



MINUTES

Meeting:	Annual Parochial Church Meeting 2025
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Date, time and venue:	11 May 2025 at 11.15 hrs in St Peter's Church
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Present:	M. Dearnley, Vicar, and 30 parishioners and members of the Ministry Team (list available).
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Apologies:	S. Bryant, D. Butler, R. Butler, S. Martin
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Chair:	M. Dearnley, Vicar.
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Secretary:	Katharine Goddard
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Our values:

- Everyone is included
- Loving and generous service is celebrated
- Faith is nurtured and developed
- Everyone is inspired to reach their God-given potential.



Item	
a.	<p>To receive the Church Electoral Role: Rev Mark Dearnley, Vicar, reported that the electoral role stood at 147. 28 new joiners and 36 who didn't rejoin.</p>
b.	<p>Elections to the PCC: For the period 2025-2028</p> <ul style="list-style-type: none">• Suzanne Bryant, Kalpana Block, Graham Jones elected unopposed.• There is a vacancy for a Synod Representative.
c. and d	<p>Appointment of welcomers and sidesmen for 2025 -2026:</p> <p>Co-opts of readers: M. Tinsley and M. Blake</p> <p>Welcomers/Sidesmen for 2025-2026: Proposer: Valerie Bell Secunder: Kalpana Block</p> <p>Carried unanimously.</p> <p>List of those appointed welcomers/sidesmen is available.</p> <ul style="list-style-type: none">• Katharine Goddard thanked everyone for their work and support.• Special thanks were given to Yvonne Buttolph who is standing down after decades of service.• If anyone is interested in joining the Welcomers and the Sunday Tea and Coffee team please speak to Katharine Goddard or a member of the Ministry Team.
e	<p>The Secretary's report on the PCC:</p> <p>The PCC Secretary's report was received (see Yearbook).</p>
f.	<p>Annual Reports:</p> <p>The annual reports for year ending the 31st December 2024 can be found in St Peter's 2024 Yearbook. The Yearbook is on the church website.</p> <p>Yearbook – Lisa Williams Lisa recommended people read the latest yearbook as a year of St Peter's Church in a new space. Thanks to everyone who has contributed to the yearbook.</p>
g.	<p>Treasurer's Report: The Treasurer's report and accounts were received, and a copy can be found on the church website.</p> <p>Motion: Accountants to be approved and adopted Proposed: R. Coady Seconded: S. Bryant Agreed unanimously</p> <p>Appointment of Independent Examiner of Church Finances: Motion: that Wyatt & Co be appointed as Independent Examiner. Proposed: R. Coady Seconded: L. Cherrill-Teesdale Agreed unanimously.</p>



Item	
	<p>Rebecca Coady, Treasurer, gave a short summary of St Peter's Financial position.</p> <ul style="list-style-type: none">• All budget obligations have been met.• Increased income from Hall – IOF and nursery. Thanks to Mark Waller.• Liz left and we are looking to fill new part-time youth and families post in 2025.• The more flexible space in church following the completion of the building project has increased rental income as we are able to rent the church for a broader number of events. Thanks to Carolyn Alexander• Volunteers are maintaining the Garden of Hope and mowing the grass which has reduced gardening costs for external contractors.• SPRING donations - £110,000 through fundraising and Friends of St Peter's donation.• Payments over the last year have been completed by reducing reserves and selling shares, so fundraising will be needed to pay for future projects.• Investment income has increased.• The income from the Church Lands Trust has increased. <ul style="list-style-type: none">• For 2025-2026:<ul style="list-style-type: none">○ Need to rebuild reserves and replenish investments. <p>The Treasurer thanked Deborah Butler, Finance Officer, Carolyn Alexander, Office Manager, Peter Court, Giving Officer and the PCC for their help and support over the past year.</p>
h.	<p>Deanery Synod</p> <p>Steve Sollis explained the workings and set up of the Deanery Synod. He also explained their role and gave an annual round up and discussed the appointment process for the new Bishop of St Albans (to be in place by autumn 2026).</p> <p>There is a vacancy to be a Synod representative if anyone would like to apply.</p>
i.	<p>Safeguarding:</p> <ul style="list-style-type: none">• Patti Seabright discussed and explained safeguarding compliance.• Safeguarding of children and vulnerable adults is everyone's responsibility.• Safeguarding is always a PCC agenda item and is therefore under constant scrutiny.• Raising awareness – we are planning a safeguarding Sunday to raise awareness.• Digital dashboard – we have all green lights• Training hub to track DBS and training requirements <p>The PCC has complied with its duty to have due regard to the House of Bishops Guidance on Safeguarding.</p> <p>Thanks to Liz Moyle for her work with DBS checks. Mark thanked Patti</p>



