

**ST. MARY'S RIVERHEAD WITH DUNTON GREEN**  
**MINUTES OF THE ANNUAL VESTRY CHURCH MEETING**  
**HELD ON SUNDAY 7 APRIL 2019**  
**ST. MARY'S CHURCH RIVERHEAD**  
**AT 11.15.A.M.**

---

**Present:**  
**Mrs Diane Williams (Retiring Churchwarden)**  
**Mrs Alison Bull (Churchwarden)**  
**Mrs Ronnie Todd (Secretary)**

**And approximately 30 Church members.**

**VESTRY MEETING**  
**Election of Churchwardens**

As Revd Martin Booth had retired in March, Alison Bull chaired the meeting. Alison opened by advising those present that Diane Williams is retiring as Churchwarden. Alison Bull will stand for a second year.

Nominations were received for the two Churchwardens, Alison Bull and Rachel Wigley, who will serve for the year 2019-2020.

Members in attendance were all content for Alison Bull and Rachel Wigley to serve for the coming year.

Alison thanked Diane Williams for her time as Churchwarden. In particular, a huge thank you to Diane for all her help and guidance during Alison's first term. She couldn't have managed without her.

Rachel Wigley was welcomed as the new Churchwarden.

The Vestry meeting ended at 11.20 a.m.

**ST. MARY'S RIVERHEAD WITH DUNTON GREEN**

**MINUTES OF THE ANNUAL CHURCH MEETING  
HELD ON SUNDAY 7 APRIL 2019  
ST. MARY'S CHURCH RIVERHEAD  
AT 11.20.A.M.**

---

**Present:**

**Mrs Alison Bull (Churchwarden)  
Mrs Rachel Wigley (Churchwarden)  
Mrs Ronnie Todd (PCC Secretary)**

**And approximately 30 Church members.**

**1. Apologies for Absence**

Lynn Wilson, Mark Stott, Margaret Holman, Iain Smith, Susan Allender, Charlotte Rakhit, Jean Woods, Janet Sharp, Alison & Martin Ashley, Jeanette Francis, Martyn Berry, Bennet Smith, Sarah Way

**2. To Approve Minutes of APCM held on 15 April 2018**

The Minutes were agreed by all present and signed by Alison Bull as a true copy.

Proposed: Geoff Holland

Seconded: Margaret Nicholas

All content

**3. Matters Arising**

There were no matters arising.

**4. To receive Electoral Roll**

Margaret Nicholas gave the report. The 2019 Electoral Roll has been renewed for the next three years. The current number on the electoral roll is 121; 81 resident and 40 non-resident. The electoral roll is open again from today to accept new applications. Margaret explained that it is helpful to have details of the congregation on the electoral roll in case contact is needed at any time.

The Electoral Roll is a passworded electronic document and the printed document with the names and addresses is kept securely by Margaret Nicholas and a few church officers. The names and addresses on the electoral roll are not publicised.

**5. Annual Parish Report (Attached)**

All present were content with the Report.

**6. Vicar's Report (Attached)**

All present were content with the Report.

**7. Financial Report and Accounts/Treasurer's Report (attached)**

The Treasurer, Stuart Wigley, gave the report.

Stuart advised the meeting that we had more incoming revenue than outgoing expenditure due to the grant of £2,500 from Tesco's and a generous legacy.

He explained that there will be challenges in 2019 and we need to be mindful of our giving.

The Parish Share for 2018 was £46,800 and for 2019 is £48,878.

The lunch club income is kept as a separate fund and appears to be down from last year. It may be worth looking at reviewing the charge.

The administration costs are higher this year because of a new photocopier, which is slightly more expensive than the previous one.

With regard to our reserves, there is £24k in cash at the bank and in hand. There is £43k in general reserves on short term deposits.

Jim Metcalfe FCMA has examined and approved the Accounts.

Stuart invited questions from those present.

Margaret Nicholas asked what happens about our payments for a Vicar now that Martin has retired? Stuart replied that £4k pm still has to be paid but he will be looking at ways of saving incurred costs as a result of having no Vicar.

Barry Sharp asked whether we could also use the electronic device for collecting coffee donations for general collection money?

Stuart replied that currently the device needs to be near his phone but there is another device available which he is looking into.

Anne Blakeley reported on the Traidcraft Account for 2018 now that it is no longer trading. The audit for the first few months showed £470 goods had been bought and sold. This has been returned to Traidcraft.

