



## St John the Baptist Burscough

### **Unapproved Minutes of Annual Parish (AP) & Annual Parochial Church Meeting (APCM) Tuesday 09<sup>th</sup> April 2019 at 07:30pm in Church**

#### **Annual Parish Meeting**

##### **1) Election of Churchwardens (2 People)**

David Banbury said that "it is lovely to give thanks for 2018 and what God has done". He then opened the meeting in prayer, which was followed by a time of open prayer.

It was explained that whilst the Churchwardens serve for a three-year term this must be approved each year.

There were two nominations for Churchwarden – Caroline McCaul and Robert Williams.

Jan Adams was appointed as Deputy Warden to replace Robert Williams which maintains the numbers at six. The role of Deputy Warden is primarily carried out on Sundays and special events. Appointment is on a consensus basis and there is no term of office.

David Banbury prayed over the above appointments and acknowledged that Ian Hawksby, whose term of office as Churchwarden has now come to an end, and Caroline McCaul have been a fantastic team, doing many practical things, and have become good friends. He wished it to be placed on record all the work Ian Hawksby has done.

##### **2) Close of Meeting**

David Banbury formally closed the Annual Parish Meeting.

#### **Annual Parochial Church Meeting**

##### **1) Welcome**

David Banbury warmly welcomed everyone to the APCM.

It was explained that the reason for having the APCM at this time, in David Banbury's personal view, was that this should not take place in Holy week and with Easter being late there was no opportunity afterwards. Unfortunately, it appeared that half the Church was on holiday!

##### **2) Attendance and Apologies**

There were 67 adult parishioners in attendance and apologies received from Derek Anderton, Andrew Counce, Christine Donnelly, Helen Haggart, Ian Hawksby, Olwen Huyton, Caroline Jackson, Margaret Jackson, Peter Jackson, Tim Jackson, Kerry Patton, Jennie Short, Pete Short, Chris Whitehead, Wendy Whitehead, Brian Disley, Ian Bailey, Margaret Bailey, Duncan Aspinnall, Linda Aspinnall, Danny Abraham and Pat Marshall.

### **3) Minutes of the APM and APCM (24<sup>th</sup> April 2018)**

It was proposed by Peter Dorling and seconded by David Orritt that the minutes be confirmed to be a true record. All were in favour.

### **4) Matters Arising**

The reflective room, funded from monies given in Simon Glynn's memory, is now going ahead and will be finished shortly.

The Mission Fund in Simon Glynn's memory has been set-up.

Logbook and Terrier were both checked last August, and it could be reported that all significant items were present and correct.

The Parish Directory, discussed at the last APCM, is now available at the very reasonable price of 50p per copy from the Parish Office – "Yes Yes Yes".

If we commit to doing something as a Church, we will do everything within our power to bring it to fruition.

### **5) Reports and Feedback**

#### **a) Change in Membership of the Electoral Roll**

A new Electoral Roll has been compiled for St John the Baptist, Burscough and the current number of people listed is 265 (as of 24<sup>th</sup> March 2019). 50% are over 60 years old (this excludes 48 people who didn't enter their Date of Birth on the form). 48 new people have been entered on the 2019 list.

In 2018 there were 324 names on the list, but that is due to an accumulation of six years' additions/deletions and 100 people from the 2018 list have not put in a new form this year.

#### **b) Parochial Church Council (PCC)**

See separate PCC report.

Members were given some time to read and absorb the various Annual Reports.

One correction to the Annual report of the PCC for the year ended 31 December 2018 is that the end date for Frank Egerton on the Deanery Synod should read 2020 and not 2021.

A potential issue has been identified regarding people serving on the Deanery Synod. It was agreed that this would be discussed further under Elections.

#### **c) Finance**

Peter Dorling presented the 2018 Accounts (as published), which had been approved at the PCC meeting on 26 March 2019. (see Annual Reports for 2018).

Peter Dorling thanked everyone in the St John's and Crabtree congregations for their giving throughout the year because "if you don't give, we wouldn't be here".

Gratitude was expressed to a small dedicated team of six who come in every Monday and are responsible for: -

- Banking money.
- Counting money.
- Handling income.
- Dealing with cheques.

The Accounts must be presented in a particular way for the Charity Commission.

