

Vestry Meeting and Annual Parochial Church Meeting (APCM) Minutes 12<sup>th</sup> May 2024  
Church of the Good Shepherd with St. Peter's, Lee

	<b>Vestry Meeting</b> (Anyone living in the Parish and/or on the Electoral Roll can attend and vote) NB: physical meeting with additional participants via Zoom.
<b>Item</b>	<b>Subject</b>
1	11:20 start The Revd Bridget Shepherd (Vicar and chair of meeting) welcomed everyone, prayed and then explained the difference between the Vestry Meeting and the APCM.
2	<b>Apologies for Absence</b>  <i>Present:</i> Elizabeth Henriette, Susan Wood, Clare Johnson, Patricia Livingstone, Philip Wood, Angela Stebbings, Adriaan Goosen, Sonja Goosen, Simon Frewin, Stella Frewin, Trudi Bramson, Gail Treves-Brown, David Dannreuther, Cherry Murdoch, Peter Watson (via Zoom), Priscilla Thomson (via Zoom), Gloria Biggs (via Zoom), John Murray, Elizabeth Bentley, James Murdoch, Hannah Burns (PCC secretary), Sue Tearle, Conway Tearle, Tanya Hilborne, Petra Woodford, May Aeoury, Nigel Drew, Jean Parker, Elmena Britton, Rosemary Thurbon, Olayinka Aina, Peter Burns, Richard Burns, Jevan Green, Richard Clough, Catherine Clough, John Stevens, Fran Lechler, Nathan Lechler, Revd Bridget Shepherd (BS).  <i>Apologies:</i> Gladys Ekpo-Daniels, Yi Baylis, Nick Shepherd, Ann Lorek, Margaret Cadney, John Bramson.
3	<b>Declarations of Interest:</b> None declared.
4	<b>Approval of Minutes for 14th May 2023</b> No Corrections The minutes were approved; Proposer: Angela Stebbings. Seconded: John Murray. All in favour.  <i>Carried: Minutes approved.</i>
5	<b>Matters arising from 14th May 2023</b>  <ul style="list-style-type: none"> <li>There were no matters arising, questions or comments.</li> </ul>
6	<b>Election of Church Wardens</b>  a. Sue Tearle was proposed by Richard Clough and Catherine Clough b. James Murdoch was proposed by Richard Clough and Catherine Clough c. There being no other nominations, Sue and James were elected unopposed.  <i>Sue Tearle and James Murdoch were re- elected as Church Wardens</i>  Thanks were offered by Bridget to the Wardens.

7	The Vestry Meeting was closed at 11:25am
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Item	<b>Parish APCM</b> (Anyone on the Electoral Roll can attend and vote) NB: physical meeting with additional participants via Zoom.
1	<p><i>Opened at 11:25am</i></p> <p><i>Present:</i> Elizabeth Henriette, Susan Wood, Clare Johnson, Patricia Livingstone, Philip Wood, Angela Stebbings, Adriaan Goosen, Sonja Goosen, Simon Frewin, Stella Frewin, Trudi Bramson, Gail Treves-Brown, David Danareth, Cherry Murdoch, Peter Watson (via Zoom), Priscilla Thomson (via Zoom), Gloria Biggs (via Zoom), John Murray, Elizabeth Bentley, James Murdoch (JM), Hannah Burns (PCC secretary), Sue Tearle, Conway Tearle, Tanya Hilborne, Petra Woodford, May Aeoury, Nigel Drew, Jean Parker, Elmena Britton, Rosemary Thurbon, Olayinka Aina, Peter Burns, Richard Burns, Jevan Green, Richard Clough, Catherine Clough, John Stevens, Fran Lechler, Nathan Lechler, Revd Bridget Shepherd (BS).</p> <p><i>Apologies:</i> Gladys Ekpo-Daniels, Yi Baylis, Nick Shepherd, Ann Lorek, Margaret Cadney, John Bramson.</p>
2	<p><b>Declarations of Interest:</b> None declared.</p>
3	<p><b>Approval of Minutes for 14th May 2023</b>          No Corrections          The minutes were approved; Proposer: John Murray. Seconded: Elizabeth Bentley. All in favour.</p> <p><i>Carried: Minutes approved.</i></p>
4	<p><b>Matters arising from 14th May 2023</b></p> <ul style="list-style-type: none"> <li>• There were no matters arising, questions or comments.</li> </ul>
5	<p><b>Receipt of Trustees' Report on the past year (May 2023-April 2024) and Receipt of Annual Accounts for 2023</b></p> <p>(Hard copies of the Annual Report and Annual Accounts were made available, or can be downloaded from the PCC page of the website.)</p> <p>The sections of the Report which goes both to the Charity Commission and the Diocese were listed section by section, with pauses to allow for comments or questions from attendees:</p> <ul style="list-style-type: none"> <li>a) <u>Aims and Purposes</u></li> <li>b) <u>Objectives and Activities</u></li> <li>c) <u>Achievements and Performance</u></li> <li>d) <u>The Electoral Roll</u></li> </ul> <p>Increased to 135 on the electoral roll, so have 1 additional Deanery Synod representative.</p> <ul style="list-style-type: none"> <li>e) <u>Safeguarding Report</u></li> <li>f) <u>Fabric Report</u></li> <li>g) <u>Deanery Synod</u></li> <li>h) <u>Financial Report</u></li> </ul>

