



**PARISH OF PLYMOUTH EMMANUEL
WITH ST AUGUSTINE AND ST PAUL**

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**ANNUAL VESTRY MEETING
AND ANNUAL PAROCHIAL CHURCH MEETING**
Held at Emmanuel Church on Sunday 18th October 2020
MINUTES

Members Present: Approximately 50 parishioners were present

Item/Sponsor	Discussion
Annual Vestry Meeting	
1. Appointment of Church Wardens	<p>The Chair began by outlining a recent change to the Church Representation Rules which now stipulates that Church Wardens may serve for a maximum term of six years.</p> <p>Bert Tayler from Emmanuel is stepping down from his role of church warden. Don Nuttall was proposed and elected as church warden. Bev Kelly from St Paul's was re-elected as Church Warden for her 5th year. The Chair thanked them both for their past service.</p>
Annual Parochial Church Meeting	
2. Welcome and Prayer	The meeting was opened in prayer by our new Assistant Curate Rev'd Robin Brown based on Romans 12:12 "Be joyful in hope, patient in affliction, faithful in prayer."
3. Apologies for Absence	Apologies were received from Bert Tayler, Bev Kelly, Tim Lyddon, Jeannette Eden.
4. Minutes of the APCM 2019	The previous year's minutes of 28 th April 2019 were approved.
5. Amendment to the Constitution	There are a variety of minor amendments. Please refer to Appendix B.
6. Electoral Roll	There have been 7 additions to the Electoral Roll. The current roll is displayed on the noticeboards in both churches.
7. Rector's Annual Report	<p>The Chair expressed his thanks to many people who have come forward to start initiatives since the outbreak of Covid in March. He wanted to thank fellow clergy Darryl and Bev Cree, our self-supporting ministers, and Tony Williams who has been on the team for the last four years. He thanked Jeff Sussex and Simon Springett for their help to the clergy in leading services within the parish.</p> <p>He also thanked the churchwardens Bert Tayler and Bev Kelly, members of the PCC and the oversight groups. the cleaners, keeping our church clean and tidy, Sides-people guiding people where to go within the church and many other groups serving in the community. Karl reminded us that we are a family.</p> <p>He thanked Carol Springett and Bev Cree for their safeguarding work within the church and Jeannette Eden, our Parish secretary, who has been phoning around people in the congregation during these difficult times. Thanks also to everyone who has continued in their giving which sustains our ministry.</p>

	<p>Karl referred to Archbishop Tutu who had been called an eternal optimist. He replied he was a “prisoner of hope, not despair”. Karl reminded us that our God is a God of restoration and redemption. The Lord will restore, we need to ride this one out and be patient. ‘Return to your fortress, O prisoners of hope.’ Zechariah 9:12</p> <p>During this time our Mission Action plan has been at the back of our minds, in abeyance. Our focus has been to stay together as a church family in order to be the church in our community. He reminded us of the wonderful work that St Pauls have been doing with the food parcels during the summer and so a special thanks to Jo & Nick Connett for leading this and all the family at St Paul’s. Outreach and growth need to be looked at over the next year - particularly with the younger age bracket.</p> <p>Karl concluded his remarks with prayer.</p>
8.Church Wardens remarks	Please refer to Appendix C
9. PCC’s Annual Report	Please refer to Appendix D
10. Annual Report and Presentation of Parish Accounts	<p>The treasurer had prepared a summary of income and expenses for the year 2019.</p> <p>On the Income side, he forewarned that the income both churches receive from Hall lettings would be considerably reduced this year. On the expenditure side half goes towards the Diocese as our Parish Share– this pays for our clergy, housing, training, support staff and the administration of the diocese. He also mentioned that there has been a lot of work done on buildings and maintenance this year. We always keep a 15% reserve back just in case.</p> <p>As our outgoing treasurer, Chris wanted to thank all those people continuing with their standing orders during this year particularly. He also wanted to thank Jane Turner for all her expert advice during the year and Tony Jopson who stepped in at the last minute to be the independent examiner of the accounts.</p> <p>Please see Appendix E</p>
11. PCC and other Elections	<p>PCC Elections:</p> <p>Before elections took place, the Chair thanked those members whose terms of office had expired at this meeting. Thanks went to: Emma Butler (PCC Secretary); Bert Tayler (church warden); Jack Rickard (local warden); Ann Hosking (Deanery Synod); and the following elected members – John Kowalski, Mike Hayman and John Truscott.</p> <p>Emmanuel PCC Members. The following people were elected to the PCC: Malcolm Haynes, Gordon Rose, Sally Fletcher, Ed Houlton, Kathryn McGuinness.</p> <p>St Paul’s PCC Members. The following was elected to the PCC: Mary Orchard.</p> <p>Treasurer: John Phillips will now take over from Chris Benson as Treasurer.</p> <p>Emmanuel Local Warden Election: 1 vacancy remains.</p> <p>Deanery Synod Election: No new candidates. Karl will approach a few people as we do need representation on the Synod.</p>

