

St Bartholomew's Church Ducklington & Hardwick

Minutes of the Annual Meetings held in the Village Hall on 7th April 2019, at 11am

Meeting of Parishioners – Minutes

Chairman Rev. P Boddam-Whetham

Minutes taken by R Evans PCC Secretary

Apologies received from: S Varnom, F Truran.

In Attendance:

J Nichols	P Nichols	J Allen	A Williams	E Strainge
B Puffet	L Wooton	E Waddle	J Wiltshire	R Wiltshire
D Bowsher	R Skoyles	M Skoyles	M Roberts	A Walsh
B Farrar	A Morris	M Thorne	J Pearson	A Bushnell
P Taylor	N Boddam-Whetham	H Warner		T Hughes
G Long	R Barnes	P Evans	R Evans	I Paul
W Adams	D Adams	C Putt	R Bold	S Bold
P Parkman	G Caton	D Britt	C Stoneham	

01/19 Chairman's opening Remarks and Prayers

02/19 Minutes from the 2018 meeting – Approved by PCC.

03/19 Election of Churchwardens – Two nominations received.

R Barnes – proposed by G Long, seconded by J Nichols.

G Long – proposed by P Nichols, seconded by M Thorne.

Duly elected as Church Wardens for the next 12 months. Both were thanked for their service during 2018-2019.

Meeting Closed at 11.20am.

Annual Parochial Church Meeting

Minutes

Apologies received - As above

In attendance – As above

01/19 Minutes from the 2018 meeting – signed off by the PCC and displayed in church for information.

02/19 Matters arising – none noted from the meeting.

03/19 Reports

Rector's Report – Welcomed everyone to the meeting, including new members of church. The full report is included in the Annual Report and Accounts year ended 31st December 2018.

- Reported on successful Study meetings and Home Groups including the Pilgrim Course. These create an environment for discussion of aspects of faith, and where encouragement can be given to each other on the Christian journey.
- The formal Report and Accounts for 2018, and the Activity Report have both been published, copies available in the church. Both Mission and Maintenance are needed in balance for the Church to flourish in its calling by Christ to witness to those we meet wherever we live and work.
- Thanks were given to all those people who contribute their faith, help, care and dedication to support the Ministry, both visible ministry helping with our worship and quiet ministry of pastoral visiting and support. Formal thanks given to A Williams who is taking a sabbatical from her role as Childrens' lead, to focus on caring for her husband.
- Looking Forward- First Sundays: aim to be more family focussed. Next 7 months learning more about The Lord's Prayer.
- Fifth Sundays: Planning a model of 9:30 short communion then 11:00 with a teaching session about living as Christians within the secular, and increasingly hostile, community. Consideration to be given to inviting guest speakers.
- Continue to use projected words for liturgy and songs at these services
- Encourage seasonal study groups to continue as regular house groups.
- Engage with families and children with modern media.
- Children at Communion – older children to be invited for preparation prior to Confirmation.
- Conference "Creative Use of Church Buildings in the 21st Century", 25th June 2019 to explore use of our building within the community and provide a welcoming meeting space. Rev'd Paul and G Long to attend.
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- Parish Giving Scheme. Thankful for all participating or contributing through standing orders and gifts into the collection plate.
- Encourage use of time and talents in God's ministry for his church. Help each discover the "me-shaped" calling God has for each of us. Personal Discipleship Plan to be trialled.
- Concluding remarks: thanked everyone for continued support and prayers for Nicci and himself, as they work together with all within the fellowship.

2. **Electoral Roll report** - T Hughes Electoral Roll Officer reported current number on the new 2019 roll stand at 109 people. The numbers on the new Roll will be submitted to the Diocese.
3. **Secretary Report** – R Evans reported on work carried out in 2018 to ensure compliance with General Data Protection Regulations (GDPR 2018). On behalf of S Varnom Safeguarding Officer, R Evans reported that St Bartholomew’s has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 guidance on safeguarding children and vulnerable adults. Information poster now displayed on church noticeboard, Safeguarding Handbook will be available in the Vestry. All relevant Safeguarding Training is either now completed or booked to complete this year, by all PCC members, and Lay Preachers. R Evans thanked S Varnom for ensuring compliance. Information now on website.
4. **Treasurer Report** – Annual Report and Accounts for 2018 now published, copies available at this meeting. R Barnes summarised that the number of planned givers (PGS, SOs) has increased, resulting in an increased planned income, albeit with a reduced per capita income. The planned giving budget has decreased slightly. The income for the service offertory bags has increased by 75%. Currently there is no surplus in budgeted income which covers church costs and expenses; more income is needed to support Mission, Outreach and Childrens’ Work. The Parish Share has been paid in full; this has increased by 2.5%, with a 1% rebate when paid by Direct Debit.
5. **Fabric Report** – The Fabric Committee activity for 2018 is published in the Annual Report and Accounts 2018. R Barnes reported that the quinquennial inspection report is due shortly; anticipating costs for work on roof. Formal architect report due, prior to commencement of build for new scooter park; new outdoor lighting to be included. During 2018 new heating on south aisle was installed, and ventilation to crypt improved. Costs of recent repairs to staging are from 2019 budget. R Barnes thanked all volunteers who donate time and money to support site work and inspections, and to those who open and lock the Church each day.
6. **Deanery Synod Report** – Activity for 2018 is summarised in the Annual Report and Accounts 2019. Support is received from the Deanery for the Foundation governors of Ducklington School. There will be elections in 2020 for the new Deanery Synod representatives.

