

Parish of Great Missenden with Ballinger and Little Hampden

Minutes of the Annual Parochial Church Meeting at the Oldham Hall
Tuesday 26th April 2022

Present (PCC Member):

David Harris	DH (Chair)	Rosemary Ladd	RL (Secretary)
Laurence Clark	LC	Sally Clark	SC
Guy Priestley	GP	Chris Nickless	CN
Jamie Gairdner	JG		

Apologies:

Katie Shuster, Sue O'Farrell, Philippa Howells

DH opened the meeting at 7.40pm. Three copies of the Annual Report were available at the entry; others could be downloaded from the Church web-site.

1. Apologies

Apologies from PCC members were accepted.

2. Previous Minutes

The meeting approved *nem con* the minutes of the APCM held on 28th July 2021

3. Matters arising

There were no matters arising from the previous meeting

4. Electoral Roll

There were no changes to the Electoral Roll. DH observed that the Parish did not currently have an Electoral Roll Officer. We would need one next year, which is a tear-up year requiring a full census. Volunteers for the position were welcome.

5. Treasurer's Report

Since the Parish does not have a Treasurer, Martyn Green (who had drafted the accounts for this year) spoke to the Meeting. Full working papers to the accounts were available on request. In the meantime, he raised the following points:

- He had retired from his position as book-keeper to the Parish. His last working day would be 30th June 2021.
- He had agreed to assume the position of Independent Examiner to the Parish, in which capacity he could have no role on the PCC or in its financial activities.
- From a modest surplus in the year to 31st December 2020 the Parish had moved to a deficit of £7,441 in 2021.

- He estimated 2022 would see a further deficit of the order of £35,000 (not allowing for the anticipated sharp rise in heating/fuel bills due to the Ukraine war)
- If correct, the Parish could expect to exhaust its unreserved funds by mid-2023
- The appointment of a paid book-keeper, approved by the PCC, would increase annual overheads by about £5k. This left unresolved the issue of who would discharge the daily duties he currently handled. Crucially, they included collating and counting cash donations and arranging their deposit to the nearest bank branch.
- As one of our largest expense items, the Parish needed urgently to review its power and heating expenses. The cost of oil to heat the main church building was certain to rise, and perhaps triple in the coming year: should this occur, without some off-setting increase in revenue, the Parish could run out of unrestricted funds before the end of 2022. We also needed to address the increased cost of heating and lighting the Oldham Hall. He recommended increasing the fees charged for its use: better to risk a slight fall in bookings than run at full capacity at a loss.
- The Parish share (paid to the Diocese) had been £66,387. Charitable donations had totalled £2,533 of which the largest single beneficiary had been the Wycombe Homeless charity.

Vivienne Davies proposed a vote of thanks to Martin for all his efforts as Treasurer and book-keeper over the years.

The meeting discussed the need for a Treasurer. LC considered we had three options:

1. Hire a book-keeper at £5k pa, recurring indefinitely (already approved)
2. Hire someone to pick up the cash-handling duties currently managed by Martin plus preparing returns to the Diocese and Charity Commission. If the latter were not done, the Parish risked losing its charitable status
3. Or, find a volunteer for these duties

If we went with Option 2 our deficit would increase still faster; so it was imperative that someone step forward to replace Martin.

DH concurred, and stressed that the same went for the vacant Warden positions. CN asked if Sally Moring could brief the meeting on the position of other parishes in the Diocese.

Sally advised that most faced similar situations, but the need was especially pressing given the imminent arrival of the new Vicar, Malcolm Chalmers. It will ask a lot of him to pick up a new position with no Wardens and no Treasurer. There is a real need to fill these roles: Malcolm needs the Parish's support.

Helen Biggerstaff suggested that formal Job Descriptions be drafted for all the empty positions, to enable potential volunteers to understand what would be asked of them.

6. Approval and Adoption of Report and Accounts

The meeting unanimously approved the report and accounts.

7. Election of Deanery Synod Representative

No Representative was elected as there had been no volunteers.

DH noted that the position was currently vacant. Sally appealed for volunteers for the role, to support the new vicar (ex officio). The duties are not onerous, meeting four times a year, and attracting various interesting speakers; and collectively the Synod serves an important venue to exchange news, ideas and solutions.

8. Election of PCC Members

All but two PCC members stood for re-election, and being unopposed were re-elected.

Two members (Sally Clark and Katie Shuster) stood down.

PCC Members now number 10 [15]:

David Harris (Chair)

Rosemary Ladd (Secretary)

Laurence Clark

Guy Priestley

Chris Nickless

Jamie Gairdner

Sue O'Farrell

Margaret Gordon

Philippa Howells

Christopher Figg

Stephen Tanno

Tricia Neale

Helen Biggerstaff

John Jeapes

Wendy Harris

9. Election of Sidespersons

All existing Sidespersons stood for re-election and being unopposed were re-elected:

Helen Biggerstaff, Jill Burton, Carola Clark, Reg Cobham, Nevil Coulson, Ludo Gibson, Wendy Gray, Brenda Harris, David Harris, Richard Hawkins, Sue Hawkins, Estelle Johns, Rosemary Ladd, Slava Miles, Jennifer Moss, Mike O'Farrell, Sue O'Farrell, Tim Patch, Guy Priestley, Jane Ray, Keith Ray,

DH noted that additional volunteers were always welcome to this role. It was an important one, as the three churches regularly received feedback that we are a welcoming community; and the Sidespersons played a crucial part as the first people visitors met.

10. Appointment of Independent Examiner

As noted under the Treasurer's report, Martin Green had agreed to assume this role upon stepping down from his existing duties with effect from 01JUL22.

The meeting approved his appointment.

11. AOB

St Mary's

Anne Ellis and Margaret Cameron briefed the meeting on St Mary's activities in support of the local volunteers housing Ukrainian refugees.

- Eight sub-teams had been set up, dealing with transport, schooling, job finding, English language etc
- St Mary's had been chosen as primary meeting place
- More volunteers were welcome

DH proposed the Mission Team and PCC look into formalising our support for Ukrainian charities.

2023 marked the 150th anniversary of St Mary's. In preparation for this, the church was undertaking significant refurbishment of the South side including to the external rendering and the stained-glass windows, both of which had suffered storm damage.

- Sweet Charity had agreed to give £4,000 towards the windows, to be match-funded.
The meeting approved this application, and congratulated the St Mary's team
- The team would apply to the Bucks Historic Churches' Trust for help towards the rendering.

VW noted that they would need to obtain a faculty from the Archdeacon before undertaking this work.

The meeting approved the faculty application and application for sponsorship.

Anne closed by inviting all to attend St Mary's Patronal Evensong on 29th May 2022.

General

Martin Greene noted that the Cream Teas were a potentially fertile source of volunteers: we should make every effort to interest those attending in supporting the church's activities.

He also proposed that the PCC consider splitting its meetings into two types: one to formally approve ongoing business matters; the other dedicated each time to one or two specific topics for general discussion, to reduce general debate at the formal meetings.

Thanks

DH proposed a special vote of thanks to the core volunteers who had carried us through COVID and the Interregnum.

The meeting closed with the Grace at 8.13pm

Signed: Date: