

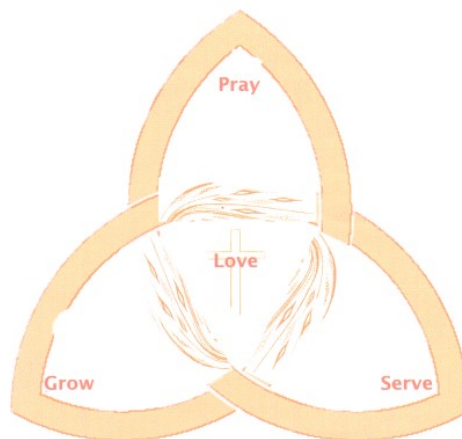
Year End Minutes Accounts and Reports

## **St Helens Church Trowell**

Annual Parochial Church Meeting (APCM)

Originally Scheduled for April 22<sup>nd</sup> 2020

To be held as Hybrid meeting,  
Wednesday 14th October 7:30 PM



## St Helen's Church, Trowell

Annual Meeting of Parishioners & Annual Parochial Church Meeting  
Wednesday 3<sup>rd</sup> April 2019, 7.30pm in Church

### Minutes of last Meetings

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## Annual Meeting of Parishioners

**Chair** Rev Dr Andy Lord

### **Present**

Dora Attenbarrow, Joy Hatton, Joan Nelson, Billy Nelson, David Wright, Janet Wright, Karen Morley, Mel Ennis, Julie McWilliam, Ken Elmer, Sue Elmer, David Cook, Marlene Cook, Pat Wilson, Sue Baxter, Graham Savage, David Morley, Debbie Lord.

1. Welcome & prayers:  
Andy lord opened the meeting with a reading from Philippians 1:3-16 followed by prayers.
2. Apologies:  
Jules Ennis, Rob McWilliam, Grace Morley, David and Rita Sherrard, Eva Hubbard, Peggy Savage.
3. Minutes of last year's meeting of 18<sup>th</sup> April 2018:  
These were accepted and signed as an accurate record.
4. Matters Arising:  
None
5. Election of Church Wardens:  
Two nominations have been received – David Sherrard, proposed by Ken Elmer, seconded by Dora Attenbarrow and Ken Elmer, proposed by Joy Hatton and seconded by David Morley.  
Andy confirmed both as elected and that there would be Archdeacon's visitation to formally install David and Ken as churchwardens, date to be arranged.

## Annual Parochial Church Meeting

1. Apologies  
Jules Ennis, Rob McWilliam, Grace Morley, David and Rita Sherrard, Eva Hubbard, Peggy Savage.
2. Minutes of last year's meeting of 18<sup>th</sup> April 2018:  
DW raised that the figures on Treasurer's Report incorrect. Andy Lord made a note that these needed checking and amending.  
These were then accepted and signed as an accurate record.
3. Matters arising:  
DW and AL to check and amend the Renewal Fund figures recorded in the minutes.

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 and Rectors Report
- AL noted that David Sherrard and Rita have not had good health in the last year and so David has not been able to do as much as he would like. DW noted that he had begun to report all actions to DS as they have been completed.
  - KE noted that the Treasurer’s Report title was dated wrongly in the pack of reports but accurate on the actual separate report provided by DW.
  - DW added to his Treasurer’s report that some giving had been lost in the last year that will give rise to challenges in the coming year.
  - DW and AL encouraged the meeting that continued small gains to Renewal Fund through Coffee Pot, lunches and collecting tins will hopefully grow to provide the basis for further financial bids for the future of the Renewal Project.
  - AL spoke of the coming Promise Programme for which details will be shared in the coming weeks.
  - As noted in the Deanery Synod Report, Al spoke of the new parish share calculation that now brings our expected figure to the £28000 that we are currently giving annually.
  - AL proposed that we approve the accounts for 2018, seconded by Ken Elmer and approved by all and three copies were signed.
  - DW and AL registered thanks to Christine Bradshaw who has been helping each week with the Gift Aid.
  - AL expanded on the Deanery Synod report in regards to the possible future changes to ministry positions in churches and the diocese exploring other posts that allow opportunities for change.
  - DW registered gratitude to David & Grace Morley and others whose work with children and young people is often mid-week and not seen by members of the Sunday congregations.
  - DM thanked all who provide cakes etc for events such as Third Sunday and Light Night, and that this is often noted by visitors to those events.
  - DL asked how many regularly attend The Mix. DW reported that up to 16 regular members attended but this was often affected by exams etc., and that 4 attended churches elsewhere. DL noted that The Mix is a mission field providing contact with Christians for those other young people attending.
  - JH noted how much better the new windows in the church hall are.
  - PW has been taking bookings and checking users. This has increased during the current period while the Parish Hall is undergoing renovations. AL registered his gratitude for all that PW and the caretaker, Doug, do in their ‘hidden’ roles in the church hall. KE registered his thanks for all that Doug has been doing since his appointment.
  - Coffee Pot – DW and JW said that they would like more visitors and thanked those who attend regularly.

