

Annual Meetings

To be held at 7.30pm on Wednesday 27th April 2022 in the Paterson Centre

Annual Meeting of Parishioners Agenda

- 1 To accept apologies for absence
 - 2 To agree the minutes of the Annual Meeting of Parishioners held on 28th April 2021
 - 3 To elect two Churchwardens to serve until the Annual Meeting of Parishioners 2023.
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Annual Parochial Church Meeting Agenda

- 1 To agree the minutes of the Annual Parochial Church Meeting held on 27th April 2021
- 2 To receive Reports:
 - 2.1 The Parish Church Electoral Roll
 - 2.2 The Annual Report of the Parochial Church Council
- 3 The Independently Examined Financial Statements of the PCC for year ended 31 Dec 2021
- 4 The Fabric, Goods and Ornaments of the Church report
- 5 The proceedings of Bishop's Waltham Deanery Synod
- 6 To elect representatives of the laity to serve on the PCC: 4 representatives (3 x 3 year terms and 1 x 1 year casual vacancy)
- 8 To appoint an External Examiner for the financial statements of the PCC for 2020.
- 9 To take note of other reports and discuss any questions or matters arising therefrom.

Meeting of the Parishioners and Annual Parochial Church Meeting

held on 27th April 2021

Minutes

MEETING OF THE PARISHIONERS

The meeting was held via zoom and Rev Claire explained to parishioners how it worked. She welcomed 24 parishioners to the meeting and opened in prayer.

1. Apologies for Absence were received from Tony and Marlene King.

2. Minutes of the Meeting of Parishioners on 28th October 2020. Copies had been available prior to the meeting in the Link and on the church website and had been distributed widely via email. The chair invited comments but none were made.

A proposal to accept the minutes as a true record was made by Allison Gurry, seconded by Bill Jones and passed without dissent.

3. Election of Churchwardens.

Andrew Wilkinson and Bill Jones had completed their terms as Churchwardens and Rev Claire thanked them for their hard work.

Two nominations had been received for election as churchwarden.

- Dave Lee – proposed by Jen Frampton and seconded by Claire Lloyd
- Janet Chant- proposed by Jen Frampton and seconded by Claire Lloyd

There were no other nominations so Dave and Janet were duly elected.

There being no other business, the annual meeting of parishioners closed at 19:13.

Notes taken by Andrew Wilkinson.

Annual Parochial Church Meeting Minutes

Rev Claire as Chairman explained that there were five applicants for the five vacancies on the PCC. If however, anyone wished to stand at the last minute, this was acceptable but would require an online vote which needed to be set up before we proceeded further. Rev Claire invited anyone who might wish to, to speak. There were no applications.

1. The minutes of the Annual Parochial Church Meeting held on 28th October 2020

Derrinda Laing proposed that we accept them, seconded by Jenny Sharpe. All agreed.

2. Electoral Roll report

Jenny Sharpe reported:

At the last Annual meeting in October, the electoral roll numbered 144. Since then, 3 people have registered and one has moved away so that as of 14th April 2021 the register stands at 146.

At the end of the meeting, Rev Claire would share on her screen the names of the people on the Electoral roll but not their addresses or other information.

There were no questions.

Revd Claire expressed her thanks to Jenny for all her work in maintaining the Electoral Roll.

3. Annual Report of the PCC

Revd Claire directed those present to her annual report, which had been widely available prior to the meeting. Questions and comments were invited; there were none.

4. Finances

Andrew Wilkinson directed all present to his finance report in the booklet. In summary he commented that 2020 had been a year like no other. With the church, Barnaby's and the Paterson Centre closed for most of the year and no fundraising events, our income dropped compared with normal years by approximately £30,000.

We were fortunate to have received extraordinary donations of £11,000, of which £10,000 was for General Funds and £1,000 towards the roof repairs. We also received a grant of £8,000 from Hampshire County Council towards the cost of the new disabled toilet in the Link, which will be spent in this financial year.

