

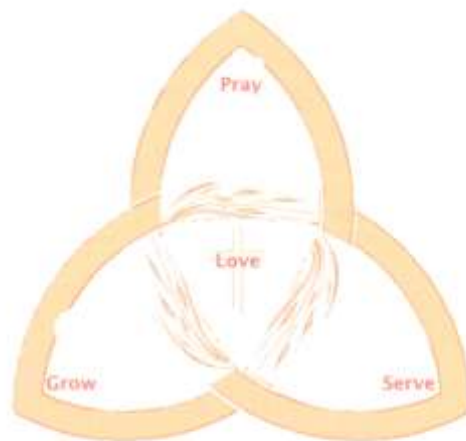


Year End Minutes Accounts and Reports

**St Helens Church Trowell**

Annual Parochial Church Meeting (APCM)

May 3<sup>rd</sup> 2023



## St Helen's Church, Trowell

Annual Meeting of Parishioners & Annual Parochial Church Meeting  
Wednesday 3<sup>rd</sup> May 2023, 7:30pm in Church

### Agendas

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#### **Annual Meeting of Parishioners**

1. Welcome & prayers
2. Apologies
3. Minutes of last years meeting of 20<sup>th</sup> April 2022
4. Matters Arising
5. Election of Church Wardens

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

1. Apologies
  2. Minutes of last years meeting of 20<sup>th</sup> April 2022
  3. Matters arising
  4. Reports – including Wardens/Fabric, PCC Secretary, Electoral Roll, Financial, Deanery Synod; Rectors Report
  5. Elections
    - a) members of deanery synod (for 3 year term)
    - b) members of the PCC
  6. Appointments
    - a) Deputy Church Wardens
    - b) independent examiner of the accounts
  7. Any other business
  8. Date of next APCM (April 2024) and PCC (7th June at St Catherine's Old School Room).
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## **Minutes of the Annual Meeting of Parishioners & Annual Parochial Church Meeting Wednesday 20<sup>ST</sup> APRIL 2022, 7.30pm in Church and Online**

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**Chair:** David Morley (DM)

**Present:** Mel Ennis (ME), Julian Ennis (JE), David Wright (DW), Janet Wright (JW), Karen Morley (KM), Joy Hatton (JH), Rev Billy Nelson (BN), Barry Thornhill (BT), Wendy Thornhill (WT), Graham Savage (GS), Ken Elmer (KE), Sue Elmer (SE), Sue Baxter (SB)

1. Welcome & prayers: DM prayed to open the meeting.
2. Apologies: Kirsten Whitehead (KW), Craig Elmer (CE), Pat Wilson (PW2)
3. Election of Church Wardens: KE (proposed by DM) and JE (proposed by KM) have been nominated and are duly elected.

### **Annual Parochial Church Meeting**

1. Apologies
  
2. Minutes of last year's meeting of 19<sup>TH</sup> April 2021: errors corrected on file copy (as noted) below. Accepted as a true record by all present at the meeting and DM signed the copy as accurate.
  - i. Sides people are no longer appointed at APCM
  - ii. Highlighted line crossed out.
  - iii. KW change to KE on page 4.
  
3. Matters arising:
  - i. DW asked if the letter to the school (para 7) had been sent. DM confirmed that this was sent via email.
  - ii. DW confirmed that he will continue to oversee any requested changes to the heating in church while David Cook continues to recover from his surgery (para 8c).
  
4. Reports – including Wardens/Fabric, Renewal Report, PCC Secretary, Electoral Roll, Sidespeople, Financial, magazine Editor's report, Deanery Synod, Home Groups, Children & Young People's Ministry, Coffee Pot & Village Dining, Home Groups, Mother's Union, Wednesday Church, All-Age/Third Sundays/school links. Additional reports available online and at the bottom of these minutes (see note v).

- i. Warden's report – JE gave a brief update following last evening's meeting between benefice representatives and Archdeacon Phil Williams regarding the advertisement for a new minister, appointment processes and revisiting the possible sale/change of the rectory. JE and KE agreed that the meeting was positive and Phil reassured that the matter of a new minister for the benefice is 'high on the agenda.'
- ii. DW highlighted the General Account (NatWest Bank) asset of £6554.91 which is the working total of available funds apart from project-specific accounts, and that not all the project-specific accounts are not all accessible. DW explained that a working total of £10 000 in the General Account would be a more comfortable margin and reminded the meeting that £10 000 is also still owed to the Renewal account following the need to borrow during the Covid restrictions.

