



# **PARISH OF CHURCH HULME – ST LUKE**

## **Annual Church Meetings: 7<sup>th</sup> April 2019**

### **Minutes**

#### **Welcome and opening prayer**

During the interregnum and in the absence of an incumbent, the Revd Rick Gates was pleased to welcome everyone to the Annual Meetings of St Luke's Church. He announced that these would be chaired by Churchwarden, Alastair Cragg, chairman of the Parochial Church Council (PCC) and followed by a service of Holy Communion.

After an opening prayer, Rick explained that the first meeting would elect the churchwardens for the coming year, and the second, the Annual Parochial Church Meeting (APCM) would elect other Church officers and carry out other formal business as set out in the agenda on the service sheet. Anyone living in the parish could vote in the meeting to elect the churchwardens but only those on the new Church Electoral Roll could vote in the APCM.

He then invited everyone to join in singing Hymn 476: O Breath of Life ....

---

**Attending the Annual Meetings:** 76 individuals had signed the attendance sheets, which may be inspected on request.

**Apologies for Absence:** had been received from:

Carole and Martin Elliott; Tim and Val Fryer; Katie, Stephanie and Stephen Haigh; Hilary Henshall; Trevor Jenkins; John Oram; Alan and Jacque Rickards; and Valerie White.

---

## **MEETING FOR THE ELECTION OF CHURCHWARDENS – 9.40am**

### **1 Minutes of Previous Meeting and Matters Arising**

The minutes of the previous meeting had been circulated by email to the Church Council and had been publicly available on the website since July 2018. There were no amendments and approval was proposed by Peter Cotton and seconded by Peter Shackleton. This was agreed unanimously, and the minutes signed by Alastair Cragg as PCC Chairman. There were no matters arising from the minutes.

### **2 Election of Churchwardens**

Alastair asked Steve Smith, the PCC Secretary, to administer this item. Steve informed the meeting that he was pleased to announce that both Churchwardens were prepared to continue in service for a further year if elected. He and John Oram had been happy to nominate them:

ALASTAIR CRAGG and JAYNE WEAVER to continue to serve as Churchwardens for a 4th and 3rd year, respectively.

No other nominations had been received or were now possible and so Alastair and Jayne were duly re-elected with acclamation. There was no other business and the meeting ended at 9:50am.

# **ANNUAL PAROCHIAL CHURCH MEETING (APCM) – 9.50am**

## **1 Minutes and Matters arising from previous APCM**

The minutes of the previous meeting had been circulated by email to the Church Council and had been publicly available on the website since July 2018. Approval of the minutes was proposed by Eileen Prince and seconded by Jean Paton. This was agreed unanimously, and the minutes were then signed by the Chairman. There were no matters arising from the minutes.

## **2 Election of Assistant Churchwardens**

Alastair explained that, in conformance with the Church Representation Rules 2017 (the Rules), we no longer have Deputy Churchwardens, but Assistant Churchwardens appointed annually from members of the Church Council. These individuals are an important part of the Churchwardens' Team. He and Jayne appreciate the help and support they have provided during the past year and are pleased that all three are prepared to continue for a further year if elected:

Nominations for Assistant Churchwarden for the coming year had been received from:

PETER COTTON – nominated by William Hall and Steve Smith.

VALERIE CRAGG – nominated by Steve Smith and William Hall.

STEPHEN HAIGH – nominated by William Hall and Steve Smith.

No further nominations had been received or were now possible, and Peter, Val and Stephen were duly elected unanimously for a further year.

## **3 Election of Parochial Church Council Members**

Alastair explained that Councillors are elected for a three-year period with one third of the elected members retiring each year. This year Peter Cotton, Alison Dale, Ray Davies, Trevor Jenkins and John Oram are standing down but are eligible for re-election. He thanked them all for their help and support.

Unfortunately, following the reduction in size of our new Electoral Roll (see item 8 below) we are now only allowed a total of 12 elected lay members on the Church Council. Therefore, this year there are only three vacancies but, to ensure continuity and support during the interregnum, Ray Davies and Peter Cotton of the five Councillors retiring are willing to be co-opted to the new Council at its first meeting. The Secretary confirmed that, under the Rules, a maximum of two people may be co-opted in any one year.

The nominations for the three vacancies on the Church Council were:

ALISON DALE – nominated by Kevin Fryer and Alastair Cragg.

