

**ST MARY-LE-TOWER CHURCH IPSWICH**  
**Minutes of the Annual Vestry Meeting held in Church**  
**On Sunday 17<sup>th</sup> April 2016 at 12.00<sup>pm</sup>.**

<b>Present</b>	Vicar: Revd. Canon Charles Jenkin and 67 members of the congregation.
<b>Prayers</b>	Canon Charles Jenkin welcomed everyone and opened the meeting with a prayer.
<b>Appointment of Vestry Clerk</b>	The appointment of Mrs Donna Joyce as vestry clerk was proposed by Revd Canon Charles Jenkin and carried by a show of hands.
<b>Minutes</b>	The minutes of the meeting held on 28 <sup>th</sup> April 2015 which had been on display in church were confirmed and signed as a correct record.
<b>Appointment of Churchwardens</b>	The appointments of Mary Baldry (nominated by Ian Lord and seconded by Malcom Mitchell) and Katrina Robertson (nominated by Sarah Jenkins and seconded by Sue Adair) as churchwardens were carried <b>nem con</b> .
	The Vestry Meeting Closed at 12.10 <sup>pm</sup>

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**On Sunday 17<sup>th</sup> April 2016 at 12.10<sup>pm</sup>.**

<b>Present</b>	Vicar: Revd. Canon Charles Jenkin and 67 members of the congregation.
<b>Secretary for the meeting.</b>	Donna Joyce was appointed as Secretary for the APCM.
<b>Apologies</b>	Received from 10 members of the congregation. A prayer was said for those in our community who are sick, particularly those who would have liked to attend the meeting.
<b>Minutes</b>	Minutes of the meeting held on 28 <sup>th</sup> April 2015 which had previously been on display were confirmed and signed as a correct record.
<b>Electoral Roll</b>	Mrs Bridget Hanley reported on the church electoral roll. At the beginning of 2015 there were 177 on the roll. Sadly Iris Barrell, Dr John Blatchly, Joyce Hudis, Peggy Smith, Stephanie Thurstun, John Trythall and Geoff Wright died during the year. Sadly, in early 2016 Barry Hunt also passed away.  The roll was revised between 13 <sup>th</sup> March and 27 <sup>th</sup> March 2015 and the necessary notice was displayed in the porch for the requisite amount of time. With a number of resignations and new members, the final total on the electoral roll as of 27 <sup>th</sup> March is 175.
<b>Appointment Of Electoral Roll Officer</b>	The Vicar proposed from the chair that Mrs Bridget Hanley be re-appointed as Electoral Roll Officer, and thanked her for all her hard work. <b>All agreed.</b>
<b>Draft Financial Statements For 2015</b>	The Hon Treasurer Mr Mark Hollingsworth made available to the meeting, a draft Financial Statement for 2015 with, alongside it a simplified, more understandable document. He pointed out that the church accounts are draft because they have as yet not been scrutinised by an independent examiner. Whilst the overall figures will not change, some details might.

There exists a small error in last year's accounts of about £2000 in that when the columns of the 2013 accounts were added up, they did not balance. Luckily our independent examiner may be our Treasurer from last year, in which case his first task will be to explain that difference and make any necessary adjustments.

Mark guided the meeting through the document, summarising the meaning of each page. He then introduced the accompanying 'Cheat sheet' (a more succinct understandable budget account). Not much has happened since the end of 2015 so this document provides a fairly accurate account of the situation at the moment. This is attached to the minutes. Adjusting the 2014 accounts in a similar way to this representation for 2015 gives a 2014 deficit of circa £30,000. This indicates that our deficit is actually increasing.

The PCC has approved the hiring of a bookkeeper so that the treasurer's time is freed up to give the PCC accurate monthly accounts and to take more pro-active financial control. The Vicar said that although we do face a formidable deficit regular giving including plate collections is actually holding up quite well.

The Vicar then expressed his profound gratitude to the Treasurer and remarked that this might well have turned out to be a larger undertaking than perhaps Mark had originally expected it to be, but he was very much assured by Mark's declaration that he is undaunted and in it for the long haul.

#### **Appointment of Independent Examiner**

The question as to whether it is good business practice to appoint the past treasurer as our independent examiner was raised. It was agreed that the appointment of an independent examiner for 2016 will be addressed when the 2015 accounts have been examined and are submitted for approval.

#### **Approval of Sidespersons**

The Sidespersons as listed below were submitted for election. Proposed: Mary Baldry, seconded: Sarah Jenkins. **Approved nem con.**

Tony Brook-Carr, Nicola Barnard, Jean Bradbury, Alan Cocker, Sonia Docherty, Richard Dewar, Nicholas Dowding, Phyl Fisk, Sally Graham, Mike Graham, Russell Hall, Bridget Hanley, Jillian Lofts, Ian Lord, Cheryl Mann, Ian Molloy, Barbara Norman, Diana Pipe, George Pipe, Douglas Seaton, Ann Smith, Peter Smith.

#### **Church Treasures and Fabric report**

Churchwarden, Mary Baldry referred the meeting to page 22 of the Annual Reports adding two further comments: Thanks were expressed to Ian Molloy for the considerable extra work cleaning and tidying the church. The meeting was informed that the Church House flat has new tenants, having only actually been vacant for 10 days.

#### **Church Reports and Vicar's Address**

The Vicar apologised for the fact the reports were unavailable for inspection prior to the meeting due to the administration office currently being under significant pressure resulting from the ramping up of activity at 17 Tower Street and proceeded to highlight of the more salient points as part of his address.

