

**THE PARISH OF ST BRIDGET WEST KIRBY WITH CALDY**  
**Minutes of Election of Churchwardens and Annual Parochial Church Meeting**  
**Held on Sunday 8<sup>th</sup> May 2022 at 11.30pm in St Bridget's Centre**

There were 52 parishioners in attendance at the meeting.

**WELCOME -Pre-meeting (Vestry Meeting)** . Alex declared the meeting open and led prayers.

- 1 Draft Minutes of 2021 Vestry meeting:** The Minutes had been available to read on the Website and copies were made available at the Meeting. They were approved by those present.
- 2 Appointment Of Church Wardens** - Alex said Davie Wright had indicated he wished to stand down. She thanked him for his hard work over the last 4 years. Rod said 2 nominations had been received - Ann Holden who was nominated by David Wright & 2<sup>nd</sup> by Greg Buckridge. And Greg Buckridge, was nominated by Priscilla Bench-Capon and 2<sup>nd</sup> by Rod Tann. There being no other nominations, they were duly elected, with thanks from those present.
- 3 Appointment of Assistant Warden for Caldly.** A nomination of Brian Crabtree had been received. His appointment was carried unanimously

Alex declared the meeting to be closed, with thanks to Dave Wright for his service.

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**ANNUAL PAROCHIAL CHURCH MEETING.** Alex declared the Meeting open.

**1 APOLOGIES FOR ABSENCE** – Rod had received apologies from the Edwards, the Steels, the Andrews, the Longmores, Joyce Preston, Jenny & Chris Tann, Joy Bench-Capon, Stan Metcalfe, Rosemary Heenan & Anna Gibson, & Brian Crabtree.

**2 MINUTES OF LAST MEETING-** on 2<sup>8th</sup> April 21 had been posted on the Church Website. & copies were made available at the meeting. These were approved.

**3 MATTERS ARISING** – none

### **5 REPORTS**

**a. Electoral Roll Report** was given by Paula Cobby (Electoral Roll officer). She advised that there were 162 parishioners from Sat Bridget's, & 31 from Caldly on the Church Electoral Roll, 106 of whom are not resident in the parish. 2 names were added during the year and 9 were removed. Copies of the Roll would be held in the Vestry and with Paula in the Parish Secretary's office. Thanks were accorded to Paula for her report.

**b. PCC report** - by Rod Tann (PCC Secretary) - He said a fuller report was included in the Group Reports booklet. He said there had been 4 meetings during 2021, via Zoom. A wide range of subjects had been discussed, including, sale of 13, Caldly Rd, Covid-related arrangements, Safeguarding, Pastoral care & our church buildings & churchyards, which had featured prominently. They had been ably chaired by Alex.

**c. Presentation of Annual Review and Statement of Financial Activities for 2021–** by John Smith. John thanked both to Priscilla for forming the presentation & Rosie Heenan for the creation of the Accounts. John thanked all who'd supported the parish financially in any way, and those who'd helped manage our finances. With the pandemic demands the last 2 years hadn't been easy but we remained solvent and able to meet all our commitments.

Re the proceeds of the 13 Caldly Road - sale were shown as an extraordinary item and excluded from most of the figures. The total income was £209,522 and expenditure £186,956. Although it looks like a surplus, it included legacies totalling over £23000, (far more than in any recent years), and Government grants to St Bridget's Centre.

Re Income - Regular giving increased slightly, while tax recovered dropped a little. Legacies were unusually high – being random, they are not included in any budgeting. St Bridget's Centre income

had recovered as Covid restrictions are eased. Similarly income from weddings had increased similarly. There was again no Summer Fair. Rent from 13 Caldly Road decreased due to the sale during the year.

Re Expenditure - The Parish Share increases year on year -otherwise little had changed. Charitable giving was planned on the basis of a share of income – around 5% in 2021 but now aiming closer to 10%.

