

**Parish of Widcombe**  
**Minutes of the Annual Vestry Meeting followed by the APCM**  
**at St Thomas on Wednesday 13<sup>th</sup> April 2016 7-30pm**

**Present:-**

Trudy Healey	Angie Frith	Tim Buckley	Bill James
Mark Nish	Debbie Nish	Victoria Jones	Jonathan Cater
Alison Furber	Jill Oldham	Mary Udale-Smith	Andrew Udale-Smith
Annette Whateley	Haydn Wilkins	Sian Lewis	Steve Gill
Angela Hathaway	Matthew Shirley	Ed Stevens	Nathan Ovens
Beth Forrester	Alistair Durie	Chris Tottle	Sarah Buckley
Fiona Coverdale	Tony Coverdale	Frances Best	Graham Brown
Amanda Geake	Susan Wiggan	Jane Conley	Carol Tottle
Michael Brown	Jane Matthews	David Matthews	Judith Harries
Andrew Bateman	Sheila A Read	Steven Ayers	Gill Smart

**ANNUAL VESTRY MEETING**

**1 Election of Churchwardens**

The following agreed to stand as churchwardens of St Thomas à Becket Church –  
Sian Lewis and Angela Frith

The following agreed to stand as chapel wardens of St Matthew's Church –  
Andrew Udale-Smith and Bill James

The prospective Church/Chapel wardens were proposed and seconded as follows:-

Sian Lewis	proposed by Jill Oldham	seconded by Fiona Coverdale
Angela Frith	proposed by Trudy Healey	seconded by Mark Nish
Andrew Udale-Smith	proposed by Mark Nish	seconded by Andrew Bateman
Bill James	proposed by Peter Jones	seconded by Amanda Geake

No other nominations were received, so the above names stand as elected

**2 Election of Assistant Churchwardens**

The following people were reappointed by a show of hands en bloc

Jan Stokes  
Nigel Stokes  
Charles Oldham  
Carol Tottle  
Chris Tottle  
Steven Ayers  
Jill Oldham

The Annual Vestry Meeting closed at 7.45 and was followed by the Annual Parochial Church Meeting

**ANNUAL PAROCHIAL CHURCH MEETING**  
**at St Thomas, Widcombe, on Wednesday 13<sup>th</sup> April 2016 8.00pm**

**1. Opening Prayers**

Tim Buckley said the opening prayers

**2. Apologies for absence;**

Apologies for absence were received from:

Martin Geake    Mary Fooks    Charles Oldham

**3. Minutes of the last meeting**

The minutes of the last meeting were agreed and signed as a true record.

Proposed by Peter Jones                      Seconded by Carol Tottle

**4. Matters arising from the last meeting**

There were no matters arising.

**5. Report on the Electoral Roll**

**Alison Furber**

We welcomed new members on the Electoral Roll so we now have 133 on our Roll. Sadly we lost three members – Jean Pickwick, Mary Bourne and Gerald Baddeley.

The accuracy of the Electoral Roll depends on information received and I would be grateful to be kept up-to-date.

**6. Secretary's Report**

**Trudy Healey**

The full PCC met nine times during the year, with an average level of attendance of 75%. A Standing Committee meeting was held prior to each PCC meeting to set the agenda. Thanks were expressed to Chris May who kindly donates his office each month for the PCC meeting. St Thomas held four baptisms, a service of Thanksgiving for a child, six marriages and five funerals/interment of ashes during the year. St Matt's hosted two full-immersion baptismal or reaffirmation of Baptismal vows.

The Wednesday coffee morning continues to thrive and from this, a monthly Lunch and Natter has evolved on the first Wednesday of each month. Lunch is followed by either a film or a short talk and it is attended by between 20 – 35 people. The Christmas Lunch was especially well attended offering a full Christmas meal and entertainment from the Widcombe School Choir. We are very grateful to Hayley Johnson and Tara McFarlane for their continuing help and enthusiasm at these events.

**7. Priest's Report**

**Revd Tim Buckley**

2015 was the first full year of being Widcombe's Priest-In-Charge, a year which saw growth in both churches – one family – two styles.

In order to provide a more appropriate parish office for the larger membership, considerable time and effort was given by a volunteer force to spruce up the building of St Matthew's and transform the old vestry. There were a number of generous gifts of furniture and hardware allowing this to be done with minimal expenditure. The parish administrator, Mary, and volunteer force are accommodated in the parish office, the administration working very effectively from this hub. Huge thanks to Mary for all that she does to ensure very efficient administration.

