

**St. Nicholas Church, Shepperton**  
**Annual Parochial Church Meeting**  
Monday 19<sup>th</sup> April 2021  
at 8.00pm  
By Zoom

**AGENDA**

1. Apologies for Absence
2. Minutes of the APCM of 20th October 2020
3. Matters Arising
4. Report of the activities of the PCC in 2020/21
5. Churchwardens' Fabric Report
6. Presentation of the Accounts for 2020
7. Appointment of Auditor
8. The Parish Centre - Chairman's Report and overview of accounts for 2020
9. Electoral Roll Officer's Report
10. Safeguarding Officer's Report
11. Spelthorne Deanery Synod Report
12. Other Church Reports

13. Elections to the Parochial Church Council (3 members)

14. Any Other Business (previously notified)

**Minutes of the Annual Parochial Church Council of St Nicholas’  
Church, Shepperton  
held on Tuesday 20<sup>th</sup> October 2020  
via Zoom**

The Head Church Warden Peter Davies, presided and welcomed the congregation via Zoom and began with an opening prayer.

**1. Apologies for Absence**

Simon Sheldon, Richard Walsh, Bill Powell, Jane Davies.

**2. Election of Churchwardens**

John Child was elected - Proposed by: Hilary Dyer Seconded by: Peter Davies

There was an electronic poll via Zoom for the congregation which was passed.

Peter noted that John had been providing support to the Churchwardens for a few months and thanked both Janice Weatherall and John Child for their support over the last months since Chris Swift retired, He also thanked Sylvia Carter, a past Churchwarden, with whom he had worked for two years.

Janice thanked Peter for all his hard work as Churchwarden for the last four years.

**3. Minutes of the APCM of 28th April 2019**

No comments or questions were raised. The minutes were duly approved. Proposed by: John Child Seconded by: Janice Weatherall.

**4. Matters Arising**

No matters arising.

**5. Report of the activities of the PCC in 2019/20**

Peter noted that Safeguarding responsibilities had been met. Margaret Bennett asked for clarification about the proposed movement of the Rood Screen. Peter clarified that this has been put on hold because of other priorities such as repair of the Tower. He also noted that the Dias was moved for safety reasons. Janice confirmed that there is a faculty in place to fix the vestry roof however the work is on hold until there is suitable dry weather and that the electrics in the rest of the church have not been compromised. Peter gave his thanks to those members of the PCC who were stepping down this year: Mike Ralph, Elizabeth Harrow and Angie Enoch Shore.

**6. Churchwardens’ Fabric Report**

Nothing to add that had not already been discussed during the previous point. Peter said that if anyone wished to read the Quinquennial report then he would forward that to them. He said that it has been estimated that it would cost in the region of £100K to repair the tower. Kathy Hodge confirmed that any monies left over from the previous restoration work (£9K) was not enough to cover the cost of the tower so it was thought that it would be used for other restoration in the church and that there would need to be a separate fundraising effort to repair the tower. Janice noted that the Cleaning team would be beginning work again shortly and that cleaning the newly exposed tiles would help with their appearance but care would have to be taken to not damage them. It was decided not to put carpet over the tiles as this would be a potential trip hazard. Maggie Hammond noted that the Friends of St. Nicholas Church have agreed to fund a new Vacuum cleaner for the church, which has been ordered.

## **7. Presentation of the Accounts for 2019**

The accounts were displayed on screen. Kathy noted that the percentage of income going to the Common fund was unsustainable and that we would be in a very difficult financial position by the end of the year. Janice clarified that the Government would not be providing financial support to churches. Kathy said that if anyone had questions at a later date, she would be happy to take them. Hilary Dyer thanked Kathy for her hard work. Seconded by Peter Davies.

Peter asked the meeting to adopt the accounts: Proposed by: Janice Weatherall and Seconded by: John Child. All agreed to their acceptance.

## **8. Appointment of Auditor**

Kathy advised that Heather Powell, who audited the accounts this year free of charge has kindly agreed to do this again.

## **9. The Parish Centre - Chairman's Report and overview of accounts for 2019**

The Accounts were displayed on screen. John Child noted that some fabric had needed to be attended to, especially as the centre was now over 20 years old. Further expense on redecoration was put on hold once lockdown was announced. It was noted that the centre lost income during lockdown due to the nursery and Pilates classes closing during that period.

## **10. Electoral Roll Officer's Report**

Doris noted no significant changes. Peter thanked Doris for maintaining the list.

## **11. Safeguarding Officer's Report**

Susan reiterated that the Safeguarding policy needed to be adopted at the first meeting of the PCC and to please keep Safeguarding on our radar during these difficult times. Margaret Bennett asked if there was a Safeguarding policy for online services issued by the diocese. Susan said that one had not been provided. Margaret agreed to share the Girl Guiding policy with Susan for reference.

