



ST NICHOLAS CHURCH SHEPPERTON

VESTRY MEETING FOR ELECTION OF
CHURCHWARDENS

and

ANNUAL PAROCHIAL CHURCH MEETING

SUNDAY 15TH MAY 2022



St. Nicholas Church, Shepperton

Sunday 15th May 2022 at 11.30am in the Church

AGENDA

VESTRY MEETING

- 1. Election of Churchwardens**
- 2. A.O.B.**

ANNUAL PAROCHIAL CHURCH MEETING

- 1. Prayer**
- 2. Apologies for Absence**
- 3. Approval of Minutes of the APCM of 19th April 2021**
- 4. Reports on the year.**
 - i) PCC Treasurer's report and presentation of accounts**
 - ii) Report on the activities of the PCC 2021/22**
 - iii) Churchwardens' Fabric report**
 - iv) Spelthorne Deanery Synod report**
 - v) Safeguarding Officer's report**
 - vi) Friends of St Nicholas Church report**
 - vii) Rector's report - to include formation of fund raising group for the Tower repairs**
- 5. Electoral Roll Officer's Report**
- 6. The Parish Centre – Chairman's Report and overview of accounts for 2021**
- 7. Motion to amend a Resolution regarding PCC tenure of office**
- 8. Elections to the Parochial Church Council (3 members)**
- 9. Appointment of Auditors to the Council**
- 10. Open microphone.**
- 11. Any Other Business (previously notified)**

Minutes of the Annual Parochial Church Meeting

of St Nicholas Church, Shepperton

held on Monday 19th April 2021
with Zoom

Janice Wetherell welcomed church members to the meeting at 8.00pm and invited the Area Dean, Father Joseph Fernandes, to open the meeting with a prayer.

1. Apologies for absence were received from Simon Sheldon and Richard Walsh
2. Minutes of the meeting on 20th October 2020 were approved and thanks were recorded to Sylvia Carter who prepared these Minutes.
3. There were no matters arising.
4. The Report of the activities of the PCC was read by John Child, detailing the preparation of the Parish Profile, the response to the fall in income as a result of the corona virus epidemic, and the re-introduction of restrictions on public worship. The appointment of Sylvia Carter and Dr Catherine James and the extension of Robin Campbell's term as Governors of St Nicholas Primary School had been approved. The Wardens offered their thanks in general to the PCC and in particular to Sally Passingham and Margaret Bennet for their work and for the support of the Area Dean, the Archdeacon and the clergy of St Mary's Sunbury. Thanks too to the Rev Sue Wood, the Rev Elizabeth Greenwood and Richard Ghail who ensured the celebration of the Eucharist each Sunday. He added that at the last PCC meeting on 22nd March it had been agreed to extend the tenure of Janice Wetherell for another year. Mark Steptoe proposed a vote of thanks and appreciation of the work and leadership of the Wardens during the period of interregnum.
5. Janice Wetherell read the Churchwardens' Fabric Report which recorded the repair of the vestry roof, the acceptance of a large rug for a temporary covering of the tiles where the dais had stood, and the reluctant decision not to proceed with the labyrinth in memory of John Bradbury, due to Health and Safety concerns. Preparations for the repair to the tower would begin next year.
6. The Treasurer presented the accounts, noting that the restrictions had left a General Fund deficit of £14,867. Regrettably the Common Fund offer for 2021 would have to be reduced to £50,000 to prevent further erosion of our reserves. Few people had been forced to curtail their giving by the pandemic, the fall of £7,000 in Stewardship giving had rather been due to loss of generous donors through death or moving away from the parish. Shepperton News had made a profit. Janice wished to record the thanks of the wardens and the PCC to the Treasurer.
7. Norman Dixon proposed Heather Powell be asked to be our Auditor for another year. Seconded by Janice Wetherell.
8. Parish Centre report read by John Child recorded a deficit for the year ending December 2020 of £2,342. Balance at the bank stood at £14,722 Roseacres Playgroup having closed in January due to low numbers, had re-opened in March and their numbers were slowly building

up again. From April and May it is hoped that some of our regular users will return and new groups and individual events can be received. The Chairman's thanks were recorded to the Management Committee.

9. The Electoral Roll Officer recorded that of the 147 names on the 2020 roll eight had been removed and seven added, leaving a total for 2021 of 146.