A new and much improved website was designed and created, a gift from a parishioner, so that information for both churches and parish activities could be better communicated to the wider world. This went live on 29<sup>th</sup> March 2015 and a real boost to our communication tools.

A plan to upgrade the whole St Matt's building including re-roofing, replacing the boilers, transforming the entrance, changing the layout, removal of some asbestos and complete new fit-out of the kitchen and toilet areas is underway. Clearly this project isn't simply about raising money and doing some repairs, but rather is part of our growing conviction that God is calling us to be a community of believers who, in the words of the writer of Acts chapter 4, are seen as being of **"one heart and soul"**. Together, with a growing sense

of faith, unity and confidence, we feel called to act as good stewards of the places of worship with which we have been entrusted to make them worthy places of praise and centres of community for future generations. All of this will require considerable funding and we are in the process of applying for grants and planning our fundraising, with assistance from the diocese. We have already been very blessed with the generosity shown by many who have felt inspired by the vision being shared and feel excited and full of faith as we move forward.

The St Matthew's team has grown and works very well to provide the vibrant weekly services where they are seeing continued growth both numerically but perhaps more importantly in discipleship and people's commitment to church life, events and projects.

The St Thomas pattern of services continues with a family service on 2<sup>nd</sup> Sunday, Team service on 4<sup>th</sup> Sunday, BCP HC on 5<sup>th</sup> Sunday and an 08.00 HC service twice a month. The Lay team continue to support Tim and it helps to retain these skills in our lay members. Apart from the weekly church services at both churches, a number of Lent Courses were run by different house groups and thank you to all who took this on and offered their homes as venues.

There is growing concern that the electronic organ at St Thomas is old and difficult to repair so we are looking to replace this as soon as possible by sourcing suitable funding including giving from both churches. This is seen as part of the partnership and growing sense of what it means to be one family across the parish.

St Matthew's continues to be rented out to various local groups to bring in income. A five-year lease for the Orthodox Church to use specific spaces at specified times was signed in 2013 and this has worked well. In the week, an operatic group, ballet classes and other organisations have regular rentals, which helps with the running costs of such a large building. The church membership also hosts social events at St Matthew's, including a weekly coffee morning, monthly community lunches and a new Open Doors mothers and toddlers playgroup morning.

The PCC still owns the land at the back of the redundant St Mark's Church and is looking to obtain planning permission to build two sustainable dwellings, to increase the value of this land, with a view to selling it to help fund the St Matthew's refurbishment. There is no firm news on this yet but progress towards a suitable sale will continue with some urgency this year.

Links with Widcombe C of E VA Junior School have been strengthened, with Revd Tim Buckley being actively involved with assemblies and religious educational support for the teachers. There is now a full complement of Foundation Governors and a good SIAMS inspection took place in 2015 (See report on Widcombe Junior School below). The PCC provided a number of new bibles for the school this year and donated money to the new school hall project.

We continue to have strong links with our local residents' association, the Widcombe Association (WA), and they provide support in various ways, in return for the use of our facilities. The WA also invites us to raise funds by providing refreshments during their annual Art Trails and Craft Fairs in St Matthew's. These are very popular events, so we are able to raise significant funds. We also provide teas in the delightful setting of St Thomas' churchyard during the summer, which shows the church setting off to its best advantage, and is a very pleasant stop for all who pass on their way down from the National Trust gardens further up the hill.

We have forged a good relationship with the local Baptist Church and held joint carol singing in the main street in Widcombe at Christmas. As usual, the Widcombe Mummers also allowed us to shake the charity buckets for church funds during their annual Mummers procession on New Year's Day.

During this year the PCC made a number of donations to various charities. The PCC also pledged to use 10% of its income to support mission and charitable work going forwards. Church members also did the door-to-door collections for Christian Aid Week and collected in excess of £1,800 again, another tremendous result.

The PCC is indebted to all who volunteer their expertise, support, gifts and time so willingly throughout the year across both churches and in parish life. We would not be able to achieve all that we do without such help, thank you.

## 8. Financial Report

Sian Lewis

This is a brief overview of the financial activity during 2015 and the Annual Accounts for the calendar years as adopted by the PCC on 31<sup>st</sup> March 2016. The full accounts are attached to these Minutes.

