

Minutes of the All Saints Church, Bishop Burton, Annual Parochial Church Meeting held on the 26th April 2012 at 7.40pm in All Saints Church, Bishop Burton.

Committee Members Present:

Rev A Bailey – Chairperson
Rev R Newton
Mr D Oxtoby
Miss H Swann
Mr D Beynon
Mr G Richardson
Mr L Byass
Mrs M Wray
Mrs A Cherry
Mr D Danforth
Mr T Thomas
Mrs A Danforth – Secretary

Mrs Sue Thomas sent her apologies for absence.

The meeting was opened by Rev Bailey at 7.40pm, with a Reading and Prayers.

The total number in attendance was noted at 13.

1. Election of Church Wardens

Mr Oxtoby agreed to stand as a Church Warden for a further term. He was proposed by Mrs Danforth and was seconded by Miss Swann. As no objections were raised, Mr Oxtoby was duly elected. As no one wished to stand for the second Church Warden post, this remained vacant. Mr Oxtoby will attend the Church in North Cave on Wednesday 2nd May 2012 to be sworn in to the post by the Archdeacon.

2. Minutes of the Previous Vestry and Annual Parochial Church Meeting

The minutes of the previous meeting had been circulated to all present before the meeting commenced.

As no one had any objection to the minutes being accepted as a true record, Rev Bailey agreed to sign them accordingly.

Matters Arising

Allotment Sale Enquiry

Mr Dunning asked if the sale of the Church's allotment had been progressed since last year. Rev Bailey advised that it has now been confirmed that All Saint's Church do not own the piece of land that used to be used as allotments. This land is owned by the Parsonage Board, and as such, is not under the PCC's control.

Quinquennial Report

Mr Oxtoby confirmed that the Quinquennial Inspection had taken place and the Architect's Report had been received. The Church was generally found to be in good condition with a few repairs being recommended, and these were being dealt with. Mr Danforth advised that the grant from the Diocese to assist with the cost of having the inspection carried out has been received.

Vicar's Board

Mr Dunning asked if there had been any progress made with bringing the Vicar's Board up to date. Rev Bailey confirmed that this had been discussed at a PCC meeting, and it was felt that a new Board would need to be commissioned as the current one is full. No further progress has been made with this project though, and Rev Bailey undertook to put this back onto the PCC's Agenda for their next meeting.

Pew Relocation

This matter was deferred to Any Other Business – please see page 6.

3. PCC Report

Rev Bailey confirmed to all present that the PCC had met the statutory number of times over the course of the last 12 months, and she thanked all those PCC members who hosted the meetings in their homes. Copies of the meeting minutes were displayed on the Church's Notice Board, as well as being put onto the Village Website for anyone to view.

Due to the lack of space remaining within the current Ashes Internment area in the Church Yard, Rev Bailey advised that the Committee were looking into the possibility of utilising available space along with west wall as a further Internment area. This space however will require clearing and tidying, which will be organised by the PCC members. A Faculty will also be required.

The PCC are also looking into the possibility of providing toilet facilities for the Church. Mr Dunning asked if the Architect had been informed, and Rev Bailey confirmed that any work undertaken with this regard would be done with full consultation.

4. Report on Electoral Roll

The Secretary reported that the number of people on the electoral Roll stood at 50. Mrs Danforth was asked to complete the Church Electoral Roll Certificate accordingly.

5. Financial Report

Mr Danforth confirmed that he had presented the Accounts for 2011/2012 to the Committee ahead of the AGM, along with the financial report and bank balances.

The General Fund Current Account at 17/02/12 had £1,124 in it compared to £567 at 31/12/11, and £299 at 31/12/10. The General Fund CBF had £13,335 in it

throughout. The Fabric Fund Current Account has £710 in it at 17/02/12, with the same figure at the year end and £358 at 31/12/10. The Fabric Fund CBF Account had £21,403 at 17/02/12 and the year end with £21,415 at 31/12/10. There is however an insurance bill to be paid of £2,669.

Of the quota for 2011, only six payments have been made, compared to all the quota being paid in 2010 and 2009. With the full quota being paid in 2009 and 2010, the old arrears from 2008 have been written off.

There was a surplus on both the General Fund of £715 (2010 - deficit of £1,743) and on the Fabric Fund of £341 (2010 - surplus of £1,763).

Mr Danforth then explained that the surplus on the General Fund was mainly due to the write back of previous arrears on the quota. He went on to say that the investments were carried at original cost, compared to current values of £26,463 for the Charinco and £10,957 for Schroders.

