

# MINUTES FOR ST MATTHEW'S ANNUAL PARISHIONERS' MEETING

Held at 10.00am on Sunday 28<sup>th</sup> April 2024



**Present:** Dave Farris (Lay Chair), Lyn Taylor (Secretary), 69 attendees (listed on sign-in sheet)

<b>1</b>	<p><i>Apologies for absence</i></p> <p>Apologies for absence were received from Chris &amp; Mike Taylor and Jeff &amp; Jenny Ackerman.</p>
<b>2</b>	<p><i>Approval of minutes of APM (held on 30<sup>th</sup> April 2023)</i></p> <p>The minutes had been made available online prior to the meeting. The adoption of the minutes was proposed by Ian Davies, seconded by Lesley Kennet and then unanimously accepted by the meeting.</p> <p>The minutes were signed by the Chair as an accurate record of the meeting.</p>
<b>3</b>	<p><i>Appointment of Churchwardens</i></p> <p>Dave Hill agreed to seek re-election. Jackie Farris will act as Deputy Churchwarden until the new incumbent is in place.</p> <p>Dave Hill was nominated by Dave Farris and seconded by Mike Taylor. Jason Pennington was nominated by Dave Farris and seconded by Lyn Taylor.</p> <p>Dave Hill and Jason Pennington were declared elected. It was agreed by all that Jackie Farris will continue as Deputy Churchwarden.</p> <p>The chair thanked them, and their families, for their time, energy and effort for St Matthew's.</p>

# MINUTES FOR ST MATTHEW'S ANNUAL PAROCHIAL CHURCH MEETING



Held at 10.10am on Sunday 28<sup>th</sup> April 2024.

**Present:** Dave Farris (Lay Chair), Lyn Taylor (Secretary), 69 attendees (listed on sign-in sheet)

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<b>2</b>	<p><i>Approval of minutes of APM (held on 30<sup>th</sup> April 2023)</i></p> <p>The minutes had been made available online prior to the meeting. The adoption of the minutes was proposed by Jason Pennington, seconded by Keith Lucas, and then unanimously accepted by the meeting.</p> <p>The minutes were signed by the Chair as an accurate record of the meeting.</p>												
<b>3</b>	<p><i>Nominations for PCC</i></p> <p>There were two vacancies on the PCC.</p> <p>The table below shows who proposed and nominated each person:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Individual Standing for Election to the PCC</th> <th style="text-align: left;">Proposed by</th> <th style="text-align: left;">Seconded by</th> </tr> </thead> <tbody> <tr> <td>Heather Cummins</td> <td>Wendy Richmond</td> <td>Ian Davies</td> </tr> <tr> <td>Heinrich Alphons</td> <td>Dave Farris</td> <td>Ian Davies</td> </tr> </tbody> </table> <p>There were no further nominations. Both individuals standing were duly elected to the PCC.</p> <p>DF thanked Brenda Tyrell who is stepping down as Parish Safeguarding Officer and PCC member and Chika Ripley, who is stepping back as PCC member.</p>	Individual Standing for Election to the PCC	Proposed by	Seconded by	Heather Cummins	Wendy Richmond	Ian Davies	Heinrich Alphons	Dave Farris	Ian Davies			
Individual Standing for Election to the PCC	Proposed by	Seconded by											
Heather Cummins	Wendy Richmond	Ian Davies											
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<b>4</b>	<p><i>Nominations for Deanery Synod</i></p> <p>There were three vacancies on the PCC.</p> <p>Mark Curzon, Sheena Evans and Sue Fraser agreed to seek re-election after serving for three years.</p> <p>The table below shows who proposed and nominated each person:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Individual Standing for Election to Deanery Synod</th> <th style="text-align: left;">Proposed by</th> <th style="text-align: left;">Seconded by</th> </tr> </thead> <tbody> <tr> <td>Sheena Evans</td> <td>Lyn Taylor</td> <td>Mary Edwards</td> </tr> <tr> <td>Mark Curzon</td> <td>Jackie Farris</td> <td>Lyn Taylor</td> </tr> <tr> <td>Sue Fraser</td> <td>Eileen Green</td> <td>Joy Pattenden</td> </tr> </tbody> </table> <p>There were no further nominations. All three individuals standing were duly elected to Deanery Synod.</p>	Individual Standing for Election to Deanery Synod	Proposed by	Seconded by	Sheena Evans	Lyn Taylor	Mary Edwards	Mark Curzon	Jackie Farris	Lyn Taylor	Sue Fraser	Eileen Green	Joy Pattenden
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**5** *Electoral roll report*

Judith Jones, Electoral Roll Officer, spoke to her report. Following the revision, the Roll now stands at 169 names with very little change from last year - a net increase of just four people on last year. Of the Roll, 59 people are resident within the parish of St Matthew – a little over a third - and 110 live further afield, in other Surbiton parishes and beyond.

