



Parish of St Barnabas, Swanmore

All are invited to the forthcoming Church Meetings (see below)

A copy of the Annual Reports is also available to read via email on application to the PCC secretary
pccsec@stbarnabas.org.uk

Notice of Meeting of Parishioners

The meeting of Parishioners will be held in the Paterson Centre
on Wednesday 24th April 2024
at 7.30pm

For the election of Churchwardens
Open to all residents of the village

Notice of Annual Parochial Church Meeting

Parish of St Barnabas, Swanmore

The Annual Parochial Church Meeting will be held in the Paterson Centre
on Wednesday 24th April 2024
at 7.50pm

For the election of laity representatives to the Parochial Church Council and to consider the various reports and other matters as required under the Church Representation Rules. Only those on the Church Electoral Roll are allowed to vote and take part in discussion; others may observe.

The Parish Church of Swanmore, St Barnabas

Annual Meetings

To be held at 7.30pm on Wednesday 24th April 2024 in the Paterson Centre.

Agendas and Minutes of the Annual Meetings 2023

Annual Meeting of Parishioners (7.30pm)

Agenda

1. Prayer and Welcome
 2. Apologies for absence
 3. Approval of Minutes of the Annual Meeting of Parishioners held on 26th April 2023
 4. Election of Churchwardens
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Annual Parochial Church Meeting (7.50pm)

Agenda

1. Apologies for absence
2. Approval of Minutes of the Annual Parochial Church Meeting held on 26th April 2023
3. To receive reports:
 - a. The Annual Report of the Parochial Church Council
 - b. Finance Report
 - c. Ministry Team Report
 - d. Electoral Roll
 - e. Fabric, Goods and Ornaments of the Church Report
 - f. Bishops Waltham Deanery Synod
 - g. Other Church Groups and Committees
4. To elect 4 representatives of the laity to serve on PCC
5. Appointment of External Examiner
6. To take note of any comments or questions for the new PCC
7. Chairman's closing remarks.
8. Closing Prayers

St Barnabas Church, Swanmore.

Minutes of the Annual Meeting for Parishioners 26th April 2023

The meeting started at 7.30pm in the Paterson Centre, Chaired by Rev Canon Nick Whitehead. The meeting opened with prayer.

1. **Apologies** were received from Pam Manson, Amanda Ankers, Rick Ankers, Sarah Chase, Bobbie Branson, Sam Lee, Fiona Noble. The attendees at the meeting were recorded on a separate sheet.
2. **Minutes of the meeting of Parishioners held on 28th April 2022** had been circulated. John Branson proposed. Seconded by Allison Gurry.
3. **Nominations for Churchwardens.** The Chairman advised there had been two nominations for church wardens. Janet Chant and Dave Lee had offered to stand for a further year. Both had been proposed and seconded. All the meeting attendees were in favour. The Chairman gave thanks to Janet and Dave for all they had done in the past year.
4. The meeting closed at 7.37pm

Recorded by PCC Secretary Emma Sajo

Minutes of the Annual Parochial Church Meeting 2023

1. **Apologies** were received from Pam Manson, Amanda Ankers, Rich Ankers, Sarah Chase, Bobbie Branson, Sam Lee, Fiona Noble. The attendees at the meeting were recorded on a separate sheet.
2. **Minutes of the APCM held on 27th April 2022;** Allison Gurry proposed that these be accepted, Janet Chant seconded. All were in favour.
3. **Reports** were set out in a booklet, available on the church website and in printed form at the meeting.

3.1 The Annual Report

The Chairman asked if anyone would like to make any observations. No observations were made.

3.2 Finance

Andrew Wilkinson (AW) updated on finances for 2022. A financial report had been provided and AW presented on the main points:

AW reported that overall, there was a surplus of £10,000 but relating to accounts as a whole (including Barnaby's which had strong year).

AW highlighted that planned giving did not meet Parish Share and he hoped that a stewardship campaign would rectify this.

