

**Saint Bartholomew's Church, Ducklington**  
**Minutes of the Annual Meeting held in the Village Hall on 2 April 2017**

Chairman	P Boddam-Whetham				
In attendance	D Adams	W Adams	J Allen	R Almgill	R Barnes
	R Bold	S Bold	A Bushnell	R Bushnell	G Caton
	L Chapman	P Cocks	H Cook	J Draper	D Duthie
	B Farrar	G Long	K Luce	A Morris	J Nichols
	P Nichols	P Parkman	J Pearson	B Puffett	T Puffett
	C Putt	M Roberts	J Sandalls	D Spalding	M Spalding
	E Strainge	M Thorne	E Waddle	A Walsh	AM Walsh
	A Williams	J Wiltshire	R Wiltshire	R Levermore	
	N Boddam-Whetham				
Apologies	A Bennett	B Hadland	S Varnom		

**Annual Meeting of the Parishioners**

---

**01/17 Chairman's Opening Remarks**

P Boddam-Whetham welcomed everyone to the meeting and advised those present that anyone on the Church Electoral Roll and Parish Electoral Roll were able to speak and vote on any decision in the Annual Meeting of the Parishioners but only members of the Church Electoral Roll were able to speak and vote in the Annual Parochial Church Meeting.

**02/17 Opening Prayers**

P Boddam-Whetham opened the meeting reading from Jeremiah (29:11-13). He noted that he is looking forward with hope and anticipation. He acknowledged that some people have found the transition difficult but thanked everyone for their support. He stated that his calling was to focus on God's plans and the vision he has for the Church.

**03/17 Approval of the 2016 Meeting of the Parishioners Minutes**

The minutes from the meeting held on 7 April 2016 were approved as an accurate record and were proposed by A Walsh and seconded by P Cocks. The approved minutes were agreed nem con.

**04/17 Period of Service for Church Wardens**

P Boddam Whetham started the discussion for the proposal to review the period of service for Wardens by explaining the context of the proposal. In 2001 the Church of England introduced guidance to explain the new legislation on the appointment and tenure of office of Church Wardens. Amongst the details of the Measure was advice that the maximum terms of office should be 6 (equal to 6 years).

The Proposal before the Annual Meeting of Parishioners was to revoke the resolution of 2014 and revert to the intent of the 2001 Churchwardens Measure, to limit the maximum continuous period of service as churchwarden to six terms of office.

If this measure was to be agreed, then it would be effective from 2018.

P Boddam Whetham clarified that the Warden has to be elected annually and stressed that this is about good practice not about the personality. He confirmed that only two Wardens can be elected annually.

E Strainge then stood up to address those present and noted that he has had the privilege of working with six previous Rectors but if the congregation want him to stand down he will do so immediately. He would like to carry on but only if this is what the congregation wants.

P Cocks noted that we should have a safe pair of hands and this is Edmund.

B Farrar noted that the Warden had great experience of the village and this was the main reason why the measure was introduced.

A Williams noted that just because all other Churches had adopted the measure and it was the norm didn't necessarily mean it was the right decision.

J Dines noted that this was not a legal requirement it was just what is considered best practice and anyone could stand as Warden at any time.

J Pearson noted that part of the role of the Warden was to have the 'institutional memory' and this is very useful when making decisions.

P Nichols said we should decide what is right for us but we should be aware that the Bishop has asked for us to accept this Measure. He noted that it is a wonderful job and the role should be shared with as many people as possible so we don't have to rely on just two Wardens. He further noted that the Warden's work over the years has changed dramatically with more emphasis on technology and there are more demands coming out every year. New people can bring energy, insight and imagination and there are only so many years where someone can bring this and be effective. We are fortunate to have R Barnes who does a lot of work for the Church.

W Adams noted that part of the role of the Warden was to act as a liaison between the congregation and the Incumbent.

There was a secret ballot and the proposal was rejected narrowly by 21 votes against the proposal to 19 for.

**05/17 Election of Church Wardens**

Two nominations were received for the role of Church Wardens: - E Strainge and R Barnes. As there were no other nominations, E Strainge and R Barnes were duly elected. P Boddam-Whetham thanked them for standing and for the work they will undertake in the coming year. P Boddam-Whetham also thanked G Long her support as a previous Warden.

**Close of the meeting.**

## **Annual Parochial Church Meeting**

### **01/17 2016 APCM Meeting Minutes and Matters Arising**

The minutes of the meeting held on 7 April 2016 and were approved as an accurate record with one exception. M Spalding noted that the minutes incorrectly referred to N Smith, it is actually N Brown. The minutes were proposed by M Spalding and seconded by A Walsh. The approved minutes were agreed nem con.

P Boddam Whetham noted that there were two annual reports. The 'Annual Report for 2016-17' which was a document for the congregation and a formal 'Annual Report' which is sent to the Diocese. He noted the annual accounts had not been approved by the internal examiner in time for the PCC to approve them so the APCM could not ratify them. It was agreed that the PCC will approve them at the meeting on 11 May.

### **02/17 Reports**

#### **02.01 Rector's Report**

No further comments.

#### **02.02 Church Wardens' Report (including Fabric)**

E Strainge noted that we as a Church need to work together to see the good points in each other. We should stop nit picking and enjoy the Church and Christianity.

G Caton noted that there are lovely new doors that brings light into the Church.

#### **02.03 Secretary Report (including Electoral Roll)**

No further comments.

#### **02.04 Treasurer Report (Approval of Financial Statement)**

M Spalding asked if there a Fabric Committee Fund and D Duthie clarified that there was. He would speak to M Spalding afterwards to show him where he could find this information.