Income- £100,000 Outgoings - £101,000

On paper we have a deficit of £1431.

Total funds: under £47,000 with £18,000 in restricted funds and £29,000 in unrestricted funds.

Despite the lack of giving via the offering plate in church, we still sent £4,000 to our Mission Charities which will be increased by Gift Aid. Repairs to the roof were completed, and planning for the disabled toilet in the Link continued- this work was completed in 2021.

Andrew expressed his gratitude to Richard Green-Wilkinson for his advice and for his work as Independent Examiner of the accounts. Also to Derrinda Laing and Janet Chant for managing the cash collections, and to John Austin for his tireless work for the Advertising sections of the Parish Magazine. Andrew also expressed thanks to John Sharpe for managing the Memorial Book and the Memorial Path in the churchyard.

Andrew completed his summary of the accounts by saying that it is likely that 2021 will be another year of deficit; it will be challenging but we hope to remain 'in the black' at the end of this year.

Questions: NW asked if the Parish Share went down in 2020 and was it likely to reduce in 2021?

Andrew replied that the Parish Share had reduced in 2020 and was further reduced for 2021 to about £52,000, because of lower average weekly attendance (AWA). A Diocesan working group was looking at mechanisms for setting both the Parish Share in 2022 and for 2023 onwards. The current method is based on AWA but figures were clearly not available for 2020. To maintain its cash flow to pay stipends, the Diocese had taken a large loan which would need to be repaid. Although restructuring plans might reduce longer-term clergy costs, we should be prepared for our Parish Share to rise from 2022.

There were no other questions. Rev Claire thanked Andrew for all he does to manage our church finances.

5. Fabric & Goods Report

Andrew Wilkinson drew attention to the report on page 12 of the Annual Reports booklets. The buildings were in a good state of repair; spring cleaning and some internal decoration is required. The use of the Link as the main entrance to the church has worked well.

The Magazine printing is no longer done 'in-house' so the print room is now empty and a potential space for use. The disabled toilet in the Link has been completed.

The flat roof of the Link has been re surfaced following another theft of lead and fibreglass was used in the replacement which lasts longer and is less prone to theft.

Coloured lights were installed in the church and the chancel, thanks to a gift from the late Roddy Innes.

The churchyard has been kept in good shape by a small but dedicated band of volunteers led and coordinated by Bill Jones. Thanks were expressed to all of them.

The Memorial Path has new tablets in place and the path is being extended.

The Churchwardens were grateful to all volunteers who helped with the upkeep and maintenance of the churchyard.

Revd Claire thanked Bill and Andrew for all they have done as Churchwardens.

6. Bishops Waltham Deanery Synod Report

Jen Frampton referred to her short report in the Annual Reports booklet; it had been an inactive year due to Covid.

There were no questions.

7. Election of representatives to serve on the PCC

Rev Claire thanked each person who had served on the PCC. In spite of the pandemic, PCC had met 10 times, mostly on zoom; it had been an interesting and challenging time.

Rev Claire expressed her thanks to those members of PCC who were stepping down:

- Teresa Reynolds who had been our Parish Safeguarding Officer and a member of PCC
- Bobbie Branson
- Ben Armstrong

Rev Claire welcomed our new Parish Safeguarding officer, Caroline Vost, who was invited to introduce herself. Caroline explained that she and her husband had recently moved into the village, that she had worked in Safeguarding via the Police for 30 years, and was involved in the Safeguarding of adults, children, and training. She is on the high- risk management panel for Salisbury Diocese and is looking forward to joining our PCC.