The ministry of lay elders has expanded over the last year, and Charles expressed his gratitude for all the good work that they have done. The Vicar thanked the Verger, Steve Harman for his work over the past year and announced that Steve will be retiring in the Autumn.

Sunday school – although many who used to be in the Sunday School have now joined the choir, the Sunday School continues to be an important part of our church life particularly when a new family turns up in church and we are able to welcome their children. The Vicar thanked the Children's workers for their continued efforts.

The Sunday Welcome team was revamped during 2015, thanks to Sarah Jenkins for her stewardship of that. There is now a happy team working together at the back of church for the Sunday morning services.

The Vicar acknowledged the huge amount of work undertaken by the Administrator, Donna Joyce and her willingness to help, but called upon the church community to consider her workload when passing tasks to the administration office.

The Vicar expressed how fortunate we are in our Music Team who are very enthusiastic and working together very harmoniously. It is striking how much things have improved over the past year. Part of our vision is that we should be seriously developing our music and our engagement with young people through it and we are grateful to have two such talented individuals facilitating our achievement of that vision..

Charles thanked the church-watching team for their continued efforts on Saturdays and Mondays. It is an important part of our mission to keep the church open each day. It was noted that the number of services offered during the week has slowly expanded. This will hopefully draw more people into the church.

The Christmas Tree Festival was a real success. The footfall grew even though no evening events other than the opening evening were held. Thanks to all that worked so hard towards its success.

A lot of activity is going on on the Tower House Project (see report p14) The Vicar commented that 4 years ago we set out the vision to develop music and life as place of hospitality and engaging with the community in some way. The extent to which we are now able to fulfil all 3 of these is quite amazing. This does mean that things are quite exciting but also that at times we are very stretched. We can however trust God and the work he has given us to do and that the resources we need to accomplish this work, we will find in due course.

Thanks were extended to the Social team who organise refreshments for all sorts of occasions (particularly Mary W, Sally and Donna), which always seems like a well-oiled machine perhaps belying the amount of work that actually goes on behind the scenes.

The PCC started meeting more frequently in 2015 (on a monthly basis to address the feeling that the PCC was not making decisions, it was just catching up with things that had already been done. This enables members to be more in touch and to make more informed decisions in a timely fashion.

The Town Centre Churches as a group are experiencing renewed energy with a very good new priest at St Mary at the Elms who is keen on cooperating with other churches.

George Pipe addressed the meeting to comment that he is disappointed that when the choir has a holiday or is on tour, the church is left with nobody to lead the singing. He asked for consideration of how we might address this issue.

Ian Molloy called upon those at the meeting to consider donating towards the removal of the lacquer from the tiles for which a faculty application is in progress. The Vicar commented that we are astonishingly fortunate to have someone like Ian in our congregation who is willing to do the wonderful jobs he does around the church.

#### **Elections to the Deanery Synod**

It was announced that Ian Lord will be standing down this year, and so there is a vacancy for a representative on Deanery Synod. Sue Adair and Sarah Jenkins are happy to serve again this year. In the absence of a volunteer at the meeting it was decided the PCC will appoint a representative.

#### **Election to Parochial Church Council**

There are six vacancies with no nominations being received.:

Alan Way has declared that he wishes to stand down, and Katrina Lant will stand down as a member of the PCC to become Churchwarden.

The nominations were as follows:

Sonia Docherty	Nominated: Sue Adair	Seconded: Hilary Norman
Richard Hanley	Nominated: Sue Adair	Seconded: Hilary Norman
Sarah Jenkins	Nominated: Sue Adair	Seconded: Hilary Norman
Ian Lord	Nominated: Sue Adair	Seconded: Hilary Norman
Mark Hollingsworth	Nominated: Sally Graham,	Seconded: Ian Lord

**All were elected nem con.**

The meeting closed at 1.00pm with the Grace.

**Signed:**

**Date:**

## **‘Cheat sheet’ for 2015 Accounts.**

Below are the key financial data from the accounts, presented in a format more akin to a normal budget of cash, savings and expenses.

### **Cash:**

- Lloyds Bank £50,101
- Concert bank account £7,215
- Sanctuary bank account £737
  
- **Total £58,053**

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### **Investments:**

The value of the 24 separate investment and deposit accounts is: **£427,882**

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### **Outstanding bills to pay:**

£48,157 (Diocesan Parish Share, paid in January 2016)

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### **Assets:**

Buildings (Church house and 17 Tower Street): **£553,882**

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### **Deficit for the year:**

**£80,533** (broken down as follows):

- £36,553 of this deficit was used in the development of 17 Tower Street. Although showing as a deficit this money was withdrawn from investments.
- £43,980 is the deficit in the day-to-day running of the church for the year.
- Adjusting the 2014 accounts in a similar way (in this case taking out the major repairs undertaken to the church and removing the donations and grants received in support of that work) the deficit for 2014 was in the order of £30,000 (although the accounts actually reflected £51,148 surplus for the year).

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### **Restricted and unrestricted funds:**

- The net worth of the church is now £1,018,132. However including the buildings, £927,484 of this net worth is now tied up in restricted funds of some form or another.
- Meaning that the church’s availability for unrestricted funds is now down to £90,648.

**Mark Hollingsworth (PCC Hon. Treasurer)**