### Income

- Planned Giving - 24 new people have signed up this year.
- Fundraising – has increased with funds from the coffee mornings, lunches, the annual craft fair, carol singing, Mummers on New Year's Day and other ad hoc events.
- Lettings – income has decreased, but the PCC is pleased to see St Matthew's developing as a community resource even if this means a drop in letting income.
- Investment Income and Gain – Following redemption of Government stocks held by the PCC, a small profit was realized and included in unrestricted funds. There was a query regarding the best placement of these profits in unrestricted or restricted funds. The response was that it was unclear if these investments related to Widcombe United Charities and that further investigation might yield some correspondence relating to these funds.

### Expenditure

- St Thomas Church expenses – tower stonework was undertaken this year
- St Matthew's Church expenses – this is mostly from extensive changes to the Parish office, and wiring, outside surveys, cleaning of gutters amongst other items.
- Church services – this includes workshops, books and organist costs
- Clergy Expenses – visiting Ministry costs are included here
- Mission and Charitable Giving – funds have been given to Tegan Lloyd-Williams in Nepal, War Child, the Soup Run, Open Doors for young parents, and Bath College Chaplaincy amongst other charitable causes and mission outreach activities.

In 2015, the PCC's total income and expenditure from its normal activities was **£85,294** and our expenditure was **£72,253**. As a consequence the PCC achieved a surplus from normal activities of **£13,041**.

SL expressed her continuing gratitude to Mr Graham Brown, our Examiner of Accounts, for all his work in assisting during the year.

## 9. Report on the fabric of St Thomas' Church

Angela Frith

The 2013 Quinquennial inspection report showed some stonework repairs were required and these were completed in May 2015, under the guidance of our church architect. They included replacement of the carved stone head above the crypt door which was badly damaged, replacing missing window tracery, repairing some string courses and merlons, repairing the stone step just outside the porch and extending the downpipe outside the porch so that the rainwater drains to the gully. Finally some vegetation growing in the walls was removed and the cracks were re-pointed.

The gas boiler had its annual safety check. The boiler stopped working in February, due to a faulty relay switch in the control circuitry, which was replaced. Fire extinguishers have been routinely tested. Thank you to Nigel Stokes this year for performing our Portable Appliance Testing using our own PAT testing equipment, thus saving us electricians' fees.

Following these maintenance and repair works, the fabric of St Thomas a Becket church is all in good order.

We are very grateful to Hayley Johnson for the church being cleaned regularly and to Alistair Durie who constantly ensures that the church and churchyard are well-maintained.

#### **10. Report on the fabric of St Matthews' Church**

**Peter Jones**

St Matthews was re-ordered in the 1970s since when there is little evidence of much in the way of major repairs and the results of this are somewhat evident today.

The roof, which has been leaking prolifically, is the first priority to repair and to then allow the building to 'dry out'— a grant has been applied for this and we have already started fund raising for the project.

It is hoped that we will also re-model the entrance, cafe, toilets (all these to include disabled access) and the upstairs room. In addition, the heating system is over 40 years old so that will also need replacing.

Among the works completed this year are:-

- Replacing the fire escape with a new galvanised steel fabrication—not flammable wood !
- Surveying the bells and mountings—some money needs to be spent here in due course.
- An asbestos survey, which showed asbestos in some areas of the church which will require more money to be spent, especially around the old, disused boiler.
- Shelving some of the cupboards for use by, for example, the 'Open Doors' mother and toddlers group and for the sound equipment.
- Working on removing rubbish, clearing the undergrowth (done largely by a volunteer group one Saturday morning) and levelling the 'garden' in order to grass it for use by the children's group.
- Gravelling the courtyard outside the office (another volunteer effort).
- Removal from the crypt of wood suffering variously from wet rot, dry rot, wood boring insects as well as much other water damaged/abandoned material.
- Renovating the office toilet and sink unit—presently undergoing decoration and, as with all work, attending to plaster, wood rot and insect damage as we go.

There is still much to do and it is hoped that things will progress at a swifter pace this year.

#### **11. Report on the Deanery Synod**

**Chris Tottle**

The meeting on 21<sup>st</sup> June 2015 at Ascension Church Oldfield Park was led by the vicar Rob Pymm with singing from the Ascension choir. Reverend Pymm gave a short talk about the parish which comprises mainly streets of Victorian and Edwardian terraces. The parish office is manned in the main by retired volunteers and an active young mothers group use the parish church hall.