Overall, income and expenditure in the general fund had broken even.

AW reported that the second part of a legacy for churchyard and grounds upkeep had been received, of roughly £7,000.

Parish Share had increased.

AW reported that utilities costs peaked at Christmas but were now coming down.

AW reported that missionary and charitable giving had been good. He explained that the PCC had decided to revert to the previous system of giving a proportion of regular income directly to chosen missions. He advised that a Missions Committee would be set up.

AW updated that the Stewardship Campaign had brought in more income. He discussed the Parish Giving Scheme. NW highlighted that the scheme increases donations with inflation.

AW thanked Derrinda Laing, Janet Chant and Jen Frampton who had helped with banking, John Austin for managing magazine advertising, Richard Green-Wilkinson for his work as the Independent Examiner and John and Jenny Sharpe for their fundraising efforts.

The Chairman asked if anyone had any questions. Brian Pancott asked if tax is paid on Barnaby's income. AW confirmed no tax is currently paid. Brian also asked about a scheme where churches come together to save costs on utilities. AW confirmed he had looked into this but explained that it hadn't suited all parishes and the current utility providers and system at St Barnabas was working well. Brian asked if income had been received through Easy Fundraising. AW confirmed it had, but agreed it needed to be advertised again. **ACTION:** AW to advertise this again.

Crawford asked for clarification on the grant mentioned in AWs finance report of £2199. AW explained the grant was a District Council grant. Crawford asked if the Parish Council was supporting the churchyard financially as he explained they had an obligation to support the land. **ACTION:** AW confirmed the Churchyard fund was healthy but would look at Council Contribution.

Crawford highlighted he thought the parish was missing out on Sponsorship schemes and suggested that the Church was not being used enough for different events. AW highlighted that contributions from the congregation had paid for some coloured lighting. NW suggested the congregation could be approached for sponsorship of new altar frontal.

The Chairman asked about the donations machine in the link. AW confirmed it had been useful for Open Gardens. AW confirmed it pays for itself.

Thanks were given to AW for keeping excellent records. Everyone showed their appreciation.

3.3 Ministry Team

The Chairman asked if anyone would like to make any observations. No observations were made.

The Chairman updated the meeting on the vacancy and what had been agreed. He explained that a number of nearby PCCs, including Swanmore, had agreed to continue exploring being a part of a united benefice, with incumbent being in Swanmore.

The Chairman asked if anyone had any questions.

AW raised the question of timescale. Dave Lee updated that there was momentum to move quickly. He highlighted that the Vicar would hold all parishes in plurality.

Anne Pearson asked if representatives of all parishes would be involved in the choice of the Vicar. Dave Lee explained this was unknown and would be decided between the Churchwardens of all the parishes, with the Archdeacon and the Bishop.

Vicky Cronin asked if there would still be a service every Sunday. NW explained the expectation is that there should be a ministry resource in each of the parishes so yes, there should be.

Tony King highlighted that when the Bishop had visited recently for a service, he had mentioned he had someone in mind for the role. Hazel Whitehead responded that the Bishop may have people in mind who could be approached, but explained that whoever is put forward, will be interviewed to see if they are the right fit.

Brian Pancott asked if the Parish Profile had been completed. Dave Lee explained the Parish Profile had been worked on over last two years, but Covid had held up the process, so it was not yet finished. He explained the final profile would be a consolidated profile, with input from the Archdeacon team and contributions from all the different parishes.

3.4 The Electoral Roll:

Jenny Sharpe reported the electoral roll had grown. On 27th April 2022, the number on the roll was 149. Since then, one person had died, two had moved away and 11 people had registered. As of 12th April 2023, the register stood at 157.

