



## **PARISH OF ABINGDON**

**(St Helen's -- St Michael & All Angels' - St Nicolas')**

### **ANNUAL MEETING OF PARISHONERS & ANNUAL PAROCHIAL CHURCH MEETING**

**To be held on Thursday 28 April 2022**

**in the South Aisle, St Helen's Church**

#### **AGENDA**

##### **ANNUAL MEETING OF PARISHIONERS 7:00pm**

1. Minutes of the meeting on Thursday 29 April 2021 (*attached p2*)
2. Election of six churchwardens, noting nominations by the Annual District Church Meetings (ADCMs)

##### **ANNUAL PAROCHIAL CHURCH MEETING (APCM) 7:15pm**

1. Opening prayer
2. Apologies
3. Minutes of the APCM held Thursday 29 April 2021 (*attached*)
4. Matters arising
5. Notification of any other business
6. Team Rector's Remarks
7. Report on the 2022 up-dating of the Electoral Roll (*Richard Kirby*)
8. Election of Church Wardens for the Parish
9. Election of representatives of the laity (as nominated by ADCMs) to the PCC
10. Annual report on activities of the parish in 2021 (*written report available*)
11. Report of the financial affairs of the Parish (*Susan Read*)
12. Appointment of Auditor and Independent Examiner for 2022
13. Presentation of Church Inventories and Log Books and reports from the churches (*churchwardens*)
14. Any other business (as previously notified)



(St Helen's-- St Michael's --St Nicolas')  
**MINUTES OF THE ANNUAL MEETING OF PARISHIONERS**  
**held on Thursday 29 April 2021 via Zoom**  
7.00 pm via Zoom

Present: The Revd Charles Miller (Chairman), Gwen Bevington, Andrew Birks, Julia Bishop, Hugh Bishop, Rob Bough, Joyce Brownless, Val Casemore, Colin Casemore, Hilary Clare, John Clare, Beryl Clements, Sue Cox, Roger Cox, Eila Currey, Geoffrey Currey, Hazel Glennie, Alexandra Green, Eluned Hallas, Louise Heffernan, Linda Hobbs, Margaret Horton, Joyce Kelly Richard Kirby, Gwyneth Lewis, the Revd Canon Charles Masheder, Geoffrey Meen, Hildegard Nagel Hyde, Sue Pemberton, Philippa Randles, Paul Rast-Lindsell, Susan Read, Susan Reynolds, Lyn Richmond, Tony Richmond, Revd Rosalind Rutherford, Robert Rutherford, Alexandra Scott, Sue Scott, Elizabeth Simpson, the Revd Paul Smith, Jenny Smith, Roderick Smith, Peter Squires, Steve Thomas, Gill Titcombe, Alex Titcombe, Carol Worthington, Susan Worthington, the Revd SokHan Yong.

The Team Rector, welcomed those present

Approval of minutes from the Meeting of Parishioners for Thursday 22 October 2020  
There being no changes proposed the minutes, circulated in advance, were approved.  
Proposed: Linda Hobbs, Seconded: Sue scott, passed nem con

#### Election of Church Wardens

The following nominations had been received from the Annual District Church meetings:

St Helen's: Linda Hobbs proposed Gwen Bevington, seconded by Sue Pemberton.  
Geoff Meen proposed Gwen Bevington, seconded by Sue Pemberton.

St Michael's: Joyce Kelly proposed Peter Squire, seconded Hilary Clare  
Louise Heffernan proposed Laurence King, seconded Nicola Ng

- St Nicolas': Eluned Hallas, proposed: Paul Rast-Lindsell, seconded: Nick Hallas

There being no further nominations from the floor the five Wardens were declared elected.