- JH thanked those involved with Village Dining which welcomed Brian into the church family and make him feel involved. AL registered thanks for the work that Brian does to keep the flower boxes in the churchyard full of blooms throughout the year.
- AL thanked Janet and Eva for their years of leading their home group and acknowledge that they have stepped down after years of doing this to allow other groups and leaders to develop.
- Wednesday Church – JH pointed out that anyone could offer to come and share their story.
- DW noted that the work done in school by Debbie and Andy is reflected in the conversations had with children and young people at The Mix, showing how much they have enjoyed and absorbed the collective worship etc.
- AL noted that a school governor is still needed and that collective worship will need to be led by someone else once he and Debbie leave. Debbie noted that someone to act as a connection with the school is needed to share information about church services, events and activities.
- AL reported that the charitable giving recently passed to the school from the Renewal Fun was timely and greatly appreciated.
- GS asked if the school taught about other faiths. AL confirmed that all faiths are taught as per the curriculum but with Christian distinctiveness activities, prayer and collective worship being a regular part of school life as a C of E school.

## 5. Elections

### a) member of deanery synod

Mel Ennis, proposed by Ken Elmer. Andy proposed that this be accepted and Mel was duly elected.

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

The following people have been proposed and seconded: Ken Elmer, Roy Hadfield, David Wright, Dora Attenbarrow, David Morley, Jules Ennis, Julie McWilliam, Joy Hatton, Karen Morley. AL confirmed that these are duly elected. Others can be co-opted on through the year.

## 6. Appointments

### a) Deputy Church Wardens

The following people have been proposed and seconded: Janet Wright, Jules Ennis, Graham Savage.

AL asked if all agreed. Unanimously approved. AL confirmed that these are duly elected.

### b) Sidespeople

Vera Bannister, Clarice & Colin, Marlene Cook, Sue Elmer, David Sherrard, Julia Lunn, Pat Wilson, Rita Sherrard, Stephen Northeast, Peggy Savage. All proposed by DM, unanimously approved and AL confirmed that these are duly elected.

### c) independent examiner of the accounts:

David Wright proposed that Gary Stephenson be asked to continue in this role. Gary is the treasurer at Christ Church, Chilwell but also acts as an independent auditor for other churches. Proposed by DM, unanimously approved and AL confirmed that these are duly elected.

## 7. Any other business:

DM noted that he and Janet often complete small tasks such as tidying notice boards in the church and church hall, putting out the churchyard bins on a Sunday evening. It would be appreciated if there were volunteers for some of these tasks. AL noted that this should be raised with the church wardens and the issue of the bins should be clarified as being part of the caretaker role. KM has volunteered to move the bins to the gate after the Sunday morning Service.

JH noted that we should prayer together more, as mentioned by AL, especially during the interregnum.

8. Date of next meetings:

APCM (22<sup>nd</sup> April 2020)

PCC (12th June at Cossall; 18th September at Awsworth; 11th December at Trowell)

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## Reports

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## **Churchwarden's Report**

Revd Dr Andy Lord had his last Sunday with us on 28th July 2019 as Rector in Trowell, Awwsworth and Cossall. There will certainly be a delay before a new rector is appointed, though meetings with Archdeacon Phil Williams and with Bishop Paul have been very positive and reassuring. However work on this has had to be put on hold during the Covid-19 Coronavirus emergency.

On 24th March 2020 we received the definitive instruction from the Archdeacons office: 'Our church buildings are closed for public worship and for private prayer', without exception. Since then our Ministers and worship team have been working brilliantly with the guidance of the Holy Spirit to enable worship and support to continue by electronic means, we are socially but not spiritually separated. At the beginning of September, the PCC agreed to invest in equipment to fully Live Stream services from St Helens.

