

PARISH OF FRIERN BARNET, ST. JAMES & ST JOHN

Notice of meetings to be held in St John's Church, Friern Barnet Road
On Sunday 29th March 2009 immediately following the 10.00 am service

'VESTRY MEETING'

AGENDA

1. Minutes of the previous meeting.
2. Election of church wardens of the Parish.

**ANNUAL PAROCHIAL CHURCH MEETING
(Following the 'Vestry meeting')**

*Please note reports on the PCC and its committees are presented in written format
(attached) and will not be presented orally at the meeting.*

AGENDA

1. Opening prayer.
2. Apologies for absence.
3. Minutes of the previous meeting and matters arising.
4. Presentation of the Electoral Roll.
5. Presentation of the Independently Examined Accounts as at year ended 31 December 2008.
6. Presentation of the Budget for 2009.
7. Election of Officers:
 - a) Lay representatives to the Parochial Church Council.
 - b) Sidesmen.
 - c) Independent Examiner.
8. Report of the PCC Secretary, including any matters arising from the attached reports of the PCC and its committees.
9. Rector's Report.
10. Any other business.

**PLEASE NOTE ANY QUESTIONS ARISING FROM THE ATTACHED
REPORTS MAY BE PRESENTED ORALLY AT THE APCM.**

Alison O'Hare
Secretary to the PCC

Parish of Friern Barnet, St James and St John

Minutes of the Parishioners Meeting (Vestry Meeting) for the election of Church Wardens held in St John's Church, Friern Barnet on Sunday 4th May 2008 at 11.40 am

Present: Father Paul Walmsley-McLeod
Mrs Pauline Alexander
Mrs Margot Huish

Some 37 parishioners

1. The meeting commenced with prayer.
2. Father Paul Walmsley-McLeod welcomed everyone to the meeting and thanked them for their attendance.
3. Minutes of previous meeting

Babs Kuti proposed that the minutes of the last meeting, held on 29th April 2007 be accepted as a true record of that meeting. The proposal was seconded by Rob Allen and agreed nem.con.

4. The Election and Re-election of Church Wardens

Father Paul announced that Pauline Alexander's time as Church Warden was coming to an end and that she was retiring. Two wardens were to be elected.

The re-election of Margot Huish for her fourth and final year as Church Warden was proposed by Christopher Woods, seconded by Elizabeth Tucker and agreed by the meeting nem.con.

The election of Ed Newman as Warden was proposed by Janet Beal and seconded by Frances Philpot and agreed by the meeting nem.con.

Father Paul announced that once again Andrew Naylor would continue to act as Assistant to the Wardens carrying on the useful and helpful work which he currently does assisting them and Father Paul. **Bridget Watts proposed that Andrew be reappointed as Wardens' Assistant, this was seconded by Tom Huish and agreed by the meeting nem.con.**

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**Minutes of the Annual Parochial Church Meeting held in St John's Church,
Friern Barnet on Sunday 4th May 2008 at 11.45 am**

Present: Father Paul Walmsley-McLeod (Chairman)

Some 39 parishioners

1. The meeting commenced with prayer.

2. Apologies for absence

Apologies for absence were received including those from Dorothy Bradbury, Barry Hall, Suzie Hickman, Carole Levy, John O'Hare, Peter Murray and Stella Watts.

3. Minutes of previous meetings

Rob Allen proposed that the Minutes of the previous meeting held on Sunday 29th April 2007 be accepted and signed as a true record of the meeting. The proposal was seconded by Babs Kuti and agreed nem.con. There were no matters arising from the Minutes.

4. Presentation of the Electoral Roll

Elisabeth Murray, the Electoral Roll Officer, reported that at the beginning of the year the Roll stood at 118 persons. There had been 8 new members. It had a personal sadness for Elisabeth to remove John Jenkins, a previous church warden and long standing member of the congregation and church community. The new Roll now stands at 125 members.

5. Presentation of the independently examined accounts at year ended 31 December 2007

Andy Beal, Treasurer, began by reminiscing – this was his second time as Parish Treasurer – the last time being some twenty years ago, when the accounts were hand written in a ledger which simply recorded income and expenditure. How things have changed! We now have computers and rules and requirements which make the process much more complicated – indeed much more complicated than he had thought when he had said yes to the job! He offered his thanks to Alan Brand for easing the handover and to Andrew Naylor for his invaluable help counting the collection, opening the envelopes, banking the money, recording all manner of cash and cheques and putting them onto a spreadsheet on a weekly basis. Jill Arnold continues to provide valuable assistance and took the electronic cash book and transforms it into the accounts which we have in front of us today. It is a requirement that the accounts are presented in this form as we are a large parish with a large income and Jill has

helped to prepare the new accounts by translating the records into the required format under the Church Accounting Regulations. Andy also thanked Mary Eckland – our Independent Examiner who has looked through them.