SB noted a typing error in the 'Assets at 31<sup>st</sup> December 2021: Total assets' and this was corrected to show the correct amount of £57611.13

- iii. Deanery report – ME described the allocation of diocesan youth work grants as presented at the last deanery synod meeting.
- iv. Bell ringers report – JE would like any maintenance completed by Mike Semken to be reported to the wardens.
- v. ME gave verbal reports for Mission and Ministries Group, Home Groups and Alpha.

DW asked for all reports, including the treasurer's report, to be accepted as accurate representations of the church's activity in the year 2021-2022. All present agreed and DM signed the reports as accurate.

## 5. Elections

a) member of deanery synod. ME continues for a third year.

b) members of the PCC, 9 members in addition to Deanery Synod member, wardens and clergy.

Nominations received for – DM (proposed by KE), CE (proposed by ME), DW (proposed by Dora Attenborrow), JH (proposed by JE), KM (proposed by GS), ME (Deanery Synod member), KE (warden), JE (warden). All duly appointed with agreement of all present at the meeting.

## 6. Appointments

a) Deputy Church Wardens – nominations received for GS and JW who were duly appointed with agreement of all present at the meeting.

b) Sidespeople – to be appointed by the PCC at the first meeting.

c) independent examiner of the accounts: DW proposed that Greg Cowley be accepted as interim auditor, pending alternative. Accepted by all present at the meeting. DM asked that another auditor be actively sought.

7. Any other business:

8. Date of next meetings:

APCM (19<sup>TH</sup> April 2023)

PCC (4<sup>TH</sup> May, 2022, at Trowell)

## **Additional reports:**

### **Mission and Ministry meetings**

This group is set up to pray and seek God's plan for our church and is open to all church members.

Each time we meet we about the future of St.Helens, discussing new ideas, looking at every part of the life of the church, considering what we could be adapting or adding to our ministry and how we can contribute to the benefice.

The meeting includes discussions and prayer, and considers all generations, the life of the church, how we support the local and wider community, and how we reach out to others and also join with our friends at St Peter's and St Catherine's.

Ideas are passed to the planning team for prayer and consideration and for trial events to be resourced and added to the notices, church calendar and website. Some are passed to the PCC and church wardens for further discussion.

We warmly invite all who are interested, not just leaders, but people with ideas and people who are willing to pray in support of others. All are very welcome to join us and to contribute to the life of the church and its future.

Mission and Ministry group aim to meet roughly four times a year.

### **Home Groups**

Understandably, Home Groups did not meet during the time of Covid restrictions.

In Autumn 2021, Home Group hosts met to consider the groups meeting again and to look at possible study resources.

Since then the Tuesday evening group have been able to meet regularly and group members have recently joined others in attending the Lent Study at St. Peter's, Awworth.

The Monday evening group will restart on 16<sup>th</sup> May.

## **Alpha**

A group of twelve, including leaders, have been meeting regularly from New Year until Easter. Most had attended Alpha before but all agree that their faith has grown and deepened, especially following the 'Holy Spirit Day' which was held at the Old School Hall in Cossall.

Two members of the group are now preparing for confirmation later this year.

*Reports submitted by Mel Ennis.*

The meeting closed with the Grace.

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Reports 2022-2023

## KAREN'S BENEFICE APCM REPORT 2023

- AWSWORTH Sunday 30<sup>th</sup> April 11am
- TROWELL Wednesday 3<sup>rd</sup> May 7.30pm
- COSSALL Sunday 21<sup>st</sup> May 10.15am



It has been great to start as your new Priest in Charge from 13<sup>th</sup> March 2023. Thank-you to everyone for your warm welcome, cups of coffee and answering so many queries (especially the Wardens, thank-you).

Highlights so far:

- **Awsworth** - A terrific Easter Fayre and coffee morning which raised over £500, particularly because so many people from the community came in.
- Seeing the Church packed, standing room only, for two school Services to celebrate Easter with Awsworth Primary School, including many parents and grandparents – thank-you to everyone who helped organise it.
- **Cossall** – A special “Hour at the Cross” on Good Friday – having to keep getting out more chairs to accommodate everyone in the Old School Room, with space and time in the Service to walk in the Church yard or sit in the Church. Lovely to see people from all three Churches worshipping together.
- By the time of Cossall APCM, we will have had a special screening of the Coronation in the Old School Room with lunch provided by the Parish Council, and a street party on Newtons Lane, again funded by the Parish Council.
- **Trowell** – Special Services of worship on Good Friday evening and Easter Sunday morning; celebrating Easter joy alongside the sadness of the death of long-standing friends from the Church family.
- An early invitation from Head teacher Dan Goddard to have a tour of Trowell School, meeting some of the children and teachers, getting dates for future Governors’ meeting in the diary and talking about how Church and School might work together.

