

# **Parish of Arbory and Castletown**

## **Annual Parochial Church Meeting**

**Sunday 24th May 2026**

**Pentecost**

**Arbory Church – 9:30am**

# 1. APCM Agenda

## **Meeting of Parishioners**

- 1.1 Opening Prayer
- 1.2 Welcome and Explanation of the Meeting
- 1.3 Apologies for Absence
- 1.4 Minutes of the Meeting of Parishioners 2025
- 1.5 Election of Churchwardens for 2026–2027

## **Annual Parochial Church Meeting (APCM)**

- 2.1 Apologies for Absence
- 2.2 Minutes of the APCM 2025
- 2.3 Matters Arising
- 2.4 Electoral Roll Officer's Report
- 2.5 Presentation and Adoption of Financial Statements for 2025
- 2.6 Fabric Reports
- 2.7 Safeguarding Report
- 2.8 General Synod / Southern Mission Partnership Reports
- 2.9 Election of PCC Members
- 2.10 Appointment of Sidespeople
- 2.11 Vicar's Report and Reflections
- 2.12 Any Other Business

## **First Meeting of the New PCC**

- Appointment of Officers
- Date of next PCC Meeting

### 3. Electoral Roll Officer's Report

As of the 2026 revision, the Electoral Roll for the Parish of Arbory and Castletown stands at **74 members**.

This is made up of:

- 46 members associated with Arbory Church
- 28 members associated with St Mary's on the Harbour

During the past year there has been encouraging growth in the Electoral Roll, particularly at St Mary's on the Harbour, where a number of new worshippers and regular attendees have chosen to formally identify with the life of the Church through membership of the Electoral Roll.

The Electoral Roll continues to reflect the faithful commitment of parishioners across both churches and provides an encouraging picture of the ongoing life and witness of the parish.

## 4. Financial Overview – Arbory Church

Our regular church services income compared with £5191.85 in 2024 showed an increase of £1253.20. The free will offerings were £17880 from £13291 — an increase of £4389 which is very pleasing. The plate collection was also up by £114.03.

We received £3548.23 from funerals, baptisms, weddings etc.

The full parish share was paid this year and Arbory also helped out Castletown with theirs.

Nothing major has been done at the church this year so the rest of the expenses are for the general running of services etc. Hopefully before too long we will be able to redecorate the church.

### **Balances**

General Account: £9842.26

Improvement Reserve: £5401.79

Sunday School Account: £692.08

## 5. Financial Overview – St Mary’s on the Harbour

The accounts for St Mary’s on the Harbour show that 2025 was another challenging year financially.

The total income for the year fell from £17,609 in 2024 to £15,897 – a decrease of 9.7%. Within that, regular giving through envelopes and standing orders fell from £11,284 to £8,500 (a decrease of 24.7%) and plate collections fell from £4,370 to £2,974 (a 31.9% decrease). These are significant reductions in core giving and should be noted carefully.

There were, however, some encouraging areas. Income from fund raising events increased considerably from £874 to £1,463 and donations increased from £825 to £1,663 mainly due to donations from groups that regularly use the church’s facilities.

Although expenditure was reduced by £4,802 during the year (£21,117 in 2024 to £16,315 in 2025) it should be noted that the church contributed only £5,000 to the Diocese, £4,500 less than in 2024, and this represented a shortfall of £7,337.50 on the requested amount. That shortfall was generously met by Arbory Parish Church. Other expenses fell slightly from £11,617 in 2024 to £11,315 (a 2.6% decrease).

At the close of the year the total bank balances, including monies which are protected for specific areas of church life, were £9,016 compared with £9,434 at the beginning of the year, a reduction of £418. Although this seems much better than the deficit of £3,508 in 2024 it has been achieved through reduced expenditure as outlined above rather than increased income. The fall in regular giving and plate collections means that St Mary’s will need continued careful stewardship and renewed attention to sustainable giving as the church moves into 2026.

## **6. Wardens' Fabric Report**

### **Arbory**

No major work took place regarding the fabric of the church building during the year other than regular minor repairs as needed. The weekly cleaning teams kept the interior areas clean and tidy throughout the year. Our thanks to everyone who cheerfully volunteers for these essential roles.