Key points - If legacies were excluded, giving becomes even more crucial. Gift aid was also essential – so John asked for all to allow the church to claim it on our giving.

Re St Bridget's Centre - It operated to some extent as a business within the PCC but with some degree of independence. It always intended to meet all its own costs, and has never needed to call on any financial support from the parish. The apparent surplus was due to significant grants from Government that were able to be accessed (with considerable difficulty for technical reasons).

Proposal to accept the report and financial statements – John said these had already been approved by the PCC and cleared by our independent examiner. These were proposed by Priscilla bench Capon & Seconded by Sue Shaw and unanimously agreed.

Budget for 2022 for the PCC account – this would combine St Bridget's and Caldly - (excludes St Bridget's Centre, the Enhancement account and the smaller accounts). This was an informal budget, not presented to PCC. There was considerable room for variation, and he purposely presented a 'worst-case' scenario. Income projections are realistic, but he hoped there will be income from the Summer Fair and legacies, and an increase in giving. The challenge was on the expenditure side – the Parish share was up. Utility bills were expected to will soar shortly, even though for St Bridget's we tied into three-year contracts last autumn which are just starting now. The cost of maintaining the grounds round our church buildings continues to be significant and will have to be kept under ongoing review. Relatively small things soon add up, and every cost that we are able to control was carefully scrutinised.

Balances - There was little room for manoeuvre in the PCC current account and cash flow had to be carefully monitored. The process of merging the Caldly and PCC accounts was almost complete, and will make managing parish finances much simpler in future. Almost all Caldly outgoings were now managed within the PCC account. The Enhancement account held most of the recent legacies and is restricted in how it can be spent. St Bridget's Centre is holding more than usual, but funds received from the Government grants would be spend soon on reroofing the museum and starting the process of replacing the lighting throughout the Centre with LED lights. We had reserves in deposit and investment accounts, but not huge sums once the house proceeds have been accounted for.

Parish Share - John noted we needed £1,723 / week just to pay the Share, before meeting all the other costs.

**Summary** - He said we had got through the year and we continue to be able to pay our way and to support others less well off than ourselves through the Parish Share and through giving directly to charities. However, it was not easy, and we were close to the margins much of the time. Many church members were very generous in their giving. If they are in a position to increase giving, that would of course be greatly appreciated.

He thanked everyone for their help, past, present & future He particularly thanked Rosie Heenan for doing most of the work on the Annual Accounts and for overseeing the St Bridget's Centre finances. Also, Martin Harrison for his many years of managing the St Bridget's Centre and to Syd Ford who has overseen finances at Caldly for many years and his cooperation in helping achieve the merging of accounts. He thanked Priscilla Bench-Capon who 'countersigned' electronically all payments through the PCC account and prepared the PowerPoint presentation. And finally, to our Rector Alex for her understanding and support.

Legacies – John explained that some Legacies carried a restriction on what the money should be spent on and others were unrestricted – and so money was put into the general PCC Account.

Alex thanked John for his presentation and all his work. She acknowledged his agreement to continue until 2023 and hoped someone might step forward to shadow him for this next year. She thanked those on the Finance Team – especially Rosie Heenan and Steve Leonard for all his support. The Report was proposed by Priscilla Bench-Capon and 2<sup>nd</sup> by Sue Shaw and carried unanimously.

**d. Deanery Synod Report** was given by Angela Douglas – she said the PCC members who sit on the Synod form an important link with the Parish. The Synod had only met once on Zoom, last September. They normally met on four occasions each year. They had focussed on effective deployment of stipendiary and non-stipendiary Clergy. The Synod also focussed on “Everyday Faith” A Trial involving 20 parishes, acting as pilot sites, took place last year. Although reports have been received, due to lockdown it has not been possible to share these. Some details were available on the website. It was hoped to be able to share more widely in the future.

