same Sex Blessings. Stephen informed that the Bishops are re-looking at the pastoral guidance and Theological principles and it is being discussed again at the General Synod in July. The PCC will wait to see what emerges from the General Synod. We were informed that people may write to our General Synod reps or Bishop Rachel with their views if they wished.

Another question was raised as to how long the Curate would be with us. Stephen informed that he will have 3 years training and a fourth year as consolidation so 4 years in total.

Gaz Davies led us in prayer to provide Stephen with clarity, energy, protection, guidance and wisdom in leading us as a Church.

Thanks were given to Stephen for all that he is doing and for his leadership.

1. **Appointment of the Welcome Team**

Stephen thanked those who are serving and for Sara for coordinating the Rota of the Leadership team. It was proposed that Sara approve the appointment of new members as appropriate.

1. **The meeting closed at 9.40pm with a final hymn – “Great is Thy faithfulness” and the saying of The Grace**