	<p>Adriaan Goosen provided a reflection of the headline figures, in addition to explaining the remit of the 'Stewardship working group' who will meet for the first time later in May 2024. The remit of this group includes thinking about the finances of the churches, in the broader context of stewardship. AG highlighted that we are a growing church (as reflected in the electoral roll increase), and have c.80 attendees at Sunday morning services.</p> <p>'Normal' income and expenditure have both increased slightly less than inflation, but that emerging deficit arises from our decision to house a Curate i.e. we incur the full cost of the housing (no longer enjoying a free income from Weigall Road for general expenditure) although the salary is paid by the Diocese.</p> <p>The estimated budget deficit for 2024 is £12-15,000 plus discretionary expenditure e.g.£7,500 already approved for the Weigall Road kitchen, whatever we spend on the Good Shepherd Boundary Wall and on any other major projects. JM clarified that the cost incurred due to housing the Curate was a conscious decision made by the PCC.</p> <p>The churches have healthy reserves (£55k), and are planning to use reserves of £45k to cover the estimated deficit of £12k for 2024, and £22k for 2025.</p> <p>AG noted that there have been recent new pledges of regular financial giving.</p> <p>Conway Teale (Treasurer) comments: We started the year at surplus, and then moved into a planned deficit for the second half of the year.</p> <p>Sources of income:</p> <ul style="list-style-type: none"> <li>● Planned giving</li> <li>● Hall hire (both sites) c.£47k</li> <li>● Rental income from Weigall Road</li> </ul> <p>We have continued to pay the full Parish Share (Parish Support Fund contribution) to the Diocese of £83,500. BS explained the Parish Support Fund, and how it resources ministry within the Diocese.</p> <p>Questions were invited from attendees on the financial report and accounts: None raised, but BS did encourage people to raise questions with CT.</p> <p>BS expressed thanks for the hard work of CT and the team.</p> <p>Adriaan Goosen, Tanya Hilborne, James Murdoch and Jevan Green will meet in May 2024 as part of the Stewardship working group, there is still the opportunity for others to join this group.</p> <p style="text-align: center;"> i) <u>Reserves Policy</u>  j) <u>Plans for Future Period</u>  k) <u>Structure, Governance and Management</u>  l) <u>Administrative Information</u>  m) <u>Approval</u> </p>
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	<p>The Report was received and approved by the APCM, there being no further comments or questions. Proposed Trudi Bramson, seconded by Pete Burns, all approved, no abstentions or objections.</p> <p>BS thanks James for coordinating the report.</p>
6	<p><b>Receipt of Annual Accounts for 2023</b></p> <p>The Independent Examiner report is included in the annual accounts, proposed by Adrian Goosen, seconded by Angela Stebbings. All approved, no objections or abstentions.</p>
7	<p><b>Reflections:</b></p> <p><b>1) Churchwardens' (James Murdoch and Sue Tearle) comments</b></p> <ul style="list-style-type: none"> <li>• Sue - enjoyed working with James and Bridget this past year. Thanks in particular to James for the work on the wall (which continues), and thanks to the deputy wardens and those who support.</li> <li>• James - thanks to Sue for picking up detail. James referred to section I) Administrative Information, as well as others not named in the report (which are many), and expressed thanks.</li> <li>• Excited for the future vision and mission.</li> </ul> <p><b>2) Vicar's (The Revd Bridget Shepherd) comments:</b></p> <ul style="list-style-type: none"> <li>• Referred to Page 9 and 10 of the report, and the picture from June 2023 PCC strategy session</li> </ul> <p>Vicar's Remarks:</p> <p>A large part of the PCC's work over the past year has been thinking about our vision, and if and how St. Peter's – the other church in our parish – fits into that vision. That work has included three additional Saturday meetings, plus time on our bi-monthly meetings – it's not been rushed! The PCC met on Saturday 20th April (after the report was compiled) for the final discussion in that process.</p> <p>At that meeting we informally agreed that we would like to definitively stop using St. Peter's as place of worship, and we would like to use the building as a centre for community work – offering space to projects that are focussed on social justice, which is one of our priorities.</p> <p>That would mean we would lay aside any intention to 'plant' a church back into St. Peter's, or to start a new service there.</p> <p>It would also mean that rather than being given permission to temporarily suspend worship, we would seek to change the status of the building so that it has the status of a church hall rather than a church.</p> <p>Our hope would be to generate enough income from bookings such as party bookings, that we can offer the space to other charities and community groups at a significantly reduced cost.</p> <p>At the moment we're in talks with Lee Green Lives Community Centre about moving their work there in the autumn, when they have to leave their</p>