Item	
j.	<p>Churchwarden's report on Fabric, Goods and Ornaments:</p> <p>Mark Dearnley, delivered the Fabric, Goods and Ornaments report on behalf of Mark Waller. See Mark's report below;</p> <p>We have continued to work cost effectively. Using the synthetic VAT refunds process Deborah continues to reduce many of our maintenance charges and very importantly building refurbishment costs by 20%. This has proved financially invaluable for the SPRING works. However the reclaim process has now been capped, so future works may not always be eligible for the reclaim. Thank you Deborah.</p> <p><i>Church</i> The SPRING refurbishment project ably led by Den Parker and the Building Team and under Peter Court's tight financial control is in its final stages. We have of course been back in the Church for a year. You will note that heavier fabric items (including the Pulpit) are now on wheels improving yet further the flexibility of the building. Bacons have inspected the Lightning conductors. Messrs. Chubb have serviced our Fire equipment. Smiths of Derby (the original manufacturers) continue to service the Tower clock. It is worth noting that Power and Water costs in 2024 were; Gas £10504.67 Electricity £7095.17 Water £749.81 Routinely should anyone notice any Fabric item that needs attention please let Reg, Peter Court or me know.</p> <p><i>Churchyard</i> Margaret Wainwright and her team have continued to maintain the Old Garden of Remembrance and other areas to their wonderfully high standard. Thank you all.</p> <p><i>78 St Peters Street (Virger's House)</i> Boiler and associated water systems have been replaced.</p> <p><i>The Old Church Hall at 11 Hatfield Road</i> Filling and painting windows does and will continue forever as need and weather permits. General 'common area' improvements and maintenance are continuing to progress well, with support from the tenants.</p> <p>This years fabric general aspirations include; Continuing to keep all the properties wind and watertight. Replacing a 35 year old Gate valve in the radiator system (£2.3K) Resealing the Octagon floor Replacing damaged burner parts in the main boiler. Keeping other costs as low as good quality work allows. Starting the minor quinquennial report repairs including a total systems electrical test and PAT revalidation. I would like to express my thanks and appreciation to:- Carolyn and Deborah for their continuing organisational and financial skills. Our treasurer Rebecca, Churchwardens Hayley and Lisa and of course to Reg, Peter Court and Richard Sales for their loyalty and commitment to keeping an eye on a myriad of items. Thank you. Mark Waller</p>



Item	
k	<p>Mission Action Plan (MAP) update:</p> <p>The Map has been updated and is on the church website. Thank you to everyone for their input through the PCC Away Morning, Church Away Day, Have your Say and other events during the year. Our values stay the same throughout - everyone is included, loving and generous service is celebrated, faith is nurtured and developed, everyone is inspired to reach their God-given potential. Our previous MAP focus was on building and now the building work is completed we are focusing on growth. The headings are;</p> <ul style="list-style-type: none"> • Growing for the future • Growing a culture of taking part • Growing church and community engagement <p>The focus areas for each of these are;</p> <ul style="list-style-type: none"> • Children, youth and families • Discipleship • Worship • Pastoral Care <p>Em Coley talked about children and families: we have a thriving growing group due largely to our team of 10 junior church teachers & helpers. Aiming to have weekly sessions and additional social events to facilitate children developing in faith.</p> <p>A team of 14 people help with Family Fun Time (previously messy church) four times per year. These events are very well attended.</p> <p>Margaret Blake runs table tennis for the choristers, Mark is overseeing babies/toddlers. If you would like to volunteer please speak to Em or Mark.</p>
l.	<p>Vicar's remarks:</p> <ul style="list-style-type: none"> • Deanery synod vacancy for elected member • The Vicar then thanked the congregation for their support and contribution to the life of St Peter's. • Thank you to Carolyn, Chip and the office team and thank you to Reg • Our unique selling point is our friendly nature and quality of life through worship – thanks to Nick, the choir and music team • Thanked ministry team, PCC, management team for supporting vicar's role and for helping church life to move forward • Ongoing need for volunteers – if anyone would like to come forward please do • Chair sponsorship is still available – forms available in church/office • Malcolm Olver retiring as Chair of Churchlands – thank you to him and trustees.
m.	<p>Minutes of the last meeting and matters arising:</p> <ul style="list-style-type: none"> • The minutes were agreed. • There were no matters arising.



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n.	A.O.B: <ul style="list-style-type: none">• None
	<ul style="list-style-type: none">• The grace was said and the meeting closed at 12.25 hrs