### **Castletown**

Urgent repairs were required at the beginning of 2025, when storm winds shattered a skylight, exposing a stairwell to the elements. Work commenced without delay and was covered (minus the excess premium) by the church's building insurance policy.

At the end of 2025, we were made aware that the plastic oil tank between the front of the church and the harbour wall was irreparably damaged and would require replacement without delay (this work took place in January 2026).

We are grateful to all those who quietly worked behind the scenes caring for both churches throughout the year.

## **7. Safeguarding**

The parish safeguarding provision continues to be reviewed and strengthened following the appointment of a new Parish Safeguarding Officer in 2025.

Rather than providing only a narrative summary, the PCC has chosen to include the current Safeguarding Action Plan in full as part of this APCM report, enabling members of the parish to see clearly both the progress already made and the areas where further work is underway.

## 8. Vicar's Report

As I reflect on the life of our parish over the past year, I do so with a deep sense of gratitude, encouragement and hope. Across both Arbory Church and St Mary's on the Harbour we continue to see signs of renewal, growth and deepening connection with the communities we are called to serve.

One of the most encouraging developments this year has been the number of people exploring faith more seriously and taking important steps in their Christian journey. Earlier this year we were delighted to celebrate the Confirmation of seven candidates from the parish — four young people and three adults. It was a joyful and significant occasion for both churches and an encouraging sign of spiritual growth within the parish community.

Much of the year has been shaped by the continuing development of The Upper Room project at St Mary's on the Harbour. What began as conversations about what our parish and community needed has gradually developed into a wider vision for a multipurpose ministry hub combining worship, hospitality, wellbeing, discipleship and community support.

During the year we have continued developing Harbour Tots, Renew on the Harbour wellbeing café, youth and family connections, community partnerships and plans for a contemporary worshipping community.

Pastoral ministry continues to form a central part of parish life. This year again saw a significant number of funerals and pastoral offices. While these are often difficult occasions, they remain moments where the Church is invited into people's lives at times of deep vulnerability and significance.

The Prayer Walk Group and participation in Praying the Keeills have been especially encouraging examples of how spirituality, local heritage and community can come together in meaningful ways.

Earlier this year I was formally instituted and installed as Vicar of the parish after serving as Priest-in-Charge. That service felt not simply like a personal milestone but a recognition of the growing stability and confidence within the parish itself.

Finally, I simply want to thank everyone who contributes to the life of our parish in ways both visible and unseen. Ministry is never carried by one person alone. Everything we do is made possible through the faithfulness, generosity and commitment of many people working together.

It continues to be a privilege to serve as your Vicar.

# 9. Parish Officers and Elections

## **Churchwardens Nominated for 2026–2027**

- Ron Holt
- John Christian

## **PCC Elections Required**

- One representative for Arbory
- One representative for Castletown

## **Officers Continuing**

- PCC Secretary – Tasha Archer
- Parish Safeguarding Officer – Cornelius Visser
- Treasurer (Arbory) – Tricia Bull
- Treasurer (St Mary's) – Howard Prior

## **General Synod Representatives**

- Duené Visser
- Tasha Archer

## **Southern Mission Partnership Representative**

- Tasha Archer

## **Independent Examiners (for reappointment)**

- Stephen Leece
- Roger Harper

## **Parish of Arbory and Castletown**

### **Annual Parish Meetings**

**Held at St Mary's on the Harbour, Castletown**

**Sunday 4th May 2025, following the morning service (approx. 11:30am)**

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## **1. Meeting of Parishioners**

*(To elect Churchwardens – open to those on the church Electoral Roll or resident in the parish)*

### **1.1 Opening Prayer**

The meeting began with prayer, led by the Vicar.

### **1.2 Welcome and Explanation of the Meeting**

The Vicar welcomed those present and outlined the purpose and format of the meeting.

### **1.3 Apologies for Absence**

Apologies were received from:

- Mr Tim Horton

### **1.4 Minutes of the Meeting of Parishioners 2024**

The minutes of the 2024 meeting were presented for approval.

