

**WHITEFRIARS CHURCH**  
**Annual Meeting of Parishioners**  
**Minutes of the meeting held on 24 April 2017**

The meeting started at 7.30 pm with a reading from I Corinthians 3:5-9 and prayer.

Present: Irene Alford, Ken Alford, Imogen Allen, Nick Amis, Darren Barker, Hannah Barker, Chris Beckhurst, Josh Benn, Rosie Benn, Andrew Buchanan, Judy Buchanan, Eve Bundock, Matt Bundock, Mandy Capewell, Jonathan Clarke, Lisa Clarke, Sharon Clarke, Emma Croxon, Robin Croxon, Val Cummins, Alan Dodds, Glenda Dodds, Phil Elphick, Andy Evans, Lizzie Evans, Brenda Grossé, Neil Grossé, Richard Holley, Melvyn Hunter, Simon King, Lionel Lambert, Paul Lawrence, Chris Mizon, Nicola Mizon, Ken Owst, Sara Owst, Sam Poulton, Andrew Presland, Peter Squires, Sarah Thompson-Fitch, Debra Thornton, Celia Underwood, John Underwood, Geoff Watkin, Kay Watt, Julie Whiteley, Helen Willmott, Karen Woolley, Revd. Chris Youngman, Liz Youngman.

Apologies: Apologies were received from Steve Chadwick, Pete Clarke, Matt Croxon, Liz Elphick, Michael Gordon, Amanda Squires, William Thompson.

Revd. Chris Youngman welcomed everyone to the meeting.

Minutes of last meeting: The minutes of the meeting held on 25 April 2016 had been made available to members of the congregation during March and uploaded on to the church website prior to the meeting. *They were unanimously accepted as being an accurate record of the meeting – proposed by Richard Holley and seconded by Andrew Presland.*

Election of Wardens: At the start of the meeting, three nominations had been received; these were Richard Holley, proposed by Geoff Watkin and seconded by Sue Kerr, Sam Poulton, proposed by Richard Holley and seconded by Andrew Buchanan, and Sarah Thompson-Fitch, proposed by Liz Evans and seconded by Melvyn Hunter. No other nominations were received. Each candidate was asked to speak briefly about why they felt called to stand for election as a church warden. Following a secret ballot, *Sam Poulton and Sarah Thompson-Fitch were elected to serve as church wardens for the period of 12 months from April 2017.*

Chris thanked Karen and Val for all the work that they had done during the past year in supporting him.

[The service of admission for the wardens will be held at Kettering St. Peter and St. Paul on 7 June 2017.]

Conclusion: The meeting closed at 7:40 pm.

**WHITEFRIARS CHURCH**  
**Annual Parochial Church Meeting**  
**Minutes of the Meeting held on 24 April 2017**

The meeting began at 7:40.

Present: Irene Alford, Ken Alford, Imogen Allen, Nick Amis, Darren Barker, Hannah Barker, Chris Beckhurst, Josh Benn, Rosie Benn, Andrew Buchanan, Judy Buchanan, Eve Bundock, Matt Bundock, Mandy Capewell, Jonathan Clarke, Lisa Clarke, Sharon Clarke, Emma Croxon, Robin Croxon, Val Cummins, Alan Dodds, Glenda Dodds, Phil Elphick, Andy Evans, Lizzie Evans, Brenda Grossé, Neil Grossé, Richard Holley, Melvyn Hunter, Simon King, Lionel Lambert, Paul Lawrence, Chris Mizon, Nicola Mizon, Ken Owst, Sara Owst, Sam Poulton, Andrew Presland, Peter Squires, Sarah Thompson-Fitch, Debra Thornton, Celia Underwood, John Underwood, Geoff Watkin, Kay Watt, Julie Whiteley, Helen Willmott, Karen Woolley, Revd. Chris Youngman, Liz Youngman.

Apologies: Steve Chadwick, Pete Clarke, Matt Croxon, Liz Elphick, Michael Gordon, Amanda Squires, William Thompson.

Minutes of the last meeting: These had been made available to members of the congregation during March and uploaded on to the church website. *The Minutes were accepted as being an accurate record of the meeting: proposed by John Underwood and seconded by Richard Holley.*

Matters arising: There were none.