We hope that following a successful interview process (thank-you Christina for your work in organising this) we will have a Benefice Administrator starting work in May.

I was appointed to the Benefice with a remit for growth! Growth numerically, (particularly, but not exclusively, reaching out to children and families), growth in

the depth of our discipleship and in financial giving. As you will deduce, we need all hands on deck! I can't do this on my own.

Can I suggest three things we need to continue to give attention to:

**Unity** – keeping united and together – both in our individual Churches and across the Benefice, especially when times are tough or some things don't go as planned. "All of you, have a unity of spirit, sympathy, love for one another, a tender heart and a humble mind." 1 Peter 3:8

**Prayer** – let's keep the adventure of prayer alive, through our Prayer Days and individual times of prayer. It can't be over-estimated. Let's share what God is revealing to us when we pray. "Do not worry about anything, but in everything by prayer and supplication with thanksgiving, let your requests be made known to God." Phil 4:6

**Openness** – to what God might be saying to us and where He might lead us in this new season in the life of our Benefice. Openness to see the needs in our communities, courage in sharing our faith and in trying new things, openness to each other and to God. Again, do share what God is showing you – we're all in this together. "Trust in the Lord with all your heart and do not rely on your own understanding. In all your ways acknowledge Him and He will make straight your path." Prov 3: 5,6.

I have invited Scripture Union's new Mission Team Leader, Dom Conidi, to come to our next Benefice PCC meeting on 7<sup>th</sup> June. It's important Dom understands our context here, so he will be visiting the Benefice on Wednesday 3<sup>rd</sup> May. Please pray for his visit and his input to help us think through our strategy for reaching out with the Good News – which is, after all, our primary purpose.

Later in the year, probably in the autumn, the PCC will be inviting all of you to take part as we seek to refine and refresh our vision. Thank-you in advance for your participation and prayer.

*Karen Hanford*  
*Priest-in-Charge*  
*Awsorth, Cossall and Trowell*  
*April 2023*





## Churchwarden's Report 2022-2023

### *Priest in Charge Appointment*

Since 28 July 2019 a team of six people have been involved with the Archdeacon Phil Williams in searching for and selecting a new minister for the benefice of Awsworth Cossall and Trowell. The team comprised of: Ken Elmer, Julian Ennis, Christina Baxter, Gillian Thornhill, Marilyn Reed, and David and June Morley of Awsworth.

While it was a very long period, and we had to organise and manage the three churches, we believe that the search was very fruitful indeed. The selected date for the induction was Monday 13<sup>th</sup> March.

To explain the resulting changes to the Benefice:

The elected Priest in Charge is Revd Karen Hanford. She is a Self Supporting Minister working 60% time, which has a few significant effects :

It means that she does not personally receive a stipend or any funding (other than expenses).

She lives in her own home in Beeston and does not need any housing provided. Because of this, the Diocese now intend to rent out the Trowell rectory once it has been suitably redecorated.

A significant effect of the money saved is that the Diocese are able to provide up to half a minister's salary to fund a part time benefice administrator and contribute to payment for children's work. We expect that this should release Karen to get on with the ministry more than past rectors were able to while doing all their own admin work.

It has been agreed that the new Administrator should be based in an office at St Peters Church Awsworth.

Co incidentally the benefice photocopier failed in December 2022. It was agreed that the replacement would be delivered to St Peters Awsworth to be managed by the new Administrator.

### *Maintenance works*

#### Tower

A major requirement of the last quinquennial report was the displacement of the two buttresses at the south west corner of the church tower, along with a crack up the inside of the spiral staircase. Quotes have been obtained, the work including extensive scaffolding will cost a total of 15400.00 Ken has now applied for several different grants towards this cost.

#### Wall damage

on the 23<sup>rd</sup> November 2022, a car that was being chased by Derbyshire police, crashed into the boundary wall at church corner. Fortunately the owners insurance should be paying for the considerable damage to be repaired . Our Architect has drawn up a work plan and obtained 3 quotes which has been agreed and paid by our insurers. Work commenced on the 14<sup>th</sup> Feb.

#### Window Vandalism

on 14<sup>th</sup> December, 2022 one of the north side Clerestory windows was broken, possibly using stone from the damaged wall. This was paid for by church insurance and the window was finally replaced and scaffold removed, on the 8th February.

The church clock was serviced on the 23rd January. This was as usual paid for by the Parish Council.

*Julian Ennis and Ken Elmer*  
churchwardens.