TREVOR JENKINS – nominated by Kevin Fryer and Alastair Cragg.

JOHN ORAM – nominated by Kevin Fryer and Alastair Cragg.

No further nominations had been received or were now possible and so Alison, Trevor and John were duly elected unanimously to serve on the Church Council for the next three years, that is until April 2022<sup>1</sup>.

---

<sup>1</sup> A list of all members of the Church Council is posted on the notice-board in the church porch and on the church website: [www.holmeschapelchurch.com](http://www.holmeschapelchurch.com). The Vicar (when appointed), Licensed Lay Reader, Churchwardens and Deanery Synod representatives are *ex officio* members of the Church Council.

## 4 Appointment of Sidesmen

The following 23 nominations had been proposed and seconded to be appointed as men and women Sidesmen for the coming year:

<b>Nominee</b>	<b>Proposer</b>	<b>Secunder</b>
DOUGLAS CRAGG	Val Cragg	Peter Cotton
RAYMOND DAVIES (Wed.)	Kevin Fryer	Peter Cotton
KEVIN FRYER	Jean Paton	William Paton
RICHARD GABBITAS	Kevin Fryer	Alastair Cragg
JOHN JACK	John Land	Trevor Jenkins
GLEN JACKSON	Jayne Weaver	Val Cragg
SANDRA JACKSON	Jane Massey	Jayne Weaver
TREVOR JENKINS	John Land	Val Cragg
JOHN LAND	Trevor Jenkins	John Jack
ALAN LANE	Tim Fryer	Peter Cotton
ANNE LANE	Tim Fryer	Peter Cotton
JANE MASSEY	Sandra Jackson	Jayne Weaver
BOB MONKS (Wed.)	Alastair Cragg	Peter Cotton
JOHN ORAM	Jean Paton	Peter Cotton
JEAN PATON	Steve Smith	Peter Cotton
WILLIAM PATON	Steve Smith	Peter Cotton
ROD PICKLES	David Thompson	Peter Cotton
WILLIAM PULLÉ	Val Cragg	Peter Cotton
LEW RICHES	Val Cragg	Peter Cotton
PAT RICHES	Val Cragg	Peter Cotton
LUCY SUCHLAND	Tim Fryer	Peter Cotton
JANE THOMSON (Wed.)	Steve Smith	William Paton
DAVID THOMPSON	Jean Paton	John Oram

No further nominations had been received or were possible and so all the individuals listed above were duly unanimously elected. Alastair thanked all the men and women sidesmen for their excellent work in greeting worshippers and helping the Churchwardens' team with the smooth running of services. He was particularly pleased to record his thanks to Jim Lindsay who was reluctantly stepping down after many years of service as duty sidesman at the 10.30am Wednesday services. This was enthusiastically applauded by all those present.

## 5 Appointment of Independent Examiner of the Accounts

Mr Michael Cooke had indicated at the previous APCM that he wished to stand down this year as Independent Examiner of the Church Council's accounts after some 25 years. On behalf of the PCC and St Luke's as whole Alastair thanked Mike for his invaluable service in this honorary role since 1994. This was enthusiastically applauded by all those present.

Alastair added that Mike would be a difficult act to follow, but he was pleased to say that another member of St Luke's, Mr Jeremy Bostock FCA, had kindly agreed to take on the role if appointed.

William Hall, the Church Council Treasurer, proposed that Jeremy should be appointed as Independent Examiner of the PCC's accounts for the calendar year 2019. This proposal was seconded by Fiona Pullé and unanimously confirmed by the meeting.

## **6 Treasurer's Report on the Accounts for 2018**

The Treasurer, William Hall, reported on the Church Council's accounts for the calendar year 2018. Copies of the summary financial statements had been made available in church from Sunday 31<sup>st</sup> March and further copies were available after the meeting. Copies of the full accounts could be obtained from him on request.

The accounts for 2018 show an overall deficit of £7,468 which has been covered from reserves. Day to day running costs continue to rise, driven in part by the increase in St Luke's Parish Share. This is levied on each parish to cover the costs of providing clergy throughout the diocese and this year has risen again by 2.5% to £76,626. Our Parish Share is expected to continue to increase at a similar rate and is no longer covered by receipts from our Planned Giving. The shortfall this year is just over £5,000 which has been covered by reserves.

