

**St Mary, Ketley**  
**District Church Annual General Meeting**

**Sunday 21<sup>st</sup> April, after 11.00am Service**

**AGENDA**

*Please note that items of Any Other Business should be given to the Chair (Revd Scott Edwards) prior to the start of the meeting.*

1. Opening Prayer
2. Attendance and Apologies
3. Minutes of last District Church AGM and any matters arising
4. Reports for the AGM, including the Electoral Roll report, for 2023
6. Treasurer's Report for St Mary, Ketley for 2023
7. Safeguarding
8. Elections:-
  - District church wardens (up to 2)
  - DCC members (max 8 in total including 2 district wardens)
  - Nominated PCC reps (2 including at least one District Warden)
9. AOB
10. Closing Prayer

Note: The election of the DCC Treasurer and Secretary can take place at either the next DCC meeting, or at a short DCC meeting held after the AGM (note, only DCC members vote on these posts)

ST MARY, KETLEY

District Church Annual General Meeting

Monday 17<sup>TH</sup> April 2023

1. Jo opened the meeting following a short said Communion Service.
2. Present: Revd Jo Farnworth, Revd Scot Edwards, Doreen Dyson, Ann Broadhurst, Mary Richards, Brian Richards, Anne Bailey, Helen Vellacott, Margaret Southall.
3. Minutes of the last District Church AGM and any matters arising: The  
minutes of the 2022 AGM were read and signed as a true record.  
Proposed: Mary Richards    Seconded: Anne Bailey.    All agreed    There were no  
matters Arising

4. Reports for the AGM, including the Electoral Roll for 2022:  
Jo said that when she looks back on 2022 it is with a sense of gratitude to God for the many blessings she had received and it is a privilege to serve as the team rector here. They are very thankful for the warm welcome that they have both received as they settled into their new home. It has been a year of change, it was with sadness we said goodbye to Jassica in May as she followed Gods calling to a new ministry in Oswestry. During the Team Vicar vacancy we were blest with the ministry of the Revd Vicky Day on loan from Muxton/Lilleshall in the autumn, and now we have the Revd Scott Edwards who has joined us as Team Vicar and things are looking more positive. She said that although we are few at St Mary's the one thing she values most is our team work how we bring everything together and what we give to the parish is our skills. With our small congregation all the parishes together we bring something special, we may never be the biggest church, but to hold our nerve and keep our eyes focused on Christ. The Wardens and Fabric Report is attached to 2022 minutes.

Electoral Roll: The Electoral Roll currently has 22 members  
Services attendance, Baptisms, Weddings and Funerals which took place are all attached with 2022 minutes

6. Treasurer's Report for St Mary, Ketley for 2022:  
Brian reported that it was a successful year with respect to our finances in that it ended with a bank balance of £5,400. However, this is mainly due to the work done by the fund raising team which enabled us to pay all the running costs and the Common Fund in full, plus a little extra. Brian would like to register his thanks also thanks from the DCC too Helen and Mary for the initial counting of the weekly collections.

The salient items in the accounts, compared to last year are as follows:-

Income		
Gift aid envelopes (regular giving)	£3,960	plus £200
Plate collections	£2,350	plus £1,000
Recovered income tax	£1,047	plus£300

Gift day	£2,288	
Expenditure		
Common fund	£4,400	
Running cost (gas, electricity)	£4,457	plus£2,000
Insurance	£2,098	

Note: 2021 figures were affected by Covid

Jo said we must keep our eye on the accounts as we are looking to pay more to the Common fund.

Thank you to Brian for all his hard work.

7. Safeguarding: There have been no safeguarding incidents reported in 2022. Jo then read out the Safeguarding Policy (which we are following) to the AGM.

8. Elections:

\* District church wardens We have 2 nominations: Doreen Dyson Ann Broadhurst Doreen and Ann were duly elected as District wardens for the next 12 months All in favour

\* DCC members: We have 3 Nominations: Helen Vellacott Anne Bailey Margaret Southall Helen, Anne and Margaret were duly elected to serve on the DCC for the next 12 months All in favour

\* Nominated PCC Reps: Doreen Dyson and Ann Broadhurst were duly elected as PCC reps for the next 12 months All in favour.