A vote to accept the Financial Accounts was taken.

Proposed: Jill Dickenson

Seconded: Daphne Harrison

All in favour

Stuart was thanked for all the hard work he does on behalf of the church and for keeping the accounts in good order. Thanks was also given to all those who assist with the counting and processing of the weekly collections and their ongoing support.

## **8. Churchwardens' Report (Attached)**

There was nothing more to add to the Churchwardens' report.

There were no questions.

## **9. Deanery Synod Report (Attached)**

Anne Blakeley pointed out that there had been a typing error in the report. The amounts in the penultimate paragraph should have read £11 million and £10.6 million, rather than £11k and £10.6k.

There were no questions from the floor.

## **10. Parish Reports (Attached)**

### **(a) Sunday Club**

There were no questions.

### **(b) Lunch Club**

There were no questions

**(c) Tots & Toddlers**

There were no questions.

**(d) Church Hall**

Margaret Nicholas noted that the church hall had been functioning for 20 years on 30 May. It has been a very useful source of church funds.

**(e) Music**

Janet Sharp told the meeting that the choir is in need of more singers and the music group is in need of more instrumentalists.

**(f) Mothers' Union**

There were no questions.

**(g) Events Committee**

There were no questions.

**(h) Child and Vulnerable Adult Protection**

It was noted that Susan Allender has taken over from Diane Williams as Safeguarding Officer. Diane was thanked for her time and work in the position over the past few years. Susan was thanked for agreeing to take on the role.

**(i) Outreach**

It was reported that due to the interregnum we will not be voting for three charities to support this year. However, it was pointed out that we do have regular charities we support annually as a church: Poverty and Hope, SKET, Friends of Kent Churches, Christmas Tree Festival nominated charity and Samaritan's Purse.

**(j) Bible Study**

Daphne Harrison advised those present of the bible study group held in church each Monday morning. Everyone is welcome. We meet at 10am for coffee and start our study at 10.15am for 1 hour.

**(k) Children's Society**

There were no questions.

**11. Election of the PCC**

Two PCC members retire this year.

Two nominations have been received for PCC membership:

Sarah Stott

Simon Bull

All present voted in favour.

**12. Election to Deanery synod**

Anne Straight and Margaret Nicholas have both agreed to continue as representatives for Deanery Synod for the next year.

All present voted in favour.

**13. Election of Sidespersons**

The list of Sidespersons has not changed since last year.

All present voted in favour.

Many thanks were given to Margaret Nicholas who does a wonderful job in keeping the list updated and providing rotas on a regular basis..

#### **14. Election of Examiner of Church Accounts**

Jim Metcalfe was proposed as the Examiner of Church Accounts for the coming year.

**Proposed:** Barry Sharp

**Seconded:** Sarah Stott

All present voted in favour

#### **15. Any Other Business**

Geoff Holland - Reported on the views of some of the parishioners. They were sorry that Peter Flynn appeared not to have been asked to officiate at the 9.30am services. It was hoped that the choice of the forthcoming Vicar will continue in the previous church tradition.

Daphne Harrison - Responded that all clergy in the surrounding churches have been invited to officiate. Some will be of different traditions. The desire is not to change anything for the services in St Mary's. We will be seeing a lot of Anne Bourne, Lynette Leithead and the Archdeacon in the coming months. Peter will be taking 8am services and baptisms. The Parish Profile will state our expectations of a new Vicar.

Daphne hoped Geoff was reassured.

Diane Williams - A questionnaire had been read out at Martin's leaving party and everyone has had a chance to read and comment on it. The decision on the Parish Profile for a new Vicar will be democratic and comments from the congregation will be taken into account.

John Curtis - Asked if we could have an update on the proposal to the Bishop's Council: he understood that the desire is to keep the three parishes separate with our own incumbents but to have a team ministry with a full time minister here and at Kippington and part time at St Luke's with the expectation that the full time incumbents will support St Luke's.

Alison Bull - The next step in the procedure will be for the proposal to go out to formal consultation, if approved. Once we have the formal agreement to the proposal we will then go ahead and advertise for a new Vicar. It could be two to three months before we hear anything.

John Curtis - More people are needed for the driving rota.

#### **16. To discuss date and time of Vestry and APCM 2020**

The date of the 2020 APCM will be 19 April.

The date of the first PCC meeting in 2019 will be 23 April

The meeting closed at 11.50am with prayer.