Discussion at the last PCC meeting was held about whether the arrears for last year's quota totalling £3,800, should be paid out of capital. It was pointed out by Mr Oxtoby that we could only use the income off the two investments. It was agreed that paying the Diocese quota must become a priority, but that running down the available reserve would only alleviate the problem in the short-term. Within a few years, the reserve would be gone and we would be in a worse position, as the investments do provide some interest which goes towards paying the Church's utility bills. It was therefore agreed at that meeting, that any payments made would be in respect of the 2012 quota, and we would not dip into capital to make any further payments in respect of 2011. In order to prioritise future quota payments though, it was agreed that all fundraising activities this year, including the Sunday Lunch, would become General Fund activities so the proceeds could be used towards the quota.

Mr Danforth confirmed that a covenant claim to 31/12/11 had been paid, which amounted to a total of £935, of which £206 is for the Fabric Fund.

The quota for 2013 is £7,376 compared to £7,725 for the current year.

The Easter fundraising raised £1,955 including gift aid, and this went into the General Fund. The Sunday Lunch raised £1,143 and the Concert £990, with proceeds of the last two put into the Fabric Fund.

The Insurance for 2012 rises to £2,699 from £2,153 with restrictions on the claims for metal loss.

Mr Danforth advised that the Accounts were currently with an Auditor so the only changes to the above were that the grant has now been received from the Diocese towards the cost of the Quinquennial Inspection as previously mentioned, and that three quota payments for the Diocese have been made in respect of 2012.

Mr Beynon asked how many quota payments were made in total for 2011, and Mr Danforth advised that six out of twelve had been made. Rev Newton said that although we had not paid the entire quota for last year, the Accounts suggest that we can afford to pay the outstanding amount.

Mr Oxtoby referred back to the discussion that was held at the last PCC meeting, in that not all of the money held in our Accounts was unrestricted in the way in which it could be spent. There is however £13,000 of cash in a Deposit Account which is unrestricted. The PCC have however committed to using all proceeds from fundraising activities this year to go towards paying the quota. Rev Bailey said that she would like to discuss this payment of the outstanding quota from last year at the next PCC meeting.

The Account Books are still with the independent Auditor and are due to be returned shortly.

On the assumption that no problems were found during the independent Audit, the Accounts for 2011 were accepted by Mr David Oxtoby and seconded by Mr David Beynon. On behalf of the PCC, Miss Swann thanked Mr Danforth for his hard work and dedication to the post of Assistant Treasurer over the last ten years, as he had decided to step down from the position (he had given notice of his intention at the previous year's AGM).

Mr Oxtoby advised that he was in contact with someone who may be interested in the post of Treasurer and he was just waiting for her to come back to him with her answer. In the interim, Rev Bailey asked Mr Danforth to let Rev Newton have the Church's financial records and banking books etc. For ease of transition, Mr Danforth agreed to remain a signatory on the Accounts, and stated that he would be happy to give all assistance required to the new Treasurer when appointed, to help them settle into the role.

6. Fabric Report

Mr Oxtoby presented the Fabric Report for the year. The Church always looks nice and well cared for thanks to the volunteers who come in each week to clean. Mr Oxtoby thanked Miss Swann for preparing the rotas for Cleaning and Flower duties. Unfortunately, new bell ropes are needed to be installed, and Mr Oxtoby confirmed that these had been obtained, and would be installed by himself and Mr Richardson shortly.

With regard to the Quinquennial Inspection, Mr Oxtoby confirmed that there was only one item that was raised which required prompt attention. This was for the louvers on the bell tower to be repaired or replaced, as they were beginning to degrade significantly. Mr Oxtoby advised that he was in contact with the Diocese to take advice on who best to contact for this work to be done.

The electrics within the Church will require PAT testing, which Mr Oxtoby will be organising.

After the period of winter closure of the Church, Rev Bailey was pleased to announce that the Church was once again open during the day for anyone to visit. Thanks were extended to Mrs Cherry who organised the key rota and to all those people who volunteered to open and close the Church each day.

7. **Elections**

As previously stated, Mr Danforth had given notice last year that he wished to step down from the post of Assistant Treasurer this year. The remaining Committee members confirmed that they were happy to stand for a further term (Mrs Thomas had indicated that she was also happy to remain on the PCC prior to this meeting). On this basis, Rev Bailey proposed that the remaining PCC members were elected on-block. No objections were raised to this proposal, and they were duly elected.

Mrs Danforth was asked if she would be willing to serve a further term as PCC Secretary, and she confirmed that she was happy to do so.

8. **Appointment of Auditor**

Mrs Margaret Hebb was appointed as the independent Auditor and the Church's financial records are currently with her for the work to be done.