3.5 Fabric Goods and Ornaments of the Church

The Chairman asked if anyone wanted to make any observations. No observations were made. Janet Chant updated that there was little to report in terms of fabric and goods but reported that a lot of maintenance had been undertaken. She thanked all those who had helped with the maintenance work. In addition, the Chairman thanked Vicky Cronin for her work, for the laundered linen for Sunday Communion and altar cloths. Vicky updated on repairs to the altar frontals and highlighted that the white altar frontal needed replacing.

3.6 Deanery Synod

The Chairman asked if anyone had any observations. Brian Pancott asked if the Deanery Synod Minutes could be uploaded on the website. Janet Chant explained

that meetings had been erratic. **ACTION:** Jen Frampton to look at adding Minutes to the website.

3.7 Additional Reports

- **Children's Activities in the Parish during 2022**

The Chairman asked if anyone in the meeting had any questions. Andrew W raised the frequent vacancies for foundation governors and advised if anyone was interested, to speak to one of the existing Foundation Governors for more information.

- **Church Cleaning Report.**

No questions. The Chairman thanked all those who contributed to the spring clean and the Scouts cleaning work. John Branson mentioned it would be nice to write and thank the Scouts. The Chairman confirmed a letter of thanks had been sent.

- **Clock Report**

No comments.

- **Flower Group**

Nick W commented on the Easter flowers.

- **Home Group**

No comments.

- **Primary School**

No comments.

- **Link Magazine**

The Chairman highlighted that a copy of every parish magazine should be filed in the archive, and it doesn't appear this has been done. The Chairman asked if anyone at the meeting could let Doug know if they had any copies of recent link magazines, for the archive. Tony King updated the meeting, that copies of parish magazine had been added to the Civil Parish archives. The Chairman pointed out that copies also need to be added to the ecclesiastical archives. Brian Pancott reported that he had discovered a huge number of magazines in the Vicarage. Does not know if they are still there. **ACTION:** the Chairman to nominate someone to follow this up.

- **Paterson Centre**

No comments.

- **Pastoral visitors**

Hazel Whitehead thanked all the pastoral visitors and highlighted that it was up to the congregation to let the pastoral team know of anyone who may need a visit.

- **GDPR**

No additional comments.

- **Safeguarding**
Caroline Vost reported that a lot had been achieved over the last year. She highlighted safeguarding is everyone's responsibility. The Chairman asked Caroline how we were doing compared to other parishes. Caroline reported that we were doing well. We had reached level 3 (highest level) but highlighted this needed to be maintained. The Chairman asked if everyone could be aware of young children at the front door when in church to avoid escapees.

 - **Property**
No additional comments.

 - **Sunday Club**
No additional comments.

 - **Barnaby's**
No further comments.
- 4 **Election of Members to the PCC.**
The Chairman announced that he had five nomination forms; Emma Sajo as PCC member and Parish Secretary, Helen Dyer as PCC member, David Bakewell as PCC member, Jenny Sharpe as PCC member (had been on Deanery Synod but had come to the end of her term) and Emily Singleton as PCC Member. All were in favour. Nick highlighted that this was the first time in a while that there was a full PCC with 10 elected Members as well as Ex Officio Members.
- 5 **Deanery Synod**
The Chairman reported there had been two nominations for positions on Deanery Synod. This was Jen Frampton and Allison Gurry, both proposed and seconded. All voted in favour. The Chairman thanked Jen and Allison.
- 6 **To appoint an External Examiner for the Financial Statements of the PCC for 2022**
Andrew reported that Richard Green -Wilkinson was prepared to act again for us for a further year. All were in favour of this.
- 7 **Other Questions and Matters of interest:**
Brian Pancott asked if there was a strategy for the use of the website and Facebook. Andrew explained that the PCC had been trying to form a communications team for the last year. No one had come forward.
- No further comments.
- The Chairman thanked everyone for coming and for their contribution to the life of the church.
- Thanks were given to Hazel and Nick for all their contribution. Thanks were also given to Emma as new PCC Secretary.
- The meeting ended at 8.47pm.

Notes taken by PCC Secretary, Emma Sajo.