In August, members of the Diocesan Advisory Committee visited to inspect the church building after the renewal work that has been done to date. We do expect the improvements to the electrical installation will be completed in the near future.

The church building gas and electrical inspections have been completed satisfactorily.

A full Quinquennial inspection was carried out by the architects Mark Goodwill-Hodgson Ltd on the 3<sup>rd</sup> June 2020. We await the report.

*Ken Elmer*

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## **Covid-19 Action report**

Since the restrictions on how we meet at church started in Mid March, we put together different ways to support the community while encouraging worship and deepening faith we are doing this in 3 ways

1) **Community Buddy scheme** which encouraged people to post flyers along their street with a flyer that had a phone number on it offering to link them up with a buddy during the lock down or self isolation for support. We used a Facebook group to gather volunteers who would be willing to help once we had taken the phone call.

***5 Buddy links made, 81 Volunteers in the facebook ready for if the demand increases***

But we have lots of phone calls to thank us from people that are currently being supported by family but are reassured that they have a number to call if this family member becomes ill.

2) **St Helens Church, Online Together** This Facebook group was launched the first Sunday we had been advised we could no longer meet at all it has lots of a regular congregation in it and through the week has people share scripture, videos and worship that people are finding useful and encouraging.

***Average of 5 posts a week (from Members) with 38 Members***

3) **ACT Church Together Online** This weekly email links people to the YouTube Playlist, a theme for the week and also encourages people to visit a webpage called "Faith Between Sundays" which we update weekly with resources to encourage worship, prayer time and links to resources to explore the weeks theme in more depth.

***Email Number of contacts 41 with 80% open rate***

***Web Page 157 total visit, average 25 visits a week with most days 5 people visiting every day.***

***YouTube Playlist Average views per playlist 34***

*David Morley*

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## **Electoral Roll Report 2019-20**

This has already been displayed in the church building.

Names on Roll            52

This is a decrease of one from the previous year. There have been four removed and three added.

*Julian Ennis*

Electoral Roll Officer

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## **Sides People 2019-20**

Currently the following people share this role:

Vera Bannister, Clarice & Colin, Dave Sherrard, Joy Hatton, Julia Lunn, Marlene Cook, Pat Wilson, Rita Sherrard, Stephen Northeast, Sue Elmer, Nerys Fowler, David Dennis.

We have extended this role during the Covid-19 situation, to 'Steward': (Sides person with new Duties to cover legal requirements);

Ensure people are masked, unless unable to.

Ensure people sign-in for Track and Trace

Ensure people follow the correct routes and observe social distancing

Ensure hands are washed or sanitised

Indicate the collection plate, but do not touch.  
Indicate the Notices sheets etc, but do not touch.

*Ken Elmer*

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## **Treasurer's Report and Accounts 2019**

**please see separate document, St Helens Church Accounts 2019**

The recent promise project was an opportunity for everyone to assess their giving before the Lord and in the light of the basic costing information provided on the handout flyer. This resulted in a somewhat mixed response but final figures showed an overall annual increase in giving of more than £4000 which would attract a further increase in excess of £1000 from Gift Aid and the Gift Aid Small Donations Scheme.

Only six months after the promise project, the general account balance was already looking very healthy and this should carry us forward well beyond 2020 without major finance problems. The PCC wish to extend grateful and very special thanks to all those who give so generously on a regular basis.

It is of special note that we were able to pay 100% of our allotted parish share of £28,000. This should stand us in good stead for the provision of a new rector. It is also worthy of note that this pattern has been repeated across the deanery.

The timing of main charity donations from the Church Allocation is being changed from November to March to make cash flow management easier. As a result of this, charity donation payments shown in the 2019 Church Allocation are much lower than for 2018. The main charity donations will reflect in the accounts for 2020. Note however 2019 donations made from the Renewal Allocation.

The church electricity for 2019 appears to have cost almost twice that of 2018. This is simply due to the timing of the last quarter invoice which was paid in 2019 but was proper to 2018. In reality, the increase is minimal.

Over one year, it should have been possible to get a reasonable evaluation of gas savings with the new church heating, but in March 2019, "final" bills were issued by British Gas, which rather rang the alarm bells. It was discovered that a small rogue broker (NRG) had hijacked our gas accounts. The supply with British Gas was eventually recovered but a consequent change from monthly fixed direct debit to the new quarterly on-line billing has made that evaluation impossible. However, I have to say that British Gas were apologetic, sympathetic and very helpful. In the mean time we can be grateful that the church is warm.