## **Property Report 27 April 2023 – Annual Review (based on the quarterly format)**

### **Church Building and Grounds**

#### 1. Maintenance Days

Specific maintenance days have been replaced by a slightly more routine system of maintenance on a Wednesday afternoon, although some tasks have been carried out at weekends. Thanks goes to Brian for the flowers by the entrance and Barrie for the repainted Bench by the memorial Garden. Clearing leaves from gutters is a constant grind and clearance of the brush in the graveyard continues when time allows. A local florist has kindly removed the Ivy tree growing through the graves. Volunteers are always welcome.

#### 2. Memorial Garden

The Memorial Garden has seen an increase in “ornamental objects”, signs will be repositioned and appear to remind visitors and loved ones of acceptable tributes. A sign is currently available in church but is little read.

#### 3. Works completed throughout the year

- a. Continual clearing of leaves, usually on Wednesdays.
- b. Vandalised window repaired – Insurance.
- c. Holly tree removed by local florist.
- d. Gas Tests
- e. New Candles on Altar and stands, and
- f. Vestry Carpet Replaced. Thank you to the donors.

#### 4. Quinquennial Report Works.

- a. Grant confirmation has been received and a second is awaited for Tower works. KE
- b. DW has received quotes for £4400 each for North and South Aisle roofs. This is not currently urgent but funding must be considered early.
- c. Next Quinquennial is Summer 2025

5. Maintenance works required.

- a. Stapleford road hedge/wall to be cleared. We have received a letter of concern.
- b. Graveyard and hedge scrub clearance.
- c. Vestry carpet requires final trim.
- d. Tree growing in graves by path to be removed.

## Church Hall and Cottage

1. Maintenance Day
  - a. None currently planned – All welcome on Wednesday afternoons
  
2. Issues Arising
  - a. Kitchen roof has been replaced.
  - b. Cottage boiler has been condemned and gas disconnected / meter removed.
  - c. Guides are reviewing their storage.
  
3. Maintenance taken place / required.
  - a. Removal of Neighbours belongings stalled due to lack of opportunity/communication and funds. A direct approach should be made again but since we have limited funds to dispose of neighbours' rubbish options are limited.
  
  - b. Door to annex had swollen shut due to the fitting of an inappropriate door possibly the wrong way round. A temporary fix has been made with a new door required ideally.

## Potential Letting

4. Since the closure of the Day Nursery, the Church Hall has been operating at an annual deficit of between £1000 and £2000pa. Combined with the lockdown and the prices increases that followed The PCC have explored leasing the hall to generate a reasonable income to allow for the upgrading of the hall. The PCC is obliged as trustees of the Church Hall to seek a viable future for the building. Several approaches from different parties had inquired about the hall and JE sought both diocesan advice and professional valuation. Negotiations are still ongoing.

Existing users were consulted. Some have stayed some have moved on. The Luncheon Club notified me of their closure and removed all of their equipment, tables and chairs and returned keys. They have not removed the gas cooker.

It may be of interest to note here that, since the Parish/Benefice do not currently use the Rectory, its administration is undertaken by the Diocese.

*Compiled J.Ennis Church Warden*

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## **Electoral Roll Report 2022-23**

*Report not yet received: Wednesday, 26 April 2023*

*Julian Ennis*  
Electoral Roll Officer

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## **Safeguarding**

All wardens, PCC members, leaders and those working with children have completed the required safeguarding training and have up-to-date DBS checks where this is also a requirement for their role.

The Diocesan Safeguarding Team have also asked for PCC members to complete Domestic Abuse Awareness training, and this is in process. They have also suggested that others serving in the church should receive safeguarding training and so this is being re-offered to all sides-persons/welcomers and those who regularly make pastoral visits to people in their homes.

*Mel Ennis*

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## **Sides People 2021-22**

Currently the following people share this role:

Sue Elmer, Joy Hatton, Julia Lunn, Karen Morley, Graham Savage, Colin Stevens, Wendy Thornhill, Marlene Cook.

*Ken Elmer*

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## **Treasurer's Report and Accounts 2022**

please see separate document, **St Helens Church Accounts 2022**

*Karen Morley (hon. treasurer to the PCC)*

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## **Nottingham North Deanery APCM Report for Jan – Dec 2022**

During 2022 we held three Synods which were all in person.

- 8 February 2022: Growing Disciples Younger

Our first Synod was held at St Mary's Church, Bulwell. We were joined by Ruth Lee, the Diocesan Lead for Growing Disciples Younger and James Willis the leader of the Eden team based in Bestwood.