In making his unqualified report to the PCC of St John's the Independent Examiner stated that "in connection with my examination, no material matter has come to my attention which gives me cause to believe that in, any material respect: -

- accounting records were not kept in accordance with section 130 of the Charities Act, or the accounts do not accord to the accounting records.

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts is reached".

Giving in a tax efficient way is a good way of giving and is a vital part of our finances. Tax recoverable amounted to £30,182 as a result of Gift Aid.

Peter Dorling referred to "a brief overview of the accounts for 2018" that can be found at page 4 of the Annual Reports for 2018 document.

Giving fluctuates year on year but we need to come to the congregation because of the services needed as a Church. Individuals need to be aware of what giving covers and the fact that it is their giving that keeps the Church going.

A big sector of our expenditure is the Parish Share which pays for stipendiary posts across the Diocese – pays for staff to deliver ministry.

In 2018, our expenditure was £256.4k and our income £246.7k thus achieving an operating deficit of £9.8k. However, the Mission Church of St Cyprians, Hoscar was sold giving an overall surplus of £47.7k.

It is proposed that that the Reverend Alan Clements will be used as the Independent Examiner for the Accounts for the year ended 31<sup>st</sup> December 2019.

Thanks to Kerry Patton's help and expertise Alan Clements has been able to keep his fee to £200.

At the November PCC meeting it was anticipated that there would be a deficit of around £30,000 but it was possible to get around this with much hard work and the movement of funds.

There was a question raised regarding fixed assets when the School House was sold. It was confirmed that the value of the original property, Weavers Avenue, was not included in the accounts, therefore, giving rise to a significant difference.

Several questions were raised by Derek Huyton in respect of houses and agreed that he would speak directly to Peter Dorling.

It was confirmed that the PCC had already approved the accounts and that the APCM simply receives them. All were in favour.

Peter Dorling said that he was quite happy to receive any questions by email.

There was much thanks and appreciation extended to Peter Doling by David Banbury and everyone for his outstanding work as he now steps down as Treasurer.

#### **d) Burscough Outreach Trust**

*“The objects of the charity are to advance the Christian Faith in Burscough and other such parts of the UK or world as the Trustees from time to time think fit, through education amongst children and young people, by bringing relief to persons who are in conditions of need or hardship or who are aged or sick and any such other charitable purposes in furtherance of the above objects”*

Mark Aspinall presented the Burscough Outreach Trust report (see Annual Reports for 2018).

The Trust was set-up in 2001, and there were 3 main reason for doing so: -

- Firstly, to employ individuals to carry out specific areas of ministry.
- Secondly, to allow members of St John’s Church to target their giving towards specific projects and ministries if they so wished.
- Thirdly, to apply for grant funding that may not be available without a separate registered charity.

Throughout 2018 the Outreach Trust has continued to provide pastoral and youth work services through our three employees: Joanna Marshall & Christine Spencer as our Youth Co -Ordinators; and Jeannie Holman as our Pastoral Co-Ordinator. I am sure everyone is very aware of just how valuable this work is and the brilliant job that they all do. Alongside this, the Trust was able to support both the Church project that took place in Belarus in August, and Oaks Church in Skelmersdale, using funds that had been donated specifically for work in these areas. In addition, during 2018 a new Mission Support Fund was set up in memory of Reverend Simon Glynn, and we were able to use this to provide financial help to two of our young people joining Church Mission trips to Belarus and Uganda.

Mark Aspinall thanked everyone for their support.

Total income for the Trust in 2018 was £55,975, with £32,000 of this being funding received from St John’s Church. Total expenditure for 2018 was £51,511.

It was confirmed that the new Mission Support Fund, set up in memory of Reverend Simon Glynn, is within the Burscough Outreach Trust.

#### **e) Churchwardens’**

The Churchwardens’ report was presented by Caroline McCaul (see Annual Reports for 2018). Ian Hawksby apologised for not being able to attend.

This has been a much more settled year following David Banbury’s appointment as our vicar here at St John’s.

It has been an exciting year and both Caroline McCaul and Ian Hawksby have had a good time working closely with David Banbury, Elliott Ireton and the rest of the Staff Team.

The Deputy Churchwardens were thanked for doing a fantastic job and their extreme dedication in supporting Caroline McCaul and Ian Hawksby.

A warm welcome was extended to Jan Adams (Deputy Churchwarden) and Rob Williams (Churchwarden).

The sides and welcomes people were thanked for their support and commitment.

