

APCM agenda and reports

Annual Meeting of Parishioners	
1 Welcome	LW
2 Apologies	Maggie Butcher, Brian Curnew, Tessa Curnew, Angie Dobson, Betty Harris, Kevin Hipgrave, Paul Mitchell
3 Minutes of the Annual Meeting of Parishioners of 2022	On governance website
4 Election of Churchwardens	No ballot needed: Dee Hetherington, Claire Wright
5 Close	
ANNUAL PAROCHIAL CHURCH MEETING	
1. Apologies	As above
2. Minutes of the APCM of May 2022	On governance website
3. Review of 2021-22	Slide Presentation
4. Rector's Report	On governance website
5. Churchwardens' Report	On governance website
6. Report of the Electoral Roll Officer	Oral by Administrator (D H-P)
7. Report of the PCC Secretary	On governance website
8. Report from the Honorary Treasurer	On governance website
9. Annual Report & Financial Statements for the year ended 31 December 2022	On governance website
10. Re-appointment of Auditors	Motion from the Treasurer to re-appoint Goodman Jones
11. Giving Team Presentation	Oral Debbie O'Brien etc
	video indicating how to register for ChurchSuite: https://we.tl/t-lmrENpVMrP
12. Annual Fabric Report	On governance website
13. Deanery Synod Representatives' Report	On governance website
14. Election of 3 Deanery Synod Representatives and new PCC members	ballot papers on the day for those on the electoral roll
15. Safeguarding Report	On governance website
16. Any Other Business	
17. Close	



**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
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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

Rector's Report for the APCM

Sunday 14th May 2023

Review of the year 2022

Overview

Rooted in God's earth, we envision a just society and a creative, open-hearted church.

St James's Piccadilly is a physical place; the church is a worshipping community that gathers in Christ's name around the altar, and St James's also exists, more than ever since the pandemic, as a virtual place, a shared vision and set of values that draw, convene and inspire people from all around the world. These co-existences are complex and multi-layered. St James's means a lot of different things to large and varied groups of people, but what binds those who feel they belong to St James's in some way, is the conviction that this public sacred space matters as much in contemporary society as it did when it was first conceived in 1684. That the practice of religion, the gathering of community, the focus on prayer-and-action, the Christ-shaped living all matters and is worth committing to in a fractious and hurting world.

The 7 day a week counselling project, the new cultural programming piloted during 2022-3, the expanded food market and partnerships forged through the Wren Project (for example with the Heart of London Business Alliance) have been brought together in 2022 in a coherent strategy that aims to build 'a larger, more inclusive, imaginative and influential SJP community'. Five Programmes have been developed to make steps towards realising this ambition. Programmes One and Two ('Voice and Community' and 'Faith, Earth and Social Justice initiatives') are the two that most closely relate to the life of the congregation. Each have programme groups drawn from the congregation, and PCC champions. The whole of 2022 was spent with a lot of hard work by PCC, wardens, Senior Management Team and staff colleagues putting together the strategy. The Programmes are 4 months old (started in January 2023) and finding their feet; a good start has been made, and much has been achieved already.

The structure and engagement of St James's has changed and grown in the last year. In moving towards the vision of challenging ourselves to be more closely reflective of the love of God in a hurting world: more inclusive, more engaged, being of more service to those in need, building mutual community, and developing the Wren Project so that it is managed well, a greater degree of organisation and structure has been needed. Living through this change, which is what has happened in 2022, has not always been easy, but in a highly volatile and precarious set of societal, planetary and church circumstances, it is our conviction that we should try to do this well together. We have been 'building the road as we walk it'.

The greatest challenges are really twofold: the first is prayerfully staying close to the vision, when turbulent social, political and church circumstances encourage quietism, reduction and playing it safe. The second is income generation. Finding ways to generate income for ordinary running costs and infrastructure when all of those costs and obligations are higher is still extremely challenging. It costs £3,500 per day to keep St James's open, staffed, safe and active in service. In these circumstances, it's especially important that the

values of St James's of Contemplation, Courage, Action, Adventure and Kindness are held up by all who are engaged in the programmes and groups that gather in the name of St James's.