Commenting on the Income and Expenditure, which shows funds which have come in and gone out through the accounts he noted that funds raised for ALMA and the money raised for Practical Action from the Polish evening had not gone through the accounts.

Pages 7 and 8 of the accounts provide a summary of the next few pages recording the financial activities for the year. All income and expenditure, regardless of whether it is ordinary or extraordinary is recorded here, and this includes the money raised for the boiler. It also includes the freehold value of the Hatley Close house, which accounts for the largest value item recorded in the Parish's tangible fixed assets.

Page 12 sets out in detail incoming funds which have been itemised and identified. Over £25,000 gross income has come from the Parish Centre, which is a significant achievement. Andy regretted that he was only able to identify £457 income specifically related to Fulcrum, whereas in 2006 total funds received for Fulcrum had amounted to over £1000. It costs about 10p per sheet and so going forward we need to identify much better the money donated for its production.

The largest item under Parish Activities last year was Noah, although it is difficult to say exactly what the profit actually amounted to. It was good to confirm that it had made a profit and he confirmed that a donation to the Noah's Ark Children's hospice would be made from the Parish.

Page 14 lists the Fixed Assets and page 15 an analysis of church funds and debtors. Andy commented that on pages 16 and 17 the figures recorded in the Funds Details represents actual balances now that Jill has stripped out depreciation. He noted that donations had been made from the George Newman Fund to purchase play equipment for the Acorn Nursery at Oakleigh School and some of the Nativity statues. The remaining statues were purchased from the Hilda Heil Fund.

Page 19 details the normal expenditure and income passing through the General Fund during the year. Church lettings are largely accounted for by the filming activities at St. James, which we cannot expect to be repeated. There is a deficit for the year of £19,672 – a considerable sum. However, we are fortunate in that we do have income from both the clergy property and from the Parish Centre. This year the income from the Parish Centre was up over 50% on last year, and even the Jubilee income was up by 35%, the result of much hard work. Fortunately not much needed to be spent on the house at Hatley Close last year, but Andy thought that it would probably need some expenditure in the current year. Overall there was a surplus of £6,000 which would be carried forward to the General Fund where it would be taken into account against the deficit from the previous year.

Christopher Wood thanked Andy for the wonderful job which he had done taking us through the accounts in such a clear way. He noted that only 7% of the overall parish expenditure has been spent towards the upkeep of St. James' church which he found quite grieving – it really did not seem to be enough. Andy noted his comments and agreed that it was true that not much had been spent on St James'; however, not much had been spent on St John's either. The biggest element of costs for both churches is insurance - over £10,000 for St John's and about £3,500 for St James'. Given the number of claims which we have made, we cannot be too surprised at the rising premiums. Additionally, the gas bills have increased considerably. It could be argued that we are not spending enough on either building.

Father Paul commented that all we have really aimed to do is to carry out the repairs which needed to be done, generally only spending money from insurance claims. In the case of St James', we have not really spent anything at all.

Andrew Naylor highlighted the difficulty in allocating funds given in respect of Fulcrum and said that in future it would be helpful if people could specify when they are giving funds for Fulcrum. There are ways in which we could reduce the cost of Fulcrum, for instance producing a black and white version, or put it out once every three months. We could cut down the number of printed copies and make it available on the web site so that people could view it online if they wished rather than taking a physical copy. Father Paul however reminded everyone that Fulcrum was not only our Parish magazine, but also an important part of our outreach programme – it goes to the school and is offered to prospective parents. We need to perhaps raise awareness of the cost of production.

Andy mentioned that changes would be occurring in relation to the Gift Aid scheme in relation to the 20% tax rate. The net effect of the change to the basic rate tax rate will be a likely drop in gift aid income with claims reducing from 28p to 25p. However, in an acknowledgement of the effect which this will have on charitable income HMRC have agreed to make up the loss for a period of three years, therefore for the time being at least there will be no change in the amount which can be claimed back.

It was noted that we have yet to receive the Quinquennial Reports for both churches – although we have been advised that there are no recommendations for immediate substantial works.

Father Paul thanked Andy for taking on the job of Treasurer and thought that it was remarkable that he was willing to do it again, having done it before. He offered his particular thanks to Alan and Jill.

Rob Allen proposed that the examined accounts for the year ended 31 December 2007 be adopted. The proposal was seconded by Christopher Wood and agreed by all present nem.con.

6. Presentation of the Budget for 2007

The proposed Budget for 2008 was circulated.