Meeting Closed at 7.05pm



St Helen's-- St Michael's --St Nicolas')  
**MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING**  
**held on Thursday 29 April 2021 via Zoom**  
 7.10 pm via Zoom

**Present:** The Revd Charles Miller (Chairman), Gwen Bevington, Andrew Birks, Julia Bishop, Hugh Bishop, Rob Bough, Joyce Brownless, Val Casemore, Colin Casemore, Hilary Clare, John Clare, Beryl Clements, Sue Cox, Roger Cox, Eila Currey, Geoffrey Currey, Hazel Glennie, Alexandra Green, Eluned Hallas, Louise Heffernan, Linda Hobbs, Margaret Horton, Joyce Kelly Richard Kirby, Gwyneth Lewis, the Revd Canon Charles Masheder, Geoffrey Meen, Hildegard Nagel Hyde, Sue Pemberton, Philippa Randles, Paul Rast-Lindsell, Susan Read, Susan Reynolds, Lyn Richmond, Tony Richmond, Revd Rosalind Rutherford, Robert Rutherford, Alexandra Scott, Sue Scott, Elizabeth Simpson, the Revd Paul Smith, Jenny Smith, Roderick Smith, Peter Squires, Steve Thomas, Gill Titcombe, Alex Titcombe, Carol Worthington, Susan Worthington, the Revd SokHan Yong.

**Apologies:** *The Revd Jen Brown, Abielle Hallas, Caroline Cannon-Brookes, Peter Cannon-Brookes.*

**Open devotions were led by Revd Charles Miller**

<b><i>MINUTES &amp; MATTERS ARISING of last meetings</i></b>	
1	The minutes of the last APCM were agreed with no corrections Proposed Joyce Kelly, seconded Linda Hobbs, passed with 1 abstention. There were no matters arising.
<b><i>ANY OTHER BUSINESS – none notified</i></b>	
<b><i>TEAM RECTORS ADDRESS (full report attached as Appendix)</i></b>	
2	In his address the Rector reflected upon the lessons learned, so far, from responses to the Covid pandemic and outlined consideration for the future.  The clergy, both Team and honorary assistants, Licensed Lay Minister, and the lay leaders were thanked for their support during the year, mentioning especially Jenny Balshaw (Parish Administrator) and Andrew Birks (Parish Treasurer) as they prepared to step down from their roles. Outgoing Wardens were thanked, and those continuing in post, and new appointees welcomed.  Looking to the future the Rector identified four important principles <ul style="list-style-type: none"> <li>• District church and parish leadership;</li> <li>• the provision of meaningful services of Word and Sacrament that give glory to God and edify his people;</li> <li>• spiritual care;</li> <li>• 'bearing one another's burdens'.</li> </ul> which would be key themes in the thinking of the PCC and DCCs in the year ahead.
<b><i>ELECTORAL ROLL</i></b>	
3	Peter Kirby, Parish Electoral Roll Officer, presented the Electoral Roll figures for 2021

Electoral Roll Numbers 2021 to 2021

	2020	2021				
	roll	deletions	additions	change	roll	% change
St Helen	228	12	2	-10	<b>218</b>	-4%
St Michael	69	3	0	-3	<b>66</b>	-4%
St Nicolas	62	3	3	0	<b>62</b>	0%
Abingdon on Thames	359	18	5	-13	<b>346</b>	-4%

the complete review in 2020, 2021 had seen a small drop in numbers:

	St Helen's	St Michael's	St Nic's	Total	% change
2012	295	87	85	467	
2013 new roll	264	79	68	411	<b>-12%</b>
2014	292	81	69	442	8%
2015	324	81	71	476	8%
2016	340	87	68	495	4%
2017	344	88	70	502	1%
2018	348	91	71	510	2%
2019 new roll	177	71	60	308	<b>-40%</b>
2020 (Oct)	228	69	62	359	17%
2021	218	66	62	346	<b>-4%</b>

He thanked the ERO in the three churches for their work in compiling the Church Rolls

***ELECTION of LAITY to the PCC***

- 4 St Helen: Susan Read proposed Steve Thomas, seconded Margaret Horton.  
 St Michael: John Clare proposed Joyce Kelly, seconded Sau Ming Ng  
 St Nicolas: Gwyneth Lewis proposed Paul Rast Lindsell, seconded Eluned Hallas

There being no further nominees from the floor, all three were declared elected.