Our Congregations

On Sundays, people gather in person and online from across London and beyond. The 11am Eucharist service is the main gathering for the worshipping community, from which all other activity, projects, contributions, and our mission in the world, flow. In 2022, emerging from the disruption of the pandemic, the Sunday congregation experienced a lot of 'churn', with some having moved away, or found a place at local churches during covid, some staying online, and many others arriving, having discovered St James's as a new place. The Sunday Forum continued to be hosted online every week immediately after the service and immensely faithful and consistent leadership from churchwardens and assistant church wardens, meant that teams of volunteers, although often depleted, were maintained: welcomers, Feast and Sunday breakfast volunteers, Traidcraft, and rotas of readers, intercessors and servers were re-started.

With the arrival of the new Associate Rector on St James's Day 2022, a full time clergy person was once again focussed on the wellbeing, pastoral care and building up of the congregation, much needed and warmly welcomed. In her first few months, Ayla has dedicated huge amounts of time, energy and love to getting to know the congregation, running Advent and Lent groups (see below under Congregational life and learning) taking up responsibility for the safeguarding team, and supporting some 15 groups and teams of congregational activity. The Pastoral Care coordinator Petra Griffiths works closely with Ayla and significant prayer and pastoral support is offered and given to individuals, sometimes in times of crisis, sometimes as ongoing encouragement. The Associate Rector role is also the main support for the Prayer Group which continues to hold members of our community in prayer and meets quarterly for encouragement and mutual support.

Social and Environmental Justice Activity

The Associate Rector began line management responsibilities in 2022 for the Food Outreach Coordinator and the Asylum and Refugee Support and Advocate, both working with teams of volunteers from the congregation, the latter offering ongoing support and advocacy for members of our congregation experiencing the hostile environment of the immigration system. The Eco Church group launched, with the whole congregation, a followup to the Wheat growing and Pioneer Plants growing projects with 'Food for the Ecozoic', working with our link church of St Bart's NYC on this project too.

A new paid post of Volunteer Coordinator has been created for the recruitment, training, encouragement and strengthening of our volunteers for all our projects. This will help the specific challenge of 2022-23, which is that the pool of volunteers listed is large but the number of active participants much smaller. There is to be honest, a level of exhaustion and precariousness, alongside the great enthusiasm and dedication, among some volunteer teams for, for example, Feast and Sunday Breakfast. Incalculable thanks must go to the volunteers for both these projects, who, at the moment, often step in at short notice. We are hoping to stabilise and embed these projects more effectively with the dedicated work of a Coordinator. Mr Mac Olagoke is warmly welcome and started work at St James's in April 2023.

Liturgy and Prayer

As the words of the hymn go, 'the voice of prayer is never silent, nor dies the strain of praise away'. Prayer is the beating heart of the life of St James's. Each morning at 830am Morning Prayer is said in the side chapel, open to the public. The Eucharist is celebrated on Wednesday mornings and Thursday lunchtimes in addition

to the main Eucharist on a Sunday. The new 'Sanctuary' Eucharist on Tuesday evenings, has grown, and provides a sacred space in person and online for silent prayer (30 minutes from 6pm) and a contemplative Eucharist with reflections and music from our own congregation.

Holding the Silence is led by members of the congregation online three times a week. Contemplative Space is held online during Advent, Lent, and now inbetween times too. The Prayer Group holds the space for intercessory prayer, each remembering a group of names of people who have asked St James's to hold them in prayer each week. A group from St James's hold an online space for compline each night, and the Sunday intercessors team lead us each week in praying for the world, the church and for all who have asked for our prayers. The American theologian Walter Wink wrote that 'History belongs to the intercessors, who pray the future into being'. The rhythm of prayer at St James's is held 7 days a week and everything we do flows from this life of prayer.

Congregational Life and Learning

During the pandemic, we learned to gather online and so most of our courses and learning is held both in person and on Zoom. Several courses have been run in 2022-23: 'Light Perpetual' Advent 2022, 'Fasting and Freedom' led by Ayla with Audrey Sebatindira for Lent 2023. The Camino course has re started, with a new syllabus for 2022-3 and will run until Ascension Day 2023. A new 4 week 'Inclusive Church' course will run in the summer led by Ayla and a group from the congregation working on the 'Programme Two' part of the 3 year strategy that looks at congregational life. And meetings during 2022 with the Diocesan Disability Ministry Enabler Revd Preb John Beachamp has highlighted some key action points for St James's. A survey and report will be considered at the PCC meeting in July 2023.