\* Deanery Synod rep: Mary Richards was duly elected to serve as Deanery Synod rep for the next 3 years All in favour.

9. AOB: None. There being no further business Jo closed the AGM at 8.00pm

## ST MARY, KETLEY ANNUAL REPORTS – 2023

Team Rector's report (for the whole parish)

Looking back at 2023, I am grateful to God for his faithfulness to us in Central Telford Parish. Our parish verse for 2023 was 'Jesus said "I am the light of the world. Whoever follows me will never walk in darkness but will have the light of life"' from John 8.12. In a world that seems increasing chaotic and uncertain, our prayer has been that our churches, and us as individuals, will have confidence that the light of Christ will guide us through these times. At the heart of this is a sense of our own responsibility to 'shine as lights' in the world enabling others to encounter the love of God. At times, our churches can seem fragile when we look at our financial situation and the numbers attending our services. However, I think that we have seen many glimmers of light in 2023 to give us confidence that God is at work among us, revealing the kind of churches that we are called to be at this time and in this place.

We had our Mission Plan as our guide but throughout the year it seemed that God was calling us to have a time to 'be still and know that I am God'. I think that this has been a blessing for us: to have a time to draw breath, to continue to rebuild post-Covid, and particularly to make sure that we look after one another and don't get over busy. This was particularly important during the vacancy for a Team Vicar, and has also been a real help to me since being asked to become Acting Archdeacon at very short notice in October 2023.

It was a joy to welcome Revd Scott Edwards as Team Vicar in March, and at the same time to welcome Chris Prescott as a Reader and I am grateful for all that they bring to the parish. I know that the occasional ministry of my husband Revd Roger Farnworth has been appreciated since he received Permission to Officiate, along with some other visiting clergy, Readers and lay ministers. We are also blessed with lay worship leaders who lead some Sunday morning services, evensong at Holy Trinity and other occasional services. It was also a delight to have Joe Grogan on placement with us as part of his training for ordination. Margaret Cartwright decided to step back from active Reader ministry during the year, which was a sadness for us, but it is important to recognise that God calls us into different ministries at different seasons of our life and we pray that Margaret will discover God's new call in the fullness of time.

I am grateful to all those who volunteer in so many different ways – some in very public roles and others who are quietly doing jobs in the background. It is a great blessing to our churches and our wider communities that so many are willing to serve God in many different ways. It is wonderful to be part of a parish where it's not expected that the Team Rector, or the Team Vicar, will do everything!

While we have said goodbye to some in our congregations, we have also welcomed new people into our church families. We have been able to pay our Common Fund in full and have been working hard to exercise good stewardship with our finances which is starting to move us on to a more secure footing. A lot of work has been done over the year to make sure that our churches are safe places, in terms of safeguarding, looking after the buildings and churchyards, and working towards having all the necessary policies and procedures in place.

We had a 'Season of Generosity' in the autumn to focus on how we can respond to the abundance of God's love which is given to us so freely. As part of this, everyone was asked to consider their financial generosity to the church, and also whether they could offer their particular skills. We had a good response, and I am particularly looking forward to us enabling those who offered their time and talents to do so in the coming year.

I hope that as you read through the reports from our wardens and group leaders, that you will recognise the number of different opportunities that are offered to help people to grow in faith and to worship, to share in the love of God through practical actions, to have fun and build friendships. My prayer is that in 2024 we continue to be aware of God blessing us by enabling us to be a parish where prayer and worship is at our heart, where we care for one another, where we see growth in our numbers and in our faith, where all have confidence to use their God-given talents, where all are welcome and where the good news of Jesus Christ and the love of God is encountered in all that we do.

