

**St Peter's Church, Shipley**  
**Minutes of the Annual Parochial Church Meeting**  
**held on 01 May 2022**

John Rainer opened the meeting explaining that St Peter's Church was a registered charity 1134797 and this was the annual meeting with reports from the trustees – the PCC. Two meetings would be taking place – the Vestry meeting for the election of churchwardens and the Annual Parochial Church Meeting, which included the annual report of PCC business and other statutory reports.

**Vestry Meeting**

Apologies for absence were recorded in writing with formal apologies received from Stuart and Cynthia Hargreaves, Kathy Tedd, Julia Slaney, Kate Inglis, Jonathan and Maria Mullin, Jason and Frances Agar, and Simon and Angela Hudson.. There were 72 adults present at the meeting.

Documentation had been available on the church website and in hard copy in advance of the meeting.

1. **Minutes of the Vestry Meeting and special meeting for the election of churchwardens of 2021:** were proposed by Jo Baxter and seconded by Mike Moss and accepted by the meeting.
2. **Election of Churchwardens:** John had received one nomination for churchwarden for **Mervyn Silva proposed by Dave Wilmshurst and seconded by Pat McKee**. John declared that Mervyn was elected unopposed. This left the church with a vacancy – a situation which had occurred before. John said that wardens are appointed formally at the annual archdeacon's visitation which would take place in mid-June so there were a few weeks to sort this out. Hazel had given notice for quite some time that she intended to step down this year. He therefore intended to adjourn the vestry meeting today and if a further nomination was received subsequently, the meeting would be recalled following a church service to appoint a further warden.

John said that Mervyn came in as warden in May last year having already worked with the team on the project to repair the hall roofs and it had been great to work with him. The photos of the roof work had been possible because Mervyn had gone upon the roof during the project and had got stuck into a lot of the practical jobs that needed doing and we were very grateful to him for his continued willingness to serve the church in that way.

Thanking Hazel for her time in post, John said that, whenever a new churchwarden comes in, there is a different dynamic in the staff team and Hazel was very quick to spot some of the gaps in what we were doing during the pandemic and to fill them and a lot of really good things had happened as a result. Some of the impetus behind the Easter and Christmas cards to church members, especially those unable to attend in person, came from

Hazel and lots of people have appreciated that very much. We were incredibly grateful for what she had brought to the staff team and would miss her contribution. We had been incredibly well served by both wardens who had brought very important things to the staff team when we needed their assistance and help.

Hazel said it was an eye opener to serve as warden and had been encouraging to see how much goes on behind the scenes. She thanked John and the staff team for all their hard work and patience and especially Karen Parkinson and Julie Rainer for their support and advice. She also thanked Martin and Katherine for maintaining and looking after our fabulous building, Ian Walker working faithfully behind scenes doing sacristan duties, which was really appreciated, Keith and Carol Brown for their quiet pastoral and practical help, the door stewards, who do such an important job on first impressions as people come into the building, and Elisabeth Sture for sorting out the rota for this each month. She asked people to pray for and support Mervyn – the church was in safe hands – he was a spiritual man, full of integrity, - but he can't do this on his own. Finally, she thanked Dave, for his patience during her time as warden, and God.

The vestry meeting was adjourned at 11am.

### **Annual Parochial Church Meeting**

This followed on from the Vestry Meeting. Those present were the same.

**1. Minutes of APCM 2021:**

The Minutes of the meeting in 2021 had been made available in advance.

**The minutes of the meeting were proposed by Peter Dyer and seconded by Mark Davies and accepted as a correct record.**

**2. Annual Report of PCC Business 2021 and Accounts:**

Annual report sections 1-3 were written by the vicar and scrutinised by the Parochial Church Council (PCC) and section 4 was written by the treasurer and scrutinised by the PCC, along with full accounts. John asked for any questions or issues from the annual report, which had been circulated in advance. There were no questions.

Mike Moss presented Section 4 – the Treasurer's Report. The pandemic had taken place and went on longer than expected. In 2020, the budget had been set expecting to start to get back to normal by Easter 2021 but it was nearer September before we started to see income again from the halls. Thank you to everyone for their giving and especially to Elisabeth Sture for helping support Mike with some of the practical finance administration.