Development of Programmes Three, Four and Five during 2022

A huge amount of work was done in 2022, emerging from the pandemic years, to get St James's not only back up and running again physically but, as mentioned, to bring a greater degree of rigour, organisation and planning that was necessary. The PCC invested a surplus in the recruitment of a new Senior Management Team that was charged with developing a new strategy according to the direction of the PCC, and then developing programmes to take steps towards the ambition of creating a more inclusive, more influential and imaginative SJP community.

Programme Three is the Creative programming. 2022 was a year of piloting this new work, led by Richard Parry. We said goodbye to our fantastic Concerts Manager David McCleery in the summer of 2022, after 8 years as a wonderful colleague and friend. The step change made by the appointment of Didier Rochard as Producer during 2022 has been that St James's has been curating its own programmes and selling its own tickets. And that the quality of the performers and partners has been intentionally set as high as St James's can afford. The Embark Festival, the Blake Festival and the installation of Jesse Darling 'Miserere', with associated events and conversations, were highlights of this during 2022. Following this piloting of St James's being a 'provocateur for good', and receiving strong endorsement from the music industry and the art world in terms of the quality and scale of this programming, the current challenge is to build the inclusive community and new audiences that is outlined in the strategy, embedding a sense of belonging as well as developing St James's 'voice' in the public square. This requires investment in the collection of data and the intentional development of new audiences, inviting people who don't believe that church could be a place for them.

Programme Four is named Transformation and is the work needed to make the Wren Project a reality. 2022 was a year of intense activity and preparation: including trial pits dug in the garden, according to the advice

of Westminster City Council tree officer, the submission of papers for Listed building consent, planning permission and faculty permission. All of these submissions were made, and in 2023, all permissions were granted. 2022 was also a year that was hugely challenging for the Development Department led by Brian Willetts. Recruitment of fund raising teams was difficult across the charity sector, and St James's was no exception. In the second half of 2022, it was wonderful to welcome Venetia Iga and then at the end of the year Joanna Thompson and Charlotte Orell-Jones so that the team had a chance of raising the funds necessary to keep the momentum of the Wren Project going. The death of HM Queen Elizabeth in September meant that months of preparation for events over the autumn had to be put on hold. Much was necessarily and rightly cancelled both here in London and in New York City. This had a greater effect than the cancellation of the events themselves, in that because of capacity, much other effort had been put on hold, so the unravelling of the events was only one cost to St James's of this event beyond our control. The team re-grouped and planned for 2023's timetable of PCC decision making. A huge number of new relationships are being formed through this work and the connection of St James's church with our parish is truly transformational.

Programme Five is, in many ways, the most important, as it is the activity that enables everything else. 'Supported and Sustained' is the effort led by our Operations Director Nick Thasarathar which keeps the church, site, garden open and safe for all our activities. The Verger team, administration and finance, estates, gardener, cleaners, contractors, are a really effective team who work immensely hard every day to support and sustain the mission of St James's. One of the key principles of the strategy is to develop 'Mission-aligned income' strands, and to this end, a new partnership began in 2022 with Redemption Roasters. St James's is now a key partner in their reduction of reoffending rates from the national average of 50% to something closer to 22%. The food market has re-started with our partners 'Foodish' which replaces the former gift market and the hire of the site for various events and activities is possible with more impact now that St James's has a premises license to sell alcohol at concerts and events. Preparation for this during 2022 was a large piece of work in itself, investing in the infrastructure in order to generate income and improve our facilities. Tendering processes were also held for new auditors and new solicitors, both of whom were appointed in 2022. Both firms have proved a great addition to the professional advice given to the PCC and SMT, and have offered proactive and consistent advice as St James's considers whether to set up a limited company to handle non-primary-purpose income for instance. The Operations Director is also Project Sponsor for the Wren Project, working closely with the Project Co-ordinators Ingham and Pinnock who have served St James's brilliantly, steering us through the process of planning successfully.

