

**St Andrew's Church, Eaton**

**Minutes of the Meeting of the Parishioners and  
Annual Parochial Church Meeting (APCM)  
held at 7:00 pm, on Monday 13 May 2024  
at St Andrew's Church**

**Present:** Christopher Smith (Chair & Churchwarden, St Andrew's Eaton), Adeolu Adeyeye (Churchwarden); James Cook (Curate), Kevin Pinnock (Hon. Treasurer), Hannah Ruth King (Hon. Secretary). **Also present:** 29 other Parishioners. A total of 34 were in attendance.

**1. Opening Comments and Prayer**

The Chair, Chris Smith, opened the meeting with Hymn number 650, "Great is Thy faithfulness" in the church hymnal. This was followed by a prayer by James Cook, the Curate; there was much to be thankful for in the life of the church, over the past year. He invited all present to pause and give thanks to God in our hearts, thanking Him for all the blessings poured out over the past year, whilst looking ahead and praying for all that was to come. God's faithfulness was endless, quoting from Lamentations 3:21-23.

**2. The Meeting of the Parishioners**

**2.1 Election of the Churchwardens**

2.1.1 The Chair announced that there was a single applicant for Churchwarden, Christopher Smith. Chris was elected unanimously by a show of hands. Proposed by Adeolu Adeyeye. Seconded by Jane Scott.

**3. Annual Parochial Church Meeting (APCM)**

**3.1 Apologies for Absence**

Apologies were received from the following Parishioners:-  
Janet Benson, Barry Capon, Christine Capon, Rosemary Hanson, Anne Moore.

**3.2 Notice of Any other Business**

There was no other business to report.

**3.3 Approve the Minutes of the last APCM Meeting, held on 15 May 2023**

An objection was raised by Jenny Holcombe, suggesting that she could not vote for the approval of the minutes, not having seen them. It was explained by the Chair that the minutes had been approved by the PCC and circulated. The PCC's Hon. Secretary added that PCC minutes were always posted in the display board area, in the Old Church. The minutes were approved *nem con* by a show of hands.

**3.4 Matters Arising from the Minutes**

There were no matters arising.

**3.5 Churchwarden's Report**

Chris Smith, who chaired the meeting, used the occasion to pay tribute to our previous incumbent Rev. Phil Rodd. He thanked God for Phil's work with us over the past fifteen years, which ended officially in July, 2023. Phil was now settled in his new incumbency in the Flegg Group of churches, not too far away. Chris went on to thank Rev. Dr James Cook, Curate at St Andrew's and his wife Stephanie, for all their support during the interregnum. He emphasized the spiritual and pastoral lead that James had taken on over the past year. He highlighted his amazement at how the congregation had pulled together, with the range of people who took on the many tasks to keep the church running smoothly. There was resounding applause from parishioners as he finished his brief report.

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**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### **3.6 Curate's Report**

James Cook thanked Parishioners for their support and dedicated contribution to the life of the church, over the period of the Interregnum. This was demonstrated in the many church initiatives, some of which bore much fruit. This included the weekly Community Café; the Children's Workshop; the Eco Day; Mission Fair; to name a few. He also thanked the Churchwardens, Chris and Ade, who were legally responsible for the church during the Interregnum, for their diligent care of the church's affairs; this was met with a round of applause. James concluded, praying that God would continue to grow and bless His church at St Andrew's; that many would come to know Him, as we all looked to the future, serving God with faith, hope and love.

### **3.7 Presentation of the Electoral Roll**

Christine Bensley, the Electoral Roll Officer, presented her report. Following the revision in March and April 2024, the Roll now stood at 134 individuals; an increase of one, since 2023. This number included six new members within the Parish boundary. The names of 5 individuals were removed from the roll, mainly due to bereavement. It was pointed out that a completely new Roll would be required for 2025, comprising both current and new members.

### **3.8 Hon. Secretary's Report on the Church Council**

Parishioners were referred by the Secretary, Hannah Ruth King, to her report in the Annual Review for 2023. She took the opportunity to thank parishioners for their support over the past year. She encouraged the continued spirit of unity and cooperation, for the year ahead.

### **3.9 Presentation and Approval of the Draft Accounts for 2022**

The Hon. Treasurer, Kevin Pinnock, presented his report, given in full below:

#### **Summary**

The net result for the year ended 31 December 2023 was a deficit of £24971 (compared to a surplus in 2022 of £9551 and a deficit in 2021 of £18206). This comprises of a deficit of £18304 in Unrestricted Funds (2022 - surplus of 11181, 2021 - deficit of £16044) and a deficit on Designated Funds of £6667 (2022 - £1630, 2021 - deficit of £2162). These figures also compare favourably with a projected deficit for the year of £15500, when the overall deficit is after the 'one-off' cost of hall roof repairs of £30000 which did not form part of last year's forecast figures. However, a projection can only take into account the known and expected based on previous results and patterns.

#### **Incoming funds**

Income has decreased in the last year by just over £4000, despite receipts from legacies being a very similar figure to 2022 of about £10000, made up in a large part by a sharp decrease in planned giving. SAE joined the PGS during the year, and current figures show that giving in this way accounts for about a third of all planned giving monetarily. The use of PGS has not affected the total of planned giving, just the method of giving. Collections at services shows a small increase. Hall lettings are up slightly (but still below pre-pandemic level).

