



Minutes of the Annual Congregational Meeting
held on Sunday 22 April 2018 in the Winter Hall at 11:30 a.m.

Present: Rev. Canon Bryan Knapp, Rev. John Butt, Rev. Rosheen Browning, Rev. Canon Rachael Knapp, Joyce Cahill, Marian Priestley, Jim Priestley, David Henshaw, Jean Saggars, Alan Smith, Mary Smith, Elsabe Graves, Penny Harris, Sue Smith, Claire Davies, Caroline Steadman, Rachel Smith, Rosheen Browning, Adele Cross, Heather Hammerton, Joy White, Doreen Dixon, Sue Christie, David Farnham, Fiona Ginsbury, Jeffrey Saunders, Marion Saunders, Ann Mervin, Annette Callow, Barbara Farnham, Margaret Banks, Brian Banks, Victor Jordan, Jean Jordan, Linda Hobbs, Elizabeth Rhodes, John Rhodes, Sheila Mutler, Bill Mutler, Charlotte Coverley, Hilary Sutton, John Dean, June Dean, Jeanette Robbins, Neil Scantlebury, Mary Scantlebury, Brenda Warren, Dorothy Kapellar, Laurreen Robinson, David Laker, Peter Crouch, Gloria Crouch, Christine Latham, Virginia Steer, Jacky Taylor, Isabel Burrows, Chris Sutton, Carl Warren, Rachael Knapp, Keith Rosser, Hanna Rosser, Jo Young and Sue Chalkley (76 members).

1. Opening Prayer

Rev. John Butt opened the meeting with a prayer for God's blessing and guidance for the meeting and the church.

2. Apologies

Apologies were received from Madeleine Bohringer, Tom Chewter, Joan Chewter, Peter Hungerford-Welch, Margaret Swaite, Ron Taylor, Sarah Taylor, Anna Elliott, Bruce Elliott, Connor Elliott, Andrew Robbins, Derek Knibb, Shirley Knibb, Robin Hammerton and Peter Hammerton.

3. Minutes of the ACM held on 9 April 2017

a. Acceptance:

The minutes were approved as a true record of the meeting.

b. Matters arising:

There were none.

4. Receiving of the Membership Officers Report

Doreen Dixon reported that nine members had died or moved away last year and 19 new members had joined. The total membership now stood at 221.

The report was noted.

5. Election of Members and Trustees to Church Council

a. Church Warden / Stewards x 4

Keith Rosser was proposed by Chris Sutton and seconded by Bill Mutler

Jean Saggars was proposed by Caroline Steadman and seconded by Hanna Rosser

Chris Sutton was proposed by John Dean and seconded by Tom Chewter

Ann Mervin was proposed by Chris Sutton and seconded by Bill Mutler

All four were unanimously elected.

b. Deanery Synod Reps x 2

Jo Young was proposed by Caroline Steadman and seconded by Linda Hobbs

Jim Priestley was proposed by Chris Sutton and seconded by Bill Mutler

Both were unanimously elected.

c. Ordinary Members x 3

Carl Warren was proposed by Chris Sutton and seconded by Bill Mutler

Sue Chalkley was proposed by David Farnham and seconded by Ann Mervin

Jacky Taylor was proposed by Chris Sutton and seconded by Sue Chalkley.

All three were unanimously elected .

6. Receiving of the Trustees' Annual Report and Accounts

The Treasurer, Peter Crouch, presented his report and confirmed that the accounts had been approved by the independent examiner, Trevor Lane of Martin Jenks and Co.

Peter Crouch explained that the General Funds showed a deficit of £2,368 for the year. General Funds comprised the Parochial Fund, the main operating account, and the Halls, Magazine and Youth Club Funds.

Income for the year was up, thanks to a good response to the appeal last year and that was the main reason for being able to cover the expenditure for the year. Overall, expenditure was broadly at a similar level to last year. After bringing in the balances brought forward, the General Fund stood at £65,000.

The Designated Fund (excluding the fixed assets reserve) stood at £67,000 - this was money put aside for major building and equipment repairs and improvements.

Restricted funds totalled £17,000.

The balance sheet showed Fixed Assets of just over £1 million, representing the value of the Halls. less depreciation, and £9,716 being the written down value of furniture and equipment. The Net Current Assets at £150,000 was the amount held in the funds: Restricted £17,000, General £65,000 and Designated £67,000.

The church's financial position was quite good, however some reserves would need to be used to cover running costs in the coming year and there were also substantial work on the Halls planned. For example, the heating boilers were reaching the end of their lives, as were all the kitchen cupboards and the floor in the Winter Hall. Work was also underway to improve working conditions for the youth workers and office staff.

Peter Crouch was congratulated by all for his sterling work.

The Accounts were unanimously received (proposed by Peter Crouch, seconded by Chris Sutton).

The Trustees' Annual Report was presented and accepted unanimously (proposed by Rev. Canon Bryan Knapp and seconded by David Henshaw).

7. Clergy report

Rev. Canon Bryan Knapp presented the clergy report. He explained that the new Church Development Plan had been launched last year, focusing on the three headings: Called, Equipped and Confident. He gave an explanation of the meaning of each heading within the lives of each church member and how the Plan provides support for each church member to share their faith intentionally.

He explained the changes in church leadership anticipated in 2019 with Rev. Rosheen Browning moving on from her curacy and Rev. John Butt retiring. There were also implications for the church as the new homes were built and more people welcomed into the community.

Rev Canon Bryan Knapp thanked church members for their support and urged everyone to continue to step out in confidence and boldness to continue to carry out God's work within themselves and within the church.

The report was noted.

8. Receiving of Wardens and Stewards Report including Terrier, Inventory and Log

Jean Saggars presented the Wardens' Report. She thanked all who worked so hard behind the scenes including Caroline Steadman, Desmond Hillary and Anne Dunn. She thanked the Duty Wardens and she especially thanked the clergy on behalf of the church members for all their hard work throughout the year.

Ann Mervin and Keith Rosser were welcomed to the Warden team and thanked for standing. Jean Saggars explained that she and Chris Sutton were looking forward to working with them over the coming year.

The Rev. Canon Bryan Knapp thanked the Wardens and Steward for their support over this last year and in particular his thanks to Sue Chalkley who was standing down after 7 years in post. Sue had been tireless in her support of a number of areas in the life of our church along with the support she gives to Kondoa both for our parish and for the Rochester Diocese. The membership thanked her with a strong and vociferous round of applause.

The report was signed and noted.

9. Appointment of Sides people / Welcomers

Jean Saggars proposed, and Peter Crouch seconded, the following Church Members as sidespeople:

Lead sidespeople: Linda Hobbs, Sue Smith, Tom Chewter, Jeff Saunders and Jim Michie

Sidespeople: Joan Chewter, Daphne Crow, Marion Saunders, Carl Warren, Tricia Starr, David Henshaw, David Farnham, Barbara Farnham, Adele Cross, Doreen Dixon, Joyce Cahill, Jo Warren, Connor Elliot and Sam Giles

The above sidespeople were unanimously approved.

Jean Saggars then proposed, and Annette Callow seconded, the following Church Members as welcomers:

Sonia Wenborne, Dorothy Kapellar, Ann Mervin, John Leigh, Jeanette Robbins, Bill Muter, Jean Jordan, Sheila Bridges and Sylvia Lear.

The above welcomers were unanimously approved.

10. Safeguarding Statement

Rev. Canon Rachael Knapp, Safeguarding Officer, explained that the church took safeguarding very seriously and that this was the responsibility of everyone who participated in the life of the church. She explained how St Andrew's followed the safeguarding guidance and outlined the policies and procedures and the arrangements for monitoring compliance by Church Council.

It was explained that the new Church of England safeguarding training supersedes all training offered previously and is available on line. The C0 course (basic awareness) should be undertaken by all Church Council members. This course had been run three times in March, with attendance from more than 80 people. Higher level courses, C1, C2 and C3, were also available on line.

The Safeguarding Statement was noted.

11. Any Other Business

Rev. Canon Bryan Knapp thanked everyone for all they do to support the life of the church. He mentioned church members, who had shared ministry in the church and had moved on to be with the Lord during last year: Brenda Penfold, Joan Bird, Pat Gibbons, Celia Warren, Nellie Burgess, Cath Wells and Barbara Smith. There was a period of silence and God was thanked for the assurance that they are now with the Lord Jesus Christ in glory.

Rev. Canon Bryan Knapp then asked for God's blessing on everyone, in Jesus' name.

The grace was said by all.

12. Date of next Annual Congregational Meeting

Sunday 14 April 2019 (Palm Sunday).