Final Reflections

Words from psalm 127 are written above the Rectory, rebuilt after the destruction of World War Two. 'Unless the Lord builds the house'. The full quotation is

*Unless the LORD builds the house,
those who build it labour in vain.
Unless the LORD guards the city,
the guard keeps watch in vain.
It is in vain that you rise up early
and go late to rest,
eating the bread of anxious toil;
for he gives sleep to his beloved*

2022 for St James's has been a year of emerging from the anxiety and suffering of the pandemic, with a refreshed vision, rooted in the character and values of St James's held for decades, and renewed

commitment to build church together that is inclusive, imaginative, and determined to keep moving outwards from the altar around which we gather - to reach communities and congregations that are alienated from church but who need the sustenance symbolised in the Eucharist that is offered in the broken body of Christ. All we do, all the maintenance, fund raising, music, cultural programming, income generation is an extension of this liturgical action.

I spoke in a recent sermon about 'FutureShock', and that this could be a way to describe the disciples after the new truth was dawning on them about resurrection, and the life of Christ that was transforming the world. There is a level of 'FutureShock' in society. Old assumptions have rightly been challenged in terms of human identity, how we are to live interdependently with the natural world, who belongs and how, and the truths exposed and accelerated by the pandemic that scientists insist will happen again. It is not yet clear what these old assumptions are to be replaced with. We are not able to 'see around corners' but St James is the pilgrim saint, who travels with us, and points us to the one who will never leave us, who forgives all our many mistakes, and encourages us to dust ourselves down, get up and start again.

My final word for this APCM report has to go to thank every single one of you, whether you are involved in projects or not. You are essential as members of this community and you are seen by God as beloved people, just as you are. Great and heartfelt thanks to my clergy colleagues, who give so much of themselves in following their vocation as priests, for this season in this place. I learn from each of my clergy colleagues every day more about what it means to be a disciple of Christ. Great thanks to every single one of our paid staff too. While of course not being anywhere near perfect, St James's tries hard to be a great place to work, and a lively, collaborative, and effective staff team bear witness to the purposeful and kind ethos of St James's as such a place.

And finally, thanks to our PCC members and wardens who are stepping down, their terms having finished. Wilson Wong has served St James's so brilliantly as the Lay Vice Chair for over 3 years, and on the PCC for six. His leadership and compassionate professionalism have guided a huge amount of the strategy formation and now delivery. He has been intimately involved in the detail and will remain so as part of Programme Five and Programme One groups. Lia Shimada will begin ordination training in the USA next year, and has allowed us as a community to accompany her and her family through the intensely significant life events of the past year. Her experience as a professional mediator, trainer and author has been colossally helpful and much appreciated on the PCC and deanery synod. Monica Bashade is so valued as a member of our PCC over the past three years, also a key and active member of the International Group, Sunday Breakfast team, and leader in campaigning against the hostile environment. Shirley Dixon resigned during the year due to ill health. Shirley has been a key and active member of the congregation for over 40 years. Her prominent voice, reading of the gospel, and commitment to St James's has been unswerving and moving. Now she holds St James's in prayer each day, and is a vital part of our ministry of prayer.

And our two wardens, Trevor Lines and Deborah Colvin. It is hard to quantify what they have given of themselves, their professional expertise, their leadership and pastoral support. But we know in our hearts what they mean and how they have both given freely and generously of themselves in a role that they couldn't have imagined would be so challenging. Trevor's commitment to Scripture during the pandemic in the 'Gospels Aloud' project, his championing and support of the music scholars and fair trade will live long in the memory, alongside the hours of meetings and strategizing that has been necessary during 2022. Deborah has been instrumental, highly influential in the shaping and formation of the whole strategy, with its vision of 'rooted in God's earth' and with a whole mission focussed on spiritual, scientific, practical advocacy for the greatest challenge of our time. Deborah has taught us and led us to see that action on the climate emergency is not an 'add on' activity, but the context, root and branch of what church should be concerned

with. St James's owes both Deborah and Trevor a huge debt of gratitude and it's generous beyond measure that they are both willing to stay involved and advise us as we embed the vision they helped to create further.

I have ended my last few reports with both thanks and a request for forgiveness as your priest in these days. I do so again. The past year has been another immensely challenging one, as we continue to attempt our building of Christ-shaped community in a church that is nationally in decline, and often fractious, and in a city and society that has such amazing potential while remaining so unjust. I am so perennially hopeful for the world God has made, and our place in it. Because this hope isn't bland optimism but, honestly, a deep and joyful curiosity about what on earth will happen next. And a belief in the principle outlined by the Russian monk St Silouan when facing the suffering in the world, and living through it ourselves. You'll have heard me preach about this before: his encouragement was to 'Keep your mind in hell, and despair not'. Both of these are important: facing the depth of the suffering of the world, our own suffering too, and at the same time, always resisting despair, always leaning into hope.