Andy commented that it was difficult to prepare a Budget given the uncertainty surrounding the future of St James', and the extent to which we would be pressing forward with some of the projects outlined in the Parish Mission Action Plan (MAP).

Looking at the Budget itself, the numbers are quite similar to the 2007 Budget and Andy was hopeful that there would be an increase in income from the recent Stewardship drive. The Parish had been asked (along with all the other parishes in the Diocese) to increase its Common Fund contribution by 8% and the PCC hoped that this would be achievable. An effort will need to be made to keep St John's running costs to a reasonable level. A new line had been introduced to make provision for the MAP outreach projects, and £3,500 had been allocated to get them off the ground. Whilst there was a huge deficit figure, once the net income from the Parish Centre and Hatley Close is included, things look much better. The proposed target for income from the Parish Centre was £17,000, which everyone acknowledged would be a challenge in the light of the proposed redecoration. Overall it looked as if it could just about balance, leaving £5,5000 for exceptional items for the General fund.

It was generally noted that it was very a very positive budget and great that we have included a contingency. Christopher Wood said that things were much better than we could have hoped for a year ago.

There were no further questions or comments and accordingly **Babs Kuti proposed that the budget for 2008 be adopted by the meeting. The proposal was seconded by Frances Jones and unanimously agreed.**

7. Election of Officers

(a) Election of new representatives to the Parochial Church Council

There were two retiring members of the PCC and the PCC was therefore seeking to elect 2 new members. **Ed Newman proposed that John Kuti and Carole Levy be elected as new members to the PCC. The proposal was seconded by David Philpot and unanimously agreed.**

(b) Election of Sides people

Rob Allen proposed and Frances Philpot seconded the proposal that the following be elected as Sides people: Pauline Alexander, Hazel Amor, Maroly Bob, Sarah Brown, Toyin Davies, Emma Gilbertson, Denise Hill, Babs Kuti, Carol Levy, Kath Mortimore, Liz Murray, Jill Norman, Alison O'Hare, Ian Sturt, Bridget Watts and Stella Watts, and all agreed nem.con.

(c) Election of Independent Examiner

Frances Jones proposed that Mary Eckland be appointed as the Independent Examiner for the Parish. The proposal was seconded by Liz Murray and agreed by all present nem.con.

(d) Election of Lay Representatives to Deanery Synod

Janet Beal proposed that Barry Hall, Babs Kuti and Bridget Watts be elected to represent the Parish at Deanery Synod. The proposal was seconded by Christopher Woods and agreed by all present nem.con.

8. Matters arising from the attached Reports to the PCC and its Committees

Alison O'Hare, PCC Secretary, referred to the various PCC committees. As in previous years reports from each had been circulated in advance of the meeting. The meeting was asked to consider each report in turn and raise questions or comments.

(a) Proceedings of the PCC

(b) Parish Centre Management Committee

(c) Social, Mission and Charities Committee

(d) Fabric Committee

(e) Junior Church

(f) Deanery Synod Report

(f) ALMA

In the absence of any specific points about any of the reports Father Paul offered his thanks to all of the committees, groups and their members.

9 The Rector's Report

In his report Father Paul reflected on a recent essay by The Archbishop of Canterbury addressing the issue of priesthood in contemporary culture. It concluded with a reminder that the Church exists not just for its own sake and for its own people but to be an open door where humanity in all its variety may

meet God. The Parish MAP was revised and updated by the PCC last November reflecting our concern and desire to be outward looking. Three projects imagined at the Stewardship Dinner last October were outlined – a lunchclub, offering hospitality, English conversation classes to embrace the aliens in our midst and youth work.

The Lunch Club has met for its first meal in the Challenger Hall, bought, prepared and served by a team of volunteers. Another dedicated team is already involved in researching how best to launch the English conversation project. The Youth Work project is still little more than an idea, but it will not be forgotten.

As a community our Church and School together raised well over £2,000 for the Bishop's ALMA Lent Appeal to build and resource three schools in Mozambique and Angola, and preparations are already underway for a banquet to raise funds to encourage the ministry at St George's Beira.

All these things are examples of our outward facing presence. We are no Liturgical Club, but our liturgy is central to our family life as we meet and share together in the weekly Parish Eucharist. He thanked everyone involved in all of our church services and Barry Hall in particular – it has been a joy to see his ministry among us grow and deepen.

Janet Beal has completely transformed his life in her new role as Parish Coordinator and Rector's PA as part of her stewardship and ministry, still finding time to run the Parish Centre at a profit, make altar frontals, organize pilgrimages and trips to Africa and still ensure that his linen collars are laundered!