## **12. Spelthorne Deanery Synod Report**

No questions were raised.

## **13. Other Church Reports**

Maggie Hammond noted that the Friends of St. Nicholas are awaiting any requests but that there was no expectation that they would fund repair of the tower.

## **14. Elections to the Parochial Church Council (5 members) & Deanery Synod (3 members)**

Sylvia Carter, Simon Sheldon, Hilary Dyer, Margaret Bennett and Maggie Hammond were proposed for the PCC. There was an electronic poll and all were duly approved. It was noted by John Child that 2 roles are for 2 years and 3 roles for 3 years. How these are allocated will be agreed at the first PCC meeting.

Jo Child, Guy Blythman and Doris Neville-Davies were proposed for Deanery Synod. There was an electronic poll and all were duly approved.

## **15. Election of Sides-persons**

All those who previously held the position of Sides-person were elected via an electronic poll, however, since none of these had been asked if they wished to continue, it was agreed that all could decline the role at a later date if they no longer wished to continue. It was also noted that new sides persons can be agreed at future PCC meetings.

Peter asked for help in welcoming guest priests and assisting with sharing hand sanitizer during the service; which is currently being done by Churchwardens. Hilary Dyer asked if this could be done by the Welcomers. It was agreed if they felt comfortable doing so, then we could begin asking Welcomers and Sides Persons to join a rota going forward.

#### **16. Any Other Business (previously notified)**

Margaret Bennett asked that Sally Passingham's contribution to the adoption of zoom services and services from Church to be noted, as her work had been key to its success.

Hilary Dyer asked about the timing of the recruitment of a new priest. Peter Davies clarified the steps that need to be completed. These include: Writing a Parish Profile (an honest representation of who we are, what we do, and what we want), Agree who are the two people who will meet the potential candidates, and the dissolving of the united benefice with Littleton. Once these have been done a 'section 11' meeting will follow and an advert can be placed for the role. Janice Weatherall noted that it was not expected to have a new incumbent before September 2021. Janice also said that the diocese was considering renting the Rectory on a short-term basis, as not only would this help with the security and upkeep of the building but also raise funds.

Kathy Hodge asked for the extraordinary efforts of Peter, Janice and John over the last few months to be noted.

The meeting closed at 9.20pm with The Grace

## **St Nicholas Church - Annual Report for 2020 - 2021**

The PCC has the responsibility of co-operating with the incumbent, in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has overall responsibility for the Parish Centre but has delegated the day-to-day running of the centre to a Management Committee.

### **Membership**

During the year the following served as members of the PCC:

Incumbent	Vacancy	
Curate	Vacancy	
Churchwardens	Janice Wetherell	from April 2017
	John Child	from October 2020
Representatives on the	Jo Child	from October 2020
Deanery Synod	Guy Blythman	from October 2020
	Doris Neville-Davies	from October 2020



Elected Members	Pamela Powell	from April : retiring
	Sharon Fish	from April 2018
	vacancy	
	Mark Steptoe	from April 2019- 2022
	Sylvia Carter	from October 2020-2022
	Hilary Dyer	from October 2020-2022
	Margaret Bennet	from October 2020 -2023
	Maggie Hammond	from October 2020- 2023
	Simon Sheldon	from October 2020- 2023
Ex Officio	Liz Felsing (St Nicholas School)	From Sept 2012
Treasurer	Kathy Hodge	From Sept 2015
Secretary	Vacancy	

## **Summary of the activities of the PCC during 2020 - 2021**

As the last APCM was held on 20 October 2020, there have been just six meetings of the PCC in the last six months. The majority of the meetings have dealt with both the process of appointing a new rector and the running of the parish by the wardens during the interregnum. By far the most important task was the compilation of the Parish Profile which was finally agreed at our section 11 meeting on February 22<sup>nd</sup>. The process involved detailed discussion on a wide variety of issues and showed real teamwork in reaching a clear consensus. On 18<sup>th</sup> January Rev Jonathan Rust, Director of Mission for the Kensington area returned to address the PCC on the process of appointment of a new rector (since 5 new members had been elected at the APCM.) At the section 11 meeting which followed, the wardens were chosen as the parish representatives on the appointments committee.

The continued effects of the corona virus were most noticeably reflected in the financial statements which Kathy presented to us each meeting. The deficit not surprisingly rose from just over £6k during 2019 to almost £15k in 2020. We were fortunate that so many members of the congregation give by standing order/direct debit each month. The PCC agreed at its November meeting that it would contribute £50k towards the diocesan quota of £85k for 2021, since we could not continue to draw on our reserves with such an uncertain future. It also agreed that 75% of normal income (collections, stewardship, donations and gift aid) would in future be the ceiling of any offer towards the quota.