The Archdeacon of Bath, the Venerable Andy Piggott led prayers and the commissioning of the new Rural Dean, Reverend Richard Wilson of St Michaels, Twerton. He succeeds Reverend Martin Lloyd- Williams as rural Dean following Martin's appointment as the Archdeacon of Brighton.

After generous refreshments provided by the Parish Community, the Reverend Richard Wilson made an address entitled "Keeping the main thing, the main thing" discussing evangelism and looking outwards in the community. He encouraged "...people to encounter Jesus Christ "throughout his address and affirmed the Christian values of growth within a community, and neighbourly contact and care.

The election of several posts in the Deanery then followed but unfortunately insufficient votes were cast so the election was deferred.

There is no report on the meeting on 16<sup>th</sup> October 2015 at St Matthews.

#### **12. Report on Widcombe Junior School**

**Frances Best (Vice Chair or Governors)**

**1. Headteacher.** We said goodbye to Mrs Kate Wilkins at the end of Term 6 in July 2015 as she was leaving to take on a new Headship at a school in Wiltshire. Her exceptional contribution to the school over twelve years was recognized and celebrated. Governors were unable to make an appointment of a new HT for September 2015 as the first set of interviews did not afford any suitable candidate.

The post was re-advertised in Sept 2015 and this time there was an excellent field of applicants. The post was given to Miss Claire Taylor the former Deputy Head and then Acting Head. She took over the official title in Term 2 and has made an excellent and most professional start in this challenging role.

**2. SIAMS inspection.** (Statutory Inspection of Anglican and Methodist schools.) This is a two day inspection with 48 hrs notice and the school received an outcome of Good overall with statements of the four areas as follows :

- The distinctiveness and effectiveness of Widcombe Juniors VA as a Church of England school are good
- The impact of collective worship on the school community is good
- ***The effectiveness of the religious education is outstanding***
- The effectiveness of the leadership and management of the school as a church school is good

**3. Governors .** Three new Foundation Governors were appointed during this 12 month period - Judith Booth and Susan Norman from St Luke's Church and Liz Russo from St Thomas. There are now 8 Foundation governors. Rev Tim Buckley continues to have close links with the school and leads Worship at the school, making pupils and parents welcome at St Matt's for Special Services to mark key events in the Christian calendar.

#### **4. Buildings.**

The Yr 5 classrooms are currently being extended and it is hoped the work will be completed very soon. There is a lively parental body involved in raising funds for the Great Hall project and a number of well supported events have been held over the last two years. Trusts have been approached but in the current economic climate only limited sponsorship has been forthcoming. The Medlock trust has been particularly generous.

#### **5. Multi Academy Trust**

The Government is strongly encouraging schools to become academies and/or join Multi Academy Trusts. Governors at WJS have been exploring a variety of options over the last few months. Essentially, WJS is too small to convert to an academy on its own and the most sensible option would be to join a Multi-Academy Trust (a MAT). This is a grouping of like-minded schools formed under a single charitable company – a single legal entity. It is hoped to do this along with Widcombe Infant School.

Each school maintains its own identity and has autonomy but above this a charitable company headed by a Chief Executive Officer (CEO) manages the portfolio of schools whilst the headteachers and staff within each school concentrate on the education of the children. The CEO is responsible to a board – comparable to charitable trustees or company directors – who has ultimate responsibility for all the schools together. Each individual school can still have its own governing body. This model would seem to bring in the best of all worlds: shared administration and buying power (similar to local authorities), support by other, stronger or larger schools (similar to alliances), opportunities for teaching staff to move from one school to another whilst still benefiting the MAT, strong leadership, reduced overheads and the schools' ability to operate effectively and efficiently together.

#### **6. Children**

We must not lose sight of the fact that WJS is there to give children the very best educational experience possible. Indeed the vision statement for the school is "To be the best I can be".

The Headteacher and all the Staff strive to do this in academic study as well as a plethora of out of classroom activities. Term 4 projects include:

- Book day when pupils have come dressed as their favourite character in a book, an
- Easter expression day when pupils have been encouraged to learn about and express their ideas about Easter through Art, drama and Music.
- Choral Concert given by pupils and parents in the Roper Theatre.
- Great bake off event.