**f. Fabric, Goods & Ornaments Reports** - had been given by Dave Wright, for St Bridgets and Syd Ford, for Caldy reproduced in the Group Report for 2021. Thanks were given for their work.

**g. Deanery Synod** – Alex made brief reference to some of the subjects covered during the past year, including exploring ‘Living in Love & Faith’ and ‘Mission’ . We still carried 2 vacancies.

## **6 ELECTIONS & APPOINTMENTS**

### **a. Deanery Synod members -**

It was noted the appointments of Angela Douglas MBE and Syd Ford would continue until 2023. Alex thanked them & asked if anyone else interested, as there were still 2 vacancies.

### **b. Election of PCC members –**

It was noted there were three vacancies - one for St Bridgets & two for Caldy:

For St Bridget's - nominations have been received for Dave Wright &

For Caldy – Pat Southworth and Brian Crabtree

As there were no further nominations, they were unanimously elected. .

**d. Appointment of the Independent Examiner** - Steve Leonard from Counting for Communities Ltd was Nominated, for a further year. He was proposed by John Smith & seconded by Priscilla Bench Capon. Thanks to Steve, and to John & Rosie. This was unanimously agreed by the meeting.

**7 RECTOR'S REPORT** - Alex said there were excellent links with the school. She thanked everyone who had helped bring back activities. She posed a number of questions – what were we doing for young people. She noted there were many requests for baptism, currently. – which was encouraging – but how should we respond? How do we engage more volunteers? Although we were not a poor Parish, money was still tight – so how do we resource what we wished to do? Were all our decisions routed in Christ?

In regard to safeguarding, she thanks Sue Shaw especially for her help and Bethan Halpenny-Collins for continuing to act as Safeguarding Officer. She said we were closely following Co E Guidance on this matter & we needed to remember that it was not just children in our community that were vulnerable. There had been several new initiatives regarding Pastoral Care and this had been an area of growth. In regard to children & young people, nothing had been spent in the Parish. There was much potential and the idea of employing a F/T youth worker was something that needed serious consideration. She reflected that different people had different passions and we needed to encourage people to volunteer their time & talents in God's service.

She thanked those who pray for our churches. She once again thanked the congregation for welcoming she and Richard into the Parish.

## **8. CLOSURE OF THE MEETING -**

Jane Tann thanked John Smith for his work to enable the Zoom facility to be used over the past year. Priscilla said the facility had been the one blessing arising for us from the Pandemic & she thanked Chris Tann and the team for managing the facility at St Bridgets & for his help in respect of Caldy Church. David Chester moved a vote of thanks to Alex for all her work over this difficult period. Alex closed the Meeting with a final prayer.

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**AT THE FOLLOWING PCC MEETING -**

**1 Treasurer** - John Smith was Proposed by Greg Buckridge, Seconded by Sue Shaw and agreed unanimously.

**2 Assistant Wardens** were not subject to an election – but they were approved unanimously. -

**3 Sidespeople** - The list of those willing to serve was noted and it was agreed unanimously they should serve. These were Proposed by Dave Wright & seconded by Syd Ford.

**4 PCC Secretary** – Rod Tann was re-elected unanimously.

**5 Parish safeguarding Officer** – Bethan Halpenny-Collins was re-elected unanimously.

**6 Electoral Roll Officer** – Paula Cobby was re-elected unanimously.

**7 Standing Committee** - those occupying the following positions would be expected to serve on this Committee - The Rector. two Churchwardens; two Caldy Assistant Wardens; PCC Secretary; PCC Treasurer. These were re-elected unanimously.

**8 Appointment of a Vice Chair – Angela Douglas was** nominated and was elected unanimously.

**9 David Chester** – had been granted ‘Permission to Officiate’ and had indicated his willingness to continue on the PCC. He was therefore co-opted onto the PCC. He was Proposed by Gregory Buckridge and Seconded by Pat Southworth.

Alex said the dates of next PCC meetings were being discussed –She thanked everyone for their attendance

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