As a Church we rely on regular donations from our faithful congregations to meet our Parish Share and other essential running costs. However, so that we can continue to pay our Parish Share in full, we need to give some thought to ways of increasing our regular giving to meet future demands.

Regarding fabric related expenditure, the remaining items of furniture for the reordered chancel area were delivered this year at a cost of £8,127 which included a new electric "Kawai" piano. The old instrument is now in use in the Church Hall.

A closed-circuit camera recorder system has been installed in the church and porch to provide additional security at a cost of £1,218.

The final groundworks in the new extension land to the Knutsford Road churchyard have been completed at a cost of £6,100 offset in part by a generous grant of £2,500 from Holmes Chapel Parish Council.

A report on possible options to develop the West end of the church to improve safe access and provide toilet facilities has been commissioned from Bench Architects during 2019. The total cost of this report is just under £10,000 of which we have so far paid just over £3,000.

William added his personal thanks to Mr Michael Cooke, who has just retired after 25 years' service as independent examiner of the Church Council's accounts. Mike has carried out his accounts checking duties diligently in this honorary role since 1994. The Church Council wishes him well on his well-earned retirement.

Alastair thanked William for his sterling work in maintaining and presenting the accounts and invited any questions from the congregation. None were forthcoming.

## **7 Annual Reports**

The reports on parish activities, proceedings of the Church Council and Deanery Synod and the Churchwardens' report on the fabric, goods and ornaments of the church, required for the APCM under the Rules, had been included in the consolidated 2018 Annual Report. Advance copies of the 2018 Report had been made available in church and on the church website ([www.holmeschapelchurch.com](http://www.holmeschapelchurch.com)) and further copies were available after the meeting.

Alastair then briefly reviewed the titles in the 2018 Report, thanking the leaders and members of the individual Church and Ecumenical Groups who had contributed for their continuing

commitment and hard work in St Luke's mission within the parish. He thanked the Secretary for consolidating the individual reports and Jayne Weaver for arranging for copies to be made. There were no questions about the content of the 2018 Report and so Alastair asked that it be formally received as the required record for the calendar year 2018. This was agreed by those present.

## **8 Church Electoral Roll**

The parish Electoral Roll Officer, Wendy Bond, reported that all Church of England parishes had been required to constitute a new Church Electoral Roll in readiness for the APCM. All those listed on the old Roll (203 members) had been invited by letter to apply to be entered on the new Roll. This was compiled with 187 members and published on Sunday 24<sup>th</sup> March by being on display at the back of church until the APCM for the purpose of checking and correction.

Alastair thanked Wendy for her work in compiling the new Electoral Roll and was pleased to hear that she is prepared to continue as for a further year. Her appointment, like that of other Church Council officers, will be made at the first meeting of the new Church Council on 29<sup>th</sup> April 2019.

## **9 Special Motion**

The Secretary explained the background to the proposed special motion to permit the Church Council to co-opt any Assistant Churchwarden (not being an elected member) for the period of their appointment as Assistant Churchwarden.

The Rules set out the total number of elected lay members permitted on a Church Council based on the number of names on the Electoral Roll. Our new Roll is now 187 (i.e. less than 200) and so the permitted number of elected lay members is reduced from fifteen to twelve members. The special motion is needed to retain within the Council the contribution of a newly elected Assistant Warden who cannot be elected because there are insufficient vacancies as is now the case this year.

If additional enrolments are made in the coming months so that the Roll when revised for the 2020 APCM exceeds 200, then the Council may return to the maximum permitted number of fifteen elected lay members.

The special motion was unanimously adopted after a formal proposal by Derek Copley and seconded by Val Cragg.

---

## **Vote of Thanks**

On behalf of the congregation and the wardens' team, Churchwarden Jayne Weaver thanked Revd Rick Gates for leading many of the services at St Luke's following the retirement at the end of 2018 of our Vicar Paul. Rick's honest sincerity and his refreshing and often challenging take on the Christian faith have been much appreciated by all. She also added her personal thanks to our Reader Anne and to Alastair and fellow wardens Val, Stephen and Peter for their efforts ensuring the work of St Luke's continued during the interregnum. The congregation enthusiastically applauded the vote of thanks.

## **End of Annual Meetings**

The formal meetings ended at 10:06 am with singing of Hymn 626: Take up thy cross the Saviour said... before a service of Holy Communion with the Revd Rick Gates presiding.