The Rector welcomed the new members to the PCC, commenting that during the past year much of the business had been conducted by the Clergy & Wardens but the PCC would play a full part in planning and decision making going forward,

***ANNUAL REPORT OF THE ACTIVITIES of the PARISH***

- 5 The Rector thanked all contributors to the Annual Report which had been made available in advance via the church websites, and invited questions or comments.  
 The approval of the text was  
 Proposed Joyce Kelly, Seconded Geoffrey Meen and passed Nem Con

***FINANCIAL REPORT AND ACCOUNTS***

- 6 A draft set of Parish Accounts had been made available in advance of the meeting.  
 Dr Birks, Parish Treasurer, re-iterated that these were Draft only, and not yet in a state to be approved, due to a number of discrepancies not yet resolved.
- 7 The consolidated accounts showed a deficit (before gains / losses on investments) of £43k on the unrestricted accounts, and a deficit before gains / losses on investments) of £22k on restricted accounts.

	<p>As the full Parish Accounts obscured the relative contributions of the three churches, he had produced a consolidation table, showing individual church data (attached as Appendix 2).</p> <p>There had been no property transactions during the year.</p>
8	In questions the following points were raised:
9	The St H accounts showed a significant restricted deficit in 2020, presumably on repair expenditure for which a grant of £20k had been received in 2021 (but not, apparently, provisioned in the 2020 accounts as presented).
10	The delay in completing the Accounts process was partially attributable to Covid. The PCC was the body which needed to sign off the accounts, which needed to be completed in time for submission to the Charity Commission by the end of October.
11	It was noted that the finances of the parish had implications for activities at both individual church and Parish level. The Parish was now moving towards an integrated accounting system which would give greater clarity and allow better ongoing monitoring at both church and parish level.
<b><i>APPOINTMENT OF AUDITORS for 2020</i></b>	
12	<p>That Mr Andrew Churchill Stone (of Mercer Lewin Chartered Accountants, Oxford) be appointed as auditor/examiner of accounts of accounts for the parish until the conclusion of the next APCM</p> <p>was proposed: Andrew Birks, seconded: Susan Read and passed nem con.</p> <p>It was noted that continuity in Auditors/ Independent Examiners would be helpful as the Parish moved to new financial procedures.</p>
<b><i>REPORTS FROM THE CHURCHES</i></b>	
13	<p>The Reports from the churches, previously circulated as part of the Parish Report were noted. There were no questions.</p> <p>Work to repair the tower at St Nicolas had started.</p> <p>The Inventories and Log Books of St Helen's, St Michael's and St Nicolas' were presented to the meeting.</p>

The meeting closed, with prayer, at 8:15pm and thanks were expressed, from the floor, to the Clergy, and all who contribute so much to the life of the Parish.

## Appendix 1

### The Team Rectors Report

My report to this gathering last October was in fact in interim report in the expectation that by the time of our meeting at this stage of 2021 our situation would be much changed and also much clearer. Certainly in important respects the situation is changed with a successful vaccine roll-out and almost 35 million people vaccinated at least once. We also have a road-map out of lock-down; in that regard so far so good. It may indeed be the case that come late June all restrictions will indeed be lifted; and then...what?

That is where we lose clarity, I think. We will not receive a simple “all clear” declaration from central government, and if past behaviour is the best predictor of future behaviour, we will not have any such declaration from the command centre of the CoE. The hyper risk-averse approach at Church House, Westminster, suggests to me that the hierarchy and administrators of the church will loosen the collar lead only very gradually. And even if they allow us, as I think they should, freedom locally to adapt in positive ways, there will be, as there are now, diverse views and feelings locally about what is appropriate for safety’s sake. We will, in fact, find ourselves faced with ourselves; I mean, *we will have* in considerable measure *to face our fears*. Again, people are different; some are fearless; others are fearful; all of us are in movement along that spectrum. The pandemic ‘culture’ (if I can call it that) has taught us that the only right approach is “Take NO chances”. But *is* that right? and does it make pastoral sense? A phrase of F D Roosevelt -- a Great Depression speech, I think, comes to mind: “The only thing we have to fear is fear itself”. That presents a spiritual agenda for us all. And given that, it’s probable that we will continue through much of 2021 in an interim situation and, who knows? That may last even longer.