It can be seen from the accounts that the ACT magazine has again come well clear and that the Church Hall has turned a healthy profit for the first time ever, thanks to an increase in demand and the effort and enthusiasm put in by our hall booking secretary.

I look forward to passing on the compound position of treasurer after the 2020 APCM. During the 10 years of my duty, the job has grown in terms of the amount of recording required and the HMRC intervention into what is now officially termed "taxable triviality payments". It therefore makes good sense at this stage to divide the job into 3 duties to be performed by 3 persons, thus significantly reducing the individual administrative load. Through 2019, I have already introduced a number of minor internal changes to simplify rendering of the accounts summary for PCC meetings and to reduce the work involved in presentation of the annual accounts.



Many thanks are due for all the support and goodwill I have been surrounded with, during the last 10 years as treasurer. I trust that will continue with the new staff.

*David Wright (hon. treasurer to the PCC)*

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## **Nottingham North Deanery Synod Report for Jan - Dec 2019**

Report not yet received: Friday, 25 September 2020

*Sue Dunster and Anne Walters {Lay Chairs of Nottingham North Deanery}*

*Peter Huxtable {Area Dean of Nottingham North Deanery}*

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## Kids, Families and Youth work at St. Helens, Trowell



The Mix meet every other week during term time we meet in the church hall, we have a theme most weeks with bible teaching through games and activities for about 10 minutes. The rest of the time is filled with chat, snack bar and lots of football as always.

This event is now closed and we are reviewing how best to serve young people after lock down. I would like to thank Julie McWilliam and Betty Carter who have ran this group along with other for many years and have be great role models for every young person that attended the youth club

over the 15 plus years it has ran.



Now in it's 8th year this years theme was "My lighthouse"

On the 31<sup>st</sup> of October children and parents were invited in from the street to have a hot chocolate and cake.

The church had been covered in lights and they were greeted with a warm welcome and invited to join in with all the activities. We will be looking to do an at Home version of Light night this years



We continue to run outreach services.  
St Helen's Trowell, hosts a monthly family and all age event.  
One month is our Village breakfast,  
the other is a family and all age service in church.

All age services are currently on hold but now live streaming is set-up  
We are looking into different ideas to engage those who did attend events like this.

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## **Church Hall and Cottage 2019-20.**

The church hall has again been a busy place this past year, until the enforced closure. Because of the long, thin dimensions of the main room, not many people can meet there and maintain 2 metres of personal separation.

It is particularly worrying that the Playgroup has closed permanently. Apart from being a loss to the village, this was also a loss of one of the church halls biggest customers.

However since it has become legal to use such buildings again in a restricted way, and the Parish Hall has suffered from floods, we have been able to host some small meetings for them.

*Ken Elmer (on behalf of the church hall committee).*

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## **Bell Ringing 2019-20**

2019 has not been a particularly busy year but I am pleased to report we still have 8 regular ringers. Going forward there is a possibility the number will increase. We have a young lady who is interested in learning to ring as part of her Duke of Edinburgh Award, she will be joining us from February 2020. It is always good to see a youngster training to ring – they pick things up so quickly.

Guild fees have been paid by the individual ringers.

In April we were asked to join towers all around the world to show solidarity after the fire at Notre Dame. We rang at 7pm for 7 minutes.

In May bell maintenance work was carried out. The work was done again by Mike Semken – free of charge.

We continue to receive training from Tom and Christine Langton. Mike Semken also helps in this role now.

St Helen's is popular with other tower ringers and we have an increasing number of requests to ring there throughout the year.

We continue to meet with ringers from St Helen's Stapleford. We give each other backup when we are short of numbers to ring. This year there was a total of 18 of us joining together for our annual Christmas meal. I was very impressed with this number.

We were able to put a team together to ring on Christmas Day. This is not always possible so we were delighted to ring this year.

*Christine Bradshaw*

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## **Coffee Pot And Village Dining**

Report not yet received: Friday, 25 September 2020

*Janet Wright*

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## **Wednesday Church 2019-20**

Report not yet received: Friday, 25 September 2020

*Janet Joan and Joy.*

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## **Worship Group**

Report not yet received: Friday, 25 September 2020

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## **Mothers Union 2019-20**

Report not yet received: Friday, 25 September 2020

*Joy Hatton.*

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End of Document:  
St Helens APCM Reports 2020.docx

Dated 25 September 2020