### **1.5 Election of Churchwardens for 2025–2026**

- The Vicar gave thanks to **Mr Alan Leece** for his dedication and hard work as he steps down from the role of Churchwarden.
- **Mr Ron [surname]** was confirmed as Churchwarden, **nominated by Revd Simon Archer, seconded by Mr John Christian.**
- **Mr John Christian** was confirmed to continue as Churchwarden, **nominated by Mrs Shelagh [surname], seconded by Revd Simon Archer.**

**Close of the Meeting of Parishioners**

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## **2. Annual Parochial Church Meeting (APCM)**

*(Open to all members on the parish Electoral Roll)*

## 2.1 Apologies for Absence

No apologies were received.

## 2.2 Minutes of the APCM 2024

The minutes were accepted as a true record.

**Proposed by:** Mr Mike Berry

**Seconded by:** Mr Stevie Ledger

## 2.3 Matters Arising from the Minutes

There were no matters arising.

## 2.4 Electoral Roll Officer's Report

- A number of forms missed the deadline for inclusion on the updated roll.
- **Nine new names** were added to the Electoral Roll.

## 2.5 Presentation and Adoption of Financial Statements for 2024

- The financial statements were presented and accepted.

**Accepted by:** Mrs Val Kneale and Mrs Liz Lees

- Thanks were extended to **Mr Howard Prior** for stepping into the role of Treasurer at St Mary's on the Harbour.
- **Independent Examiners for 2025** were confirmed as:
  - Mr Stephen Lees
  - Mr Roger Harper

## 2.6 Fabric Reports

- No additional comments were submitted by the Churchwardens.
  - **St Mary's on the Harbour** – verbal updates as needed.
  - **Arbory Church** – verbal updates as needed.

## 2.7 Safeguarding Report

- Thanks were expressed to **Mrs Stevie Ledger** for her faithful work in safeguarding.
- The new **Parish Safeguarding Officer** is **Mr Cornelius Visser**.

## 2.8 Diocesan Synod Report

- The diocesan vision was shared: "**Love Thy Neighbour**".
- A **Ministry Development Fund** application has been submitted by St Mary's on the Harbour to support the **Upper Room Project**, and is currently under diocesan consideration.

## 2.9 Election of PCC Members

- Two new members were elected to the Parochial Church Council:
  - **Mrs Val Kneale** (representing Arbory) – Proposed by **Mrs Margaret Tasker**, Seconded by **Mrs Tricia Bull**
  - **Mrs Patricia Harrison** (representing Castletown) – Proposed by **Mrs Tricia Bull**, Seconded by **Mrs Tasha Archer**

## 2.10 Appointment of Sidespeople

- There were no changes to the current list of sidespeople.

## 2.11 Vicar's Report and Reflections

The Vicar gave an overview of the past year, highlighting:

- Some concerns raised regarding the Toddler Group were acknowledged. The Vicar affirmed that the group is an asset to the church, contributes financially, and is a welcome presence.
- **Elise** has expressed interest in starting a Sunday School. **Tasha Archer** will advise and assist with this.
- A notably high number of funerals were conducted in the past year. The Vicar reflected on the privilege of supporting families during these occasions.
- The Vicar will soon take on an additional role within the diocese (details to be confirmed).
- Plans are underway for **Revd Simon Archer to be installed formally as Vicar** (currently Priest-in-Charge).
- A proposal to merge certain parishes was formally **vetoed**.

## 2.12 Any Other Business

No additional business was raised.

## Close of the APCM

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# 3. First Meeting of the New PCC (brief, if required)

**Date of next PCC meeting:** Tuesday 27th May 2025

## Election of Officers:

- **Treasurer(s):** No objections raised to the continuation of current arrangements.
- **Secretary:** **Mrs Tasha Archer** was confirmed as PCC Secretary.
- **Safeguarding Officer:** No objections to the appointment of **Mr Cornelius Visser**.

## Level 1

## Introduction

The Church of England's safeguarding policy statement, *Promoting a Safer Church*, says:

*"All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly."*

To help parishes prioritise their safeguarding work, a *Safeguarding Dashboard* can produce three levels of Action Plan:

- Level 1 - Safer foundations
- Level 2 - Safer foundations and activities
- Level 3 - Safer foundations, activities and practices

The PCC is asked to discuss and approve this Level 1 Action Plan.

Most Level 1 actions must be completed before the *Safeguarding Dashboard* can produce a Level 2 Action Plan. This can usually be achieved within a few weeks.