Let me refer back to three aspects of my message in October 2020 to clear a path into 2021.

I said then that Christmas would be different. It was, but it wasn’t as different as I then supposed. There were curtailments of different kinds in all three churches, but key services took place and were celebrated well, and there was appropriate seasonal joy in what we did. It will be important to debrief on the service adjustments and ask: *are they adjustments worth considering for the future?* When our PCC discusses the worship pattern this year, that question needs to be addressed.

I mentioned in October how stalwart through the pandemic our Administrator Jenny Balshaw had been (and still is). Since then Jenny has given notice of leaving her post at the end of May. Her time with us has been happy and successful on both sides. We will miss here, and I take this opportunity, on behalf of us all, to her for all she has given to us through the years. Advertising for her replacement is underway; *prudence prompts us to expect an interim period when volunteers will need to step into the breach*.

I anticipated as well last October that by this year’s APCM we would be ‘back to normal’. Clearly that is not the case. At both the district level and the parochial level we will need to use our time to attend to statutory duties – of course, and to think, pray and decide what the months ahead will require *by, for* and *in* our congregations and parish. At the very least each congregation will need to devise a plan for drawing worshippers back into congregational life. That will require special initiatives I think. We will need to take-up again something like the diocesan idea of Bp. John Pritchard’s episcopate, ‘Back to Church Sunday’, an occasion (or more) when we *reach-out to receive* those who, for whatever reason, have got ‘lost in the shuffle’ of the pandemic. It would be one aspect of what I referred to in my written report for this meeting, ‘creativity in crisis’.

In recent months Fr Paul and I have had reason to engage with our archdeacon and her assistant. One outcome of that has been their urging that we attend to *re-vising our Team Parish ‘instrument’*, the by-laws, if you like, by which we operate. Our parish Treasurer, Andrew Birks, has regularly reminded the PCC of this since 2013 when our parish split. In fact, the Diocese is urging a review of this kind in all the teams in the Diocese; we’re not being singled out. So, the PCC will need to organize itself to deal with that matter. Although it’s a ‘nuts and bolts’ job, it *will require frank conversations and insightful thinking to devise a way of living, working, worshipping and witnessing that makes the most of the history and gifts of our parish*.

Some of that work is already underway in another guise: I mean the coordinating and stream-lining of our financial accounting. This is already happening throughout our three congregations for the sake of better

oversight and strategic planning at both the parish and the district church levels. Susan Read, who stands for election to the PCC at this meeting, is already primed to lead that initiative as the successor to Andrew Birks as the parish treasurer. It is appropriate to offer generous and public thanks to Andrew for his several decades of service in the role of parish treasurer. Andrew: "Thank you!". We will of course mark our thanks to Andrew in the weeks ahead with a suitable token of appreciation for such long, dutiful service.

At the meeting just before this, when wardens were elected, half of the six-person team of wardens changed. Some continue in post; others return; still others are new. To those standing down (for whatever reason), I offer thanks for your service to the congregations and parish. To those joining the team for the first time, I say "fear not!"; you are surrounded by able wardens, seasoned in post, who will partner with you in so far as you let them. To those *re-joining*, I hope you will do so recognizing that some things are the same but other things have changed, and I hope that you will find that refreshing.

I know that both Fr Paul and his congregations have been in conversation about how to fill the warden roles. It's very good to have got this far. Each congregation can only play its part fully when both congregations and clergy have the benefit of a strong team of wardens. It's appropriate that wardens 'play to their strengths', and it's necessary for congregations to support them actively and to recognize that and resist perpetuating past practices and models that may not be suitable in changed times and for different personalities. I for one look forward to quality time with the new team of wardens and use this occasion to remind you all that you are *parish wardens* as well as wardens for your congregation.