Caroline McCaul personally thanked Ian Hawksby for all his support and for being “the voice of reason”. He has become a really good friend throughout challenging times when there have been lots of changes.

Everyone showed their appreciation with a massive round of applause.

### **f) Deanery Synod**

David Banbury explained that Deaneries are small geographical divisions of the Diocese, within which parishes are grouped under the care of an area Dean. Each Deanery is covered by a Deanery Synod.

The Deanery Synod report was presented by Mark Taylor (see Annual Reports for 2018).

In the past meetings have not been captivating – a bit like “knitting fog” - and the role of the Deaneries has been raised. However, the format of these meetings is now established that our Area Dean (Reverend Duncan Petty), arranges discussions with a Mission focus during the first part of the meeting and official business concluded at the end.

Throughout the year there has been information and discussion on the new way of funding. The Parish Share will be called a Deanery Parish Share. With the emphasis on Deanery, how the Deanery decides how much each Parish contributes is up to the Deanery. This allows each Deanery to decide how many paid leaders they wish to have. This is important and is essential that we have representation at the Deanery Synod.

The business bit at the end of the meeting allows discussions on Mission and a focus on a “bigger Church with a bigger difference”.

The Deanery Mission Plan is being developed and at one meeting the Bishop asked three questions: -

- 1) What is the Mission of God?
- 2) What are the Ministries we need?
- 3) How are we going to pay for it?

The problem is that we usually tackle the above questions in the reverse order.

Duncan Petty has asked David Banbury and Mark Taylor to be on the Deanery leadership team.

It was confirmed that staffing levels relate to what the Deanery staffing level should be, but the Deanery Synod are not responsible for individual posts.

## **g) Youth Work**

The youth report was presented by Joanna Marshall (see Annual Reports for 2018).

Joanna Marshall said that “one of the parts of my job that I love, is spending time one to one with young people. The big events are great, and the weekly sessions allow our young people to let off some steam and to build relationships with one another. But sitting and chatting over hot chocolate, is a real privilege...and it's not just about the hot chocolate!!

Chatting about life, their worries, their highs and their lows, their good times with God and their doubts about whether he's even real, certainly keeps me on my toes and makes me continually think about and re-evaluate my own relationship with God.

Taking time to spend with young people is a vital part of our work here at St John's. So much else in their lives can be so temporary. Things from School to College to University. From friendships to Friendship. For some parent to parent.

For them to know the consistent and ever-present love of Jesus is so important, in the fast-paced changing secular society in which they find themselves in. Spending time with them actually talking, is just one way on which we can try to show this.

Now pride is not something that God endorses but I have to say I have glowed a bit with pride recently as I have watched some of our young people step up to lead in a really powerful way at the 7pm service. We have always encouraged our young people to get involved in serving in an age appropriate way, but it feels like we could easily walk away and be confident that our Church is in safe hands – many of your youth and children's groups rely heavily on the active involvement of young people. We often thank the youth leaders, but I want to thank the amazing young people that we work with for being brave, for standing-up for what they believe in and for being amazing people that God wants them to be!”

## **h) Children's Work**

The Children's report was presented by Christine Mansfield (see Annual Reports for 2018).

As a Church we are invited into both St John's and Lordsgate Schools to: -

- Take assemblies.
- Take lessons.
- Answer questions about faith.
- Work with staff and governors to promote the Christian ethos in Schools.
- Pop Up Prayer. This is a new initiative that was started by Elliott Ireton. Once a fortnight Christine Spencer goes into each school and sets up a prayer space on the playground so that children can come and pray during their break. Sometimes sessions are focused on Halloween and Fair Trade. Children are encouraged that prayer is a natural thing.

There are some amazing things going on in Schools and people's prayers would be valued in this respect.

David Banbury thanked both Joanna Marshall and Christine Mansfield for their insight into the Youth and Children's work, which he said is truly inspirational. This was followed with a prayer by Elliott Ireton who committed the work to God.

## **i) Pastoral**

The Pastoral report was presented by Jeannie Holman (see Annual Reports for 2018).

Jeannie Holman said that she had one highlight to present which is the development of taking communion into people's homes. There were 25 positive responses from individuals who wanted to be part of this valuable work. 3 of the responses were from younger people, which is as a result of positive youth leadership.

David Banbury thanked Jeannie Holman for all her work, much of it unseen.