Living this way, together, is really challenging, because we live with a sometimes-hard-to-bear level of what seems like permanent uncertainty. In this context, trust is key. For all the times that I have simply got it wrong, not met your expectations or caused you grief, please forgive me. And please pray for me, as I pray for you, every day.

A handwritten signature in cursive script, reading "Lucy Winkett".

The Reverend Lucy Winkett, Rector

Churchwardens' report for APCM May 2023

Not only are we at the end of another church year but, for us, we are also at the end of an eventful six years so this is the last you will be hearing from us... We have been very fortunate again this year in having the much-valued support and collaboration of our extended wardening team, and we would like to express our appreciation for everything that Jen Veall and Claire Wright have contributed as Assistant Wardens.

Governance

The new governance structure and senior management team are now firmly embedded, and we have been keeping an overview of the strengths and challenges presented by these really significant changes. The organisation has moved forward rapidly on many fronts, and as you can see from the Rector's report, each of the five directorates has had significant impact. In such a dynamic environment, churchwardens can play a useful role in ongoing monitoring of systems and structures, and we aim to help make the transition for our new wardens into this aspect of the role as smooth and effective as possible.

Strategic plan

This year saw the swinging into action of the much planned and anticipated 2023-2026 strategic plan, following a huge amount of hard work by our Operations Director, Nick Thasarathar. We have got to grips with dashboard reporting and supported PCC training in this area to promote effective communication. We liaise with the Operations Director on a regular basis, on a range of issues, including for example installation of CCTV and new security arrangements. We continue to be involved in staff appointments, most recently that of our new Volunteering Coordinator. Trevor has taken on the role of champion for the Music Scholars programme and is currently supporting the Director of Music in recruiting new scholars.

New Associate Rector and congregational life

We were closely involved in the appointment of Revd Ayla. Her arrival has made a huge impact on implementation of congregational initiatives. We have worked with her on the 'Building Community, Developing Congregational Life' strategy, and in building a new structure for pastoral support. The lunches for volunteers earlier in the year, and the monthly newcomers' lunches in the Rector's flat have been particularly important in rebuilding our communal life after the pandemic. Following the death of Queen Elizabeth II, a stalwart and committed group of 'church sitters' maintained a dignified and pastoral presence throughout the period of national mourning. We are hugely grateful to these volunteers. Deborah has been working with Ayla on Earth Justice elements of programme 2 and as Safeguarding Officer, and Trevor is involved in the planning of church retreats.

Wren project

We joined the newly established Wren project board which maintains oversight of all aspects of this large and complex project. We have attended fundraising gala events including the dinner at Spencer House, Christmas gala concert, and the recent auction of art works by Royal Academicians held at Christie's. We lent our support to the final site visit by the Diocesan Advisory Committee which foreshadowed the granting of faculty permission and climbed to the 18th floor of Westminster City Hall, where we waited with bated breath for planning permission to finally be granted - followed by a celebratory visit to 'The Albert' nearby in Victoria St...

In conclusion...

As mentioned, it's been an eventful six years and the St James's of 2023 is almost unrecognizable from the St James's of 2017. And yet, there is no doubt that the unique spirit of this place continues to thrive through all those who come, stay and leave. Thank you to all of you for your part in this community.

Deborah Colvin and Trevor Lines

Report from the PCC Secretary

I have the pleasure of providing the following PCC Secretary's report for 2022-23.

It has been a busy but progressive year with a new management structure being further developed. I have been responsible for not only preparing and minuting the meetings of the PCC (four quarterly business meetings and two on congregational life) throughout the year but also the monthly Senior Management Team meetings (which also meets informally on a weekly basis). I act as Secretary to the Audit Committee which, it was decided shortly prior to the APCM, will for a year combine both the Audit function and that of a Finance Committee. I am both Clerk to the Wren Project and also Secretary & Treasurer of the American Friends of SJP, the transatlantic fundraising arm of the Wren Project. The new structure seems to work well and the meetings invariably have a full agenda – a testament to the degree of activity that is generated at SJP. New tools have been prepared for the better knowledge of the PCC. Principal among these has been a new living dashboard (updated regularly and accessible online to all PCC members at any time). This combines the five programme areas with an assessment of their practical and financial success through green, red and amber markings as well as the risks with a candid examination of these. Training has been given to PCC members on how to use the dashboard.

