

**ANNUAL PAROCHIAL CHURCH MEETINGS  
PARISH OF ST MATTHEW WITH ST PAUL, WINCHESTER**

Minutes of the meetings held at 7.30 pm on 14 May 2024 in St Paul's Church

1	<p><b>WELCOME</b></p> <p>Bill Lucas welcomed the attendees to the meeting:</p> <p>Revd Jonathan Rowe (Rector and Chair)</p> <p>Bill Lucas (Vice-Chair)</p> <p>Stephen Adam</p> <p>Rosemary Beardow</p> <p>Alison Collins</p> <p>Revd Mary Copping</p> <p>Kathleen Freeman</p> <p>Norma Goodwin</p> <p>Talia Hedstrom</p> <p>Phyllida James</p> <p>Helen Jesty</p> <p>Jonathan Jesty</p> <p>Keith Jones</p> <p>Sandra Lewis</p> <p>Anne Odling</p> <p>Lizette Pugh</p> <p>Hilary Rowe</p> <p>Linda Russell-Smith</p> <p>Mike Russell-Smith</p> <p>John Schulz</p> <p>Nathalie Schulz (Minute-taker)</p> <p>Vicky Scott</p> <p>Christopher Seaman</p> <p>Tim Stannard</p> <p>Vicki Tibbitts</p> <p>Jan Walley</p> <p>Dick Wilkinson</p> <p>Revd Rhiannon Wilmott</p>
2	<p><b>APOLOGIES</b></p> <p>Apologies were received from: Revd Liz Stuart, Janet Bird, Alexa Heady, Philip Young</p>
3	<p><b>COMPLINE</b></p>

<b>THE ANNUAL PAROCHIAL CHURCH MEETING</b>	
4	<p><b>MINUTES OF THE PREVIOUS YEAR'S MEETING</b></p> <p>The minutes of the previous year's annual meeting held on 22 May 2023 were approved.</p>
5	<p><b>ELECTORAL ROLL</b></p> <p>Alison Collins, the Electoral Roll Officer, presented the revised Electoral Roll, which lists 251 people, made up of 106 who are resident in the parish and 145 who are non-resident. She explained that 17 people had been added to the roll and 10 had been removed.</p>
6	<p><b>ANNUAL REPORT AND FINANCIAL STATEMENTS</b></p> <p>Tim Stannard (Hon. Treasurer) said that although a deficit had been predicted for 2023, the year had ended with a small surplus. He explained that the reasons for the surplus were not likely to re-occur and that efforts would be needed to achieve a balanced budget for 2024.</p> <p>The meeting agreed to receive the 2023 annual report and financial statements.</p>
7	<p><b>REPORT BY CHURCHWARDENS</b></p> <p>The APCM received the summaries of the Terrier &amp; Inventory for each church; the following changes were highlighted:</p> <ul style="list-style-type: none"> <li>- St Paul's: the new altar and president's chair, and the memorial stone to Canon Peter Seal.</li> <li>- St Matthew's: in July 2023 there had been some criminal damage to St Matthew's and some missing items which had been reported to the police.</li> </ul>
8	<p><b>DEANERY SYNOD REPORT</b></p> <p>The Rector reported the Deanery Synod had met twice the previous year, and that a successful Deanery Ideas Fair had been held at St Paul's.</p>
9	<p><b>ELECTIONS</b></p> <p><b>Parochial Church Council (PCC)</b></p> <p>The Rector asked the meeting if it wanted to hold individual elections of PCC members. The meeting agreed that this was not required.</p> <p>The following Lay Representatives were elected to the PCC without opposition (proposer and seconder listed):</p> <p>Stephen Adam (Elizabeth Anne Odling, Christopher Seaman)  Rosemary Beardow (Victoria Scott, K.N. Jones)  Kathleen Freeman (Victoria Scott, Elizabeth Anne Odling)  Keith Jones (Norma Goodwin, Lizette Pugh)  Richard Wilkinson (Michael Russell-Smith, Talia Hedstrom)</p> <p>A nomination form was also received for Ross Darter, who was not eligible for election as he had not been on the Parish electoral roll for six months. (See minute 17 below).</p>

