

ST MARY'S ANNUAL MEETING

Minutes of the meeting held on Tuesday 16th April 2013 at 7.45p.m. at St Mary's Church

Present:	Malcolm Rogers	Chairman
	Jenny Troll	Church Warden
	Colin Firth	Treasurer
	Sue Adams	Secretary

Nigel Beeton, Geoff Brown, Janet Brown, Edward Coningsby, Elizabeth Coningsby, Alan Day, Gill Day, Paul Dean, Ann Exell, Dorothy Haile, Matthew Lawson, Melanie Mills, Andy Morgan, Hazel Morgan, Dennis Newton, Christine Paine, Clive Paine, Robert Sainsbury, Jenny Shuttleworth, Peter Shuttleworth, Georgina Taylor, Jean Turner

Apologies

Carol Beeton, Joy Blake, Virginia Dean, Robin Goodchild, Trish Goodchild

The meeting commenced with a reading and prayer.

1 Minutes of the meeting on March 27th 2012

Accepted as a true record and signed by the Chairman

2 Matters Arising

- 2.1 Ownership of the Great Churchyard – Robert Sainsbury reported that the boundary and Statutory Declarations had been agreed. Due to potential legal difficulties, it had been agreed not to stop up the highway but to continue obtain permits from the Borough for parking on the highway.
Malcolm expressed his thanks to Robert for all his hard work.
(Plan and report as presented to the meeting are filed with the minutes)
- 2.2 The impact on car parking for St Mary's due the Shire Hall development remains unclear. Vivien Gainsborough-Foot had initially made investigations into the likely effect the development would have, and latterly Robert Sainsbury had made enquiries. The developers are still unsure as to the final plans, but if it were either a hotel or flats, all the parking spaces would be needed. The County Council maintain offices at the rear and it was suggested that Sunday parking permits might be obtained, as in the Churchyard. Robert will continue to pursue.
- 2.3 Malcolm reported that the alarm system was still under consideration.

3 New Kitchen Development

Philip Orchard joined the meeting and presented an update. The plan is filed with the minutes.

- 3.1 The glassing of the Lady Chapel had many difficult obstacles to overcome and had therefore been put on hold.
- 3.2 Philip outlined the reasons the new kitchen was needed, the chosen site and the necessity to reposition the cenotaph and associated military colours, brasses etc. All the military organisations were supportive of the repositioning. A quotation of £10760+VAT had been gained from Fairhaven and Woods for the whole repositioning, which was considered to be reasonable.
- 3.3 Philip gave a presentation of the proposed plans. The DAC were supportive of the project, English Heritage and Society for the Protection of Ancient Buildings were supportive, but were not keen on enclosing the space.
Concerns were raised over the views of the windows through the glass ceiling, the materials and design of the partitions, the extraction of steam and smells and accessibility to the serving hatches. Philip answered these questions from the meeting.

- 3.4 The cost of the project was also asked but no estimates have yet been sought, but when pressed, Philip guessed it might be between £70K and £100K.
- 3.5 Two years ago SM AGM had agreed that £5K could be spent on a feasibility study and £2K has been spent to date. It was suggested that the £3K balance plus a further £2K be agreed for engineering drawings and to proceed to faculty.

The proposal to continue with the feasibility study for a further £5k to the money already spent was put to the meeting.

In favour 22 Against 1 Abstentions 3

Annual Reports

4 Vicar's Report

- 4.1 Malcolm's full report is in the April View, filed with the minutes.
He had been encouraged by the congregation numbers at all services. The figures reported for the 11.00 service for October as required, are not representative of normal numbers as the choir was away in October. The 9.30 service has levelled off at 105-110. As attendance rises, a concern is that it is more difficult to keep track of congregations and any needs individuals may have. The pastoral group, made up of various lay members, tries to address this.
- 4.2 Thanks were expressed to Edward Coningsby for co-ordinating house groups.
- 4.3 Hazel Morgan was thanked for her work with Open the Doors.
- 4.4 Another concern is that although many people are willing to do various jobs, for various reasons there is an unwillingness to commit to an overall responsibility.
- 4.5 A person is required to be in charge of help with the final design and kitting out of the new kitchen.
- 4.6 Due to the numbers attending coffee between services, welcomers for the 11.00 service have some difficulty deciding who is coming to the 11.00 and who will be leaving after the 9.30. Malcolm suggested a one-way system, but some thought that this was not workable but it was agreed to give it a try.
- 4.7 Notice sheets would no longer be put in pigeon holes but would be given out by welcomers. A different coloured paper to be used each week and previous issues would be available on a table.
- 4.8 It was suggested that the vicar and/or the reader should be at the back of the church to say goodbye to those leaving. This was agreed to be a good idea.
- 4.9 Malcolm said he was very grateful to all the staff, especially Matt, and to Jenny and the duty wardens for all the work they do.

5 Finance Report

- 5.1 Colin Firth presented the Annual Accounts as far as they related to St Mary's and a copy of the papers provided is filed with the minutes. His narrative report is published in the April issue of The View, a copy of which is also filed with the minutes.
- 5.2 Robin Jackson from Churchgate Accountants had independently examined the accounts.
- 5.3 The status of different funds was explained.
- 5.4 Colin ran through the details of the report supplied for the meeting and invited questions.
- 5.5 The overall increase in funds was £44676, the majority of which (£34000) came from a rise in the value of the share portfolios.
- 5.6 Available resources are being spent year on year on the work of the church, which is the aim.
- 5.7 People were encouraged to Gift Aid their giving.
- 5.8 Sincere thanks were expressed to Colin Firth and his team of helpers.

6 Fabric Report

- 6.1 Robert provided a written report for the meeting, a copy of which is filed with the minutes and outlined the main points.
- 6.2 The Quinquennial Report had been received and Robert will meet with Philip Orchard to discuss and arrange works needing to be done.
- 6.3 The kitchen, once approved and underway, will need to be planned in order to meet requirements.
- 6.4 Various methods of improving the heating are under consideration. The meeting went to the choir stalls to gauge the effectiveness of the under pew heating, which is the favoured option for the main body of the church. Questions were asked as to cost, timing and effect on the church. The cost would be in the region of £14K + VAT to replace existing panel heaters. If the electricity supply could cope, additional pew heaters may be added.
- 6.5 A curtain to conserve heat on the west door was suggested, as on the Notyngnam porch, and this would be looked into.
- 6.6 There were sufficient funds available, possibly up to £20K, to pay for the heating upgrade.

The proposal to ask the Fabric Committee to explore the opportunity to upgrade the existing panel heaters with pew heaters, plus pews 22-25 if affordable, with St Mary's Committee being given the authority to take decisions, was put to the meeting.

Proposed Clive Paine Seconded Nigel Beeton Agreed unanimously

7 Nominations

Churchwarden	Jenny Troll	Proposer Seconded	Nigel Beeton Elizabeth Coningsby
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Deputy Warden There were no nominations

PCC (until 2016)	Paul Dean	Proposer Seconded	Clive Paine Ann Exell
	Janet Brown	Proposer Seconded	Paul Dean Nigel Beeton

St Mary's Com'tee (2 vacancies) (until 2016)	Elizabeth Coningsby	Proposer Seconded	Margaret Savege Margaret Ashton
	Robert Sainsbury	Proposer Seconded	Andy Morgan Hazel Morgan

Deanery Synod Sheila Spaul from St Peter's - agreed she could represent SM
(1 vacancy)
(until 2014)

There being no further business the meeting closed with prayer at 9.45pm.