10. The Safeguarding Officer reported that there had been no incidents that required advice from the Diocese or local social services. The Safeguarding Self-Audit, having been presented to the PCC, would be submitted to the Diocese by the online Parish Return. She recommended online safeguarding courses offered by the Diocese and reminded the meeting that safeguarding was everyone's responsibility, urging people to raise any concerns privately with her.

11. The Spelthorne Deanery Synod Report was read by Jo Child, one of the deanery synod representatives. The report covered the Spelthorne Deanery Mission events in February 2020 and noted how well the Deanery had maintained the programme of meetings through the national lockdown on zoom. The Bishop of London had given an inspiring talk of the Diocese's Vision for 2030 and this was later elaborated by Bishop Graham Tomlin as he described the need for churches to become younger, safer and more diverse.

12. Other church groups whose activities would normally have been reported had mostly been unable to continue during the lockdown. The Breakfast Club had been able to send £100 to Crisis at Christmas and the Friends of St Nicholas Church had funded several small items for the church.

13. Elections to the Parochial Church Council. Janice Wetherell wished to record her appreciation of the devoted service given by two retiring members of the PCC, Sharon Fish and Pam Powell, during very difficult times in their family life.

The following nominations were received: Lynn Sutton-Bunnell
Alan Green
Alistair Naish

They were proposed by John Child, seconded by Janice Wetherell and elected unanimously.

14. Any other business - Christian Aid Week

John Child announced that permission had been given for Christian Aid envelopes to be received at a collecting point outside the Village Hall on Friday 14th and Saturday 15th May. Two people, suitably distanced, would be able to staff a collecting table. He had already 12 volunteers and four more people would suffice to cover the two days. More volunteers would reduce the length of each shift.

- The church website

Maggie Hammond wished to highlight the importance and usefulness of the church website as a point of contact and information, continuously updated and covering all aspects of church life. Janice supported this view and added that the Parish Profile was available on the website for

everyone to read. She thanked John for the efficiency and energy with which he had led the compilation of the profile.

There being no further business, the meeting concluded with the Grace.

St Nicholas Church – Annual Report for 2021 – 2022

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	The Reverend Carole George from September 2021	
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	Mark Steptoe	from April 2021
	Sylvia Carter	from October 2021
	Hilary Dyer	from October 2021
	Margaret Bennet	from October 2020 -2023
	Maggie Hammond	from October 2020- 2023
	Simon Sheldon	from October 2020- 2023
	Lynn Sutton-Bunnell	from April 2021
	Alan Green	from April 2021
	Alastair Naish	from April 2021

Ex Officio	Nik Cook (St Nicholas School)	from Spring 2020
Treasurer	Kathy Hodge	from Sept 2015
Secretary	Julia Jelley	from May 2021

Summary of the Activities of the PCC 2021-2022

The PCC has met on 8 occasions following the last APCM (19 April 2021) both by zoom and more recently in person. The first four meetings were held whilst we were still in interregnum and dealt largely with the appointment and arrangements for the induction of our new Rector, Rev Carole George.

The following headings are a summary of the main items which have been discussed:

1.COVID

The past year has continued to be dominated by covid 19 and the restrictions which it imposed on church life. The PCC has adopted a cautious approach throughout. In recent months we have been able to relax some of the measures and the return to normality can be seen with the re-instatement of the children's area; coffee after the 9.30 service; board games; bereavement cafe and this month the return of the Fun Choir to the parish centre.

The PCC recorded their sincere thanks to Sally Passingham, Margaret Bennet & Maggie Hammond who all ensured that our main services and website were able to reach parish members during the significant lock down period.

2.SAFEGUARDING

No safeguarding issues have been raised at any of our 8 meetings. The diocese has issued new guidance & Susan Smith (Safeguarding Officer) will brief the PCC at our May meeting about their impact. In the meantime Mark Steptoe has volunteered to be our GDPR (General Data Protection Regulations) Compliance Officer & Lynn Sutton-Bunnell has agreed to be our lead recruiter for Safeguarding.

3.MILANGE

Members of the Shepperton community responded with great generosity when we were informed that the school in our link parish of St Simon of Cyrene was unable to re-open because the boundary fence had not been erected. The sum of £1500 was quickly raised and matched by the diocese which allowed the school to re-open in January.