As we welcome new people, as part of the 5-year plan, we have got to be careful that we don't lose people as well. Many thanks to the Team coordinated by Jeannie Holman.

## **j) Vicars' Reflections**

This report was presented by David Banbury (see Annual Reports for 2018).

David Banbury said that he was just going to say a couple of things and commenced by saying that the last year has been the best he has ever had in 30 + years of Christian ministry. The delight of being here in Burscough and this Parish has been wonderful. He has felt like "a pig in muck".

Working alongside a wonderful team of people in ministry in the Parish has been a joy and there has been a real Team effort throughout the year.

Presentations and feedback from housegroups etc. have given clarity surrounding the 5-year plan that will help us work towards the delivery of our Vision Statement of – knowing, growing in and sharing Jesus love in Burscough and beyond. Caroline McCaul was thanked for her artwork, which captures what is intended.

Everybody is going to get a credit card style card to remind them of the 5-year Mission Action Plan to become a resourcing Church: -

- Growing in Spiritual Depth.
- Growing in Service to Others.
- Growing in Numbers.
- Planting New Churches.

There will be a space on the card for individuals to add their signature on the basis that they support the plan, commit to praying, serving and giving.

## **6) Election to PCC**

Four nominations for Election to PCC have been received but, unfortunately, only three vacancies exist.

The following options were put forward to members: -

### **Option 1**

An Election process with a view to Electing three individuals onto PCC.

## **Option 2**

Elect three individuals onto PCC and co-opt a fourth person – one-year co-option.

This would result in the following new PCC members: -

Diane Edwards  
Pete Short (would take on Treasurer role)  
Derek Huyton (co-opted member)  
Danny Abraham

The last nomination received would be the co-opted person.

The PCC will then decide how to work out co-options as at present there are only two co-opted vacancies: -

David Orritt – Estates Manager  
Brian Disley – Crabtree representative

It was mentioned that Simon Glynn thought the PCC to be too large and that numbers should be reduced – discussed at a previous APCM.

Previously candidates have given a short pen picture of themselves. Can we do this in the future?

It was thought the Election of Pete Short as Treasurer would be wise.

On a show of hands, the results were as follows: -

Option 1.....35 votes  
Option 2.....15 votes

Therefore, it was confirmed that matters should proceed based on Option 1.

It was not thought appropriate that candidates should give statements as they were not all present.

Papers were distributed to enable the necessary vote to take place. It was made clear that people had to be on the Electoral Role in order to vote. It was confirmed that this process had been followed and that four people present had not been given voting papers.

The meeting continued whilst votes were counted.

## **7) Appointment of Sides-people/Welcome Team**

It was agreed that the current Team should continue in their current role.

The comment was made that previously people were asked and trained. It may be helpful to provide some training for people.

The current Team will be added to where necessary.

## **8) Appointment of Independent Examiner**

It was proposed by Phil Marshall and seconded by Liz Hale that the Reverend Alan Clements be appointed in respect of the accounting year ended 31 December 2019. All were in favour.

## **9) Any Other Business**

### **Deanery Synod**

We have several people who were duly appointed to the Deanery Synod in 2017. Whilst it was clearly understood that people were appointed no minute was made of this in the APCM notes.

The options put forward to resolve the Deanery Synod position were as follows: -

#### **Option 1**

Call an emergency Parochial meeting so that the appointment position can be confirmed. This could take place after a Sunday morning service.

#### **Option 2**

Ratify the position at this meeting because as far as the Diocese is concerned the individuals in question have previously been duly appointed.

With a show of hands all, except for one individual, were in favour of ratifying the previous appointments based on Option 2.

The following proposal was put forward by Liz Hale and seconded by John McCall: -

At this meeting it is agreed that those people who have previously been appointed continue to serve and have been affirmed as Deanery Synod members: -

Mark Aspinall  
Christine Donnelly  
Mark Taylor

All were in favour of the above proposal.

It was confirmed that Frank Egerton was duly appointed to the Deanery Synod at the last APCM.

## **10) Date of next PCC Meeting**

Tuesday 7<sup>th</sup> May 2019, 7:30pm in the Church Hall.

### **Election to PCC**

It was confirmed that the votes had been counted resulting in the following three appointments to PCC: -

Diane Edwards  
Pete Short  
Danny Abraham

### **11) Closing Prayer**

David Banbury closed the meeting in prayer.

The meeting closed at 09:40pm.