

Burpham Church, Guildford.

Present were Lewis Williams (lay-chair of PCC), Jane Agg (churchwarden), Rex Thorpe (PCC Secretary), Samantha Aarvold, Alistair and Ellodie Barry, Ruth Boughton, Jena Davy, Jennifer Galloway, Joan and Robert Gibbons, Christian Holliday, Elizabeth Han, Deborah Hood, Barbara and Victor Howarth, Martin Jones, Sue Kethero, Grace Luke, Ella Nash, Joy Peart, Michael Pike, Iain Robertson, Janet Robins, Graham Rutherford, Jillian and Timothy Sharpe, Deborah Smith, Henry Spyvee, Sarah Stothard, Ann Thirkettle, Nick and Val Tooze, Ann Wright and William Lowries (non-voting for APCM)

MINUTES OF THE ANNUAL VESTRY MEETING Tuesday 16th April 2024

- 1) The meeting unanimously voted to appoint Rex Thorpe as secretary of both meetings.
- 2) The minutes of the 2023 Vestry Meeting were approved.
- 3) Election of up to two churchwardens.

Jane Agg was nominated by Lewis Williams and seconded by Rex Thorpe and was declared elected.

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING Tuesday 16th April 2024

- 1) Apologies for absence were received from Sue Denton, Rev Jo and Mr Andy Lamberth, Mike and Claire Pocock, Ann and Roy Wigmore, David Agg, Sandy Jones, Lisa Scott and Rev Darlene McCarley.
- 2) The minutes of the 2023 APCM were approved unanimously.
- 3) Lewis Willams read the report on the Electoral Roll submitted by Lisa Scott. The report on the electoral roll was read which ended with the number on the roll being 104 (down 3 from 107 in 2023).
- 4) Burpham Church Review: Highlights from 2023:
 - i. The meeting was reminded that the PCC's Annual Report which included the report on the Deanery Synod and the report on Safeguarding had been available for all to read.
 - ii. The attention of the meeting was drawn to the Report on Fabric and Goods which had similarly been published in advance.
 - iii. A churchwardens' report was given by Jane Agg. She drew the attention of the meeting to the comprehensive annual report of the PCC which had been published in advance. She thanked to Rex Thorpe for writing the draft of the Report and for contributing as one of a team of three to the drafting of the Parish Profile which she indicated also contains lots of useful information about the position in which the church finds itself.

The position of the church in 2023 was uncertain until the incumbent resigned at Eastertide. The church organized a farewell tea for the Levasier family that was very well attended. The Bishop and Archdeacon were then able to visit and offer support in the form of Rev Mark Woodward as interim minister, working one day a week in Burpham, and the Acorn Trust which conducted listening exercise followed by an important service of

healing, peace and reconciliation.

Rev Mark Woodward has been a very important support for the churchwardens during the vacancy when the churchwardens are responsible for the services as well as the buildings. Mark has helped produce orders of service and chosen readings and themes for the preachers. The churchwardens have also been supported by preachers from nearby parishes who along with our local team (Darlene, Jo, William, Jean, Rob and Alistair) have produced a full teaching programme of good quality.

Jane thanked the Maintenance Team led by David Agg, William Lowries and Mike Pocock, which have done a lot of work at both churches and the vicarage either *ad hoc* or through working parties.

Jane also thanked to Grace Luke for the completion of her service as the founding manager of the Burpham Preschool.

iv. A video recording of a financial report from the PCC Treasurer was played.

5) Opportunity for questions

A question was asked as to why no income from loose collections was listed in the accounts. It was explained that members of the church had been encouraged to make their donations by bank transfer because banks now charge charities for deposits made in cash and by cheque. Many members had changed to bank transfers including standing orders and so the amount received from loose collections in 2023 was not sufficiently large to include as a separate item.

Joan Gibbons had e-mailed in a couple of questions about finance in advance. The first question was addressed by the PCC Secretary who explained that none of the money designated by the PCC for a large project or youth ministry had been undesignated and used to cover the deficit in 2023. However, some of the exceptional gift, which had come in after the designation of funds had taken place, had not been designated and had been used in this way. Lewis Williams addressed the second question by clarifying that the comment in the annual report about part of the church's mission being unfulfilled related to the opportunities for outreach that he saw in the community of Burpham that the church did not have the resources to address whilst in vacancy.

6) A resolution to accept the PCC's Annual Report and 2023 accounts was proposed by Rex Thorpe and seconded by Lewis Williams. The meeting voted in favour of this resolution *nem. con.*

7) Election of Deanery Synod Lay Representative (1 vacancy for 2 years):

No nominations were forthcoming.

8) A resolution to reduce the number of elected members of the PCC from 4 each year to 3 each year from the APCM in 2025 was proposed by Rex Thorpe and seconded by Jane Agg. The meeting agreed to the change *nem. con.*

9) PCC elections (4 vacancies for 3 years, 2 vacancies for 2 years, 3 vacancies for 1 year)

There were seven nominations for nine vacancies and so all were declared to have been elected. The length of service of each candidate was after consultation determined as follows:

To serve for 3 years

Nick Tooze (nominated by Ann Wigmore and seconded by Mike Pocock)

Sarah Stothard (nominated by Jane Agg and seconded by Darlene McCarley)

Ella Nash (nominated by Samantha Aarvold and seconded by Darlene McCarley)

Iain Robertson (nominated by Lewis Williams and seconded by Ruth Boughton)

To serve for 2 years

Ruth Boughton (nominated by Susan Denton and seconded by Rex Thorpe)

Grace Luke (nominated by Rex Thorpe and seconded by Jane Agg)

To serve for 1 year

Graham Rutherford (nominated by Jane Agg and seconded by Ruth Boughton)

10) Re-appointment of independent financial examiner.

Andrew Wye was proposed to continue as independent financial examiner for 2024. The meeting unanimously approved the proposal.

11) Churchwardens' report on the process of filling the vacancy for an incumbent

Lewis Williams spoke about his experience as a Parish Representative. He was very impressed by the thoroughness with which the candidates were considered by the appointment panel. He reminded the meeting that Rev. James Hanson had been offered the post of vicar of Burpham and that he had accepted.

12) Opportunity for questions

Henry Spyvee asked about the history of the churches in Burpham and suggested that the information be published. The officers of the PCC promised to comply with this request.

13) Thanks from the churchwardens

The church is the body of Christ consisting of many members. Jane said that the wardens are very aware of all the members who have contributed to keeping the church running. Thanks to Jo, Andy, William and Carol for being willing to join us from St John's on loan; they have had a very important stabilizing effect during 2023. Thanks for those who have served on the PCC especially Rex Thorpe who had had special responsibilities during the vacancy and Jo Lamberth and Martin Jones who had managed the handover of the post of treasurer efficiently. Thank also to Debbie Smith who is retiring from the PCC and who has served on the People Action Team and has supplied much general wisdom in discussions at PCC. Thanks also to Carmen Janse van Rensburg who resigned in mid-year from the PCC and to and Martin Jones who has served for many years on the PCC as a member and in the onerous post of treasurer. Lisa Scott and Rev Darlene McCarley were also thanked for their important contributions.

Jane expressed huge thanks to Lewis who is retiring as churchwarden. Extra big and sensitive role, he was presented with a gift of thanks from the church.

Lewis Williams told the meeting that it had been a privilege to serve as churchwarden and a huge learning opportunity. He expressed himself to be very pleased to see the church blossoming again.

Jane Agg looked forward to the coming year and asked all those present to pray for Rev James Hanson. She was also presented with a small gift in recognition of the extra responsibility shouldered during the vacancy.