I hope that those of you who take an interest in the governance of SJP have found useful on the website (under About Us – Governance – Select Documents – PCC Summary Reports) the digest of each PCC meeting setting out the issues and other matters that arise in the meetings. This is designed to keep you informed about what is going on, especially for those who are not directly involved. This summary of each PCC meeting is posted as soon as possible after the meeting to which it relates and I encourage all congregation members to read it and ask questions of me or of any member of the PCC so that you can stay as involved as possible.

You will all be aware that SJP has been successful in obtaining both planning permission from the local authority and a faculty from the Diocese to proceed with the full Wren Project so it is now a matter of when the funds will allow us to start and what will take priority. The next year will be an exciting one.

As always, I remain available to any member of the congregation who wishes to ask me anything or seek clarification on any matters and one of the great pleasures of this role has been meeting and getting to know so many of you.

Keith Best
PCC Secretary
pcc@sjp.org.uk

Treasurer's Report for the APCM

Sunday 14th May 2023

Review of the year 2022

Overview

Despite the difficult funding environment, SJP has exceeded the 2022 deficit budget improving the projected deficit of £283,322 to a result deficit of £247,801 thanks to the new three-year strategy of being a more focussed and streamlined organisation investing part of the reserves in programs more aligned to our mission combined with continued efforts in savings on overheads costs.

Total unrestricted fund income was £998,512 of which £385,159 was unrestricted planned and voluntary donations, and a further £31,354 was from Gift Aid. Unrestricted but designated donations came to £63,679, the majority of which were to finance the FEAST program. Unrestricted fund income was 1.6% higher than 2021 and 8.23% above the budget, but the total income, including restricted fund, decreased 6.82% £83,378 compared with the previous year

The major unrestricted income streams for 2022 was planned and voluntary donations including Gift Aid, which accounted for 42% and use of the premises with 48% of the total unrestricted income. As the future external funding is focussed on raise funds for The Wren Project, the income generation strategy has evolved, including the plan for establishing a trading subsidiary, as part of efforts to ensure SJP financial resilience.

Expenditure for 2022 was £1,459,324, spent from unrestricted funds, with the running costs of St James's being a significant portion of the total spent. It is to be noted that the higher expenditure amounts are a result of delivering activities reduced in 2021 because of the pandemic, the investment in new skilled staff and the launch of 2023-2025 strategy. St James's original offer towards the Diocesan Common Fund was £108,000 in 2020 (compared to £104,000 in 2019), but in light of the impact of Covid-19 on St James's finances, this was subsequently revised to £85,200 in 2021 and kept the same amount for 2022, which was paid in full. All expenses are scrutinised and kept as low as possible, in line with the church's system of budgetary control. Investments The PCC's portfolio of investments as 31 December 2022 had a total value of £460,094 of which £445,342 is held in the CBF Church of England Deposit Fund an actively managed, diversified portfolio of sterling denominated money market deposits and instruments. It will principally invest in sterling call accounts, notice accounts, term deposits and money market instruments that aims to provide a high level of capital security and competitive interest rates, managed by CCLA Investment Management Limited in accordance with the policies of the Church of England National Investing Bodies: The CBF Church of England Funds, the Church Commissioners for England and the Church of England Pensions Board. The objective for 2023 is to continue investing SJP reserves in this fund combining a highest possible interest rate with immediate availability.

In 2022 St James's generated a general fund deficit of £247,801. On 31 December 2022, general fund reserves were £337,369 (2021 - £585,170), meeting our reserves target.

Finally, I would like to thank Radames Delgado, for his hard work and dedication as SJP Accounts Manager

Ben Mariam
Treasurer

Estate Fabric Report 2022

a) Planned preventative maintenance.

In 2022, the Estates Team conducted the following planned preventative maintenance activities on site:

- Gas and Boiler servicing, certification and remedial repairs. These included the Church, Office, Basement and 35a Jermyn St Flat boilers.
- Fire Extinguisher service and replacements
- Monthly Emergency lighting checks within the Church
- Rain Water Pipe and drain services
- Church Clock annual inspection and service
- Church Lightning Protection
- Church and Offices Fire Alarm monitoring and servicing (Church maintenance services are behind schedule and we have been refunded for missed services from Chubb which will re-commence in 2023)

Additionally, the changeover of coffee shop partners to Redemption Roasters in November, required the team to complete electrical servicing and carry out remedial actions in the leased café. Certification was issued on completion. Fabric repairs including a damaged window, cabling to the fire alarm system and AC units were all completed prior to handover.

b) Cleaning schedule.