04/19 Election of Parochial Representatives of the Laity to the PCC – four vacancies. Three nominations received. These were:

Rosie Evans proposed by S Varnom, seconded by F Truran

Sarah Varnom proposed by R Evans, seconded by F Truran

Paula Taylor proposed by R Barnes, seconded by G Long.

No further nominations received at the meeting. No election required. All three will serve for three years. The remaining vacancy is held open for co-opting during 2019 if necessary.

Thanks were given to June Allen and Harriet Warner who have stood down from the PCC

05/19 Appointment of Sidespeople – G Long clarified the importance of this role particularly with greeting and welcoming people into church. She listed all the current sidespeople, and thanked them for their contribution.

06/19 Appointment of independent examiner/auditor – R Barnes proposed to continue to have W Macmillan as Auditor. Seconded by I Paul. Accepted by meeting.

07/19 Nomination of Assistant Wardens – G Long clarified the importance of this role to the efficient running of services. The current assistant wardens were named and thanked for their contributions.

08/19 Representative to Churches Together in Witney (CTiW) – D Adams has been the St Bartholomew's representative for over 10 years. He outlined the work of the CTiW, where over 20 churches of different denominations work together in Witney. Street Pastors, United Services, the Late Night Café, and the Walk of Witness are some of the missions undertaken by volunteers from all churches. D Adams will stand down from his role, and G Long has volunteered to replace him. Proposed by D Adams, seconded by R Bold. Agreed by the meeting. Gill already volunteers as a Street Pastor, and identified to the meeting the need for more volunteers. PB-W formally thanked D Adams for his work with CTiW, and asked the meeting for support and prayers for Gill in her new role.

09/19 Open discussion – Discussion items raised were

- a) Baptism Policy;
- b) Use of screens for hymns and prayers in services;
- c) Trip hazards in Church.

Summary of discussions:

a) Baptism Policy - issues were raised about the reduction in numbers of children being baptised, both in this Church, and nationally, and the possible reasons; the 'family friendliness' of the number and timings of meetings between the family and the Rector; the level of family commitments demonstrated, and ties to St Bartholomew's.

The Rector's response outlined the current Baptism Policy, flexibility to meet families either in Church or at home at a time which suits them, discussion with families about the meaning of having a child baptised, supporting with information about Baptism and about the alternative Service of Thanksgiving for the Gift of a Child. The Rector noted that a request for the baptism of a child had never been refused, but some families had decided to proceed with a Thanksgiving Service instead of Baptism or decided not to proceed to prepare for baptism. It was noted that "God Welcomes All" and that is to be shown in our greeting of all newcomers to the church .

b) Use of Screen in services – issues raised about the position of the screen, and difficulties seeing the screen when seated in different parts of the Church; difficulties for those with vision limitations seeing the words clearly; feelings of exclusion or detachment when not able to see the screen, especially for the prayers; looking upwards to read the words on screen; feelings of spirituality reduced if unable to join in with the words on screen rather than reading from a hand held sheet; ensuring the view of the altar and the cross are not obscured by a screen.

Responses from the meeting included suggestions that people select a seat in church where they can see the screen; the sidespeople direct incomers to suitable seats when the screen is

being used; an interest in finding out how other churches were using this type of media to support the delivery of services in church. Looking up results, to some, in an awkward singing position, to others in uplifting praise.

The Rector responded that this is currently being trialled in Church on 1st and 5th Sunday services. It is one of welcoming and encouraging new visitors, and younger people to the Church, especially as they will already be familiar with this form of media used in other churches or in school. The screen is placed on the right hand side to optimise visibility which is restricted by the pillars. The trial may identify a future potential for new equipment specifically for this setting. However any major financial commitment would not be undertaken lightly. Hymn books and printed sheets will continue to be used for other services.

c) Trip Hazards – cables across floor from keyboard. R Barnes to assess whether it can be covered by rubber strips or casing to reduce trip hazard.

Contributors to discussions included R Bold, P Parkman, J Nichols, A Williams, W Adams, I Paul, G Caton, N Boddam-Whetham, B Farrar, and others.

10/19 Rector's concluding remarks and prayers – the Rector thanked the meeting for all issues brought up for discussion.

Closing prayers given.

Meeting closed at 12.20pm

PCC meeting (immediately after APCM 12.30pm)

Minutes

- 1 Welcome to new members: Paula Taylor (PT) welcomed as new member. SV and RE welcomed as re-elected members.
- 2 Appointment of Lay Vice- chairman of PCC – ES agreed to stand again for this role. Agreed by the meeting.
- 3 Appointment of PCC Secretary – RE agreed to stand again for this role. Agreed by the meeting.
- 4 Appointment of Treasurer – RB agreed to stand again for this role. Agreed by the meeting.

- 5 Appointment of one Standing Committee Member - Due to FT standing down, PT offered to stand for this role. Agreed by the meeting. **Action** : RE to advise PT of meeting dates.

Meeting closed at 12.45pm.