*Revd Prebendary*

*Jo Farnworth*

### **St Mary's wardens' report:**

We are pleased to start our report with the good news of the appointment of our new vicar Revd Scott Edwards. His licencing service took place in March by Bishop Michael at St. Johns church Lawley. After twelve months of Revd Jo and Scott working together, we think it is safe to say they work very well as a team. We at St. Mary's are grateful for the work they have put in to ensure we have a service each week. We thank Jo for the improvement of communication between the four churches which has been achieved through the monthly news sheet and WhatsApp groups. It is fair to say at this point Revd Jo has had other responsibilities as Associate Archdeacon, so she has called on other clergy and lay ministers to help. We would like to thank them for the support they have given. Many thanks to all. During Lent members of St. Mary's attended Lent Group sessions at Holy Trinity. Holy Week, St. Mary's took part on Zoom Compline, Monday, Tuesday, Wednesday. Maundy Thursday service was held at St. Mary's. Some of us from St, Mary's attended a Good Friday service at Holy Trinity. Easter day all churches held services individually.

Ascension Day service was held at St. Mary's.

We were privileged to meet Jo Grogan in June-July who was a placement student, he gained some experience by taking part with services in all the four churches of CTP.

In September Ride and Stride took place and all four churches were open. We had more people visit our church than we have had for a long time, it was lovely to meet parishioners and show them around the church. Mary from St. Mary's and Hannah from Holy Trinity did a sponsored walk together around the whole of the CTP. Money was shared between St Mary's and Shropshire Historic Churches.

The Ecumenical Prayer Group used St Mary's for Quiet Mornings in July and October. Harvest festival, all produce was donated to the food bank at Dawley.

A generosity appeal was launched, everyone on the Electoral roll were sent envelopes containing an explanation of the needs of the church. It was a great success. Many thanks to all who responded.

November, Remembrance Service, parishioners laid wreaths at the memorial, along with Local Councillors.

December, children from Meadows school attended Christmas Experience. It needed two sessions, approx. 60 children attended in total. An absolute pleasure to have the children, they were so well behaved and knowledgeable of the story of the announcement of Jesus' birth.

We held our annual Carol Service on the 17th, which was well attended.

24th Crib Service / Midnight Mass.

Fund raising Fish 'N' Chip / Bingo Evenings, Garden Party at Doreen's, Coffee Morning at Mary's, Easter Raffle

*Ann Broadhurst and Doreen Dyson*

#### Fabric Report:

Gutters cleaned out in February. Later in the year bad storms caused problems. Water was coming in and running down the walls in the vestry, and several places in the church.

Guttering was cleared again above the vestry roof., which helped the problem, but not in other areas such as the windows in main body of the church. Containers have been placed to catch the water, but it is difficult to pinpoint exactly where the water is getting in. If the wind changes direction no water gets through. Complete inspection of the roof is needed. 30th October the Organ was tuned. Unfortunately, woodworm has been discovered. One pew in the church was found to be infected and dealt with., and then it was found on the peddles of the organ, which are live. Other areas in the church have been inspected but thankfully are not live. Smoke Alarm tested periodically. Also, the Exit lights above kitchen door and toilet door are checked periodically, they are in good working order. Gas Fires have been serviced. One of which is still not working (lack of funds). Fire Extinguishers have had their annual service. All electricals have been Pat. Tested in readiness for Quinquennial Inspection which took place in November. (still awaiting final report). I am sorry to report nothing has changed regarding the condition of vestry walls which are still unchanged. But I am sure everyone understands it is not a priority at this time, one day God willing it will get done.

Churchyard: The payback team have not been as regular as in the past, partly because of bad weather, but also the supervisor Sarah has retired. Knotweed has been discovered; fortunately, away from the building, this was reported to the council. The boundary wall on the right-hand side (as you enter the front gate) is deteriorating.

*Church Wardens Ann Broadhurst Doreen Dyson.*

#### DCC Report

There were 5 DCC meetings in 2023 and the topics discussed included: mission and ministry, future hopes for the church building, maintenance of the church, fundraising events, finances.

#### Electoral Roll

The electoral roll currently has 20 members

## Services

In 2023, attendances at services were:

Average Sunday	12
Easter Eve/Day	22
Christmas Eve/Day	55
Carol Services	58

The following baptisms, wedding and funerals took place:

Baptisms	8
Weddings	2
Funerals*	4
Interments	1

\*Includes funerals at crematorium for people living in the district

## Safeguarding

There have been no safeguarding incidents reported in the parish in 2023. When Hannah Yapp was appointed as our new Parish Safeguarding Co-ordinator, a safeguarding audit of each church was carried out to ensure that that our practice is as it should be. As a PCC, it was agreed that all new volunteers in the parish working with children/young people and vulnerable adults must go through the safer recruitment process before they start their role and this is not happening. We are ensuring that all of our Trustees and volunteers have a current DBS (when appropriate) and keep their Safeguarding Training up to date.

## Finance Report 2022

As ever, we are blessed at St Mary's by the generosity of our church family and wider circle of friends. We rely on the income from regular giving, occasional gifts and fundraising to enable us to pay our Common Fund (to cover ministry costs), maintain and run the building, and support the various activities that take place. In 2023, our total income was £11,449 (compared to £12,897 in 2022). The level of regular giving was similar to 2022 but in 2023 we didn't have a major Gift Appeal and so our total income was lower than in 2022.

However, our total expenditure in 2023 was £13,470 which was much higher than 2022 (£11,479). This was due to a slight increase in our Common Fund payment (to cover ministry costs), but more significantly due to an increase in fuel costs.

At the year end, we had a deficit of £2,021 but had sufficient reserves to cover this, which left a total of £3440 in our bank account. Clearly, if we have a similar deficit in 2023 our financial situation will become very fragile and we will need to manage our finances very carefully in 2024.

St Mary's Ketley

Analysis of income and expenditure  
Selected period: 01 January 2023 to 31 December 2023

	General	Designated	Restricted	Endowment	Total	
					This year	Last year
<b>Incoming resources</b>						
<b>Donations and Legacies</b>						
0101 - Gift Aid Envelopes/Donations	3,978.00	-	-	-	3,978.00	3,960.60
0110 - Direct Giving Envelopes - non gift aid	2,411.45	-	-	-	2,411.45	2,350.91
0150 - Payments received from other CTP accts	-	-	-	-	-	-
0301 - Plate Collections	-	-	-	-	-	-
0303 - Sundry Donations	488.49	-	-	-	488.49	192.00
0601 - Recoverable Income Tax	1,645.90	-	-	-	1,645.90	1,047.05
08A1 - Non-recurring one-off grants	250.00	-	-	-	250.00	650.00
1211 - Special Appeals gross fundraising income	260.00	-	-	-	260.00	2,288.00
<b>Donations and Legacies Totals</b>	<b>9,033.84</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,033.84</b>	<b>10,488.56</b>
<b>Income from charitable activities</b>						
1101 - Fees Received	-	-	-	-	-	-
1210 - Gross income from fund raising	2,415.40	-	-	-	2,415.40	2,408.20
1240 - Church Hall lettings and rent	-	-	-	-	-	-
<b>Income from charitable activities Totals</b>	<b>2,415.40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,415.40</b>	<b>2,408.20</b>
<b>Other trading activities</b>						
<b>Other trading activities Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investments</b>						
1020 - Bank/Building Society Interest	-	-	-	-	-	-
1040 - Dividends & Trust Income	-	-	-	-	-	-
<b>Investments Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Income</b>						
1206 - Sale of items	-	-	-	-	-	-
1401 - Insurance Claims	-	-	-	-	-	-
1402 - VAT and other refunds	-	-	-	-	-	-
<b>Other Income Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Incoming resources Grand totals</b>	<b>11,449.24</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,449.24</b>	<b>12,896.76</b>
<b>Resources used</b>						
<b>Raising funds</b>						
2202 - Bank Charges	-	-	-	-	-	-
<b>Raising funds Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditure on charitable activities</b>						
2100 - Donations/Gifts	477.15	-	-	-	477.15	297.00



