

With 47 people in attendance, the proceedings were opened at 6.30pm. After sung worship, Ruth Robinson (Curate), prayed.

ANNUAL MEETING OF PARISHIONERS

This meeting opened at 6.41pm and was chaired by Jane Maffett, PCC Secretary. She welcomed everyone to the meetings and thanked them for coming and explained that, as the church is in vacancy at the moment, the first meeting could not be chaired by a vicar, and those present agreed by common consent that she could chair this first meeting.

Jane offered very real thanks to both churchwardens, Mary Ann Auckland (MAA) and Ann Toley (AT) for a great partnership and for their hard work, particularly with the extra responsibilities at this challenging time.

Election of 2 Churchwardens

There were two nominations: Mary Ann Auckland and Ann Toley.

Nominee	Proposer	Seconder
Mary Ann Auckland	Chris Irwin-Childs	Noreen Barnes-Hoggett
Ann Toley	Jack Cahill	Gillian Coomber

There being no other nominations, Mary Ann and Ann were declared elected for a one-year term. This first meeting closed at 6.50pm.

ANNUAL PAROCHIAL CHURCH MEETING

Mary Ann Auckland (longest standing churchwarden) was Chair of this meeting which opened at 6.51pm.

1) Apologies

Apologies were received from the following: Tim Edwards, Jane and Peter Devereux, Sanjay and Ranmi Joshi, Barbara Luland and Mark and Laura Tate.

2) Minutes of Meeting held on Sunday 21st May 2023

Proposal to approve the minutes of the Annual Meeting of Parishioners and of the Annual Parochial Church Meeting held on Sunday 21st May 2023.

Proposed by Linda Rivans; Seconded by John Anniss.

The meeting agreed unanimously. They were signed by the longest standing Churchwarden as an accurate record of that meeting.

3) Matters Arising

None.

4) Report of Electoral Roll Officer

(verbal update provided by Morgen Edwards, Electoral Roll Officer)

At the 2023 meeting the Electoral Roll was 184. After 17 removals and 7 additions our total is now 174.

5) Written Annual Church Report

A DRAFT of *The Annual Report of the Parochial Church Council (PCC)* for the year ending 31st December 2023 was received. The Annual Report, draft wording, had already been agreed by the PCC but cannot yet be approved because the accounts are awaiting confirmation by the Independent Examiner (IE). Therefore, this meeting noted the report and received comments.

No comments

All in attendance agreed that the PCC should sign off the report once the accounts are returned by the IE as long as there are no substantive changes.

6) Report on Church Fabric, Goods and Ornaments

The Annual Report on the Church fabric, goods and ornaments, prepared by the Churchwardens, which had been approved at the last PCC meeting, was noted.

AT expressed thanks to Jack Cahill for all his hard work.

Entrance Improvement Project (EIP) – not yet underway. Due to start work on foundations in the car park on 3rd June and this stage should be completed by end of July. Everyone will need to enter via the meeting room at the side of the building.

Particular thanks to Fred Eaves for all his help and assistance to MAA and AT with advice about the EIP.

Thanks to the Gardening Team.

No questions or comments

7) Elections to the PCC

Mary Ann thanked the Church Council, particularly those retiring: Sue Charlton and Jon Yarrall.

This year there were 3 full term vacancies and 1 two-year vacancy to the PCC. The following people were proposed as new members of the PCC:

Nominee	Proposed by	Seconded
John Annis	Liz Cooper	Bill Ridgeon
Lily Ledwith	Monika Scott	Jason Scott
Iain Paul	Sue Charlton	Andrew Whadcoat
Dinos Horattides (2 years)	Enid Barron	Christine Nicholson

There being no other nominations, the above were declared elected to the PCC.

8) Finance Report

Thanks were given to Sanjay Joshi (SJ) for his nearly 10 years as Treasurer as well as thanks to Jane Maffett for taking over in this role.

2023

JM formally took over the role of Treasurer on 18th May 2024, having been elected to the post by the PCC in January 2024. She talked through a brief presentation of the 2023 Accounts, prepared by SJ, a draft of which had been issued to the congregation and sent to the Independent Examiner. Key points from these:

A surplus of £28k, which will allow us to 'save' perhaps £15k towards future maintenance work / car park.

Income was ~£1k lower than previous year mainly:

- Reg giving -£4k
- Hall rental +£6k
- Loss rental Drayton Gardens -£5k
- Legacies and one-off donations +£3k.

Spending was £3k lower than previous year mainly:

- Generally under budget on a range of lines
- Longer to recruit Worship Minister than expected.

PCC had agreed a switch of bankers to Lloyds and this account is now open and ready for a gradual change-over.

JM expressed thanks both to SJ and to Chris and Helen Irwin-Childs, our Giving Co-ordinators.

Questions on Accounts:

Q: What would happen with standing orders for Giving in the changeover?

A: An option to use 'Parish Giving' is being considered – free as funded by the Church of England, and allowing direct debits, otherwise members will be asked to change their standing orders to the new bank.