- 7 July 2022: Racial Diversity

This Synod was held at Bestwood Emmanuel. We had speakers from St John's Bilborough, Emmanuel and St Nic's in Nottingham who shared their experience of racial diversity in our churches and challenged us to consider the following questions:

- How has your church performed in relation to racial diversity?
- What action could your church take to progress the conversation around racial justice?

We also swore in our churchwardens

- 16 November 2022: AGM, Food and Fellowship

Our final Synod of the year was hosted by St John's, Bilborough who provided a delicious meal enabling us to share fellowship and to worship together. This meeting was also our AGM.

Our Deanery Prayer meetings have also continued on the first Tuesday of each month initially via Zoom and then from July we were able to return to in person meetings at Christ Church, Cinderhill.

This year we welcomed Paul Savage as the new vicar at Stapleford. We also said goodbye to Jess Savill who moved to Toton, St Peter.

We would like to thank you all for your generous and faithful giving during 2022. We may not have achieved payment of the full 100% of our parish share allocation but we did manage to pay 88%.

*Rev'd Canon Tim Pullen*  
*Area Dean*

*John Cartwright*  
*Lay Chair*

## **Kids, Family and Youth Work**

*Report not yet received: Wednesday, 26 April 2023*

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### **Bell Ringing 2022-23**

We are fortunate to still have 10 ringers. We have tried to recruit more ringers during the year to allow the ringers we have to take a break when necessary but unfortunately the new recruits either gave up after a few weeks or didn't turn up at all.

A few adjustments have been made and, in particular, Stuart Kitch is helping Mike Semken with our training so we are now in the good position of having two teachers who can cover for each other.

The annual guild fees have again been paid by the ringers themselves.

The fee for ringing for weddings has been increased to £20 per bell.

We also rang, during the year, for funerals and special occasions which have included ringing for Queen Elizabeth 11 for her:-

- 70<sup>th</sup> Anniversary of her Accession to the throne
- Platinum Jubilee Celebrations

Sadly we also rang for the funeral of Her Majesty.

One of our ringers, Michelle Harvey, has received a long service medal for working within the NHS for 20 years.

During the year we again welcomed ringers from other towers.

In December we joined in with a Christingle event in the Parish Hall. We provided recruitment leaflets, small bells and other interesting ringing items and also helped to raise money for the event by showing children how to make play bells out of plastic cups – a task that was enjoyed by everyone.

We met with St. Helen's, at Stapleford, for our annual Christmas get together. Stapleford continue to help us if we need cover at any time.

*Christine Bradshaw*

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### **Quiet Space**

In Autumn 2022, in response to cost of living/heating rises, many churches joined other community groups in opening on one or more days of the week to provide a warm space. In October, St. Helen's decided to keep the church open after Wednesday Church each week, until 4pm.

We have advertised that we are a space of quiet reflection where the 'kettle is always on,' if visitors would like to chat, meet friends, spend time quietly in reflection, to pray or be prayed with. If the weather permits, Jules often spends the afternoon keeping the churchyard and paths tidy.

Visitors have been few but have included visitors to the churchyard, wedding couples, requests for entries into the memorial book, occasional gardening volunteers, local history enthusiasts, dog walkers, people working from home and a family looking for a quiet place to visit for a 'home-school' excursion. Church members have also visited.

Everyone has appreciated the welcome, the cuppa and the calmness.

Dora, Joy, Jules and Mel have agreed that they will continue with Quiet Space through the summer months.

## **Mission & Ministry Team**

This group is set up to pray and seek God's plan for our church.

Always on the agenda are prayers about the future of St.Helen's, discussing new ideas, looking at every part of the life of the church, and considering what we could be adapting or adding to our ministry. The meeting includes discussions and prayer, and considers children & young people, the life of the church, how we support the local and wider community, and how we reach out to others.

We warmly invite all who are interested, not just leaders, but people with ideas and people who are willing to pray in support of others. All are very welcome to join us and to contribute to the life of the church and its future.

Many of the events held in the last year have stemmed from suggestions and discussions at this meeting, which informs the Planning Team discussions.

## **Pastoral Team**

The PCC are grateful for all who visit members of the church family and other in the village who are sick and especially those who are no longer able to attend church regularly due to illness and infirmity.

Suggestions at recent Mission & Ministry Meeting, regarding contact for anyone who misses services or events that they would usually attend, thinking about the most appropriate persons to do this; service leaders to acknowledge those watching online at the start of services; a simple card or note to those who may find it difficult to return after a long absence so that they know that they have been missed.

*Mel Ennis*

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## **Coffee Pot And Village Dining**

*Report not yet received: Wednesday, 26 April 2023*

*Janet Wright*

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