Rev Claire explained that the vacancies on the PCC were:

2 x 3 year terms (held by Teresa, Liz & Ben)

2 x 1 year terms (held by Bobbie, and Dave who has become Churchwarden)

The members duly elected to PCC are:

- Caroline – proposed by Jen Frampton, seconded by Derrinda Laing
- Liz Newbold – proposed by Amanda Ankers, seconded by Ben Armstrong
- Derrinda Laing – proposed by John Sharpe, seconded by Jenny Sharpe
- John Sharpe – proposed by Derrinda Laing, seconded by Penny Clive
- Dot Holubinka – proposed by Sally Beazley, seconded by Sarah Walton

Revd Claire thanked all for standing and being willing to serve.

8. To appoint Sidespersons

Under the new rules, this is no longer a requirement for the Annual Meeting; at its first meeting, the new PCC will appoint Sidespersons and Terms of Reference.

9. To appoint an external examiner

Andrew Wilkinson explained that Richard Green -Wilkinson was willing to continue to audit the accounts for the coming year; it was recommended that we accept this offer, proposed by Andrew and seconded by John Sharpe and all were in favour.

10. To take note of other reports

The attention of all was directed to the Annual Reports; there were no comments or questions.

11. To hear the Chairs closing remarks.

Rev Claire's closing remarks are copied in full below:

Here we are then at the end of the last lot of Annual Meetings that I will chair for you.

2020 has been a year unlike any other we've known in church and parish life, indeed in every aspect of life. None of us could truly have foreseen what was going to happen, based on those

early reports of this strange new illness in Wuhan, China. Every area of life has since been affected and we've all had to adapt majorly – to live-streaming, to using Zoom, to no services in church and then services in church but with restrictions on numbers and ways of doing things. Not being able to be together for Easter in 2020 and not singing together has been especially hard. But we've had good moments – like the drive-ins, finding ways to communicate and reach out. The church may have been unable to gather in usual ways, but we've discovered there's more to church than just the building, more to being church than a gathered congregation, as important as that is.

Roles have been different in 2020 as much of what was done had to stop. The Paterson Centre was hardly used – except by the School and Lunch Club cooks – so Anne Pearson and John White stepped down from their roles. Huge thanks to them both for years of tireless service. Also, Anne stepped down as Editor of the magazine and Penny Clive became the new editor. Thanks to both of them for such hard work. Thanks to the printers, Sue De Vere and team of deliverers...and to the Ankers for helping us find new printers and for the website. Huge thanks to Nick, Hazel, Jill, Sally and Mary for their contributions to the worship, pastoral and spiritual life of the church...and to Peter Fellows, Claire Lloyd, Tony King, Sarah Woodman and the Lees for their musical input. Peter has been wonderful in recording so much material for us throughout lockdown...

COMMUNITY AWARD. Thanks to PCC members, cleaners, openers and lockers, to Gail for printing, to Barnaby's, to Ben and Sunday Club team for keeping things going. To all of you, for all you have contributed. In saying that, we remember too, those we've lost from the church family in 2020 and whose funerals were held here – we remember Derek Lord, John Harrison, Matthew Todd and of course dear Jan White.

It's been a hard year. The future looks brighter insofar as Covid is concerned, and we thank God for that, as well as all those who have worked so hard and so sacrificially to make that possible. You face an imminent vacancy with my move to Wells in less than 2 weeks' time. There are uncertain times ahead for you, as Deanery re-structuring conversations continue, with no clear outcomes on the horizon yet. This uncertainty is added to by losing the Bishop and Archdeacon. But you'll be alright! Trust in God...and lean on one another. You'll be in good hands with Jill, Nick and Hazel leading in all matters worship and pastoral, and Nick will chair PCC for the vacancy...and in Janet and Dave, and a full PCC, you'll have good churchwardens and leadership. Remember though that none of them are a stand-in Vicar. Love them, support them, pray for them, don't let them be overwhelmed. Strive to live in love and unity of purpose – being God's people in this community. Don't stand still – have vision. Thank you for everything. I've loved being your parish priest these past 9 years. Sally and I have loved life in Swanmore. We shall miss it dreadfully. Remember us – and the people of Wells in prayer...we shall pray for you.