Only a Level 3 Action Plan shows all the mandatory requirements with which the parish must comply. It is therefore important that the Dashboard advances to Level 3 as quickly as possible.

## Overall Progress

**30% progress** has been made towards the mandatory requirements of the Church of England.

# Policies and Action Plan

	Status	Notes
<b>Safeguarding Policy Approval</b> The PCC must approve a parish safeguarding policy which complies with Church of England requirements.	The PCC has adopted 'Promoting a Safer Church' as its own safeguarding policy.	
<b>Safeguarding Policy Promotion</b> 'Promoting a Safer Church' must be publicised and promoted, and all Church Officers must have access to it.	'Promoting a Safer Church' is publicised and promoted, and all Church Officers have access to it.	
<b>Safeguarding Action Plan</b> The PCC must approve a Safeguarding Action Plan and review it at least once a year.	<b>Urgent</b> The PCC needs to approve a Safeguarding Action Plan.	PCC to approve

# Safeguarding Procedures

	Status	Notes
<b>Responding to Concerns or Allegations</b> The PCC must approve a procedure to deal promptly with any safeguarding concern or allegation (including any suspicion of abuse).	<b>Urgent</b> The PCC needs to approve a procedure.	PCC to review and approve

# Safeguarding Roles

	Status	Notes
<b>Parish Safeguarding Officer</b> The PCC must safely recruit a suitable person (not the incumbent or his/her partner) to the role of Parish Safeguarding Officer. The appointment is to be made in accordance with national 'safer recruitment' guidance.	A Parish Safeguarding Officer was appointed on 05/07/2025.	
<b>Churchwardens</b> The churchwardens must be made aware of their safeguarding responsibilities.	The churchwardens are aware of their safeguarding responsibilities.	has been emailed to churchwardens

	Status	Notes
<b>DBS Administrator</b> The PCC must appoint at least one DBS Administrator who is responsible for the administration of DBS applications. This role may be carried out by the Parish Safeguarding Officer.	The PCC has appointed at least one DBS Administrator.	

## Training for Key Roles

	Status	Notes
<b>Parish Safeguarding Officer</b> The PCC must ensure that the Parish Safeguarding Officer undertakes the required safeguarding training.	<b>Urgent</b> The Parish Safeguarding Officer needs to complete some safeguarding training.	Still needs to complete Leadership training, waiting for the next course dates
<b>Churchwardens</b> The PCC must ensure that all Churchwardens undertake the required safeguarding training.	<b>Urgent</b> Churchwardens need to complete some safeguarding training.	waiting for course dates so that they can be booked on to them
<b>DBS Administrator</b> The PCC must ensure that DBS Administrators undertake the required safeguarding training.	DBS Administrators have completed the required safeguarding training.	
<b>PCC Members</b> The PCC must ensure that all their members undertake the required safeguarding training.	<b>Urgent</b> PCC members need to complete some safeguarding training.	PCC to review. Once I have dates for next course PCC will be given a the dates to be booked on.

## Displayed Information

	Status	Notes
<b>Safeguarding Policy Notice</b> Each church building must display a notice about its safeguarding policy.	A notice about our safeguarding policy is being displayed in each church building.	
<b>Safeguarding Who's Who</b> Each church building must display contact details for people who have safeguarding roles.	Contact details are being displayed in each church building.	

	Status	Notes
<b>Safeguarding Poster</b> Each church building must display a 'Promoting a Safer Church' poster.	A poster is being displayed in each church building.	
<b>Parish Website</b> Safeguarding arrangements must be clearly visible on the front page of a parish website (if you have one).	<b>Urgent</b> Action is required.	PCC to confirm

## Reviews and Reports

	Status	Notes
<b>PCC Agendas</b> Safeguarding must be a standing agenda item at every PCC meeting.	Safeguarding is a standing agenda item at every PCC meeting.	
<b>Reports to the PCC</b> The Parish Safeguarding Officer must give regular reports to the PCC regarding safeguarding in the parish.	<b>Urgent</b> The PCC needs to receive a safeguarding report from the Parish Safeguarding Officer.	
<b>Reports to the APCM</b> At the Annual Parochial Church Meeting, the PCC must report on safeguarding in the parish.	<b>Urgent</b> The APCM needs to receive a safeguarding report from the PCC.	