	<p>Independent Examiner Appointment: Tony Jopson was confirmed for the 2020 accounts.</p> <p>Note: All current members remain serving until their terms of office expire.</p>
12. Any other business	<p>Sally Fletcher mentioned how well the Menopause conference had gone in June 2019. It was a great witness for the church. She also mentioned the dementia friendly signs which have appeared within the church building.</p> <p>James Butler asked if we are doing all the meetings in the right way. He mentioned Facebook YouTube... Karl said it would be put on the agenda for the next PCC meeting.</p>
13. Close Meeting	The Meeting closed at 12.05 with prayers by Rev'd Karl.

Signed (Chair)

Chris Benson Sharon Hobbs
PCC Secretary Minute Secretary

Enclosures:

- Appendix A Minutes of APCM 2019 available online
<https://emmanuelplymouth.co.uk/apcm>
- Appendix B See page 4 below for a summary of the changes.
Amended Parish Constitution available online
<https://emmanuelplymouth.co.uk/constitution>
- Appendix C Church Wardens' Remarks – see page 5 below
- Appendix D PCC's Annual Report – see page 6 below
- Appendix E Financial Report 2019 available online
<https://emmanuelplymouth.co.uk/accounts>

Parish Constitution Revision 2020
to take into account Church Representation Rules 2020

- 4.2 Churchwardens now serve for a period not exceeding **SIX** years.
It used to be four years max.
- 4.3 Sidesmen and Sideswomen now to be elected by the PCC, not the APCM
- 4.4 Local wardens no longer have to be appointed. They **MAY** be appointed if required.
Local wardens are no longer required to be members of POG, although they may be.
Local wardens no longer appointed at the APCM. Now appointed by the local oversight groups, when necessary.
- 5.3 The PCC shall now have a maximum of 12 elected representatives
- 5.8 Only members of the PCC may now attend a PCC meeting. It is no longer a ‘public’ meeting.
The PCC may invite individuals to attend meetings if it wishes.
- 6.3 The Finance Committee has been superseded by the Finance Oversight Group.
Gift Aid and Stewardship officers are now no longer required to be members of FOG.
- 6.3.2 Local Oversight Groups will be required to present a budget annually to the Finance Oversight Group for acceptance by the PCC. This is not intended to take from Local Oversight Groups their responsibility for purely local affairs.
- 9.1.1 The APCM must be held between 1st January and 31st May each year.
- 9.2.1 The PCC and local oversight groups are no longer tied to meeting at least four times a year.
They shall meet when required to discharge their responsibilities efficiently.
- 9.2.1.1 PCCs may conduct business by correspondence (whether on paper or by email) where the Chair of the PCC decides that particular business can be conducted in that way.
- 11.1 Any relevant matters not specifically referred to in this constitution shall be dealt with in accordance with the provisions of the Church Representation Rules.2020

Appendix C

Churchwarden Remarks for APCM

Our two parish churchwardens are unable to be with us today, so the following has been drafted, to be read in their place.

What an extraordinary year this has been.

Much can be said about the recent past, especially in the way we have responded as a parish to the CoronaVirus Pandemic, but these remarks need to relate to the year 2019. Tributes to developments during 2020 must wait for a future occasion, although two areas are significant enough to warrant a mention now.

At Emmanuel, the development of new techniques to continue and expand the mission of the church have reaped new and significant rewards. The need to broadcast live services from a closed church building to a wider congregation during periods of isolation and lockdown has meant seeking new methods to fellowship and network. This has enabled people to keep in touch, not just with the Gospel but also with each other as family members united in adversity. A massive “well done” goes to Karl and Nicky for the time, effort and ingenuity in keeping us in touch through ‘FaceBook – Go Live!’ For those without access to FaceBook or Zoom or the website, a team of volunteers under the guiding hand of our parish secretary, Jeannette, has ensured the weekly distribution of support materials by mail. Surely the positive experience of the past few months is something we can build on as a parish when things begin to return to (dare I say it ?).....normal.