**6** *Noting the Annual Report (including fabric and deanery synod reports).*

The 2023 St Matthew's Annual Report was made available to download from the church website. DF invited questions on the report. There were no questions to clarify the report.

**7** *Financial statements*

Tim Lucas spoke to the Financial Statements for 2023. Below are the key figures presented:

### Key numbers - SOFA

Unrestricted funds are those given for general purposes whilst Restricted funds are those given for a specific purpose and must be spent on that specific purpose. SOFA is the abbreviation for Statement of Financial Activities. All numbers are in £k.

	Unrestricted 2023	Restricted 2023	TOTAL 2023	TOTAL 2022
Income	210	9	219	198
Expenditure	171	2	173	207
Surplus/ (Deficit) before rev'n	<u>39</u>	<u>7</u>	<u>46</u>	<u>(9)</u>

## Income

- Regular giving fell year on year.
- A significant legacy was received in 2023
- Grants in 2022 included VAT reclaims on buildings work and the NCT award
- Others in 2023 included £7k of interest

	TOTAL 2023	TOTAL 2022
Giving	113	116
Tax Recovered	26	27
Legacies	48	0
Grants	2	25
Ellerton Road (Rent)	16	16
Others	14	14
Total	<u>219</u>	<u>198</u>

## Expenditure

- Parish share (paid to diocese) continues to be largest expense.
- Significant increase in utility bills (mainly gas).
- Reduced expenditure on major works.
- "Others" decrease largely due to no weekend away in 2023.

	TOTAL 2023	TOTAL 2022
Parish Share	84	82
Insurance	16	13
Mission/charity	14	15
Gas/elec/water	14	7
Major works	12	51
Others	33	39
Total	<u>173</u>	<u>207</u>

## Key Numbers - Balance Sheet

- Most valuable asset is property at 172 Ellerton Road, valued at £680k.
- Cash/deposits held in current account (Barclays), Boom Credit Union and Church of England Deposit Fund.

	TOTAL 2023	TOTAL 2022
FA – Ellerton Rd	680	680
FA – AV equipment	3	5
Debtors	19	15
Cash & Deposits	244	199
Creditors	(12)	(11)
Net Assets	<u>934</u>	<u>888</u>

- The most valuable asset is property at 172 Ellerton Road. This was revalued in 2022 to £168k.
- Cash/deposits held in current account (Barclays), Boom Credit Union and Church of England Deposit Fund.

## Funds/Reserves

- Surplus increased value of general fund.
- “Free” reserves amount to £221k.
- Largest element of restricted funds total is balance on organ fund (£18k)

	2023	2022
Unrestricted-GEN	226	186
Unrestricted - PROP	680	680
Unrestricted - TOTAL	<u>906</u>	<u>866</u>
Restricted - TOTAL	28	22
TOTAL	<u>934</u>	<u>888</u>

## 2023 Summary

- **Surplus on general fund**

- Significant legacy income but regular giving dropped.
- Expenditure reduced due to less spent on buildings. This more than offset hike in utility bills.

- As a result, unrestricted funds increased.
- Surplus on restricted funds
- Reserves continue to be healthy but quantum of future expenditure on the building is uncertain.
- Regular giving trend is a concern.

Tim then invited questions. A question was raised in relation to anticipated works, to which JF responded that the Quinquennial inspection had identified works to be completed within 1 – 5 years, all of which has been completed apart from the boundary wall. DF thanked all those who had contributed to putting together the report and accounts. DF also thanked TL for his work relating to the finances of St Matthew's. TL has agreed to remain as Treasurer for a further final year.

**8** *Appointment of independent financial examiner*

It was proposed to appoint Mr George Mitchell as Independent Examiner once again.

Mr Mitchell's appointment was proposed by Ian Davies, seconded by Wendy Richmond, and was unanimously agreed with the gratitude of the meeting.

**9** DF expressed the thanks of the church to the many people who are involved in so many different aspects of church life.

The meeting concluded as the service continued.