Andrew expressed a huge thank you to Claire for all the things that she and Sally have done for us. St Barnabas had 12 Vicars before Claire came to us – how lucky we were that she was here in 2020!

More will be said at Claire's last service on 9th May.

The meeting finished with The Grace at 19.50

Notes taken by Jill Phipps, PCC Secretary

St Barnabas APCM March 2022 Ministry Team Report

We are now 10 months into a vacancy, with no real progress having been made during that time to work out how, when and if we will get a stipendiary incumbent. With the arrival of a new bishop, and once he has organised his senior team, we are hopeful there will be some action – action which is realistic, acceptable and understands how parish ministry works in practice.

Along with everybody else, we have all had to cope with the problems of a pandemic and varying levels of anxiety expressed by members of the congregation and community. This has meant some versatile thinking re meetings and worship and thanks are due to musicians, sound system people, chair-movers etc for making this possible.

Nevertheless, despite these issues and now that we are getting back to regular attendance, there is a real buzz and sense of energy about. This began on September 5th when we had a back to school All Age service and continued the next week when Bishop Ian came. Numbers are not lower than they were two years ago. 3rd@10 has continued and is under review as we consider whether and how to include the café church style worship again – especially the essential bacon butties.

There have been other developments: Jill Phipps is almost through the discernment process re her quest for ordination – watch this space. Six Pastoral Visitors have been trained and commissioned and are already working away. We have been blessed with, and are very grateful for ministerial support for presiding and preaching from a range of friends: Peter Kelly, Terry Louden, Richard Wharton, Bishop Ian Brackley, Steve Summers, Richard Wyld, Angela Tilby, David Isaac, Keith Wickert, Jackie Twine, Nick Ralph – and a regular, monthly 8am service from Kathy O’Loughlin. This has meant the congregation gets a range of voices (in every sense) and we get a break.

Between us, in the last year, we have conducted three weddings and six baptisms and several funerals. Five teenagers were confirmed. We had good attendance at the annual thanksgiving service and on Remembrance Day and at Christmas services – whether outdoors, indoors or on-line.

The Ministry Team looks forward to the coming year which, with the support and contribution from every member of the church community, we pray will be positive and fruitful - and see a new vicar living in the vicarage.

Revd Canon Hazel Whitehead, Revd Canon Nick Whitehead, Jill Phipps, Lay Minister.

Vacancy Update March 2022

- Current diocesan policy is to permit the advertising and appointment of new stipendiary posts on a ‘one out – one in’ basis. At time of writing there is no information forthcoming about the number of stipendiary posts /vacancies that are ahead of us, nor about likely retirements / resignations that would ‘move us up the queue’. Our best guess is that there are at least five other parishes / benefices in vacancy at the present time.
- Bishop Jonathan Frost has now been installed as the Bishop of Portsmouth and will begin the process of building his team with the appointment of two permanent Archdeacons. Following his informal visit to our parish this month, I understand that he will review the above policy as soon as is practicable.

Background

There is currently no information about the level of stipendiary ministry that has been / would be allocated to Swanmore (eg 1; 0.8; 0.5). I also don't know if the diocese has a policy regarding the provision of housing at stipendiary levels below 0.8. It is feasible that, at least in the short term, someone might be found who would wish to do two 0.5 roles (eg diocese and parish), but that assumes there is a suitable 0.5 diocesan role available. Nothing can happen until we are given permission to advertise.

It is not yet known what part, if any, deanery mission plans will play in the future, but since we are the only parish in vacancy, with no other retirements / resignations reported, there does not appear to be much obvious opportunity for change as things stand.

Our action

- Review the latest copy of 'Live Pray Serve' which indicates the criteria for parishes wishing to appoint a new incumbent.
- Assuming the diocese may well raise questions about our significant annual deficit, address the issue of stewardship.
- Finish the parish profile.

Revd Canon Nick Whitehead

Chair of PCC

Financial Report

This report covers the finances of the whole church for 2021 (figures for 2020 are in brackets), including the "trading" elements of Barnaby's and the Paterson Centre.

