

**ST. BARTHOLOMEW'S CHURCH DUCKLINGTON WITH HARDWICK**

**MINUTES OF THE ANNUAL MEETINGS HELD SUNDAY JULY 4<sup>TH</sup> 2021 11.45 AM.**

FOR THE RECORD: HELD IN THE CHURCH, AND VIA ZOOM, IN COMPLIANCE WITH CURRENT GOVERNMENT COVID-19 REGULATIONS, AND USING TECHNOLOGY TO ENSURE INCLUSIVITY.

**Meeting of Parishioners.**          Chaired by Rev. P. Boddam-Whetham

Apologies received from: D Adams, W Adams, J Pratley, P Evans.

Present in Church:

H. Warner	A Morris	B Farrar	N Boddam-Whetham	L Wootton	
J Allen	J Pearson	R Bold	R Wiltshire	L Chapman	D Britt
A Williams	T Hughes	J Dines	M Dines	S Fenn	
J Nichols	P Nichols	R Barnes	R Evans	M Roberts	M Thorne
E Strange	A Bushnell	J Wiltshire	D Bowsher	F Truran	G Long
M Spalding	S Varnom	A Bennett	I Paul	J Schoeman	M Skoyles

**Present via Zoom:** J Dines

01/21          Chairman's opening remarks and prayer. Welcomed all to this meeting.

02/21          Minutes from the meeting on October 18<sup>th</sup> 2021: Agreed as a true record of the meeting: proposed by I Paul, seconded by M Roberts.

03/21          Election of two Church Wardens. Two nominations received, for R Barnes and G Long. Both duly elected as church wardens for the next period ( until June 2022). Rev'd P Boddam-Whetham thanked them both for their continued work and contribution to the running of the church, and their extended duties over the last 18 months.

A formal note of thanks and appreciation to R Barnes and G Long for their work was given by E Strange.

Meeting was closed at 11.50am.

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**Annual Parochial Church Meeting 4<sup>th</sup> July 2021 Held as noted above.**

Apologies: As noted above

Present in church and via Zoom: those as listed above.

**01/21 Minutes from the 2019 annual meeting held on 18<sup>th</sup> October 2020**

Published on notice boards in the Church and on Church website. Agreed as a true record of the meeting. Proposed by D Britt, seconded by M Thorne.

**02/21 Reports:**

Annual Report and Accounts for 2020, and Activities Report all published on the church Website and posted on notice board in Church. Paper copies circulated to attendees in church prior to the meeting starting.

**1 Rector's Report:**

The Annual Report and Accounts for 2020 were approved by the PCC on 20<sup>th</sup> May 2021. The Activities Report notes all the groups and activities which were set up during the year, and continued throughout the various lockdown circumstances.

Please refer to these documents for full details of the reports.

The Rector summarised the difficulties arising during the year due to the continuing Covid pandemic and lockdown restrictions, and thanked everyone for their patience, encouragement and support to the Ministry Team and to each other throughout these challenging times. The hard work of many, and the creative use of technology in the church setting ensured worship at St Bartholomew's continued, strongly supported by the congregation and attendees on Zoom each week. The versatility of PowerPoint has added to the service experience, giving opportunity for new audio visual contributions to support the services. The Rector encouraged all to continue to use time and talents for the benefit of the parishioners, the local community and further afield, and to discover new ways of reaching out to serve others, following God's calling.

Further points:

- Following guidance on managing change from the Bishop, during the interregnum the start time and style of Sunday services will remain as it currently stands. Starting at 10.30am, from the church and broadcast via Zoom. This start time may better support the visiting ministers, who may not be able to offer an earlier time. Holy Communion will continue to be conducted twice a month, alternating with a Service of the Word. Rev'd Mary Carney has offered to conduct Holy Communion once a month, with a visiting Minister for the other week. The Lay Ministry Team will lead the

Service of the Word on the remaining weeks. In the future there will be opportunity to review service times and style, for the present the status quo remains.

- Daily morning prayer at 8am via Zoom since March 2020 has been well supported.
- The Home Study Group will continue via Zoom, transferring to live meetings when permitted.
- In line with the Inclusivity & Accessibility policy the project to create a level access entry at the South Door is in progress. Plans are awaiting approval from Historic England, then will be put out for costings.
- The potential for improving the kitchen area is under discussion as a separate future project.
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**The Rector formally thanked the following:**

