

Minutes of St Cuthbert's APCM held on Monday 8th April 2019 at 7.30pm in the Church.

The Rector welcomed those 34 parishioners attending the meeting for this his first APCM as rector of St Cuthbert's.

Apologies received from Christine Davis and Sandra Phillips

Proceedings of the main part of the meeting started with prayer and a hymn was sung.

Minutes of last year;s meeting had been distributed and Keith Goldsmith proposed that they should be accepted for accuracy. This was seconded by Rod Back and unanimously approved.

It was brought to the attention of the meeting that it was stated in the minutes that the PCC had the power to co-opt up to 5 members. This is incorrect as the PCC is able to co-opt only one third of the elected members to a maximum of 2. It was agreed that this would be recorded in the minutes of this meeting.

Matters arising:

Colin Orbell suggested that to avoid the clashing of church events such as the recent Lent Lunch being held at the same time as the St Cuthbert's organ recital, the "Church Diary" should be available to all church members. After some discussion it was agreed that this should be discussed at the next PCC meeting when it is hoped a satisfactory system can be devised.

Election of Church Wardens:

Nominations had been received for Rod Back and Sandra Phillips. There were no other nominations and Rod and Sandra duly elected and were warmly thanked for their considerable contributions over the last year especially in view of the interregnum. Caroline Herbert led prayers for both their past and future responsibilities.

Electoral Roll – see report:

Colin Orbell said that the roll now stands at 93 having been completely revised this year. Twenty six names on the previous roll had not applied to be added to the new roll in spite efforts being made to contact them. He added that only names had been displayed in the church but addresses could be made available if requested. Colin was thanked for his work especially in this year of revision. Peter Herbert then prayed for past members on the roll who had moved away or had died.

Elections and resolutions:

a) Deanery Synod. We have 2 representatives but can elect a third to fill the vacancy left by Tricia Harrison on her moving from Thetford. However, there were no nominations and it was pointed out that next year the deanery synod will hold elections to elect a synod to serve for a further three years.

b) Review of term of office for elected PCC members: last year the entire PCC were elected but in the past, elections to the PCC had been on the basis of 1/3 of members being elected each year thus providing some continuity. This was discussed and it was agreed unanimously that this would be the method from next year, Those serving for one,two of three years to be selected by lot at the next PCC meeting scheduled for 13th May.

c) Election of PCC (13 people): Only 9 nomination forms had been received and as there were no nominations from the floor, the following were elected:

Margaret Back
Maggie Baldwin
Jennifer Bullock
Felicity Gabriel
John Richens
Karen Tobitt
Michael Tobitt
Peter Vale
Rachel Woods.

Prayers were said for the members elected.

d)Review of number of representatives of the laity elected to the PCC: It was pointed out that it would be easier to have a PCC with 12 elected members in future rather than 13 as this will conveniently divide by three. The number of 13 had no special significance and had simply come about by default. The meeting unanimously agreed that the 2020 PCC should have 12 elected lay members.

e) Appointment of Sides people: As was the recent custom all the side people were re-elected.

Rector's remarks: see report attached. He began by pointing out that he could only report on part of 2018 and thanked the clergy team and the wardens for their work during the interregnum. He was encouraged by people working together and the efforts made by all especially during the building work. He wanted to define “where are we heading” and read from Revelations 7 v 9 to end. We must expect growth in the church and to build up one another becoming not just converts but disciples. With the writer of Revelations we can look towards a glorious future.

Warden's Overview: see report attached. This report covered the time before Peter Herbert became rector in October 2018 and made mention of the events that had taken place during the year. Both Helen and Tony were thanked for all their efforts in filling the gap left since we have been without a Team Rector. It was pointed out that all the congregation had contributed in one way or another during this time.

Grace Church: see report attached. The church's presence on the Abbey Estate is evidenced by the Sunday services in the Bishop's School, the Toddlers Group, the Home Group and the three day mission led by the team from St Helen's Church, Bishopsgate. It was with regret that Revd. Geoffrey Firth had been posted from RAF Marham. He will be greatly missed.