Major roof repairs on the halls had been necessary following major issues with leaks etc. Raising the money and getting faculties through took up most of the year. Income looks good in the accounts at £280,000 but £40,000 of

grants was in that, and £50,000 of general donations. We had paid reasonable salary increases to paid staff, as we wanted to be seen as a good employer, but the church had only paid about 60% of requested share from the diocese. This was because we had been hit by a number of things – we had been very open with diocese about the roof work and they did understand the need for that. Also the diocese froze share requests at the previous level – under the new system, our share should be decreasing down to around £79,000 but because we were paying more than that when new system came in we were only getting a 5% reduction each year – and that was frozen last year as well. This had been discussed with the diocese and proposals were coming to diocesan synod which will change that and move us to correctly calculated figures more quickly.

Income summary showed a total increase on the previous year but regular giving went down, while gift day income was increased as were donations (largely due to the hall roof fund.) Gift aid held up and increased over the year; and substantial grants were received in the year, mostly for the roof but others as well. Hall hire was down on previous years but it had been a difficult year given the pandemic. Income listed under hall hire included car park fees and aerial tower rental, so only £6,000 of the figure was actual hall hire income. This year so far, things are moving more positively and we had received lots of enquiries about use of the halls and church and were negotiating more community use.

Expenditure showed a small 'profit' as we had deferred some of the payment for work on roofs to early this year. Mission giving was down compared with previous years as we had had no mission gift day; share paid was down on the previous year and youth work costs went up slightly due to statutory pension and salary increases. Repairs look large but £100,000 of that was repairs and solar panels but other repairs were quite low last year.

Deposit accounts showed mission funding had been paid out to Sudan and we would be hearing more about that, building a school with the money we had sent; youth fund had dropped; Local Outreach Co-ordinator fund had £9,000 in it, which we were going to be paying out in 3 stages to fund first 3 years of our CAP Shipley debt centre commitment, which would be completed later this year. General fund had increased slightly but some of that (£4,000) was being kept on one side to pay for tree felling work on the Fernhill Land after problems caused by mature and rotten trees. Work was now completed and replanting being planned. We had a Fabric Reserve of £15,000 at the end of year as we were holding funds back for plastering work, but that had come in at a substantial reduction on the budget, with a couple of donations, so the reserve was currently reasonably healthy. The Youth Work Fund has a couple of years funding remaining in it to pay for a youth worker to end of 2023, so we were looking at having a gift day this autumn to go towards employing a youth worker if agreed by the PCC. We had also managed to use the Parish Giving Scheme to give to the youth work fund so people can move to direct

debits from standing orders to give. Forms were available if anyone wants to join that scheme or change to it from standing orders – contact Mike.

Solar panels are working and providing electricity but the process of being paid for the energy is taking some time to implement and the meter will have to be swapped. We have an app which links to the system which shows so far this year we had generated 2 megawatts of electricity and consumed 1.9 megawatts, so have generated more than we've used. The amount we get paid for generated electricity is about a third what we have to pay for usage. The equivalent environmental benefit is we were saving over a tonne of Co2 emissions and planting 14 trees over the 4 months we had had the solar panels, so they were already doing some good for us and for the planet.

Questions: Mike was asked what hall income was likely to go back up to and said we hoped to get up to the £30,000 mark for halls income but were looking to use more funds in the short term to generate income and get beyond that.

He was also asked for more information about the Parish Share, how that works and how it gives back to the diocese. Mike said we had been asking the finance department for simple copies of how it works but not yet received anything. The vast majority of clergy stipends were funded by the parish share and that's where it mainly goes – the more share goes in, the more clergy you can have across the diocese.