- ❖ The large team of people who have worked hard to ensure compliance with government regulations, Church of England guidelines and with setting up measures to keep people safe in church.
- ❖ J and M Dines for their technology skills, expertise and equipment, essential for Zoom transmission of weekly services. The process is now streamlined, and very effective. Filming of a funeral or wedding service can now be offered - much appreciated as numbers of attendees continue to be restricted.
- ❖ T Hughes for producing the Power Point slides for services.
- ❖ C Stoneham for technical support with Zoom transmission of services.
- ❖ M Thorne for producing and circulating the weekly Notice Sheets.
- ❖ S Fenn for essential administrative work.
- ❖ F Truran for the monthly Prayer Diary.
- ❖ A Bennett, H Warner and the Singing Group, for the music each week.
- ❖ The Church Wardens for their work, and support of the Ministry Team, the their monthly Letter to the Parishioners.
- ❖ The Assistant Wardens for their continued support.
- ❖ J Nichols as Verger and B Puffett, Flowers, and their teams for the cleaning, preparation and presentation of the church, as per Covid -19 requirements. The church always looks welcoming, and the flowers look beautiful.
- ❖ All those on the rota for opening, checking, and closing the Church each day , for Private Prayer, and Services.
- ❖ M Roberts for leading the Pastoral Team. After 11 years in this role she is standing down. Presented with flowers. F Truran has accepted role as lead, and was welcomed to this role by the Rev'd P Boddam-Whetham.
- ❖ N Boddam-Whetham for her work as School governor and as lead for Childrens' work. Nicci is also standing down from her role on the Deanery Synod.

❖ The Lay Ministry Team of D. Adams and I Paul. Welcomed Johan Schoeman to the LM Team.

2. **Electoral Roll Report:** This year there are 105 people on the Roll, and 21 supporters.
  3. **Deanery Synod Report:** Refer to Annual Report.
  4. **Financial Report:** Refer to Annual Report and Accounts. Thanks given to everyone for their financial support of the church.
  5. **Fabric Report:** Refer to Annual Report and Accounts. Work to repair damage at North Porch has been commissioned.
  6. **Pastoral Report:** Refer to Annual Report. M Roberts to stand down, F Truran to take on role of team lead.
  7. **Safeguarding Report:** Refer to Annual Report. The Rector thanked S Varnom for her work as Safeguarding Officer.
  8. **Junior church/Ducklington School Activities:** Refer to Activities Report. The Rector thanked all those involved with school activities during 2020. N Boddam-Whetham and S Varnom both standing down from roles on the school governing body, creating two vacancies on the board of governors. A Schoeman and AM Williams have been nominated for these vacancies. The Rector thanked both SV and NBW for their work on the board of Governors.
  9. **Secretary Report:** Refer to Annual Report.
- 03/21 **Election of Representatives of the Laity to the Parochial Church Council (PCC) – five vacancies.** The following nominations were received: E Strainge ( for 2<sup>nd</sup> term) M Roberts, J Nichols, D Britt (for 2<sup>nd</sup> term), T Hughes ( for 2<sup>nd</sup> term) All duly elected to the PCC for a three year term. The Rector welcomed the returning and new members, and thanked the outgoing members for their work on the PCC.
- 04/21 **Election of Representatives of the Laity to the Deanery Synod:** The resignation of N Boddam-Whetham created one vacancy. No nominations were received. A. Williams and J Pratley continue in their roles as St. Bartholomew’s representatives at the Deanery Synod. The Rector thanked N Boddam-Whetham for her work with the Deanery Synod.
- 05/21 **Appointment of Sides Persons:** The Rector thanked all those currently on the list for their work during 2020, and M Thorne for producing the Rotas, especially during this current situation. All to continue on the rotas. G Long to review.

- 06/21      **Appointment of independent examiner/auditor:** The accounts for 2020 were independently examined by J Dines. R Barnes proposed re-appointment of J Dines for 2021, seconded by P Nichols.
- 07/21      **Nominations of Assistant Wardens:** The Rector thanked those involved for their work in the church. Currently a team of 10 people. List managed by G Long. Any new volunteers welcome. J Nichols formally thanked those who open and close the church each day ( for Private Prayer) and keep the church clean.
- 09/21      On behalf of the congregation P Nichols, as Warden Emeritus, thanked Paul and Nicci for all their hard work for St Bartholomew's over the last 18 months throughout the pandemic. He noted great pride in the church remaining open for worship throughout (when many other local church have remained closed for long periods) thanks to teamwork led by Paul. It is hoped that the high standards achieved can be continued through the interregnum and into the future.

**The meeting was closed at 12.40pm, followed by a Prayer and The Grace, led by the Rector.**

**There followed the PCC Meeting ( required post APCM). Held outside the church at 12.50pm.**

**01/21** Welcome to new and returning PCC members: J Nichols, E Strange, D Britt, T Hughes, M Roberts.

**02/21** Thanks given to retiring members; P Nichols and P. Taylor

**03/21** Appointment of new Lay vice- Chair of the PCC: Nomination of S Varnom by the Rector ,seconded by I Paul. Unanimous agreement of PCC to appoint S Varnom.

**04/21** Appointment of Secretary: R Evans to re-stand. Unanimous agreement of PCC

**05/21** Appointment of Treasurer: R Barnes to re-stand. Unanimous agreement of PCC.

**Date of next meeting of the PCC to be Thursday 22 July, at 7.30pm in the Church and via Zoom ( Covid restrictions permitting)**

**The meeting was closed at 1pm.**