	General	Designated	Restricted	Endowment	This year	Total Last year
2150 - Payments made to other CTP accts	-	-	-	-	-	-
2201 - Training	-	-	-	-	-	-
2210 - Telford Christian Council	-	-	-	-	-	-
2211 - Telephones	-	-	-	-	-	-
2302 - Fees paid to the Diocese	-	-	-	-	-	-
2303 - Housing Costs / Rent	-	-	-	-	-	-
2304 - Clergy Working Expenses	51.00	-	-	-	51.00	23.24
2320 - Payment of parish share to the Diocese	4,700.00	-	-	-	4,700.00	4,400.00
2330 - Running cost (inc Gas, water, electric)	5,866.01	-	-	-	5,866.01	4,457.20
2331 - Repairs/replacements/new items	144.00	-	-	-	144.00	-
2340 - Church Hall costs	-	-	-	-	-	-
2350 - Salaries/Wages/Honoraria	-	-	-	-	-	-
2355 - Insurance	2,232.38	-	-	-	2,232.38	2,098.93
2360 - Bookstall/magazine costs	-	-	-	-	-	-
2365 - Flowers	-	-	-	-	-	-
2370 - Children and Young People	-	-	-	-	-	-
2401 - Costs of fund raising	-	-	-	-	-	-
2411 - Printing / Copying / Publicity	-	-	-	-	-	4.96
2535 - Licence Fees	-	-	-	-	-	197.52
2601 - New Building or other major works	-	-	-	-	-	-
2630 - Other Payments	-	-	-	-	-	-
<b>Expenditure on charitable activities Totals</b>	<b>13,470.54</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,470.54</b>	<b>11,478.85</b>
<b>Other expenditure</b>						
<b>Other expenditure Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Resources used Grand totals</b>	<b>13,470.54</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,470.54</b>	<b>11,478.85</b>

**St Mary's Ketley**  
**Balance Sheet (Summary)**

	As at 31/12/2023	As at 31/12/2022
<b>Fixed assets</b>	-	-
<b>Current assets</b>		
Investments	(0.08)	(0.08)
Cash At Bank And In Hand	3,440.69	5,461.99
	<b>3,440.61</b>	<b>5,461.91</b>
<b>Liabilities</b>	-	-
<b>Net current assets less current liabilities</b>	<b>3,440.61</b>	<b>5,461.91</b>
<b>Total assets less current liabilities</b>	<b>3,440.61</b>	<b>5,461.91</b>
<b>Liabilities</b>	-	-
<b>Total net assets less liabilities</b>	<b>3,440.61</b>	<b>5,461.91</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
Unrestricted - General Funds	3,438.73	5,460.03
<b>Designated</b>		
Designated - Easy Access Account	1.88	1.88
<b>Restricted</b>		
<b>Fund Totals</b>	<b>3,440.61</b>	<b>5,461.91</b>

St Mary's Ketley

Statement of Assets and Liabilities (by fund)  
As at: 31 December 2023

			Balance	Previous balance
<b>Cash At Bank And In Hand</b>				
<b>6700: Bank current account</b>				
Easy Access Account	Designated		121.14	121.14
General fund	Unrestricted		3,319.56	5,340.86
			<b>3,440.70</b>	<b>5,462.00</b>
<b>6710: Easy Access Account</b>				
Easy Access Account	Designated		(119.26)	(119.26)
General fund	Unrestricted		119.25	119.25
			<b>(0.01)</b>	<b>(0.01)</b>
<b>Cash At Bank And In Hand</b>			<b>3,440.69</b>	<b>5,461.99</b>
<b>Investments</b>				
<b>6510: CBF deposit account</b>				
General fund	Unrestricted		(0.08)	(0.08)
			<b>(0.08)</b>	<b>(0.08)</b>
<b>Investments</b>			<b>(0.08)</b>	<b>(0.08)</b>
<b>Grand Total</b>			<b>3,440.61</b>	<b>5,461.91</b>