9) Independent examiner

We would normally elect / re-elect an Independent Examiner at this meeting, but as newly in role JM did not feel ready to recommend this. As the Accounts for the last few years have not been ready and approved for the annual meeting, she wanted to explore how this could be tightened up for future years.

10) Acting Chair's Report

Mary Ann started by thanking several people:

- Ruth Robinson for taking over leading all our services and the pastoral care of the church
- Leadership Team: Ann Toley, Jane Maffett, Morgen Edwards, Jack Cahill and Stephen Turner
- Enid Barron: Licensed Lay Minister Emeritus
- Dinos Horattides, Ian Jamieson and others who preach at some Sunday services
- Sanjay Joshi and Chris and Helen Irwin-Childs on finance
- Mission Team for their outward focus and reports on our Mission Partners
- Connect Group leaders
- Pastoral Care team
- Sunday teams
- Gardening Team, Buildings Team
- and anyone else who helps out on a regular basis.

Mary Ann stated:

- Numbers – were up in 2023 in comparison to 2022 but are still not back to pre-pandemic level.
- Staffing – we have now recruited a Worship Pastor and Youth Leader – Stephen Turner which means we are at last fully staffed.

- Church Planting – our church plant on the Gurnell Grove estate, Gurnell Community Church, is flourishing. They have been granted planning permission to set up a Community Grocery on the Estate which will benefit residents.
- Entrance Improvement Project – we have all the planning and faculty permissions we need to go ahead with the project.
 - The first enabling stage – the foundations – will begin on 3rd June and run until the end of July
 - Plans will again be displayed in the church centre for all to see
- The last year has given us much to celebrate too:
 - Ruth Robinson was ordained as Priest in June
 - We ran Alpha in the Autumn
 - Connect Groups – approximately 50% of our congregation are in a Connect Group
 - Shining Stars on Tuesdays and TeaTimers on Fridays are very popular in the community
 - We celebrated the King's Coronation.
- Volunteers – we still struggle for volunteers to run events that we would like to put on.
- We don't have a coordinator to head up our team for Ealing Soup Kitchen which we will seek to address when we have a new incumbent.
- Biggest Change – Steve and Caroline Newbold announced in November 2023 that they were leaving St Stephen's in March after 15 years. Thanks were given to them for all they did for SSE.

Vacancy Process

Mary Ann outlined the process for looking for a new vicar

- MAA and AT met with Bishop Lusa and Archdeacon Catherine.
- Archdeacon Catherine met with the PCC to discuss the vacancy process which is quite long and involved.
- A Focus Group was formed to produce the Parish Profile (PP) which is the document that describes to potential candidates what SSE wants in a new incumbent.
- The PCC attended Unconscious Bias training.
- A Vision Evening was held for anyone in the congregation to attend to discuss priorities, values and the vision for SSE (about 30 people attended).
- A draft of the Parish Profile will be shown to the congregation for comment.
- Section 11 Meeting – at this meeting in early June the PPC will agree the PP and formally nominate two members of the laity to be on the Selection Panel. The PCC has agreed that the two people will be Mary Ann Auckland and Emma Harniman (who will be co-opted to the PCC for the selection process). The full panel will be Bishop Lusa, Archdeacon Catherine, our Patron, the Dean of St Paul's Cathedral Andrew Tremlett and our two laity members. Also at this meeting advertising of the job will be discussed.
- After the Section 11 meeting the final draft PP will be sent to the panel for comment. The Bishop will then chair a Section 12 meeting to discuss any comments or suggestions they have. The PCC do not have to make any changes if they do not want to.
- The job will be advertised mid-July to 23rd August in the *Church Times* and elsewhere. The PCC have been assured that many clergy members look at advertised roles during their summer holidays.
- Shortlisting for the role will be on 9th September.

- A Parish Day for the candidates will be on 24th September with interviews on 25th September. If a suitable candidate is found the role will be offered within 24 hours of interview.
- Every member of the panel has the power of veto.
- When would a new vicar start? – this is uncertain. If the candidate is currently in a role they will need to give their required notice (can be up to 3 months). Alternatively, if the candidate is a curate they could start much sooner but it is not expected that we would have a new vicar until January 2025 at the earliest,
- The Vicarage – this is currently occupied by the recently appointed vicar of St Barnabas and she will be moving out after her licensing and her son has finished his exams – roughly early July.

MAA asked the AGM attendees a question to be discussed in groups:

What can we do as a church to stay united and make it a positive time before we have a new vicar? Ideas were written on Post-its and returned to MAA who will collate them.

Questions and comments on the above

Q: Can a former curate apply for the role?

A: Yes a former curate can apply.

Ruth clarified that she would not be applying for the role as she will not have finished her curacy.

Q: What happens if we don't find an incumbent?

A: The role would be advertised again but no need to go through the entire PP process, etc., again.

John Anniss offered thanks to MAA and AT for all their hard work. AT offered thanks to MAA for all the additional hours she has put into the vacancy process.

The meeting closed with a song and the Grace at 7:47pm.

Signed as record..... Date.....