Electoral Roll report: Thanks were given to Geoff Watkin for managing the Electoral Roll during the previous 12 months. Geoff reported that there had been 89 members on the Electoral Roll at 25 April 2016. Since last year, 2 people now worship elsewhere and one member had died: 12 had joined the Electoral Roll. The Electoral Roll at 24 April 2017 contained 98 members.

Deanery Synod Report: This had been made available to members of the congregation in March and uploaded on to the church web-site. There were no questions relating to this report. Andrew Presland was thanked for producing the report in his role as Deanery Synod Lay Chair. Thanks were also given to Michael Gordon, Melvyn Hunter and Ken Owst for serving on the Deanery Synod for the past three years.

Election of Deanery Synod Representatives: Three places were available for members of the congregation (based upon the number of people on the Electoral Roll). By the start of the meeting, two nominations had been received: Ken Owst, proposed by Andrew Presland and seconded by Matt Croxon, and Karen Woolley, proposed by Melvyn Hunter and seconded by Richard Holley. It was asked of those who had been nominated to stand for PCC membership if anyone would be willing to become the third Deanery Synod representative: Melvyn Hunter agreed to do this. There being no other nominations, *Melvyn Hunter, Ken Owst and Karen Woolley were elected to represent Whitefriars at Deanery Synod.*

Election of Members to the P.C.C.: Four places had become available during the year: three of these were vacancies created as three members reached the end of their tenure and one one-year casual vacancy had been created as Derek Farr (who had been elected to the PCC in 2015) had resigned his position. By the start of the meeting, there had been six nominations: Darren Barker, proposed by Sam Poulton and seconded by Melvyn Hunter, Josh Benn, nominated by Helen Willmott and seconded by Steph Chadwick, Judith Buchanan, proposed by Liz Youngman and seconded by Simon King, Val Cummins, proposed by Richard Holley and seconded by Brenda Grossé,

Melvyn Hunter, proposed by Karen Woolley and seconded by Celia Underwood, and Sue Kerr, proposed by Mark Britchford and seconded by Melvyn Hunter. Melvyn's nomination was removed since he had elected to go on to the Deanery Synod. Following a secret ballot, ***Darren Barker, Josh Benn, Judith Buchanan and Val Cummins were elected to serve as PCC members.*** It was agreed that the decision as to who would serve for one year would be made at the first PCC meeting in May.

Thanks were given to those who had served on the PCC, especially to Bill Cummins, missed by many since his death in January – a faithful servant of Christ.

Finance:

The Treasurer's Report and balance sheets had been made available to members of the congregation during March and uploaded on to the church web-site.

Sharon explained the different types of fund to which monies were allocated – restricted, unrestricted and designated. Much of the balance in the restricted fund came from grant funding for the work of Nicola Mizon and Julie Whiteley.

#### Expenditure

The largest proportion of expenditure goes towards the Parish Share. 10% of the unrestricted giving is allocated to mission. Nearly a quarter of our expenditure is used in the work of Whitefriars Church.

Sharon explained that the Parish Share is used to cover clergy stipends and housing, training for new clergy and on-going training for current clergy, and a small proportion to cover a number of diocesan departments, for example, the board of education.

Sharon thanked Brenda Grossé for her continued work as Gift Aid Secretary.

Sharon thanked Hilary Daniels who had verified the accounts as external examiner. ***Sharon proposed Whitefriars provide a gift token of £50 to Hilary for this work: this was seconded by Josh Benn and agreed by those present.***

***Sharon proposed that Hilary be asked to verify the accounts for 2017: this was seconded by Karen Woolley and agreed by those present.***

Sharon mentioned that the PCC had agreed a negative budget for the year 2017 and that some of this would be needed to cover continued ministry within the church. Revd. Chris explained that Imogen Allen (ministry intern) was exploring the possibility of ordained ministry; further to this, it had been agreed that Imogen spend a further year with Whitefriars, working three days each week within Whitefriars and one day each week with the Diocese. This would require some funding from Whitefriars Church which should ideally come from congregational giving, though could be covered by church reserves. He also stated that the Heritage Lottery Funded part of the work of Nicola Mizon would end in September/October and that there would be a need to pay for an additional 7½ hours per week to enable her to cover the work she does with children (under 14s). Part of Imogen's role would be to oversee the ministry to over 14s.