The school continues to be a vibrant and exciting place to be.

### **13. Report on Safeguarding**

**Jill Oldham**

There were no safeguarding issues at either St. Matthew's Church or St. Thomas a Becket Church during the past year.

Several people from the team at St. Matthew's Church underwent Disclosure and Barring Service checks during the course of the year, and these all came back clear.

Tim Buckley and I did safeguarding training at St. Andrew's Church in November, in line with the recommendation to undergo such training every 3 years.

### **14. Proposals**

#### **1. The PCC proposes that the number of elected members of laity to the PCC continues to be limited to eight in number.**

Background: Any restriction on numbers should be reviewed every few years and with the two churches both having active congregations now, the PCC felt that the numbers, time limit for membership and make-up of the PCC should be reviewed and their recommendations put to the vote at this APCM.

The PCC consists of : -

- All clerks in Holy Orders beneficed or licensed to the parish (one)
- Churchwardens (four)
- Readers licensed to the parish (one)
- Deanery Synod representatives (two)
- Six representatives of the laity where there are not more than 50 names on the electoral roll, nine when there are not more than 100 and a further three for every hundred (or part thereof) names up to a maximum of 15. (Six, nine, three and 15 may be altered by a resolution passed at any APCM, but such resolution shall not take effect before the next ensuing annual meeting).

So, at the time of writing, we have eight members by virtue of office and eight elected members including treasurer and secretary. We can also have up to two co-opted members (we have one – Judith Harries). With our numbers on the Electoral Roll, the Church Representation Rules (CRR) would allow us to have up to 12 elected members plus our eight ex officio members.

Proposed: Angela Frith

Seconded: Judith Harries

Agreed unanimously.

#### **2. The PCC proposes that there is balanced representation of each church on the PCC where possible.**

Background: In CRR Section 18 - Parishes with more than one place of worship – the annual meeting may make a scheme to ensure due representation of the laity of each church.

Proposed: Angela Hathaway

Seconded: David Matthews

Agreed unanimously.

#### **3. The PCC proposes to increase the number of years of service to a maximum of two periods of three years with one year off before being eligible to stand again as an elected member.**

Background: CRR Section 16 says that representatives of the laity serving on the PCC by virtue of Rule 14(1)(g) shall hold office from the conclusion of the annual meeting at which they were elected until the conclusion of the third annual meeting thereafter .... but subject to rule 17, shall on retirement be eligible for re-election. Section 17 allows for the annual meeting to decide that after a specified interval a person who has ceased to be eligible .... may again stand for election as representative of the laity on the council.

Proposed: Trudy Healey

Seconded: Beth Forrester

Agreed unanimously.

### **15. Elections**

Angela Hathaway has stepped down from the PCC and thanks were expressed for her long service.

#### **Deanery Synod**

Carol Tottle and Chris Tottle remain as Deanery Synod Representatives until 2018.

**a) Widcombe Parochial Church Council**

Six elected members remain - Trudy Healey (Secretary), Alison Furber (Electoral Roll Officer) Martin Geake, Nathan Ovens, Beth Forrester, Annette Whateley.

Sian Lewis stepped down as Treasurer, and sincere thanks were expressed by TB and AJF on behalf of the PCC for all her work in this growing and demanding role

There were two additional PCC places for which there was one nomination, as Treasurer:

Mark Nish proposed by Peter Jones seconded by Sian Lewis  
Duly elected.

**b) Sidesmen**

Peter White has stepped down as sidesman and thanks were expressed for his service.

*The following existing sidesmen were elected en bloc to carry out the role for the coming year:-*

8.00am service	Mary Fooks	Alastair Durie	Joe Palmer		
10.00am service	Charles Baines	Pat Robson	Angela Hathaway	Anne Lawson	
	Geoff Hughes	Emma Harris	Quentin Lambert	Sheila Read	
	Jonathan Potter				

**16. Appointment of Examiner**

Graham Brown indicated that he is willing to continue as Examiner and he thanked Sian for her unstinting work as PCC Treasurer and her commitment to a busy and demanding role.

Proposed by Mark Nish                      Seconded by Steven Ayers  
Declared appointed

**17. Any Other Business**

There was no other business.

**18. Closing Prayer**

The closing prayer by Tim Buckley

The Meeting closed at 9-30 pm.