The PCC approved the restrictions on public worship which were re-introduced between January - March.

Advice was sought from the Diocesan Registrar over burial plots in the cemetery when it became apparent that the list of faculties that had been purchased prior to the closure of the cemetery in 1989 had been mislaid.

Two new Foundation Governors for St Nicholas Primary school were approved: Sylvia Carter & Dr Catherine James & Robin Campbell's extension for a further 4 years was also approved.

The wardens would like to thank the PCC for their support and wisdom over the past six months and wish to record their special thanks to Sally Passingham for all her hard work in ensuring that the 9.30am services were available on Zoom each week and to Margaret Bennet for ensuring the 11.15am Alternative Worship continued by Zoom.

Finally we both wish to acknowledge the tremendous support we have received from Fr Joseph Fernandes, Area Dean, Richard Frank, our Archdeacon & all the clergy from St Mary's Sunbury ( Fr Andrew Downes; Fr Simon Douglas- Lane & Rev Carole George) and to Rev Sue Wood, Rev Elizabeth Greenwood & Richard Ghail who have ensured we have been able to celebrate the Eucharist each Sunday.

## **St Nicholas Church - Fabric Report**

We are happy to report that a faculty was received for the vestry roof which was recovered with a modern waterproof material. Work was delayed by bad weather again, but was finally completed and is guaranteed for 20 years.

It was decided to accept the donation of a large good quality rug where the dais had stood. This will protect the historic tiles until the new incumbent decides whether to reinstate a dais, have the area carpeted or suggest a different solution.

Paperwork from Rev Chris Swift shows that the kind offer by Meryl Bradbury to install a labyrinth in the church grounds in memory of John Bradbury had to be regretfully declined. This was following advice from the diocese and related to Health and Safety and the space available.

The next year will see preparations started for the repair of the Tower, as identified in the Quinquennial Inspection report.

Janice Wetherell

## **St. Nicholas Parish Centre Report 2020 - 2021**

Last year I reported that the Parish Centre had made a financial loss mainly due to spending over a third of our income on refurbishment. Also, the outlook for 2020 was difficult to predict due to Covid but a significant loss seemed inevitable - sadly, this has become reality.

The covid pandemic had a serious impact on our finances, since all our hirers were unable to use the centre during the first lockdown which began in March 2020. The Roseacre Playgroup was able to return from September - December as was our Friday evening group, but none of our other regular hirers were in a position to operate because of Government restrictions.

The result of all of this was that our income was reduced by 50% and only by careful budgeting and economies were we able to keep the deficit under £2.5k. Hopefully with the gradual easing of restrictions first from March & then from April & May we will be able to welcome back some of our former supporters and engage with new groups and revive our income streams - don't forget, if you are planning a special event such as birthday celebrations, we have great facilities available for you.

Finally, my thanks go to the management team comprising Julia, Liane, John, Peter, all supported by our scribe Guy. My thanks also to our many volunteers who I'm sure cannot wait to resume their activities and assist with the smooth running of Centre.

Michael J Wood  
Chairman, St Nicholas Parish Centre

## ST NICHOLAS PARISH CENTRE INCOME & EXPENDITURE ACCOUNT

### FOR THE YEAR ENDING 31<sup>ST</sup> December 2020

<u>2019</u>	<u>INCOME</u>	<u>2020</u>	<u>2019</u>	<u>EXPENDITURE</u>	<u>2020</u>
13906	Commercial	6357	3033	Gas	4234
540	Private	200	1645	Electricity	1356
24	Interest	11	3318	Cleaning	1508
1675	Church & Misc	548	216	Water Rates	74
	Donation	300	110	Telephone	94
744	<b>Deficit</b>	<b>2342</b>	1204	Housekeeping	305
			1225	Refuse Collection	620
			6138	Maintenance	1492
				Miscellaneous	75
<b><u>16,889</u></b>		<b><u>9,758</u></b>	<b><u>16,889</u></b>		<b><u>9,758</u></b>

### BALANCE SHEET AS AT 31<sup>ST</sup> DECEMBER 2020

Opening Balance 1/1/20	17,064	Nat West current a/c	2,286
Less Deficit 2020	2,342	Business Reserve	12,436
	<b>14,722</b>		<b>14,722</b>

John Child ( Hon Treasurer) 7.1.21

I have examined the books of account and vouchers etc provided by the Hon Treasurer and confirm that these accounts are in accordance therewith.

A.K.Hodge 13.2.21

### **ELECTORAL ROLL OFFICER'S REPORT**

As reported at the last APCM there were 147 names on the 2020 electoral roll. Since then seven names have been added. The names of eight people, who have either died or moved away from the parish, have been removed, making the total on the 2021 electoral roll 146.

