

St Lawrence Church, Long Buckby
Minutes of the APCM 23rd August 2020

	Agenda Item	Action
1	Opening act of worship: Graham opened in prayer.	
2	Welcome: Present: Graham Collingridge, Jane Collingridge, Janet Wayment, Judith Leach, Richard Howard, Val Howard, Chris Southey, Richard Southey, Maureen Summers, Helen Baker, Chris Banks (Minutes), Lou Smith, Lois Johnston, Cath Maddison, Bernadette Frost and Felicity Pirie	
3	Apologies: Sue Plant, Val Hardwick, Graham & Mary Simpson, Mike Leach, Anne Davidson, Malcolm & Pat Sniders, Bob Wayment and Barbara Beeden	
4	Annual Meeting of Parishioners to elect 2 Churchwardens: Helen Baker was proposed by Sue Plant and seconded by Val Hardwick and unanimously accepted. Richard Howard was proposed by Judith Leach and seconded by Chris Banks and unanimously accepted.	
5	Minutes of APCM held on 2nd April 2019 were read. These were accepted as a true record and duly signed. Proposed by Judith Leach and seconded by Cath Maddison and unanimously accepted as a true record.	
6	Matters Arising: There were no matters arising. Reports: <ul style="list-style-type: none"> (a) Electoral Roll: Graham presented Margaret's report: 73 people have completed Electoral Roll forms, an increase of 3 from last April. One death has been reported, Cliff Harper. Of the total 14 are non-resident in the parish. We mourned Cliff Harper in 2019 and Dorothy Hobbs, although she was no longer on the Electoral Roll when she passed away in Rugby. (b) Safeguarding: - All DBS checks are up to date in both parishes. Several safeguarding concerns were investigated across the Benefice in 2019, including a request from the Church of England that all historic records are checked to ensure that there are no unreported concerns. The Church of England issued a new Confidential Declaration Form at the start of 2020, which must be completed as part of the DBS process by all new applicants who will be working with children and/or vulnerable adults. This requirement applies to clergy, church employees and volunteers. (c) Annual Report: Graham presented the Annual Report to the meeting and thanked everyone for their contributions from leading worship, bible studies and prayer, putting on the heating and looking after the buildings, to making things and befriending people. He summarised the events of 2019 as follows: <ul style="list-style-type: none"> • The change to the service pattern necessitated by the departure of Andrew Smith (Curate) and increased work requirements for Richard Southey (Reader). Morning Praise replaced the 9am BCP and Breakfast @ St Lawrence services and people accepted these changes with good grace. • Support for the Open the Book services at the schools in Long Buckby and West Haddon from Richard & Val Howard and Martha Pinsent respectively. Val has also led the Pastoral team and put her training into practice by taking some funeral services. • Chris Banks has undertaken some of the treasurer's functions, safeguarding lead and led the recruitment of the Children & Families Worker, Sue Jefferson. • Sue made a strong start in the Schools and especially with Tea Time Together services that mobilised many volunteers prior to lockdown. • Sue, Chris and Graham attended a 4 day residential course, Leading Your Church into Growth (LYCiG) in October, which resulted in the Welcome course at the start of 2020 and there had been plans to run an enquirers course (START) in the autumn • We want to grow in numbers and in maturity of Christian faith. (d) Finance Report: Chris presented the report and expressed huge thanks to all our regular givers. The total receipts for 2019 were £61,922 and the outgoings were £69,110 – resulting in a deficit of £7,188. Regular giving fell by £3,300, 7% reduction from 2018 including gift aid. Fees from Weddings and Funerals fell by 41%, reducing net income by £1,970. Essential electrical work in the Schoolrooms cost £1,900. The Stewardship campaign in October did increase regular giving at the start of 2020. The launch of the Parish Giving Scheme in February this year has resulted in most of our regular givers transferring to PGS in Gloucester, reducing administrative work and enabling gift aid payments to be credited each month instead of quarterly in arrears. A small number of people continue to give directly by standing order, but the number remaining in the envelope scheme is less than five now. After the economic impact of coronavirus, we forecast that regular giving will be at a similar annual level to 2019. Parish Share has increased by £1,000 this year and there have been no events or plate collections since March. The income from funerals and weddings will also be lower than last year. The current deficit is between £650-700 per month and we expect that to be unchanged for the rest of 2020 due to the Covid restrictions. 	