4.ARCHDEACON'S /AREA DEAN'S VISITATION-November 2021

This is supposed to occur every three years but because of covid and our previous rector's ill health, it was 6 years since our last "inspection". Fr Joseph rated us overall "Good" with much work in progress being noted. It was agreed we had 3 areas on which to concentrate:

- a) Producing a Mission Action Plan
- b) Updating our policies and practices such as Health & Safety & Safeguarding in the light of new diocesan advice
- c) Reviewing Stewardship so we had the finances to put all our plans into operation

5.FINANCE

The PCC in 2020 took the decision to reduce the amount paid in quota payments to the diocese from £73,000 to £50,000 in 2021 in the light of the pandemic and the interregnum and also based on a percentage of giving within the parish. As a result the church recorded its first small surplus in six years. Our quota payment for 2022 was then adjusted upwards to £55,000

6.ECO CHURCH

St Nicholas has been registered for an Eco Church award and to our delight has already achieved success in the areas of Worship & Teaching; Buildings; Land; & Community & Global encouragement. However on the Lifestyle section we failed to reach the threshold for an award- so look out for sermons and articles on how we might be more eco-friendly in our lifestyles!

Finally the Wardens wish to thank the PCC and all who support the mission and worship at St Nicholas in so many but essential ways.

John Child

St Nicholas Church- Fabric Report

Covid restrictions and the interregnum delayed all but essential work on the church. However a Buildings Committee has been formed with Hilary Grimes, Richard Walsh, Jimmy Harrow, Terry Shore, Rev Carole George and myself as its members. We have appointed a Structural Engineer- Mr Clive Dawson and currently await his inspection and report on the tower before we can start fund raising in earnest.

The PCC voted unanimously to approve the request to the Consistory Court of the diocese of London to dispose of the 1970s chipboard dais that was initially removed in 2020 under an interim faculty due to its deterioration and dangerous condition. This interim faculty however expired during the interregnum (The dais meanwhile has been quietly deteriorating further behind the parish centre where it is now causing problems with the damp course in that building) The appropriate notification was displaced both inside and outside the church and we are currently awaiting a decision.

We acknowledge with thanks a gift of a new candle snuffer provided by the Friends which makes both the lighting and extinguishing of the Paschal candle so much easier.

The churchwardens wish to record their gratitude to two people who have improved the condition of the churchyard in recent years – first to Ann

McDonough for all her hard work in ensuring St Nicholas gained joint 1st prize for its churchyard in the Spelthorne in Bloom competition 2021 and second to Neville who maintains the grass and flower meadow.

John Child & Janice Wetherell

Spelthorne Deanery Report 2021

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 continued with a programme of meetings remotely on zoom and then managed to meet in person for the meeting in October 2021.

Fr Joseph Fernandes, the incumbent of St Hilda's Ashford, continued to serve as Area Dean throughout 2021. Rev Carole George was installed as Rector of St Nicholas's Shepperton in September, two curates were appointed during the summer, Rev Johnny Lawes at All Saints Laleham and Rev Sophie Raeside at St Saviour's Upper Sunbury.

The February meeting featured a presentation by Patrick Regan OBE, founder and director of the Kintsugi Trust, and considered the Christian approach to dealing with mental health issues. Ven Richard Frank Archdeacon of Middlesex spoke at the June meeting on the theme of the "Vine and the Trellis" referring us to Jesus's teaching in John 15:5 about "I am the vine; you are the branches". He challenged us to check on our priorities within churches. As an example — although good administration, accounting and human resources are important, they should encourage rather than restrict Church growth.

Rev Derek Winterburn the Kensington Area lead for "Creation Care" which is one of the six pillars of the Compassionate Communities section of the London Diocese Capital Vision 2030 gave an illustrated talk and led a discussion at the October meeting. Derek's talk highlighted some of the effects and consequences of global warming and then considered how we as Christian communities can play our part in protecting the earth's resources. He encouraged us all to work on arranging for our churches to be recognised as ECO Churches.

The Annual Finance meetings were hosted remotely over zoom by Archdeacon Richard Frank and Rev Mary Spredbury (Diocesan Finance Officer) during the summer. Each Church Treasurer and many PCC representatives were able to participate.

During November and December Bishop Graham Tomlin gave three fascinating talks featuring the background and theology on the Nicene Creed open to all in the diocese.