Doris Neville-Davies

Electoral Roll Officer

### **Safeguarding Report - 2020-2021**

I am happy to report there have been no safeguarding incidents since the last APCM in October 2020 that required advice from either the Diocese or local social services.

The PCC adopted the Safeguarding Policy Statement at their meeting in November 2020 and this can be found on the website. There are also informative links giving advice from the National Safeguarding Team and domestic abuse helplines.

The annual Parish Safeguarding Self-Audit was presented to the PCC in March 2021 and will subsequently be submitted to the Diocese via their new Online Parish Return.

As we approach a return to more normal church activities, it is a timely reminder that the Diocese offer several excellent online safeguarding courses. 'Basic Awareness' and 'Foundation' can be completed by any member of the congregation and the Diocese particularly recommend anyone who holds a role within the church are encouraged to complete them. They can be found at <https://safeguardingtraining.cofeportal.org/>.

As always, a reminder that the issue of safeguarding is everyone's responsibility. So please do raise any concerns privately with me - my details are available via the Parish Office and on the website.

**Susan Smith JP**

**Safeguarding Officer**

## Spelthorne Deanery Report 2020

The Spelthorne Deanery Mission took place in February 2020. This was preceded by a few preparatory training events initiated by the former Area Dean, Rev Andy Saville. There were many meetings, social events and school visits throughout the Deanery and Bishop Graham Tomlin spoke at a lot of these meetings. Generally the mission was an encouragement to all those who participated and a challenge to us all to do more in future.

Normally Synod meetings provide an opportunity for sharing news and enjoying fellowship with the clergy and lay representatives from the 11 churches within Spelthorne Deanery. Despite the national lockdown restrictions from March 2020, the Synod successfully continued with a programme of meetings remotely on zoom. Fr Joseph Fernandes, the incumbent of St Hilda's Ashford, was appointed as Area Dean in March 2020. Rev Chris Swift retired from St Nicholas's Shepperton after many years of dedicated ministry. Revd Allen Bower was licensed as the new Vicar of St Saviour's, Sunbury in September.

There were several Annual Finance meetings hosted remotely over zoom by Archdeacon Richard Frank and Rev Mary Spredbury (Diocesan Finance Officer) during the summer. Each Church Treasurer and PCC representatives were able to participate. In June, the Bishop of London, Rt Rev and Rt Hon Dame Sarah Mullally gave an inspiring talk on the Diocese of London's vision for the next decade and then participated in a Q&A session on current topics. She noted that there had been some very positive effects of the lockdown period for example many churches have developed good on-line services, small home groups had been supporting each other well using zoom meetings and many families, including her own, have been able to spend time together regularly for prayer and Bible reading. Referring to Life after Lockdown she mentioned that various changes are inevitable and we will not go back to a pre-lockdown "normal".

In the 2030 Vision Bishop Sarah said a principal objective would be for the Church to be there for every Londoner. The main ambitions of the vision are that we believe God is calling us to grow as:

- Confident Disciples
- Compassionate Communities
- Creative Growth in numbers

Referring to Acts 2:42- 7, she noted that the believers knew each other well, they shared things in common and then God added to their number.

At the Synod meeting in November, Bishop Graham Tomlin elaborated further on the Diocese of London Vision 2030. His introductory comments were that this is a vision with a big but not impossible ambition. The vision is that every Londoner (Spelthorne resident) should encounter the love of God in Christ and that this vision should be inspired by prayer. During the course of the presentation Bishop Graham made extensive references to Acts Chap 2 and how we need our church communities to become younger, safer and more racially diverse.

Father Joseph Fernandes

Spelthorne Area Dean

Norman W Head

Spelthorne Deanery Lay Chair

## **Other Church Reports**

The various church groups whose activities would normally be reported at this point have in general been unable to continue during the lockdown. The two below have continued to provide financial support.

### **Breakfast Club**

Despite not being able to meet for a year the Breakfast Club was able to send £100 to Crisis at Christmas. We received back a lovely letter from them thanking us for our donation. We look forward to being able to meet again soon and share breakfast together.

### **The Friends of St Nicholas Church**

The Friends is an organisation independent of our church, but closely associated with it. Our members come from different churches and from no churches but united in their wish to care for the fabric and grounds of our building. We raise money by holding regular, very enjoyable events, and we fund repairs and improvements to the church building at the request of the PCC. Last year Lockdown stopped us in our tracks, and we had to abandon our plans for fund raising events.

Nevertheless, since last October the Friends have continued to fund small necessities for the church - a new Hoover, plants for the garden, a new hot water boiler for coffee after church, when that is allowed again.

New members are always welcome. Fun will return! Please speak to Maggie Hammond, Julia Jelley, Hilary Grimes, Wendy Jay, Ann McDonough, Liz Davies or Stephen Gould if you would like to join us.