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	<p>This will result in a loss of between £8,500 to £10,000 for the full year. If the Parish Share is paid, we will need to use our Reserve Funds. It is PCC policy to try to maintain a balance which equates to 3 months unrestricted payments. Therefore, Standing Committee has decided to withhold payment of the Parish Share for the final 3 months of 2020. Lois Johnston asked for more explanation about the how the projected loss had been calculated. Chris said that without events or collections, we could forecast our income for the remainder of the year quite accurately and we know how much Parish Share remains to be paid as well as the expected insurance and utility costs for both buildings. The forecast loss is the difference between these numbers. Graham expressed thanks to Geoff Moorhouse for managing the Schoolrooms bookings.</p> <p>(e) Fabric Report: Graham said that the published report dealt with all the important matters and that St Lawrence is a well-kept building. Graham extended his thanks to Helen and Richard and to everyone else who helps maintain and care for the fabric. There were no questions or issues raised. Richard Howard said that due to lockdown there has not been opportunity to express appreciation properly for the welcome banners made by Wendy Bushell, which greet people as they enter the building. Graham expressed his thanks to Wendy on behalf of PCC.</p> <p>(f) Deanery Synod: Graham said that the report addressed the important issues and expressed his thanks to Chris for representing St Lawrence at the synod meetings. There were no questions.</p>	
8	<p>Elections of Parochial representatives of the laity: Graham advised the meeting that the following would be standing down from the PCC having completed their term of office: Mary Simpson and Judith Leach. Barbara Allen has resigned from the PCC and Graham extended his thanks to her.</p> <p>Mary Simpson was duly elected to membership of the PCC for 3 years, proposed by Chris Banks and seconded by Richard Howard.</p> <p>Judith Leach was duly elected to membership of the PCC for 3 years, proposed by Val Hardwick and seconded by Sue Plant.</p> <p>Malcolm Sniders was duly elected to membership of the PCC for 3 years, proposed by Chris Banks and seconded by Richard Howard.</p> <p>Graham expressed his grateful thanks to Sue Plant for her service as PCC Secretary and Sue is standing down now. Malcolm Sniders has volunteered to be the new PCC Secretary and we are most grateful for his offer.</p> <p>Deanery Synod representatives (3 vacancies): The only nominee was Chris Banks and he was re-elected.</p>	
9	<p>Appointments: The existing list of the Welcome Team members at St Lawrence was not reviewed. There was some uncertainty about whether Don Bird is well enough to be retained as our auditor. PCC Secretary was asked to write to Don Bird to thank him for his invaluable work.</p>	MS
	<p>Vicar's Report: Graham gave thanks to the many volunteers who help and give him support in his work. He added that other parishes in Brixworth Deanery are not in such a stable position as both the Crick and Brixworth Benefices are in interregnum, whilst Revd Andrea Watkins in the Spencer Benefice is undergoing major surgery. Graham said that considerable progress has been made this year with online services for which he is most grateful. He expressed particular thanks to Chris for the work he had done in the Benefice during the sabbatical.</p>	
11	<p>Matters of Parochial or General Church interest: Graham invited those present to ask questions or express their views on any matters. As there were no immediate questions, he asked Chris to give an update on the worship streaming system. Chris outlined that due to the generosity of some individuals, we have been able to raise several thousand pounds to fund the installation of a streaming system for worship services and also for weddings, baptisms and funerals as appropriate. We are awaiting formal approval from the Archdeacon of Northampton (this was granted following the APCM), but all being well we hope that Hilltop (existing sound system providers) would be able to complete the work during October. A point/tilt/zoom camera is to be installed at the back of Church above the entrance to the Tower, whilst a 4G router fitted in the Tower itself will enable the transmission of services over the internet. The streaming system will be integrated into the sound system and we will need to train service operators to operate the camera/streaming system alongside the sound desk operators. We plan to use Zoom to enable Church members to interact in the service as much as practicable rather than simply broadcasting services into people's homes. Chris provided further clarification in response to questions. Graham outlined the plan to expand the range of public services at St Lawrence with the first communion service planned for Wednesday 2nd September at 9.30 and this will be repeated on the first Wednesday of the month. Tea Time Together is scheduled to return on Sunday 4th October at 4pm, although we will not be able to serve refreshments and families will have to remain in household "bubbles".</p>	
12	<p>Closing Prayer: The meeting closed in prayer at 5.20pm</p>	