The post-pandemic return of footfall, expansion of our income generating and cultural activities, and the addition of Prince's House to our facilities in early 2022, mean that the site is becoming busier and larger. Consequently, our cleaning activities have been scaled up to meet these challenges. We continue to ensure the church and wider site is cleaned daily. Supporting the efforts of the estate and verger teams in this is our contractor, Clean Living, who in addition to providing 3 regular cleaning shifts at the Church and 1 at Prince's House each week, also provide on demand support for our programme of events.

c) Tree pruning project.

In Autumn, our tree surgery partners, Cook Arboricultural, extensively pruned the Plain Trees in the Southwood Garden and the Magnolia tree in the Courtyard. This reduced the risk of falling branches in high wind conditions and the buildup of leaf litter on site. 2022 was a particularly challenging year for the latter as we effectively had 2 major falls, one around the summer heatwave and one in late Autumn. This led to increased inspections/clearing efforts of roof gullies and site drains to prevent them from becoming clogged and reduce the risk of overflow/flooding.

d) Grass re-seeding.

Following the excavation of trial pits in the Southwood Garden under the Wren Project, the paving slabs have been re-laid and lawns re-turfed to restore the space to its pre-excavation state.

e) Basement decoration and reordering .

Storage and event facility space remain perennial site challenges, more so given the increase in SJP's outreach and creative activities (both of which require larger permanent storage space on site than in previous years). Significant effort has been put into re-organising our basement storage area to better address this. With the support of the volunteer matching organization, Matchable, a team from John F Hunt supported by the estate and verger teams have managed to redecorate and repurpose 2 of our basement rooms to become multi-purpose bookable spaces and reorganize the old meeting room into a central multi-department storage room. This was done at no additional financial cost to SJP and has given us not only improved storage, but also expanded and improved our room hire offering and facilities to support SJP's Outreach (more dignified changing space for Wardrobe and new meeting space for Asylum & Refugee) and Creative activities (more green room space for concerts).

***Julie Cunningham, Shirley Dixon, Ros Fane, Jo Hines
Members of the Deanery Synod for 2020-23***

On June 10th 2022 Bishop Sarah spent a day visiting various churches in the deanery, accompanied by the Area Dean, Sub Area Dean and Lay Chair. They visited St James's in the afternoon to learn about the Wren project and some of the other initiatives in our church. The day ended with the annual deanery garden party in the Master's Garden next to the Temple church, as always a congenial gathering in one of central London's best hidden gardens.

During the winter Shirley Dixon, who has been a forceful and much loved member of Deanery Synod, stood down for reasons of ill health. Her contribution has been awesome, and her presence here and on the PCC is much missed.

In October it was St Paul's, Covent Garden who hosted. A new initiative was explained, which would give parishes an opportunity to share with others any items which might be of interest. St James's was one of the first to take advantage of this at the February meeting at St Matthew's, Westminster. Lucy shared the excellent news that planning permission had just been granted by Westminster Council and that during the 8-12 months of necessary closure, we would be a pilgrim community, looking for suitable venues for services. A couple of offers were immediately forthcoming.

As General Synod had recently passed an amended motion on same sex blessings, a great deal of this session was taken up with coded discussion of 'Living in Love and Faith', a topic which seems likely to dominate for a good while yet. But to what purpose? If only the same energy was channelled into Climate Change or ending poverty and homelessness in London, something useful might actually be achieved.

During the year the calculations on which representation at Deanery Synod are based have changed. Deanery Synod rules run for three years ('Triennial') and for 2023-2026 our representation has been cut from four to three, based on the number of people on the electoral roll. Just for comparison, St Martin in the Fields has six representatives, All Souls Langham Place has fourteen and Holy Trinity Brompton leads numerically with fifty three.

Jo Hines

***Jules Cunningham, Ros Fane, Jo Hines
Members of the Deanery Synod for 2020-23***

APCM 14th May 2023

SAFEGUARDING REPORT

(last report was given at May 2022 APCM meeting)

The PCC and the Safeguarding Officer have particular responsibilities, but making sure everyone is safe is a commitment that all members of our community share.

