

**MINUTES OF THE ANNUAL VESTRY AND PAROCHIAL CHURCH MEETINGS OF ST DUNSTAN'S CHURCH, MONKS RISBOROUGH HELD IN THE CHURCH AT 8.00 pm ON MONDAY 03 APRIL 2017**

**Introduction: Vestry Meeting**

The Annual Vestry Meeting opened at 8.00 pm with the reading of an extract from Psalm 84 and prayers. The Reverend James Tomkins was in the chair. Approval of the minutes of the meeting in 2016 was proposed by Mr Stephen Adams and seconded by Mr Richard Aguilar and they were duly signed.

Rev James Tomkins told the meeting that Mr Charlie Fairall and Mrs Johanna Powell were both prepared to serve again as Churchwardens. There being no other nominations they were duly elected to serve for the coming year.

James thanked them both for their hard work over the past year, especially Johanna's work with applications for faculties and other administrative tasks, and Charlie's practical expertise with the boiler and other mechanical tasks.

Unfortunately, due to this meeting falling within the school Easter holidays, The Terrier, Log Book and Inventory were not available for inspection. Arrangements have been made for them to be available at the 10.00 Holy Communion service on Sunday 9<sup>th</sup> April 2017.

The meeting ended at 8.06 pm.

**Monks Risborough Church of England Voluntary Controlled Primary School**

Mr Tom Baskerville, Headteacher of Monks Risborough CEVC Primary School, addressed the meeting. Even though the links between the school and St Dunstan's are strong, he spoke of his wish to increase these as the church is such a large part of the lives of some of the children and also central to the community of Monks Risborough.

He spoke about the things that he believes makes a good church school and then reported on two inspections that the school has undergone in recent months. First by OFSTED, who graded the school 'Good', saying that the curriculum is right for the children and there is a good staff team in place, a great achievement by all members staff; and secondly, a SIAMS inspection – 'Statutory Inspection of Anglican and Methodist Schools'. Every 5 years the latter looks particularly at the distinctiveness and effectiveness of the school as part of the Church England. The report grades the school as 'Outstanding', with the links between the school and St Dunstan's Church being exemplary, collective worship making a significant impact on the school community and the leadership and management of the school being highly effective.

Tom thanked James and all members of the congregation who helped the school to achieve these grades. More information about the school can be found in the School Report which is part of the pack of papers for the APCM.

**Bridging the Gap – making connections between the church and the wider community**

Before moving on to the Annual Parish Church Meeting, Rev James Tomkins spoke of the need to increase connections between the church and the wider community. He said that the church is very good at attracting visitors to services and other events both at St Dunstan's and now St Peter's but there is always room for improvement. He invited those present to consider ways in

which we might achieve this, saying that he believed that it is important to do a few things well rather than trying to develop more initiatives that we can handle and ending up exhausting ourselves. As well as thinking about new ways of connecting we should also consider how to do what we do better.

Ideas from the meeting were then gathered and are attached as Appendix A to these minutes.

### **Annual Parochial Church Meeting**

The APCM began at 8.50 pm. All reports, previous minutes etc. had been collected into a documentation pack which had been available in paper copy for some 2 weeks and also through the church's website.

#### **1. Present and Apologies for absence**

The Reverend James Tomkins, Team Vicar, took the chair with Keith Gibbons as secretary for the meeting. There were 33 parishioners present and apologies were received from thirteen.

#### **2. Minutes of 2016 APCM**

Minutes of the 2016 APCM had been circulated with the Agenda papers. These were agreed to be a true record and after being proposed by Margaret Pitman and seconded by Sheila Lane they were duly signed by the chairman.

#### **3. Matters Arising**

James spoke of the progress that had been made with 'Sustaining the Sacred Centre' since last year's APCM, noting particularly the various courses run by himself and Rob Brown, the 'Quiet' day run by Rose Williams and the daily prayer meetings throughout last August.

#### **4. Notification of Other Business**

Parishioners had been invited to give notice of any matter they wished to raise later in the meeting. Nothing had been mentioned.

#### **5. PCC Annual Report**

There were no questions on this report, the financial report within it or the reserves policy now required by the Charity Commissioners, but James took the opportunity to mention some aspects of the report. He mentioned:

That part of the report looking to the future, particularly financial aspects

That the Church is predicting a deficit budget, with the hope that, as in some other years, legacies and grants will bring us to a positive outcome by the end of the year

The hard work that Anne White has done in her first full year as Treasurer and her excellent report

#### **6. Fabric Report**

The only question asked was whether there were still bats resident in the church. The answer was that there are a few but they are only evident in about August when the young fledge. St Peter's Owlswick has more encounters with bats and has to keep most items covered and clean the floors regularly.

#### **7. Electoral Roll**

There were no questions on this report, now brought together by Keith Barnes. The number on the roll is now 184, the same as last year.

#### **8. Other reports**

There were no questions on the other reports previously circulated. James highlighted the excellent work undertaken by some 13 people in keeping the churchyard so tidy, an oasis of beauty and calm. He also mentioned the increased activity at Owlswick Chapel with the dry-composting toilet and fully accessible path with another season of Evening Talks starting soon and , in September, the first wedding in the chapel for 151 years!

### **9. Election of two members to the PCC**

With Morna Hinch and Sue Ingram standing down there were two vacancies. The following had been formally proposed and seconded prior to the meeting and were duly elected: Libby Keane and Margaret Hunnibell. All members were thanked by James for their time and efforts in supporting the church.

### **10. Election of four Representatives to the Deanery Synod**

All representatives were retiring this year by rota so there were vacancies for four representatives. The following had been formally proposed and seconded prior to the meeting and were thus duly elected: Harry Mullens; Margaret Pitman; Jane Rogers and Jane Curry.

The Annual Report and Accounts of the Deanery Synod Trust, which had been received too late for inclusion in the documentation pack, was available to view during this meeting.

### **11. Election of Sidespersons**

Those listed on the agenda notice were duly re-elected: Steve Adams, David Argue, Pat Argue, Anne Baker, Christine Ballard, Helen Brockington, Margaret Butler, Susanne Carr, Keith Gibbons, Janet Griffin, Jackie Highe, Morna Hinch, Sue Ingram, David Kemp, David Manthorpe, Jackie Manthorpe, Jean McBean, Philip Masterton-Smith, Douglas Miller, Margaret Pitman, David Powell, Pam Rye, June Timms, Jo Wade, Paul Woodward-Court and Rosemary Woodward-Court. All were thanked for their work in ensuring the smooth running of services.

### **12. Appointment of Independent Examiner of Accounts**

David Powell was duly proposed, seconded and re-elected to the role of Independent Examiner of Accounts

### **13 Other business**

James reminded the meeting that the new Bishop of Oxford, Steven Croft, will be visiting the Aylesbury Deanery soon and that everyone is invited to meet him on Wednesday April 26<sup>th</sup> at St Mary's Church, Princes Risborough from 7.30pm. He will give a talk; there will be a Q and A session and a chance to meet him. Light refreshments will be served during the meeting. James encouraged everyone who could to attend as chances to meet the Diocesan Bishop face to face are infrequent.

### **14 Closing Prayers**

There being no further business, James Tomkins thanked members for attending and closed the meeting with prayers and the saying of the grace at 9.08 pm.