	<p>site in Leegate. At this stage, the success of this idea rests on them moving to St. Peter's.</p> <p>Over the summer we'd like to put together a St. Peter's Management Group who will oversee the way in which the building is used, including: aims and purposes, values, management of bookings, care of the building, financial viability, communication with the church and wider community etc. The Management Group will report to the PCC.</p> <p>At this stage, this is an informal decision, and the PCC will be asked to formally agree this, in the next couple of months. Between now and then, if the congregation have any views on this you're invited to send them to myself and the PCC Secretary to feed into that discussion.</p> <ul style="list-style-type: none"><li>• BS also expressed thanks to <a href="#">Angela Stebbings</a> for support for St.Peter's hall hiring administration.</li><li>• BS then invited responses or comments from attendees:<ul style="list-style-type: none"><li>○ Question raised by Catrin Cox: What is to be done with the worship resources at St.Peter's? BS responded that we are not yet at that stage of planning, but this will be considered by the St.Peter's working group alongside the permissions/rules of the Church of England.</li><li>• Question raised by Elizabeth Bentley: Are we talking about whether it [St. Peter's] needs to be deconsecrated? BS clarified that St. Peter's is dedicated, not consecrated.</li></ul></li></ul>																								
8	<p><b>Deanery Synod and PCC Elections</b></p> <p>a. <b>Deanery Synod Elections</b> 1 space for a 2 year term Nomination: Simon Frewin: proposed by Trudi Bramson, seconded by John Bramson.</p> <p>b. <b>PCC Elections</b> i) There were 4 spaces available for a 3 year term, and 2 spaces for a 1 year term. Thanks for Angela Stebbings, Conway Tearle, Trudi Bramson and Sophia Duffy whose terms have come to an end. BS thanking Angela in particular for her service over many years, and being the St.Peter's representative, with great christian character, wisdom and gracious contributions. There were 6 nominations, who were elected unopposed:</p> <table><tr><th>Nomination</th><th></th><th>Proposer</th><th>Seconder</th></tr><tr><td>Fran Lechler</td><td>1 year term</td><td>John Stevens</td><td>Nathan Lechler</td></tr><tr><td>John Stevens</td><td>1 year term</td><td>Clare Johnson</td><td>Trudi Bramson</td></tr><tr><td>Pete Burns</td><td>3 year term</td><td>Conway Tearle</td><td>James Murdoch</td></tr><tr><td>Tanya Hilborne</td><td>3 year term</td><td>Jean Parker</td><td>Pat Livingstone</td></tr><tr><td>John Bramson</td><td>3 year term</td><td>Simon Frewin</td><td>Stella Frewin</td></tr></table>	Nomination		Proposer	Seconder	Fran Lechler	1 year term	John Stevens	Nathan Lechler	John Stevens	1 year term	Clare Johnson	Trudi Bramson	Pete Burns	3 year term	Conway Tearle	James Murdoch	Tanya Hilborne	3 year term	Jean Parker	Pat Livingstone	John Bramson	3 year term	Simon Frewin	Stella Frewin
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9	<p><b>Independent examiner</b>  John Howard was our IE this year.  Bridget has thanked him</p> <p>It was agreed that the PCC approach John Howard in January 2025, and to appoint someone else if he is unwilling/unavailable.  Proposed John Murray, seconded Trudi Bramson.  No abstentions or objections.  <i>Carried: Agreed that it was delegated to PCC to appoint John Howard or substitute if not available</i></p>
10	<p><b>AOB</b>  None</p>
11	<p><b>Closing Prayers</b>  The meeting closed in prayer/blessing from Chris Henriette at 12:15pm.</p>