So while the pandemic roll-coaster continues, there are some important footings upon which the rails on which we ride are set. 1. District church and parish leadership; 2. the provision of meaningful services of Word and Sacrament that give glory to God and edify his people is another; 3. spiritual care; and 4. 'bearing one another's burdens'. The clergy have a special, ordained role in regard to the second and third; but all of them, in varied ways, are the concern of all as part of Christ's Mystical Body. What we have discovered by way of strengths and weakness since the pandemic began we must now, I propose, bring to bear in creative ways for the sake of one another, for our parish and for the wider community in which we're set and to which we are sent as sharers in Christ's continuing apostolate to all the nations.

It remains for me to thank the clergy, both Team and honorary assistants, our Licensed Lay Minister, and the lay leaders who all have in varied ways supported me in my role as Team Rector and us in our diverse callings within the parish and its congregations.

*Charles Miller* – Team Rector

## Appendix 2

**PARISH of ABINGDON-ON-THAMES**  
**CONSOLIDATED CHURCH ACCOUNTS 2020**  
 Draft based on preliminary figures

	Unrestricted				Restricted and Endowment				Parish Total	
	St. Helen's	St. Michael's	St. Nicolas'	Consolidation	Total	St. Helen's	St. Michael's	St. Nicolas'		Consolidation
<b>Income</b>										
Giving and Collections	134,957	32,937	39,965	0	207,859	30,510	0	494		31,004
Legacies and Grants	5,117	1,644	3,978	0	10,739	0	0	18,101		18,101
Investments and Rent	436	6,953	1,615	0	9,004	1,682	48	1,320	0	3,050
Income from Church Activities	2,766	3,492	583		6,841	0	0	0		0
Activities for Generating Funds	7,508	570	565	-5,088	3,555	53	0	0	-503	-450
Other Incoming Resources	0	0	1,380		1,380	986	0	0		986
<b>Total Income</b>	<b>150,784</b>	<b>45,595</b>	<b>48,086</b>	<b>-5,088</b>	<b>239,377</b>	<b>33,231</b>	<b>48</b>	<b>19,915</b>	<b>-503</b>	<b>52,691</b>
<b>Expenditure</b>										
Fund-raising Costs	1,251	0	41		1,292	6	0	0		6
Grants	8,335	2,093	461		10,889	0	0	494		494
Parish Share	95,206	36,891	34,009		166,106					0
Running the Church	70,822	17,841	17,248	-5,088	100,823	63,765	755	10,028	0	74,548
Governance Costs	1,200	1,200	1,200		3,600	0	0	0		0
<b>Total Expenditure</b>	<b>176,814</b>	<b>58,026</b>	<b>52,959</b>	<b>-5,088</b>	<b>282,711</b>	<b>63,771</b>	<b>755</b>	<b>10,522</b>	<b>0</b>	<b>75,048</b>
Net Surplus (after depreciation)	-26,030	-12,430	-4,873	0	-43,333	-30,540	-707	9,393	-503	-22,357
Gains on investments	180	14,988	3,113	0	18,281	19,924	1,356	6,165	0	27,345
Transfers between funds	0	0	0	0	0	0	0	0	0	0
<b>Net movement in funds</b>	<b>-25,850</b>	<b>2,558</b>	<b>-1,760</b>	<b>0</b>	<b>-25,052</b>	<b>-10,716</b>	<b>649</b>	<b>15,558</b>	<b>-503</b>	<b>4,988</b>
Balance forward 01.01.20	511,396	221,380	61,679	1,239	795,694	342,155	34,234	132,748	-1,895	507,242
Balance forward 31.12.20	485,546	223,938	59,919	1,239	770,642	331,439	34,883	148,306	-2,398	512,230

Andrew R. Birks  
Treasurer