	<p>The Rector noted that as well as the elected representatives the PCC also consists of clergy licensed to the Parish, the churchwardens, and the Deanery Synod representatives (Sandra Lewis and Vicky Scott).</p> <p><b>Churches Together in Winchester</b> The Rector explained that the current representative, Christine Smith wishes to resign. No one stood for election to this role.</p>
10	<p><b>INDEPENDENT EXAMINER</b> Tim Stannard proposed, Sandra Lewis seconded, and all agreed that Chris Goodhead of Knight Goodhead in Chandler’s Ford be appointed as independent examiner of the 2024 accounts.</p>
11	<p><b>PERIOD OF SERVICE FOR CHURCHWARDENS</b> Bill Lucas proposed, Anne Odling seconded, and all agreed that: the maximum continuous period of service as churchwarden of the parish of six terms of office does not apply this year.</p>
12	<p><b>SAFEGUARDING REPORT</b> The Revd Liz Stuart provided the following written report in advance of the meeting:</p> <p>The care and protection of children, young people and adults involved in church activities is the responsibility of everyone who participates in the life of the Church. In this parish we are committed to promoting a safe environment and culture and supporting all those who come into our churches as part of our mission to be a welcoming and safe space for all to find a home and flourish.</p> <p>Liz Stuart became the Parish Safeguarding Officer (PSO) in 2022. Since then, we have focused on ensuring that the parish has all the requisite policies and procedures in place as required by the Church of England. We are now fully compliant in that regard.</p> <p>In 2023 the PCC approved the formation of a Parish Safeguarding Committee to deal with safeguarding matters on its behalf. The committee ensures that the parish remains compliant with all the safeguarding expectations of the Church of England in terms of policies, procedures, and practices through monitoring of our Parish Safeguarding Dashboard which is a device supplied by the diocese to help parishes evaluate their compliance. The committee also receives reports on case work as well as DBS compliance.</p> <p>Ian Valentine is our DBS officer. We have worked in the last year to ensure that all roles have role descriptions with levels of DBS clearance and safeguarding training detailed.</p> <p>We practice safer recruitment in our recruitment processes.</p> <p>The PSO is currently conducting an audit of safeguarding training against the Diocesan Safeguarding Training Matrix which details which roles are required to undertake safeguarding training and to what level. The diocese requires safeguarding training to be refreshed every three years.</p>

13	<p><b>ANY OTHER BUSINESS</b> There was no other business.</p>
<p><b>THE ANNUAL MEETING OF PARISHIONERS TO ELECT CHURCHWARDENS</b></p>	
14	<p><b>MINUTES OF THE PREVIOUS YEAR'S MEETING</b> The minutes of the previous year's annual meeting held on 22 May 2023 were approved.</p>
15	<p><b>ELECTIONS</b> Churchwardens were elected as follows, all by unanimity:</p> <p>For St Matthew's: Michael Russell-Smith, proposed by Elizabeth Anne Odling and seconded by Richard Wilkinson Elizabeth Anne Odling, proposed by Michael Russell-Smith and seconded by Sue Walker.</p> <p>For St Paul's: William Lucas, proposed by John Schulz and seconded by M.R. Joseph Christopher Seaman, proposed by John Schulz and seconded by Sandra Lewis.</p>
<p><b>RECTOR'S REPORT &amp; QUESTIONS</b></p>	
6	<p><b>Rector's Report</b> The Bible insists that the People of God 'remember'. Above all, to recall God's mighty acts. In the Old Testament these are principally his rescue at the Exodus, which becomes one of the main ways in which God's salvation in Jesus is interpreted within the New Testament. And, of course, our principal act of remembrance is Holy Communion. Remembering is crucial because it reminds us that God's grace is prior to anything we might do. In that light, the Rector rehearsed some of what took place since the last APCM.</p> <p>Undergirding particular highlights has been a rhythm of worship at both St Matthew's and St Paul's, at which congregation numbers have increased steadily. The St Paul's at 4 service for young children and their families has transformed into Bubble Church, very successfully launched in April. The same month, we started a contemplative 'Journeying Together' service on the last Sunday of each month. And a faithful group meditates each week. Funerals, thanksgiving services, weddings and baptisms were held at both St Matthew's and St Paul's. And the memorial service for Peter Seal in February was profoundly moving.</p> <p>New initiatives during the last 12 months were the community 'Flex &amp; Flow' exercise on Saturday morning and a wonderful new singing group every fortnight on Sunday evening. Ongoing ministry in Winchester has included Have a Meal on Us and Community Day. And Advent, post-Christmas <i>Curious?</i> course and Lent groups were offered. We discovered that Saturday morning was a popular time for discussion and look forward to more events at that time in the future.</p> <p>Beyond Ourselves, we focussed upon the following charities: Tearfund (Climate Change), Feed the Minds (women's education), Barnabas Aid (persecuted Church), Southampton &amp; Winchester Visitors' Group (refugees), Spurgeon's (Winchester Prison), Boaz (Differently abled).</p>

Our work with Western School has continued and bloomed. Vicki Tibbitts (Chair) and the Rector (ex officio) are governors; Helen Jesty completed her term as governor during 2023. The clergy provide frequent input to school assemblies; and each year every group pays a visit to St Paul's for a special service. Vicki Tibbitts instigated a very well received School Carol Service and a physical and online Community Advent Calendar. And the Rector helped the headteacher develop the school's Christian ethos, especially the rationale of the school's values, love, compassion and respect. All this work has culminated in a very positive SIAMS inspection. Staying on the education front, Rhiannon Wilmott, Curate, has been involved with the Christian Union at Peter Symonds College as well as leading elements of the college's Carol and Founder's Day services.