At elections in 2021, Rev Jonathan Samedi of St Mary & St Peter Staines, Fr Andrew Downes of St Mary Sunbury, Mrs Carolyn Clark and Nick Wood-Dow were elected to the Diocesan Synod.

Father Joseph Fernandes
Dean

Norman W Head
Spelthorne Deanery Lay Chair

Safeguarding Report – 2021-2022

I am happy to report there have been no safeguarding incidents since the last APCM in April 2021 that required advice from either the Diocese or local social services.

The administration and topic of safeguarding has been greatly refreshed in the past year with the appointment of a new Head of Safeguarding for the Diocese – Martin Goodwin – who comes with 30 years experience in leadership and safeguarding roles in the police force. In addition, Caryn Webber has been assigned to St Nicholas as our Diocesan Safeguarding Advisor and so we have a very direct contact as might be needed.

The Safeguarding Team have initiated a monthly emailed Safeguarding Newsletter which contains up to date information on all aspects of safeguarding policy and procedures. More recently there has been the introduction of the Parish Safeguarding Dashboard which will allow users to monitor their compliance with safeguarding requirements.

The Parish Safeguarding Policy Statement, Safeguarding Information poster and the Parish Safeguarding Self audit will be revisited at the newly formed PCC meeting in due course. This will be the last time the Self Audit has to take place as we move to using the dashboard. The church website continues to have informative links giving advice from the National Safeguarding Team and domestic abuse helplines.

As we continue 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 that 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

Friends of St Nicholas Church

Many thanks to our members as the subscriptions due for this year were slightly in excess of the previous year. Donations received were boosted by our secretary continuing her popular outdoor teas. During June and July we held two outdoor fund raising events, a drinks evening and a riverside garden tea. A visit to Spelthorne Museum in Staines proved very popular. After making a £50 donation to the Museum we were left with a small profit. We managed to squeeze in a supper evening in November but with a restricted number of members present.

We still needed to continue paying our running costs for insurance and the web domain fee. We also paid the costs of repair to the outside lighting in the garden near the church car park as this had become a health and safety issue. We covered the cost of the garden brown bin and paid for various plants to enhance the area near the gates. We also paid for a permanent notice requesting visitors to close the main gates. This was installed by one of our members.

Despite this being a difficult year for arranging activities we still managed to increase our funds by £1681.00

Bereavement Café

The St Nicholas Bereavement Café is now well established having been in operation for 10 months. The Parish Centre has proved to be an ideal venue in times of Covid caution, at the same time providing a comfortable and welcoming space for people feeling vulnerable.

Thanks to a generous Donation from Rotary the Café is able to make a contribution to the running of the Parish Centre.

We have a good number of trained Volunteers and two more awaiting training. We are also very grateful for the willing support of several church members in welcoming Visitors and serving refreshments.

In February a 'Walk and Talk' group was established to serve the needs of those who prefer open air activity. This also takes place monthly, in between the Café sessions.

The Princess Alice Hospice supports similar Cafés in other locations and can provide information about these for anyone interested.

Rector's Report to the APCM 2021-2022

For me, obviously the most significant event of the past year has been my appointment as Rector of the Parish of St Nicholas, Shepperton. I would like to begin by thanking you all for the most warm and engaging welcome that you have shown towards us as we settled into life in the parish following my licensing in September 2021. When you start a new role, you are never quite sure how you will fit together and I hope that you would agree with me that my first six months here have been a fruitful time of us getting to know each other.

The end of an interregnum is always an exciting time, but often a challenging one too for a parish. Combine the end of an interregnum and an ongoing pandemic and it makes for an interesting mix!

Together though, I believe we have risen to this challenge. Of necessity during the pandemic, worship had moved online and the first challenge was to re-establish a regular pattern of services in the church whilst still maintaining a Covid safe space. The 8am service was reintroduced on a trial basis for 6 months. This congregation consists of a small but faithful group of worshippers and I intend to continue the 8am service twice monthly going forward. Our Parish Eucharist at 9.30am is seeing increasing numbers of people coming back to church and the 11.15am Alternative Worship continues with its enthusiastic group of leaders and helpers. Masks are still the order of the day at all our services as we still continue to maintain as safe a space as possible in which everyone can feel able to come and worship. We pray that going forward we can find appropriate measures as we all learn to live with the Covid virus.