At St Paul’s, we have seen perhaps the most significant achievement of the Covid19 era – thanks especially to the initiative masterminded by Jo and Nick Connett (with help from their wonderful team). The gathering and distribution of food aid parcels to those most notably in need has not been an easy task, yet it has been achieved – and very successfully too ! Such an outreach has dramatically and effectively demonstrated the love of the Lord through the actions of his church. St Paul’s recognized a need very quickly and responded at once in the best possible way. Congratulations to all involved.

Looking back on 2019, there is much to be thankful for. Congregations in both churches have been proactive and enthusiastic in their support for the mission and ministry of the parish. So many folk have been busy in so many ways to provide activity, fellowship, love and support to each other through a range of events. Much of what is done is behind the scenes – unseen. As parish churchwardens, we want to extend our thanks to all those who have stepped up to the mark and enabled so much to happen.

Our special thanks go to the clergy team. It is clear to us that direction and leadership needs to be at the heart of our spiritual journey, and we are blessed with a Christ-centred leadership team to steer us along the way. I’m sure you will join us in extending our thanks to Karl and Tony for steering the ship so ably, supported as they are by Bev and Darryl. At the start of the year we bade farewell to Chris Taylor, who did so much to support all that we aimed to achieve, but it has since been our pleasure to welcome Robin to the team.

Together, with the Lord alongside us, we can meet any challenge and further the ministry and life of our parish.

PCC Annual Report 2019

The PCC of Emmanuel with St Paul's met six times during the year. Summaries of each meeting follow:

28th February

A review of our position regarding Safeguarding was discussed.

A note was accepted regarding Bishop Nick's desire to grow new congregations in existing churches, using different styles of service.

The main point of discussion centred on Mission Plan priorities and aspirations. In particular:

Identifying opportunities for improvement and strengths, and how to capitalise and cater for them;

Adapting our approach to the wider community to attract more interest in the Gospel, whilst retaining a sense of dignity;

The need to prioritise so that efforts weren't spread too thinly.

The PCC commended the work with Transforming Plymouth Together.

Some good work with Kids Matter was welcomed.

A motion to re-start a Finance Oversight Group was tabled.

11th April

The Chair updated PCC on current matters regarding sexuality – a church-wide issue affecting the global church.

PCC were happy to accept Mrs. Carol Springett as the new Safeguarding Rep for Emmanuel.

The main point of discussion centred on a Review of Mission Activity:

Main aims:

To support missionaries in the field;

To stimulate and coordinate the Church in missional awareness and participation.

The church allocates £5,000 annually to support missionaries, and a report was produced outlining how this was spent.

A further report outlined the activities of the committee to enable the raising of effective awareness and participation.

A detailed report, produced by Tim Lyddon, outlined a full review of Parish Finances.

Approval of the Electoral Roll and Year-end accounts was delegated to the Standing Committee.

25th July

Chris Benson was appointed PCC Treasurer, to be supported by John Phillips. This to be a temporary position until John assumes the responsibility after the next APCM.

Other appointments/elections:

Tim Lyddon

Lay Chair

Emma Butler

PCC Secretary

Jeannette Eden

Electoral Roll Officer

Gordon Rose, Malcolm Haynes, Don Nuttall

Co-opted PCC members

The change of patronage was discussed, as was the role of a patron. It was agreed to start procedures forthwith.

Discussion about monies designated for enhancements to St Paul's, but not used. All agreed to lift the designation and return the 'pot' to a new designated PCC fund.

It was agreed to appoint Mr Tony Jopson as Independent Examiner of annual accounts.

10th October

Discussion was had to draw up a schedule of dates and events to arrive at agreed budgets by December.

This involved: agreeing a timetable – to be held to in any event;

all proposals will be linked to the Development Plan;

PCC retain legal responsibility for all matters financial, but delegate practical responsibilities to each Oversight Group.

It was agreed that a special meeting would be held to agree and approve 2020 budgets.

The Missions Committee sought guidance from PCC on how to select named charities for next year.

The Finance Oversight Group shared data on restricted and designated funds, to clarify each in turn.

12th December

Single discussion point: setting budgets for 2020.

A full 2-hour discussion was had, in which each aspect of the parish budget was scrutinised.

Included: identifying buildings costs separately from general costs;
the use of a 3-year analysis to forecast 2020 budget needs;
setting aside a growing fund to pay for a possible Families Worker;
setting aside some funding with which to celebrate Emmanuel's 150th anniversary.

After extensive discussion, the 2020 budget was agreed.

PCC Secretary
September 2020