John thanked Mike for the work he had done. **Jackie Loach proposed and Jo Baxter seconded that the annual report and accounts for 2021, as already approved by the PCC, be received by the APCM. This was passed unanimously**

3. **Appointment of Independent Examiner for the 2022 accounts** – John explained that our accounts were independently examined and accounted by Hart Wright Accountants who were very helpful to Mike and also help to look after payroll for our employees, and we would be very happy to continue to work with them. **It was proposed by Peter Dyer, seconded Mike Moss and passed unanimously by the meeting that Hart Wright Accounting be reappointed as Independent Examiners for the 2022 accounts. This was passed with one abstention.**

John explained that a number of annual reports on different areas of the church's life were produced and circulated before the meeting but that not all these were statutory and have to be voted on. Those which were statutory would follow:

4. **Electoral Roll Report.** On the 1<sup>st</sup> April 2022, there were 179 people on the roll of the church of whom 65 were men and 114 were women. Of these, 103 were resident in the parish and 76 were not resident in the parish. John said a thank you to Moira Gledhill, our Electoral Roll secretary, and to Elisabeth Sture, who had helped with preparing the roll, as Moira had to shield during the pandemic.

5. **Fabric Report** – this report has to be formally passed by the meeting. Karen Parkinson gave the report and said that, when she stood down as warden last year, she had said she would continue to support the current wardens and so she had compiled the fabric report with them.

The main job over the year had been the work on the hall roofs and fitting of solar panels, and Karen thanked the congregation for their generosity in donating so much to the roofs appeal and also Julie Rainer and Mike Moss for doing a lot of work in applying to bodies for grants towards the cost; John Rhodes for organizing an online fundraising quiz, Andree Freeman for selling cards to support the fund and Maria Mullin and the Great Yorkshire Chorus for holding a fundraising concert – all of which meant we raised the funds needed in record time. She also thanked Mike and Mervyn for all their efforts liaising with the contractors during the work. Thanks were also due to Martin Fawley and Katherine Leech, Mike, Mervyn and others for generally keeping the church well-maintained and in good order. Replacing the church main boilers is likely to be the next main project required and the lounge heating also needs improving.

There were no questions on the fabric report.

**Jeanne Evans proposed, John Rhodes seconded and the meeting agreed unanimously to accept the fabric report for 2021.**

6. **Other reports:**

**Deanery and Diocesan Synod reports and a Shipley Christians Together report** had been circulated in advance and there were no questions. A very helpful report had also been circulated from the **Environment Group** about what's been going on, including achieving eco-church bronze award status. Jackie Loach said everyone had been involved in that and huge thanks to everyone for their efforts. Solar panels was a big part of getting the bronze award that we'd been trying to get for long time and we particularly need to acknowledge the scouts, staff team and everyone who's sent tips in and done anything differently to be more environmentally friendly. The group wanted to progress to get to the silver award by this time next year – get involved if you can – but thank you and be proud of the award!

7. **Children's and youth report** – Rachel McGirr's report had been circulated in advance. She said lots had been going on and there were lots of people to thank. God was encouraging us and, despite lockdowns, God had given us much and we were seeing lives transformed. We also need more volunteers. The report aimed to give people an idea of what was happening now as much had changed. Rachel would also like to invite people to come along and see what it's like. Testimony nights were very popular with the Risen youth group, allowing members of the congregation to share how God has worked in your life and also get to know some of the young people.

Questions: A question was asked about whether all age services were going to continue in their current form and be more permanent, because the report said they were an experiment and also whether reports of volunteer shortages were because we think people no longer want to volunteer or do they actually not want to? John said that the experimental reference was to the fact that, when we restarted after the pandemic, PCCs were given permission to experiment with different forms for worship. The church generally had never really come out of that phase and one of important things we would have to do now was decide whether we are doing now is going to be permanent or if we want to change it. He wanted to hear some feedback and what the PCC and others had to say about that. Volunteers is a much more general thing – everyone is asking for volunteers and we need to work harder at it as not having enough volunteers was not unique and was a common pattern many churches were facing.

## 8. Elections to PCC

John explained that every 3 years we had a year when a large number of PCC members came to end of elected terms and this was one of those years. Jo Baxter and Matt Porritt had both completed two 3-year terms on the PCC and so had to step down for at least one year. Jo had also been also been our disability rep and would continue in that capacity. Others stepping down were Matt Kershaw and Maria Mullin after 3-year terms, which meant we had 6 vacancies and we were also carrying two further vacancies for 1 year terms, which totalled 8 vacancies.