9. **Clergy Report**

Rev Newton said that the Sidemen duty rota was now working well at All Saints. The worship leaders had met recently, and a new system was being developed. Margaret Morton who is the Church Warden at Skidby is going to sort out a rota of Worship Leaders. Rev Newton will put this rota up, and the person who is on Sideman duty for the relevant week should contact the person leading worship that week to find out what the Reading is going to be.

Rev Bailey said that we had a number of good events held in the Church over the previous twelvemonths, and made special mention of the Harvest Festival, Concert, and Christmas celebrations. Mr Graham Richardson also had his Confirmation, which was a lovely evening that many from All Saints congregation were able to attend. There has been an increase in the number of Baptisms in Church and we have a wedding booked for this year. The visiting Clergy who take services at All Saints all say how much they enjoy coming to the Church to lead worship, and Rev Bailey said that there will be greater need for this as the Diocese are having to reduce stipendiary ministry further. It is a lot of work for the people who set up for Services, but the visiting Clergy unfortunately do not have the time to do it for us. Rev Bailey then thanked Mr Beynon for playing the organ for us each Sunday and also to Jean Williams who stands in for Mr Beynon when he is unavailable. She also extended her very grateful thanks to Rev Newton for all of her hard work, not only with regard to organising and taking Services, but within the Parish too.

Now that the Quinquennial Inspection has been done, Rev Newton said that she was going to invite the Diocesan advisor, Phil Thomas to come to the Church, as this is something that he had expressed a wish to do.

10. **Any other Business**

Concert – Beverley Male Voice Choir

Mrs Wray advised that she had been in contact with the Beverley Male Voice Choir in order to ask if they would be interested in holding a concert at All Saints. This would probably be some time in September.

Evensong – Summer Months

Mr Thomas asked if it would be possible to re-instate the Evensong Service through the Summer months. All present agreed that this would be well received, and Rev Bailey confirmed that an Evensong Service would be brought back each month through the Summer at 6.30pm.

Church Yard Flowers

Mr Dunning enquired if people were permitted to leave faux flowers on graves. Mr Oxtoby and Miss Swann responded that people were not permitted to do this, but Rev Bailey said that we cannot remove them if they do, as they were not the Church's property. We can however put a note into the Village Magazine asking people not to do this.

Front Choir stalls

Mr Dunning asked if it would be possible to move the front Choir stalls forward to the edge of the carpet on both sides. This would make more leg-room inside the Choir stalls. Rev Bailey said that she could appreciate the problem – the front Choir stalls had originally been designed for child choristers, and not for the comfort of adults! We would not however be able to move these without a Faculty being applied for.

Pew Relocation at the Back of Church

Mr Dunning asked if any further consideration had been given to relocating some of the pews at the back of Church. Rev Bailey advised that this had been discussed by the PCC and it had been decided not to modify the pew layout at this time. Mr Thomas asked for the matter to be discussed further and Rev Bailey said that this was a matter for the PCC. As such, any PCC member who wishes to have this matter discussed further should let Mrs Danforth know so that it can be added to the PCC meeting Agenda.

Rev and Mrs Naylor

Mr Dunning asked if it would be possible to provide a Headstone for Rev and Mrs Naylor, whose graves were in the Church Yard, but were unmarked. Mr Danforth said that he thought it was their and their family's specific wish not to have the graves marked, which is why we have had the Plaque put up in their memory in Church. Rev Bailey said that, without the express permission of Rev Naylor's family, we could not mark the graves.

The question regarding the replacement or repair to existing Gravestones was raised, as some were thought to require attention. Rev Bailey advised that in the first instance the PCC would need to try and contact any existing relatives to ask them to make necessary repairs or replacement as appropriate. If a gravestone becomes unsafe and no relatives can be located, the Church must pay for it to be made safe, but is under no further obligation (ie to make full repair or replace). Mr Dunning asked if it would be possible to approach the Parish Council to ask for a grant for this type

of work, but this had previous been requested and denied. Miss Swann and Mr Richardson said they would take a look around the Church Yard and report back at the next meeting with details of any gravestones which they consider to be unsafe.

Photography Request

The PCC have received a request from Denton Photography to use the Church as part of their photography course. This is being organised by Mrs Thomas, and a donation of £75 is being given to the Church by Denton Photography for this.

Mr Oxtoby thanked Rev Bailey and Rev Newton on behalf of the PCC and Parishioners of All Saints for their Ministry.

There being no further business to discuss, Rev Bailey thanked everyone for attending and closed the meeting at 9.05pm with prayers.