#### **02.05 Children**

A Williams noted that we have delightful and different children. She asked for more volunteers to help with the children's activities. P Boddam-Whetham thanked A Williams for everything she did with the children.

#### **02.06 Pastoral**

M Roberts asked for people to let her know if we become aware of people not in church so the pastoral team can make sure they are not ill or have any other difficulties. She also asked for volunteers to help with transport for Sunday services and hospital appointments. It was

noted that one member of the village had himself received assistance from the pastoral team and has now volunteered to assist. M Roberts was thanked for her continued support.

#### 02.07 Deanery Synod

A Williams noted that being a member of the Deanery Synod provided a good opportunity to meet other people from other Parishes.

#### 02.08 Website and Facebook

No further comments.

B Farrar noted that there has been a Cradle Roll Report in previous year's reports and felt it contained important information. P Boddam-Whetham acknowledged this and agreed that this could be included in the Rector's report for next year. B Farrar also noted that the cradle roll had not been updated for some time and what was going to happen with this moving forward. P Boddam-Whetham noted that it is really important and it will be updated.

**Action: P Boddam-Whetham to organise the updating of the Cradle Roll**

#### **03/17 Ratification of Accounts**

D Duthie noted that we had had quite a good year financially and the gift aid at the start of the year had helped. There had been a decrease in the amount of giving but this had increased again following the generous giving campaign. D Duthie confirmed that the stipendiary fees have been paid this year. A further discussion of the accounts will be undertaken by the PCC at its next meeting. It was noted the date on the accounts was the American date and should be changed to 1 April 2017.

#### **04/17 Election of Lay Representatives to Deanery Synod**

It was confirmed that S Bold, A Williams and N Boddam-Whetham were nominated as the Deanery Synod Representatives. P Boddam-Whetham thanked I Paul who has stood down.

#### **05/16 Election of Lay Representatives to PCC**

The following people were duly elected as new members of the PCC:

Harriet Warner

Faith Truran

Mary Thorne

P Boddam Whetham thanked J Dines for her work as treasurer and administrator before she stepped down.

The full list of 2017/2018 PCC members is:

J Allen	D Duthie	R Levermore	P Nichols	M Roberts
F Truran	M Thorne	S Varnom	A Walsh	H Warner

## **06/16 Appointments of Sidespersons and Assistant Wardens**

### 06.01 Sidespersons

The following are on the list of sidespersons:

J Allen	J Bowsher	D Bowsher	A Bushnell	L Chapman
P Cocks	J Dines	L Edwards	P Hamilton	M Herrington
T Hughes	P Levermore*	R Levermore*	G Long	A Morris
J Nichols	B Puffett	T Puffett	C Putt	M Thorne
F Truran*	S Varnom*	H Warner	J Wiltshire	

Assistant Wardens are annotated with an \*.

It was noted that we still require volunteers for other roles in the Church.

### **07/17 Appointment of Independent Examiner for next year**

D Duthie confirmed that Wendy McMillian would be the independent examiner for 2017/8. It was noted that she had previously been the Accounts Director for Knowles and Son she is now a freelancer. D Duthie proposed her and R Barnes seconded.

### **08/17 Discussion on options for flexible arrangements to the kitchen area**

R Barnes took those present through a number of options to improve the kitchen area. One proposal was to remove up to four pews (near the kitchen area) and replace these with chairs and foldaway tables. There are three sample chairs in church (red ones) that may be used to replace the pews. Alternatively, the seating area could be nearer to where the clarinova is situated but some people felt this detracted from the beauty of the Church. It was noted that the suggestions were conceptual and not a proposal but we may need to make changes to make the kitchen area safer.

It was confirmed this would allow for additional meetings in Church such as the fabric meetings, bible studies, weekly coffee meetings and craft based activities for after school's activities.

A number of people raised the fact that any changes may require improvements to the heating.

R Barnes asked for any further feedback on other suggestions or thoughts.

### **09/17 Questions from the floor**

T Puffett asked if there was a formal proposal to replace the pews with chairs and P Boddam-Whetham stated that this had not been discussed.

P Nichols raised the subject of Assistant Wardens and it was noted that their role needed to be clarified. In essence, it was agreed that it is envisaged the role would be to assist the Wardens with Sunday service duties but it will be for the Wardens to decide the role. It was clarified that this is not a formal role.

P Boddam-Whetham raised the subject of PCC members assisting with serving the wine at communion. This would be done on a rota and members would come from the floor (would not be robed). There was feedback both in support and against this suggestion. It was confirmed that the existing servers would remain in post. P Boddam-Whetham confirmed that it is within his gift to authorise this and it no longer requires the Bishop's consent.

### **12/17 Rector's Address**

P Boddam-Whetham thanked those present for their honesty especially those who have expressed their views that are counter to his opinion. He also thanked everyone for everything they do but we do need more help. Later this year we will undertake an audit of our time and talents to encourage one another with the gifts we have and asked people to give this some thought.

He confirmed that the PCC will be doing a ½ day away to discuss the vision but we could do something similar with the congregation.

He noted that we are quite limited with one hymn book and will be providing an addendum that will also include a different liturgy as well as other modern and old hymns.

**Meeting Closed at 12:45**

**R Levermore**

## **PCC Meeting**

### **01/17 Welcome New Members**

F Truran and M Thorne were welcomed as new members.

### **02/17 Appointment of Treasurer and Secretary**

D Duthie and R Levermore were appointed as Treasurer and Secretary respectively.

### **03/17 Date of Next PCC Meeting**

11 May 2016 at the Strainge Farm, Ducklington.