#### **Resources and funds used**

The parish share accounted for a large part of the figure for outgoings for the year, and an increase over previous year of just over £4000, £66940 compared to 2022 - £65778 (2021- £65329). The cost of the Children's & Families Worker, was a lot less in 2023 due to maternity leave and the post was not filled from July. There will be no cost in the current

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Date: \_\_\_\_\_

### Forecast for 2024

	2024 forecast
<b>Income</b>	
Planned giving	56000
Gift Aid	14000
Collections: Church	15000
: Weds/funerals	500
Wedding/funeral fees	7500
Donations	5000
Grants and legacies	-
Hire fees: Church	2500
: Hall	12000
Magazine income	5500
Sundry income	1500
Bank interest	5000
<b>Total income</b>	124500
<b>Expenditure</b>	
Pastoral	1750
Upkeep of services	1500
Premises costs	15000
Staff costs	20000
Office costs	8000
Parish share	70420
CYF worker	-
Children & young people	550
Sundry expenses	1250

Date: \_\_\_\_\_

Payments to charities	3000
Finance & legal	850
CCE refund	-
Depreciation	2500
<b>Total expenditure</b>	<b>124820</b>
<b>Surplus/(deficit) in general funds</b>	<b>(320)</b>

The accounts were voted on and approved *nem con*. Proposer: Kevin Pinnock; seconder: Jenny Holcombe.

### **3.10 Report on the Financial Affairs of the Parish**

This topic was discussed and approved under item 3.9 above.

### **3.11 Fabric Reports for the Church and Church Hall**

Repairs on the Hall roof was now complete, preventing leaks from rain fall. The chairs in the hall were also replaced with one hundred new cobalt-shaded comfortable seats. The work was done with very little interference with the normal running of the office and Hall. The work was guaranteed for twenty-five (25) years.

Redecoration work in the church porch, up to the rafters, was also completed. There are plans in the pipeline for high-level cleaning of the church to ceiling level.

Jane Elphick, raised the matter of the difficulty with walking over the gravel in the car park; individuals with mobility issues, were finding it increasingly difficult to do so. The Chair gave the assurance that the matter was being looked into; Marilyn Evans had raised the matter with the PCC.

### **3.12 Presentation of the church's Terrier and Inventory**

Chris Smith presented the Terrier and explained its content, which included depictions of valuables. The Terrier was available to view, if desired.

### **3.13 Election of the Laity**

#### **3.13.1 Members of the Laity to serve on the Parochial Church Council**

Four candidates were up for re-election to the PCC, having served their three-year terms. These were: Janet Benson, Mary Nelson, Kevin Pinnock and Neil Rout. Three additional nominated candidates were also up for election: Sue Day, Colin Morgan and James Oxley-Brennan.

**Proposer:** Jane Scott **Secunder:** David Hughes

All seven candidates were duly elected *nem con*, by a show of hands and a round of applause.

#### **3.13.2 Appointment of Deputy Wardens**

Five candidates were up for election as Deputy Wardens: Adeolu Adeyeye; Sue Day; Richard Holcombe; James Oxley-Brennan; Neil Rout.

**Proposer:** Jane Elphick; **Secunder:** Lesley Moore. Agreed *nem con*.

#### **3.13.3 Appointment of Sidespersons**

The following individuals were appointed Sidespersons, unanimously, for the 10am Sunday Services: Janet Benson, Yvonne Brown, Jane Gascoyne, Robin Gurney, Catherine Gurney, Rosemary Hanson, David Hughes, Christine Mortimer, Mary Nelson, Jennifer Nowell, James Oxley-Brennan, Kevin Pinnock, Sunder Rao, Valli Rao, Christopher Smith, Margaret Willimott, Rip Wright.

Marilyn Evans was appointed Sidesperson for the 8am Sunday Communion Service.

**Proposer:** Jenny Holcombe; **Secunder:** Ade Adeyeye.

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**Signed:**\_\_\_\_\_

**Date:**\_\_\_\_\_

### **3.13.4 Representatives on the Group Council**

The following individuals were appointed, unanimously, as representatives to the Joint Parishes Group Council: Alison Black, Jane Carey, James Cook, Douglas Durand, Jane Scott, Chris Smith.

### **3.13.5 Confirmation of Representatives of the Deanery Synod**

The following Individuals were confirmed, unanimously, as representatives of the Deanery Synod: Hannah Ruth King, David Plume, Jane Scott.

**Proposer:** Richard Holcombe; **Seconder:** Kevin Pinnock

### **3.13.6 Election of the Independent Examiner**

The Long Stratton-based firm, Abacus, who had recently and successfully examined the St Andrew's accounts, were elected unanimously, as Independent Examiner.

**Proposer:** Kevin Pinnock; **Seconder:** Richard Holcombe

## **13.14 Question Time**

**Leslie Moore**, founder of the Community Café, took to the floor to make a plea for consideration to begin for succession planning and training. This was in relation to his overall role in the management of the Café, which he has run for six years. He was not getting any younger and might need to reassess his input, due to the ill-health of his wife Anne. The Chair thanked Leslie, noting that the Café was a significant outreach for the church. He reassured him that the matter would be considered by the PCC.

**Robin Elphick** raised the issue of the sound system in the church and the difficulty experienced by the hard of hearing. Discussion ensued amongst Parishioners, with the suggestion that speakers needed to project their voices from the microphones.

**Jane Elphick** expressed her appreciation for the display of flowers in church. She wondered whether real flowers could be used, at least, on special occasions. This suggestion was supported by **Janice Hales**, who thought that small posies of flowers could be used.

**Jenny Holcombe** raised the matter of fund raising to cover the initial costs of the development of the Church Hall. The chair of the Church Hall Steering Group, **Graham Bensley**, reassured the meeting that a sum of £10K, agreed by the Steering Group, would be set aside as 'seed money'. **Kevin Pinnock** thought this sum needed to come from the church itself. Given the Interregnum and the impending interviews the next day, 14 May, **Jane Scott** voiced the view that plans needed to be put on hold until the arrival of the new incumbent, who might choose to proceed differently.

## **4. Closing Prayer**

The Chair called the meeting to a close at 20:20, with The Grace said together

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**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_