Our work with and for children, youth and families has developed very significantly since the appointment of Vicki Tibbitts as Children and Youth Ministry Leader. And there have been important changes to communications following the appointment of Claire Thompson as Communications Officer.

Another area which has seen a change of leadership is our team of Parish Visitors. The Rector thanked Jan Walley who has led the PV team for many years, and welcomed Jo, Penny, Henrietta and Keith to the combined leadership role.

Another active group within our churches keeps an eye on our care for the environment. Their work culminated in the very impressive achievement of an A Rocha Silver Award for St Paul's.

All this work and ministry needs funding. The Rector thanked the Treasurer and Finance Committee for their oversight, which produced a balanced budget. The Treasurer has decided to step back from some of his roles – a Job Profile for his replacement will be published shortly. Further work on stewardship is planned.

The Rector thanked Nick Page, Chair of the Building for Life Committee for overseeing care of our church buildings. He observed that most ministry and work at St Matthew's and St Paul's is fuelled by coffee and cake and thanked the team who lead Coffee Pots, organise the Bring and Share lunches, and Sunday Coffee or sherry – ministries which are key to building community.

He also thanked:

- Christine Smith, stepping down as the parish's Churches Together in Winchester Representative.
- The PCC members who have decided not to seek re-election: Talia, Linda and Alexa. And Charlotte Darter who has been our PCC Secretary for the last year.
- The clergy, staff and wardens.

The Rector concluded by noting that everyone's endeavours are a sign of God's grace at work as we journey together. His dream is not that we do more. But that we know God more, love him more, that our faithfulness means we understand his love, are more fascinated by Jesus and that our experience of faith is ever more profound. And so, he encourages us to 'journey on'...

**Questions**

	<p>Jan Waley asked whether weekly attendance is growing and what this could mean for giving. The Rector replied that St Matthew's attendance varies but can be up to about 20 people, while the Wednesday service has 10-15 people. St Paul's is now averaging 100 people plus children on a Sunday morning.</p> <p>Vicki Tibbitts asked about home groups and what is being done to promote them. The Rector noted that as well as the regular groups there are groups at Advent and Christmas and that after Christmas there had been the "Curious" group; he is exploring how we might develop additional groups.</p> <p>Alison Collins passed on thanks from her mother for the streamed services and asked if they would be continuing. The Rector said that there are no plans to stop streaming the services at St Paul's.</p> <p>Lizette Pugh suggested that with the emphasis in the Parish on environmental issues that Rogationtide and Lamas should be celebrated. The Rector said that there would be a special Green Communion service on 16<sup>th</sup> June with the author Ruth Valerio followed by a bring and share lunch.</p> <p>Stephen Adam thanked the Rector and Hilary Rowe on behalf of the Parish for their faith led service.</p>
<b>MEETING OF THE NEWLY ELECTED PCC TO ELECT OFFICERS</b>	
17	<p><b>ELECTIONS</b>  <b>Co-option to the PCC</b>  Ross Darter was unanimously co-opted to the PCC with Bill Lucas proposing and Christopher Seaman seconding.</p> <p><b>Honorary Secretary</b>  Vicky Scott was unanimously elected Honorary Secretary with Rosemary Beardow proposing and Kathleen Freeman seconding.</p> <p><b>Honorary Treasurer</b>  Tim Stannard was unanimously appointed Honorary Treasurer with Chris Seaman proposing and Anne Odling seconding. It was noted that Tim plans to resign from the role after three months.</p> <p><b>Vice-Chair</b>  Bill Lucas was unanimously elected vice-chair of the PCC with Christopher Seaman proposing and Sandra Lewis seconding.</p>
18	<p><b>NEXT MEETING</b>  The next meeting of the PCC was confirmed as  - 17 July 2024 – St Paul's Church</p> <p>Future meetings will be held on:  - 7:30pm, Tuesday, 1 October – St Paul's Church  - 10:00am, Saturday, 9 November – St Paul's Church</p>

19	<b>COMPLINE (CONT'D)</b>
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