My one sadness regarding services is that we had to stop online streaming the week before I arrived. At this point I would like to say a huge thank you to Sally Passingham and Margaret Bennett for their enormous input into the setting up and running of the Zoom services whilst numbers allowed in church were restricted. Sally moved away from the parish in late 2021 and nobody had come forward to take over the vital role of overseeing the Zooming of the 9.30am service, so our online presence ceased. I have started to stream Morning Prayer online from the Rectory to the St Nicholas Church FaceBook page but I am very aware that there are people who, for whatever reason, still cannot physically come to church and who very much miss being part of our regular congregation.

One of my priorities for the coming year is to see our church services back online. This will have a cost implication for the parish as new equipment – camera's etc - will need to be purchased, but I believe it is vital that our services are accessible to all.

One of the areas in which the parish were keen for their new Rector to concentrate on expanding was that of children and families. During the past six months I have been working with the Alternative Worship team to see how best we can attract new families and I am heartened that some of our baptism families have started to attend. We will continue this work in the coming months. We have been blessed that Simon Shutt, from FACT (Faith Awareness in Children Trust)

offered to bring his "Time to Worship Together" service to St Nicholas each month and this has been running successfully on a Sunday afternoon for the last few months. It is a time of worship for whole households – a story, prayers an activity and time to get to know each other over refreshments. This will continue to run over the next few months – do come along and see what it is about and do bring your friends too!

Next month, on Wednesday 11th May, we will be launching a new Baby and toddler group in the church for parents, carers, grandparents to come along to. A time of play, bible story, songs and fun and fellowship. Look out for the posters very soon and again tell your friends and neighbours.

One of our major projects this year will be related to the church building with the launch of our "Tower Appeal". In 2019 it was realised that major repair was required to the Tower. The Covid pandemic, coupled with the interregnum, meant that this project was not able to be progressed.

Now is the time for this to be investigated again. As we go to print, we are unsure of the likely total cost of the repairs but a figure of approximately £100,000 has been mentioned. Not a small amount, but we will work together with those in the local community and beyond to raise the funds necessary to start the repairs. A group to coordinate the fundraising of this amount will be established in the coming weeks. Do please keep both the building and fundraising groups in your prayers as they commence this necessary task.

This is generally the point at which I would say my thank you's to various people. I have learnt that if I try to list all the people I need to thank, I will, inevitably, leave out a vital person. So, I just want to say a very big thank you to everybody who has taken on any role within the parish during the past year. We will be saying some slightly more personal thank you's at the APCM meeting.

There is plenty more I could write about what we are planning to do together during the coming months. As we continue to come out of the pandemic, there are many activities still to be restarted, many activities to be reviewed. Our community here in Shepperton is but a small part of the body of Christ, but we are called to work together as individual parts of that body, to spread the Gospel message and to further the Kingdom of God here in our patch by the River Thames. I am excited to see the possibilities and opportunities that God will offer to us during the coming year.

With my love and prayers

Rev Carole

Electoral Roll Officer's Report 2021

As reported at the last APCM there were 146 names on the electoral roll. Since then seven names have been added. The names of nine people, who have either died or moved away from the parish, have been removed, making the total on the 2021 electoral roll 144.

Doris Neville-Davies

Electoral Roll Officer

St. Nicholas Parish Centre

The Parish Centre has continued the trend of the past 2 years and made a loss during the financial year 2021. However, prudent financial management from John to reduce our expenditure, has limited our losses to around £1,000 - just a little up on 2019 - despite a reduction in commercial income by 50%. Now we are moving towards a new normality, some of our operating costs may increase again.

Since mid-year, we have enjoyed several new lettings – White Lodge, Ashford Orchestra, the Wednesdays clarinet group. Also, Pilates sessions have resumed, the Bereavement Café has started up, and our regular residents – the Roseacre playgroup - are now open for business.

We always welcome new hires and if you are aware of any groups who may be interested, then tell them about us – and don't forget, if you are planning a special event such as a birthday celebration, we have great facilities available for you too.

A lot of activity goes on behind the scenes at the Parish Centre to keep it functioning as we would like. Recently, Julia has been advertising for a 'handyman' to assist with small items that need 'fixing' around the Parish Centre – changing light bulbs, fixing cupboard locks, etc. If anyone feels this is a role that they could do and would be willing to assist the team, then please let one of the management team know – it is part time (infrequent) with excellent pay and prospects!

Finally, my thanks go to the management team comprising Julia, Jean, 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