Overall there was a surplus of £8,288 (deficit of £1,442) and at 31 Dec 21 the assets stood at £55,246 (£46,958). Total income was £113,752 (£100,401) while total expenditure was £105,438 (£101,850). This apparently healthy position masks extraordinary income from a restricted legacy of £17,500, an unspent grant of £5,000 for improvements in Barnaby's and £12,640 spent on the Link toilet works. Furthermore, our parish share in 2021 was almost £8,000 less than in 2020, owing to a miscalculation by the Diocese which will be rectified in the coming years.

Planned giving via PGS and standing order fell slightly to £39,928 before Gift Aid (£40,069). Collections at services remained low and donations were also lower (there had been a large donation in 2020). Fundraising also suffered from the pandemic but income from the Paterson Centre and Barnaby's was much more buoyant than in 2020 when lockdown had a severe effect. The magazine Swanmore Link, in its first full year of operation, also made a good surplus.

Parish Share continued to be the largest expense at £52,098 (£59,834) and is payable even when a parish is in vacancy. Work on the Link toilet was completed with the aid of a HCC grant but otherwise there were no major items of maintenance expenditure; grant-aided improvements to Barnaby's were deferred to 2022 as planning permission was slow to arrive. By the end of the year increases in utilities costs were becoming evident and replacement of the Paterson Centre boiler was imminent.

It is clear that planned giving plus Gift Aid continues to fall short of our Parish Share, let alone the other essential costs of running the church. Free reserves represent around 20 weeks worth of normal expenditure. Our trading activities should and do make a reasonable surplus but they exist essentially as part of our service to the parish. If we wish to extend our mission, as the Gospel demands, we shall need to generate much more voluntary income.

On a happier note, missionary and charitable giving continued with £5,111 being given in church and £847 from Barnaby's. Around half of these amounts (mostly also attracting Gift Aid) were for the Primary School Christmas Appeal. A further £724 was raised for Rowan's Hospice through Open Gardens, the major fundraising event of 2021.

I am grateful to Derrinda, Janet and Jen for managing the cash and banking, to Richard Green-Wilkinson our independent examiner, to John Austin who manages the magazine advertising so tirelessly and to John Sharpe who manages so much else. I shall also be pleased to speak to anyone who might consider being the next treasurer.

Andrew Wilkinson 20 Apr 22

Please see separate Examined Accounts.

PCC Annual Report on the Year 2021

Introduction

The Parochial Church Council (PCC) has responsibility to co-operate with the vicar, when in post, to promote, in the parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC also owns, lets and maintains the hall and meeting rooms of the Paterson Centre, and Barnaby's Coffee Shop.

We went into Vacancy on May 9th when Revd Claire moved to Wells. Revd Nick Whitehead was given permission by the Acting Archdeacon to act as PCC Chairman for the course of the Vacancy (but without voting rights.)

PCC Membership

The PCC Chairman, two Churchwardens, two Diocesan Synod Representatives and two Deanery Synod Representatives and 9 Elected PCC Members.

PCC membership for 2021/22 was:-

Ex Officio:

Chair of PCC	The Revd. Canon Nick Whitehead	
Churchwardens:	Dave Lee (Vice-Chair)	
	Janet Chant	
Diocesan Synod Reps:	Janet Chant	<i>appointed June 2018</i>
	Andrew Wilkinson (Treasurer)	<i>appointed June 2018</i>
Deanery Synod Reps:	Jen Frampton	
	Jenny Sharpe	
Licensed Lay Ministers	Jill Phipps	

Elected Members:

Amanda Ankers	<i>elected 2020</i>
John Branson	<i>elected 2020</i>
Claire Lloyd	<i>elected 2020</i>
Allison Gurry	<i>elected 2019</i>
Liz Newbold	<i>elected 2021</i>

