



**DRAFT/MINUTES OF MEETING OF THE
ANNUAL MEETING OF PARISHIONERS
HELD ON SUNDAY 8 MAY 2022 at 1PM
IN PERSON & BY ZOOM**

ANNUAL MEETING OF PARISHIONERS

For greater facility of attendance the meeting was held both in person (some 50 attendees) and online (some 10 attendees).

1. Welcome

The meeting was chaired by the Reverend Lucy Winkett who warmly welcomed everyone and said prayers.

2. Apologies

Apologies had been received from Jane Gray, Catherine Gregory and Kevin Hipgrave.

3. Minutes of the Annual Meeting of Parishioners of 18th October 2020

The minutes of the meeting of 23 May 2021 were approved as a correct record.

4. Election of Churchwardens

The Chair advised that two nominations had been received for the role of Churchwarden:

Deborah Colvin – proposed by Claire Wright, seconded by Monica Bashabe

Trevor Lines – proposed by Jo Hines, seconded by David Loyn

The Chair stated that both Deborah and Trevor had already served as churchwardens for five years and as this was their last year she invited all those interested in putting their names forward for next year to do so. She expressed warm thanks for all that both have achieved as churchwardens and their selfless dedication and commitment to the tasks. This was met with acclamation by all. As for this year there were two nominations and two churchwarden positions so no ballot was required.

The meeting unanimously approved the appointment of Deborah Colvin and Trevor Lines as Churchwardens for 2022-23.

5. Close

The Chair declared the meeting closed.

Keith Best
PCC Secretary

Signed
Lucy Winkett, Chair

**DRAFT/MINUTES OF MEETING OF THE
ANNUAL PAROCHIAL CHURCH MEETING
HELD ON SUNDAY 8 MAY 2022
IN PERSON & BY ZOOM**

ANNUAL PAROCHIAL CHURCH MEETING

For greater facility of attendance the meeting was held both in person (some 50 attendees) and online (some 10 attendees).

1. Apologies

Apologies had been received from Jane Gray, Catherine Gregory and Kevin Hipgrave.

2. Minutes of the APCM of 23 May 2021

The minutes of the meeting of 23 May 2021 were approved as a correct record.

3. Rector's Report

The Revd Lucy Winkett, brought the meeting's attention to her written report that had been circulated. She highlighted that the extraordinary income from Netflix and the payment of a scaffolding licence by a neighbour had generated a significant surplus on 2021. This had in turn enabled investment in a full-time Digital Communications Officer (Derrie) and a Food Outreach Co-ordinator (Robin) who manages FEAST with 120 people being fed every week as well as investing in a new Senior Management Team whom she invited to introduce themselves. Nick Thasarathar (Operations Director) and Richard Parry (Creative Director) spoke. It was noted that Brian Willetts (Development Director), the third member of the Senior Management Team, was unable to attend. Nick outlined his role including responsibilities for the site, site income generation, supporting governance structures, strategy, finance & risk; he talked about the work in which he is currently engaged to support the PCC's Strategy Away Day in June; he highlighted the challenges SJP faces when the Wren Project starts, in terms of site closure and the impact on community/congregation building; he also highlighted the opportunities that taking SJP on the road could present in terms of broadening our community and getting people of all faiths and none to view us in a different light.

4. Review of 2021-22 (Slide Presentation)

Members of the congregation were shown a slide presentation on key events and activities since the last APCM in May 2021, accompanied by music played by Michael Haslam, St James's Director of Music. The Chair thanked the PCC Secretary for his work in pulling the presentation together and the Director of Music for the musical accompaniment.

5. Report of the Electoral Roll Officer

The Chair advised that David Hamilton-Peters, St James's Parish Administrator, is also the Electoral Roll Officer, and introduced David. He reported that the Electoral Roll had been updated ahead of the APCM in line with the requirements of the Church Representation rules. There had been a net increase of 17 members, making the new total 209. The next full revision of the Electoral is due in 2025. The Chair thanked the Electoral Roll Officer for his report.

6. Report of the PCC Secretary

The Chair introduced Keith Best, PCC Secretary, who had commenced working at SJP in August and thanked him for his written report which had been circulated. He introduced his report and said what a pleasure it had been to have met already so many of the congregation and he thanked all for the very warm welcome he had received which he believed was a hallmark of SJP. The report detailed membership of the PCC, included a summary of the business discussed at PCC meetings over the course of the year and explained the new structure.

7. Report from the Honorary Treasurer

The Chair introduced Ben Mariam, Honorary Treasurer, who gave his report orally with a Powerpoint presentation, along with the audited Annual Report & Financial Statements for the year ended 31 December 2019. Ben provided an overview of the 2021 Accounts, including a breakdown of key areas of income (such as Netflix and the scaffolding) and expenditure (a reduced running cost in 2021 of c.£700k). He referred to the projected deficit for this year but stated that the benefits of the investment of last year's surplus would be seen in 2024. There is new accounting software. He mentioned the upcoming PCC awaydays and in his presentation showed the completed actions of the commitments that had been given previously, commenting that we do what we say! He congratulated the Rector in particular on her strong negotiations regarding the filming of Bridgerton in the church which had brought substantial income.