John had received 6 nominations:

**Martin Forbes** proposed by Karen Parkinson and seconded by Dave Wilmshurst

**Stephen Hetherington**, proposed by Mike Moss and seconded by Gemma Richards

**Mark Jordan**, proposed by Rachel McGirr and seconded by Mike Moss

**Jackie Loach**, (2<sup>nd</sup> three-year term) proposed by Dave Wilmshurst and seconded by Matt Porritt

**Duncan Milwain**, (2<sup>nd</sup> term) proposed by Martin Fawley, and seconded by Rachel McGirr

**David Slaney**, proposed by Jackie Loach, and seconded by David Loach  
Nominations could be received from the floor but none were forthcoming.

John declared the six nominated elected unopposed for three-year terms to the PCC and we retained one vacancy on PCC and one on the Deanery Synod, each for one year.

## 9. Vicar's Report

The text of the vicar's report delivered by John Rainer was as follows:

Twelve months ago we were beginning to see the easing of Covid restrictions and were able to hold a fairly normal APCM. I predicted a difficult year likely to be dominated by the need to repair the Hall roofs. I also told you of my intention to apply for sabbatical leave in 2022. As it turned out my sabbatical application was turned down by the Diocese. I was annoyed about this, but only for five minutes, because it was quickly apparent that even if it had been granted, I would not have been able to go to New Zealand.

However, within the last twelve months we raised almost £130,000 to pay both for the Hall roofs and the installation of solar panels. This has been a remarkable achievement.

So first of all I would like to thank my Staff Team, who have worked so hard over the past year to ensure that church life continues wherever possible. Some of us have been on a fast learning curve acquiring new skills, especially with technology. But I want the whole church to know that we owe an immense debt of gratitude to our Wardens, to Mike, Viv, Karen, Rachel and Judith for all they have done, including the support and encouragement they have put in my direction. In February we said goodbye to Judith after 15 years as Administrator, wishing her a very happy retirement.

One key challenge is that we now can't press a default button which restores the situation we were in before the pandemic. Volunteers were in short supply even before March 2020. **I currently have a list of 28 areas of church life where leaders are urgently asking me for help.** There have been one or two Sundays where help has been so thinly spread that I have had to consider whether or not services can actually take place. Fortunately it has never come to that, but I think it is only fair to be up front with you about how close we have been. Clearly I cannot 'magic' volunteers from nowhere, and it is imperative that we all consider our part in how we address this issue over the coming year.

Something I have overseen in the past twelve months has been Eric and Anne Parker standing down as mission partner co-ordinators. Over the past fifteen years their contribution to the spiritual life of St Peter's has been immense, allowing the experiences of our various partners to keep us aware that the Kingdom of God is growing all over the world. For the time being I will be taking over this responsibility because the pandemic has accelerated the need for the PCC to re-assess our mission links. So thank you Eric and Anne.

So what does the next 12 months hold? Certainly there will be moments of opportunity as well as challenge. The Queen's Platinum Jubilee next month is

an obvious moment of opportunity for us to welcome the local community in, and I am delighted that some plans are already under way. In July we will be welcoming a team FEBA (including Sheila Leech) as we continue to resume mission partner visits. The possibility of an environment-focussed weekend in the autumn is being talked about, and I very much hope that this will take place. So amidst the challenges there are indeed opportunities. Let's not be slow to respond.

**10. Any Other Business for PCC attention:** This was for individuals to raise matters that should be brought to the PCC's attention.

David Wilkinson asked if there are plans to restart the men's group? John said not at the moment but if someone comes with a plan we would love to support it but we don't have anyone who can spearhead that at the moment but anyone with a vision for that come and talk to John.

Mike said he felt it was important we had feedback on all services and Viv said that we would continue to keep the current pattern under review and gather comments.

The meeting closed at 12.15pm in prayer

**Reconvened Vestry Meeting for the election of churchwardens  
Sunday 21 August 2021 10.30am**

1. The Vestry Meeting was reconvened on Sunday 21<sup>st</sup> August 2022 at 10.30am. **Gemma Richards was proposed by Hazel Wilmshurst and seconded by Vanessa Thompson.**

There were no other candidates and Gemma was declared elected churchwarden. She briefly addressed the meeting, which closed at 10.40am.