Dot Holubinka	<i>elected for 1 year in 2021(casual Vacancy)</i>
Caroline Vost	<i>elected for 3 years in 2021 Parish Safeguarding Officer</i>
John Sharpe	<i>elected for 3 years in 2021</i>
Derrinda Laing	<i>elected for 1 year in 2021 (Casual Vacancy from Dave Lee)</i>
Bill Jones	co- opted
PCC Appointed:	Secretary Jill Phipps

Assistant Churchwardens

The Churchwardens invited Jen Frampton, Richard Green-Wilkinson, Tony King, Derrinda Laing, John Sharpe and Crawford Wright to act as Assistant Churchwardens.

PCC teams - and their abbreviated outline terms of reference

Standing Committee – sets the agenda for PCC meetings and has the authority to transact the business of the PCC as required between meetings.

Fabric & Grounds – maintains the churchyard, church buildings and contents according to a programme of works approved by the PCC.

Paterson Centre Management – manages the day to day running, letting and maintenance of the Paterson Centre, subject to terms of reference and financial control exercised by the PCC.

Magazine – manages the production and distribution of the magazine, subject to terms of reference and financial control exercised by the PCC.

Barnaby's Business Team (BBT) – manages the day to day running of the coffee shop on behalf of the PCC, subject to terms of reference and financial control exercised by the PCC.

PCC Meetings

The PCC met 8 times between January to December 2020, and published minutes of each meeting. Until July 2021, the PCC meetings were held via zoom but from September we have reverted to meeting in Barnaby's. The approved Minutes of the PCC Meetings were made available to church members at the back of the Church, before Covid and on the website, when it was up and running, thereafter.

On 8th June we had a zoom meeting with the Acting Archdeacon of the Meon to discuss Diocesan support during our Vacancy. At this point a new Bishop had not been appointed; we were encouraged to develop our Parish Profile in readiness for advertising once the embargo had been lifted.

On 8th October the PCC was due to meet for the morning at Waltham Chase Methodist Church to review the St BIGGi plan drawn up by Claire in 2020, as part of an 'Awayday'. In the event this was postponed to 5th February 2022.

During the year we recognised that we needed to address the issue of stewardship urgently, and invited the relevant Diocesan advisor to visit us, but this has had to be postponed until post APCM, due to him being ill with Covid.

Church Teams:

Other groups that contribute invaluable work and input to the life of the church and parish, include Bishop's Waltham Deanery Synod; Flower Group; Home Groups; Mothers' Union; The Swanmore Link Parish Magazine; Social and Fundraising and Sunday Club.

Electoral Roll:

As of the APCM on 28/4/21 the number on the Roll was 146. Since then five people have died, two have moved away and 10 people have registered, so that as of 12/4/22 the register stands at 149.

Safeguarding:

St Barnabas' PCC takes very seriously its commitment to Safeguarding. Theresa Reynolds stepped down and Caroline Vost took on the responsibilities as Parish Safeguarding Officer. Safeguarding is always on the Agenda at PCC meetings. The church Safeguarding policy and policy statement has been adopted by PCC.

Church Grounds

During the church year a happy band of strimmers and mowers have looked after the churchyard and boundary hedges - the team is now seven strong. Aided by Mike Gibson's chainsaw we reduced the height of the hedge on the southern boundary over the winter, and have planted 50 new saplings to fill in the gaps where the old hedge had died. We have recently been investigating the possibility of introducing 4 - 5 new trees to the south of the Paterson Centre and Barnaby's where, following the felling of the old tree, the churchyard is a little bare. It is hoped that there may be an opportunity for individuals to donate trees in memory of a loved one, though there are one or two issues that we will need to address before this can happen, not least whether plaques would be permitted.

PCC Vision for 2020

From work carried out in the Autumn of 2019, the PCC developed a mission plan to develop intergenerational growth initiatives and work with families and young people. This was born in January 2020 but has not been progressed during the Vacancy.