As per Diocesan requirements the following documents were completed and forwarded to Diocese of London:

- Parish Safeguarding Self Audit - September 2022
- Safeguarding Action Plan – September 2022

The Safeguarding Action Plan was begun in 2015. The Associate Rector, Safeguarding Officer and HR Advisor review it with the PCC twice a year (due July 2023); and work to achieve its objectives. The Self Audit is done annually and is used as the basis for the Action Plan. As reported in the last Safeguarding Report to APCM, the publication of The Church of England 'Parish Safeguarding Handbook' is the basis for updating the St James's Church Safeguarding Policy and Procedures Handbook – this is the companion publication to The Church of England's handbook - refer www.sjp.org.uk for both booklets, which can also be obtained from Jane Gray: hr@sjp.org.uk. St James's has registered to complete the Diocese of London Safeguarding 'Dashboard' – this replaces the Self Audit and is due for completion in readiness for the Safeguarding Action Plan due in July 2023. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016, to have due regard to the House of Bishops' policy and practice guidance on the safeguarding of children and vulnerable adults.

During 2022 Revd Dr Ayla Lepine was appointed as Associate Rector (July 2022) and Deborah Colvin as Safeguarding Officer (May 2022). These roles have specific responsibilities for safeguarding. The safeguarding priorities/plans that have come to effect since that date are:

- Establishing a new email address for safeguarding matters (safeguarding@sjp.org.uk)
- Signing up to MyConcern (March 2023), which is a highly recommended and effective safeguarding software package.

Ayla Lepine, Deborah Colvin and Jane Gray – 5th May 2023

- Ensuring safeguarding training is prioritised and increased wherever and whenever possible for all at St James's, particularly with front line volunteers for the Food Outreach projects (established in 2021) Feast and Sunday Breakfast. There are currently c.50 volunteers for Feast and c.30 volunteers for Sunday Breakfast. Feast provides a meal inside the church for 33 guests going through homelessness and on severe low income every Monday. Sunday Breakfast is a takeaway cooked breakfast for c.70 guests weekly.
- Expanding Quarterly Safeguarding Committee meetings to include not only the Associate Rector, Safeguarding Officer, HR, but also the Operations Director, to ensure consistency across the whole of St James's.
- Developing a new shared incident reporting system including but not limited to safeguarding matters.
- Working closely with the Rightguard security team on safeguarding matters when required and building a rapport.
- Together with David Wang the Children's Chaplain, ensuring that safeguarding is a key priority for the new monthly Godly Play services (begun September 2022).
- Recruiting a Volunteer Projects Coordinator (from April 2023) – which is a new post at St James's – whose role includes supporting and ensuring safeguarding initiatives particularly amongst volunteer groups across all aspects of St James's.

It is very important to remember that ensuring the safety of all children and vulnerable adults in our community is a shared responsibility amongst everyone at St James's. If there is any doubt regarding any issues of concern please do discuss them with the people listed below.

Associate Rector: Revd Dr Ayla Lepine - 07747001888

Safeguarding Officer: Deborah Colvin - 07815764475

Children's Chaplain: David Wang – 0794701907

Diocesan Safeguarding Team: 020 7932 1224

Thirty-One-Eight (previously CCPAS) 24 hour helpline: 0845 1204550

For situations of immediate risk contact the police on 999

Other contacts for Westminster area:

Concerning children:

- Duty Child Protection Advisor: 020 7641 7668
- AccesstoChildrensServices@westminster.gov.uk or LADO@westminster.gov.uk

Ayla Lepine, Deborah Colvin and Jane Gray - 5th May 2023

- <https://www.rbkc.gov.uk/lscb/information-professionals-and-volunteers/contacts-safeguarding-westminster>

Concerning adults:

- Outside normal office hours this team deals with statutory Mental Health Assessments, other emergencies concerning vulnerable adults and elderly residents, child protection emergencies and other children and family issues: 020 7641 6000
- Adult Social Care Team (supporting adults under the age of 65 with physical disabilities, older people with physical disabilities, or mental health problems, and their carers): 020 7641 1444 or 020 7641 1175; text messages: 07944 521615

Other Westminster Council contact details:

<https://www.peoplefirstinfo.org.uk/westminster-contact-details/>