Ben expressed thank to Radames Delgado, St James's Finance Manager, for his significant work and commitment during the year and the Chair thanked Ben for his presentation and his ongoing commitment to St James's as Treasurer.

8. Annual Report & Financial Statements for the year ended 31 December 2021

The proposal by Jo Hines, seconded by Cornell Jackson, to accept the Annual Report and Financial Statements for the year ended 31 December 2021, as already approved by the PCC, was agreed nem.con with two abstentions. The issue was raised by a member that it had been hard to find the accounts on the website and the PCC Secretary explained that these had been received late from the auditors so that the Audit Committee had been required to meet after the PCC meeting (previously arranged to meet prior to it), that the original accounts had been posted on the website in accordance with requirements but had then been supplemented by those revised by the Audit Committee; it was hoped that this would not be the case next year. It was agreed that in subsequent years there will be printed copies of the Annual Report & Financial Statements available the week before the APCM. The Chair confirmed that the independent Chair of the Audit Committee is Andrew Caspari, Diocesan Registrar of the Diocese of Europe and it was agreed that the membership of the Audit Committee will be published on the website.

9. Re-appointment of Auditors

The Honorary Treasurer proposed as a matter of good practice that the PCC should carry out a tender exercise for the appointment of auditors and this was agreed unanimously. It was agreed that the authority for appointing auditors at the conclusion of this exercise should be delegated to the PCC.

10. Report of the Giving Group

Debbie O'Brien referred to the written report and spoke alongside Claire Wright, Katherine Diakou and David Loyn. David Loyn thanked the congregation for their support and described the giving journey that all shared. Debbie introduced the members of the Giving Team present, herself, David, Katherine and Claire and apologised on behalf of Hannah and Tom who could not be there. She went on to talk about the many ways there are to contribute to building our community. She spoke briefly about the Spirituality of Fundraising by Henri Nouwen which is the foundation for all the team do - and that first we build together a community of love around our vision and values, out of which our giving flows. The Giving Team's focus is on money but the giving of time, talents, prayer are also important, and even when we are talking about money it is less about the amount that is given than the spirit in which it is given. All contributions are very much appreciated. A booklet on congregation giving had been distributed before the meeting that shows what the need is and how our contributions are used. She thanked everyone who had participated in the Being St James's conversations. The feedback that was given was really powerful. Katherine and Claire read out a sample of the comments received. David emphasized the value of the conversations that took place as we emerged from the pandemic. He went on to say that we know that that these are difficult times, not least economically, and many people will have hard choices to make. Everyone is valued equally regardless of how much they give to the church. However, if you are able then there are two "tens" to consider. The first ten relates to

the increase of living costs by ten percent. If you give already, are you able to increase your giving by 10%? The second, if you are new to giving and are not sure how much to give, then the Church of England suggests 10% of your disposable income as a guide, divided between contributions to the church and contributions to other causes. This is only a guide, however, and all contributions are appreciated. People were invited to contact the Giving Team with any questions or suggestions

11. Churchwardens' Report

Both Deborah and Trevor introduced their written report and spoke. Trevor Lines asked for people to consider standing for office next year; he spoke of the challenges of the pandemic and asked for ideas as to how to do things more collectively; he is hoping to find more ways to help the congregation to get to socialise and get to know one another and mentioned plans for Summer Picnics in the church garden in the coming months; he also mentioned that we are always grateful to hear from people who would like to volunteer to help with the running of the church and urged them to speak to clergy or wardens. Deborah referred to the changing role of the Churchwardens and the PCC awaydays next month with input from the congregation to the Strategic Plan; the Churchwardens see themselves as facilitating congregational input to the PCC which sets the strategy for the whole organisation. In answer to a question online from Wilson Wong about the role of the PCC she responded that this will be more strategic and governance oriented and less operational as a result of the restructure.

12. Annual Fabric Report

The written report was received. The Chair explained that SJP shares an Estates Manager with St Martin's in the Fields. There was a question from the congregation about filling the urn with water.

13. Deanery Synod Representatives' Report

The written report was received from Jo Hines on behalf of herself, Julie Cunningham, Shirley Dixon and Ros Fane, members of the Deanery Synod for 2020-23.

14. Election of new PCC members

There had been three valid nominations received for the three vacancies for lay members of the PCC: Helen-Claire Burt, Dee Hetherington and David Loyn. As there was no need for a ballot the three were elected by acclaim for the following three years. The Chair warmly thanked both Adolfo Sansolini and Heather Williams as outgoing PCC members for their distinguished service over many years and noted that David Loyn had been re-elected for a period of a further three years.

15. Safeguarding Report

The annual Safeguarding Report, provided by Jane Preest, Safeguarding Officer, and Jane Gray, HR Advisor, had been posted on the website and was accepted and approved.

16. Diversity Report

The written report with graphs was supplemented by a Powerpoint presentation given by Alison Beck, PCC member.

17. Close

Deborah Colvin expressed thanks to the Rector for her hard work and leadership in this exceptional period, quoting words from the mystic Julian of Norwich, whose feast day was today. Her thanks were met with universal acclaim. The Chair thanked all present for their attendance and for their contributions to the meeting which ended with a prayer.

The meeting concluded at 14.50

Keith Best
PCC Secretary

Signed
Lucy Winkett, Chair