

Minutes of the Annual Parish Meeting and Annual Parochial Meeting of St Leonard's Church Lexden  
held on

Sunday 28<sup>th</sup> April 2024 at 12 noon.

Present – Nick Allston (Churchwarden), Chair and 21 attendees.

**Easter Vestry Meeting**

1. Apologies (for both meetings) had been received from Rev'd Matthew Simpkins, David and Maureen Watkins, Hugh and Mary Beavan, Tom and Kathleen Scrimgeour, Marian Murray, and Rosemary James.

2. Minutes of the meeting of 30<sup>th</sup> April 2023 were agreed and signed.

3. Election of Churchwardens

A resolution was passed by the meeting that section 3 of the Churchwardens Measure 2001 ('Disqualification after six years period of office'), shall not apply in relation to St Leonard's, Lexden.

Two nominations had been received, Mr David Watkins and Mr Nick Allston. It was unanimously agreed that they be duly appointed.

**Annual Parochial Meeting**

1. Minutes of the meeting held on 30<sup>th</sup> April 2023 were agreed and signed.

2. The Annual Report on the proceedings of the PCC and the activities of the Parish in general, circulated previously, was approved.

There were no matters arising from the report.

3. The Financial Statement (Adrian Steward) The Statement had been independently examined by Peyton Tyler Mears and copies had been made available previously to the congregation.

Adrian reported on the annual financial statement and was available to take questions.

He said "The Treasury Team here at St Leonard's comprises Clare Cleverdon, David Burrows, and me.

Over 2023, income increased over the previous year's figure, the differences largely due to an insurance claim and investment gains.

Expenditure in 2023 was greater than in the previous year, the differences attributable to repairs needed to the nave flooring following a water leak.

At the close of the year, there was a deficit of £33,354. Hence, we are using St Leonard's historic reserves to cover this loss.

Significant income was gained from a variety of social events held during the year and from HMRC relating to gift aid. We continue to be grateful to all who give, using gift aid if we can.

During the year, Mr Tom Scrimgeour stepped back from his work as Stewardship Recorder (thank you Tom), and we welcomed Dr Andrew Lennard-Jones to this role.

Notable expenditure in 2023 included the work carried out to repair the nave flooring and the large Parish Share, supporting St Leonard's and the wider church".

Thanks were expressed to Adrian and the Treasury Team.

4. Acceptance of the Financial Statement was unanimously accepted and approved.

#### 5. Report on the Electoral

Following the 2023 annual review, the number on roll was 206. Five names have been deleted since the 2023 revision. No new applications have been received since the 2023 revision: The current number on roll, following the April 2024 review, is 201. 55% of those on the Electoral Roll live in the parish of St Leonard, Lexden.

Electoral Roll application forms and storage of information comply with requirements of the Data Protection Act 2018. The 'notes' section of the application form includes details of permitted uses of personal data.

Applicants are given a choice of application formats: an accessible electronic form or the paper version.

Thanks were expressed to Jo Burrows for all her work in keeping the Electoral Roll updated, Esther Heptonstall has now taken over as Electoral Roll Officer.

#### 6. Fabric Report

A report had been prepared by Peter Hinchcliffe and circulated.

#### 7. Report of proceedings of the Deanery Synod

A report had been prepared and circulated. Linda Firth, Maureen Watkins, and Julie Hinchcliffe were our parish Deanery Synod reps at the beginning of the year.

#### 8. Election of Representatives of the Laity to the Deanery Synod

Maureen Watkins, Julie Hinchcliffe, and Linda Firth remain as our Deanery Synod Representatives. There is still one place available.

#### 9. Election of Representatives of the Laity to the Parochial Church Council

Three nominations were received from Yvonne Romain, Deidre Fordham, and David Burrows – They were duly elected.

#### 10. The appointment of Independent Examiners

Peyton Tyler Mears were proposed and unanimously appointed.

#### 11. Appointment of Child Protection Officer and Adult Safeguarding Officer

Julie Hinchcliffe is our Parish Safeguarding Officer and Mandy Allston our Deputy Safeguarding Officer. They were both thanked for all their hard work during the year.

## 12. Churchwardens Assistants

Peter Hinchcliffe, Michael Firth, and Esther Heptonstall were thanked for their help in making the roll of churchwarden more manageable. They had all agreed to remain as Churchwardens Assistants

## 13. Any Other Business

Michael Firth thanked the ministry team and the Churchwardens for all their hard work during this difficult year and Rev'd Viv Mendham thanked Adrian and the treasury team for all their hard work.

## 14. Churchwardens Address

Nick Allston said "David and I would like to thank all those who contribute to the running of this church in any way. It has been a year of some challenges – not least with Rev'd Matthew Simpkins' health forcing him to take a step back for a while. However, it is to the credit of all involved that worship and outreach has continued and, in some cases, increased. Outreach to children and families has been a real success with Messy Church, Brick Club and Christmas School services having received a fantastic response.

We are so blessed with the clergy team here at St Leonard's and a very heartfelt thanks goes out to Viv, Jacquie, Maggie and Martin, Hugh, and Phyl for all their hard work and support, not only in this place but in supporting other parishes and for all their pastoral care.

Thanks to The PCC secretary Judith, to Tom Scrimgeour for all his hard work as Stewardship Recorder and to Dr Leonard Jones for taking this job over.

We would like to thank the deputy wardens who do an outstanding job – David and I could not do this job by ourselves.

The Parish office is run extremely well, and we would like to thank Esther for this as Parish Administrator.

When you stop to look there are so many people who contribute to St Leonard's.

We have a wonderful Choir, choir mistress and organist who visiting priests and visitors are in awe of. A massive thanks must go to the finance team, the safeguarding team, the fabric committee, the youth and junior church leaders, the catering team for various lunches, breakfasts, fetes and coffee mornings, the cleaning team, the sides people, the readers, tea makers, intercession readers, Eucharist assistants, servers, magazine publisher, flower arrangers and fund raisers.

Thank you for all your support to me personally in my first full year as Churchwarden.

We pray that we can continue to contribute and encourage others to do so as well."

The meeting concluded at 12.20 pm with prayers.