Cloverfield: see report attached. As Helen is on Sabbatical the report was written by Maggie Baldwin. In her report she that all the regular activities continued during the year with a full range of services and weekly or monthly meetings. The new kitchen was installed in February this year which was a great improvement to the facilities of the building. In June a group of seven visited Holmsund in Sweden and were warmly received as usual.

Mission & Charity giving 2018. see report attached. John Richards explained that we had sent £2,842 total to nine charities but hoped to increase this when we were in a better financial position.

Maintenance & Fabric: see report attached. The main items were that the outside garden had been transformed and will now require less maintenance. The lead on the roof has been marked with Smart Water in case of theft and this year a security system has been installed with most of the cost being paid by the Diocese.

Deanery Synod : see report attached. This report was written by Deborah Newman who this year has been joined by Caroline Herbert who is an ex officio member. Peter Thomson is the other member. It was previously noted that a new Deanery Synod will be elected next year.

Treasurer's Report:

St Cuthbert's: John Richens drew attention to the continuing deficit in the General Fund which has been the case for 5 years. This now amounts to £12,200. In spite of this we are reluctant to reduce our contribution to less than the present 90% our Parish Share target. We are now claiming the returns from Gift Aid much faster than before which is therefore now up to date. The Mission & Charity giving (see above) is our attempt attempt to give 10% of our income from the congregation to deserving causes and in 2019 will try to catch up on a backlog by making a double payment. See full report attached.

Cloverfield: Neil Glen submitted a financial statement for 2019 to date. In his report; see attached - he pointed out that during 2018 we went to "On Line Banking" and ensured that all hall booking were paid in good time. This with the congregations giving means that it is unnecessary to meet our obligations by holding fund raising events.

Redevelopment: see report attached. By the end of 2018 most of the funding from grants had been received and with pledges given it was agree that we would be able to go ahead. The contract with Valiant the building contractors was signed in January 2019 and work started on 18th February. At this time the work is on schedule to be completed by end September but there is a good chance that it could be finished before that date. At the next APCM we hope to be able to report that the cafe is fully functional and that the refurbished meeting room and kitchen are providing a valuable asset to the church members and the local community.

Questions from the floor regarding the redevelopment: A number of questions had been raised in writing before the meeting about the redevelopment. Three had been answered in writing but in answer to the question of how much subsequent stages 2 and 3 would cost Peter Thomson was only able to extrapolate the 2013 estimates based on the increase of the current stage. This gives approximately £123k for the Nave and £114k for the chancel. In answer to question 5 we previously considered the following options – Cloverfield or other churches in the benefice/ The Guildhall if available/Carnegie Rooms/Bishop's School Hall. There may also be the option of using the church nave/chancel while the other is being worked on.

]Those working in the cafe would be paid the Living Wage as recommended by the Diocese that is £17.5k pa for the manager. We will be using volunteers gaining work experience and possible apprentices at no cost to us. We are looking at a turnover in the region of £80k in the first full year based on serving 50 customers a day i.e. 6/7 per hour. This could give us a profit of £12k pa. When turnover gets to £85k pa we will have to become Vat registered.

Colin Orbell asked if the cafe would be financially sustainable. In reply he was told that the projected income for the first 5 years was expected to make substantial contributions to the income of St Cuthbert's.

Independent Examiner: It was proposed that Bob Hurle be reappointed. This was unanimously approved.

Matters raised by the church membership:

Keith Goldsmith asked a question about the pews. When stage 2 (the nave) has started the pews will be removed. It was noted that some have already been sold but will remain until work starts on stage 2.

Margaret Pope had noticed at St Mary's Attleborough that the pews moved against the walls looked very good and that we might consider doing the same with the pews we are being obliged to retain.

Dorothy Boughton asked if all the churches in the benefice contributed to the Parish Share. John Richens answered that they did and the amount each church contributed was determined by the Diocese.

PCC secretary: The Rector announced that this would be the last APCM at which Peter Thomson would be secretary as he was resigning after a good number of years in the job. He then thanked Peter for his work and presented him with a bottle of wine. A new secretary will be appointed at the next PCC meeting.

The meeting then closed with prayer.

Refreshments were then served.

Peter Thomson
06.06.2019