The MAP sets out a clear goal of promoting lay ministry and five members of the congregation recently attended a presentation called "Growing Leaders" to put together a ministry team.

He listed the many blessings which have occurred this year:-

- The Stewardship dinner
- Noah
- The confirmation of eight members of our church family
- The Crib service on Christmas Eve
- Palm Sunday with Eric the Donkey and the rain
- The washing of the feet on Maundy Thursday
- The children making Stations of the Cross on Good Friday
- All of Holy Week and Easter
- Our pilgrimage to Santiago
- Joseph's and Emily's baptisms.

There have also been frustrations, the future of St James' Church to name but one. Discussions are still taking place with the Greek Orthodox Community and we patiently wait for God's will to reveal itself. If the deal goes ahead we will have secured for this church community ownership of the ancient site of St

James' for the foreseeable future and gained an increase in our income with which to support our work in Friern Barnet.

We have also experienced shared moments of sadness – the departure of Lindsay, Doug, Louis and Mary Brown to the south coast and the death of John Jenkins, a representative of a bygone generation whose men went to church without question or embarrassment. God rest his soul.

We have much to look forward to – a Festival at St John's next year, a pilgrimage to Rome in 2010 and in 2012 we will be celebrating 100 years since the completion of the building of St John's hopefully with another Festival and a pilgrimage to the Holy Land. His own trip to Mozambique and Zimbabwe, made possible by the generosity of the Friern Barnet Educational Trust, draws nearer and he hoped and prayed that our friendship with the community at Beira and the school in Zove will be strengthened by the journey.

He then took a moment to thank those he had not already thanked; the following extract is taken directly from his report.

“ I have already expressed my sincere thanks to some of you , but it is time to say thank you again...

- *To Pauline and Margot for their endless energy, hard work and support.*
- *Andy Naylor as Warden's Assistant.*
- *Frances Jones Chair and the Fabric Committee after a year of constant work and worry over the fabric of our churches.*
- *Janet Beal and all who with her administer and run the Parish Centre.*
- *Graham Gunn and all his staff at St John's School.*
- *The Chair and Governors.*
- *The PCC and all its committees.*
- *Retiring members of the PCC.*
- *Alison O'Hare, the PCC Secretary, fountain of wisdom and invaluable advice.*
- *Andy Beal , our Treasurer, and Jill Arnold and Alan Brand.*
- *Lynda Capstick, the Parish Secretary.*
- *Liz Murray, Electoral Roll Officer.*
- *Steph Davies, Children's Advocate.*
- *Sofie Day and all the leaders and children of Junior Church.*
- *Gail Clemens and St John's Playgroup.*
- *John Turner who defied shingles and laughed it to scorn, remaining as faithful as ever.*
- *The choir.*
- *Shirley Davison and the Junior Choir.*
- *Servers, Kath Mortimore the Verger and Mary Phillips her assistant, all who keep the sacramental linen.*
- *Watchers who keep St James' open on a Saturday.*
- *The Archivist.*
- *All who take part in the Liturgy.*
- *All who refresh us afterwards.*
- *All sidespersons.*

- *All who help clean our churches.*
- *St John's Care and the Lunch Club.*
- *Graham Hepworth and all he does in the Church-yard.*
- *Andy Beal for grave digging and endless other things.*
- *Tom Huish for all those wonderful editions of Fulcrum and for keeping the website up-to-date.*
- *John Philpott for photocopying Fulcrum, and for everything else that he does, not least as Sacristan.*
- *The wonderful team of flower arrangers.*
- *The Community Service and their work.*
- *All who have raised money for charity.*
- *All of you for supporting this church.*

I hope that I haven't left anyone out. Forgive me if I have. "

Father Paul's last thanks were given to the Church Wardens and he expressed personal thanks and gratitude to Pauline and Margot for their unstinting support, good humour and love. He paid special tribute to Pauline Alexander for her love and service over the last four years and acknowledged the debt of gratitude owed to her by the parish. Nothing has ever been too much trouble for her and her seemingly endless patience. He also thanked Maurice for tolerating so generously the endless hours which his wife spent with us and not with him! He presented Pauline with flowers and a card.

Finally, Father Paul confirmed his devotion to God and his service to the parish. He asked forgiveness where he has failed, and our prayers in his work.

10. Any Other Business

On behalf of the Wardens, PCC and parishioners Janet Beal proposed a vote of thanks to Father Paul. We benefit from his well thought out attention to detail in all things, not least the liturgy and are privileged to benefit from his sermons. On behalf of all in the parish she offered him our love and thanks.

The Rector thanked everyone for their attendance and closed the meeting with The Grace at approximately 12.55pm.

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