**How much will the negative budget be?** This was set at less than £5,000. Imogen's costs would come only in the last third of 2017 and there would be an additional expense of around £2,000 from general funds. Some would come from designated funds (about £1,000) as would the increase in Nicola's costs to the church. It was hoped that some members of the congregation would feel able to increase their giving to go towards these extra costs.

Revd. Chris also reminded the meeting that the work done by Julie Whiteley was also grant-aided and that, in the longer term, the congregation would need to consider paying for this if it were to continue.

Sharon was thanked for her work in maintaining the accounts for Whitefriars Church.

Clarification provided later about the budget shortfall: the budget shortfall in general funds

agreed by the PCC in November was £4,281. The additional cost for employing Imogen this year from the general funds will be £2,000 and next year £4,000. There will be a saving in intern costs of around £500 this year. From the Youth Fund (restricted) will come the increased costs for Nicola after the HLF project finished (3600 this year and £3,600 next year). This will also cover part of Imogen's cost (£1,000 this year and £2,000 next year). The balance of the youth fund at the start of 2017 was £10,500 and it receives income of around £5,000 pa which covered the expenditure from it is 2016.

**Trustees' Report:** This is a legal requirement as Whitefriars Church is a charity: the report had been made available to the congregation during March and uploaded on to the church website prior to the meeting. Revd. Chris highlighted some of the main activities of Whitefriars during the year, including the 25 years celebrations, the work of the PCC, the Vision Day, nurturing disciples and engaging with children and young people.

There were no questions relating to the report.

**Report by Nicola Mizon** This had been made available to the congregation during March and uploaded on to the church web-site. The main areas of work included Heritage Lottery Funded work at Rushden Academy with young people looking at members of Rushden over the past 150 years and youth and children's work including residentials, trips to events, LEGO and working with other local churches in running a mission event at Rushden Academy. She explained that going forwards the role would better be described as Children's and Young People's minister.

Nicola was thanked for producing her report.

**Report by Julie Whiteley** Julie's role is a new one within Whitefriars. Her 'target' families are those containing pre-school children who may have some serious needs but which are not sufficiently serious to come under the remit of the social services. She has spent time liaising with other groups and individuals in the town that already provide some support in this direction and in aiming to consolidate volunteer resources.

Julie was thanked for producing her report.

**Vicar's Report:** Revd. Chris summarised the teaching that had been carried out during the year, and the Growing Leaders Course that had started mid-way through the year. Both had continued the theme of Looking Up, Looking In and Looking Out.

He also mentioned the Vision Day and the Growth Action Plan (see next paragraph).

**Launch of Growth Action Plan** Revd. Chris thanked those who had formed the group that had worked through the input from the Vision Day and had produced the outline Growth Action Plan (of one year and onwards) which had been distributed to those present at the start of the meeting.

He gave a presentation, looking at the questions 'Why am I here?', 'Why are we here?' and 'Why are you here?', linking each to the Growth Action Plan that had been handed out.

**Question and Answer:** Revd. Chris was thanked for his work and for the way in which he articulated the vision for the coming year.

**Question:** has Whitefriars considered becoming a Fair Trade Church?

**Answer:** Fair Trade food had been available in the past. The PCC will discuss this at the next meeting.

**Question:** with mission having a high profile in the Growth Action Plan, can those leading intercessions each week be asked to include this as a matter of course?

**Answer:** Sharon was asked to email those on the rota who lead intercessions. She also asked that specific prayer requests be sent to her for inclusion in the monthly prayer sheet. Home-groups are also to be encouraged to focus on missional prayers.

**Question:** One of the recurring themes of the Vision Day was about increased giving – how will it be used? Could we consider giving away more than 10% of our income as part of our aim in giving to bless others?

**Answer:** Part of the Growth Action Plan includes encouraging all to give sacrificially. It also includes establishing a budget to bless the local community. The PCC will discuss how we use our finances to bless others at its next meeting.

**Question:** how about having a meeting of intercessors to look at the structure of intercessions?

**Answer:** Sam Poulton was nominated to set this up and also to see how we might engage in the project initiated by our Archbishops called 'Thy Kingdom Come', encouraging all churches to focus on prayer between Ascension Day and Pentecost 2017..

**Question:** How will the PCC make sure all the action points in the GAP are done?

**Answer:** A ministry leadership team is being created that will provide support for all the different areas of ministry within Whitefriars.

The meeting ended at 9.15 pm with the prayer led by Sam Poulton.