**Allington APCM 2024**

**AGENDA**

**Meeting of Parishioners (Vestry Meeting)**

1. Prayer
2. Minutes of Meeting from 2023
3. Election of Churchwardens
4. Prayer for new Churchwardens

**Annual General Meeting**

1. Apologies for absence
2. Minutes of Meeting from 2023
3. Matters Arising
4. Reports -

Electoral Roll

Churchwardens including Fabric

Treasurer

Governor’s report

Deanery Synod

Safeguarding Report

Minister’s Report:

1. Elections:

Election of PCC Members

Ex-officio (Chair), Churchwardens, Deanery Synod Rep

1. Appointment of Independent Examiner
2. Safeguarding review of Policy
3. Parishioners’ Questions
4. Date of next APCM

**PCC mtg following the APCM:**

1. Apologies for absence
2. Election of PCC officers
   1. Lay-Vice Chair
   2. Treasurer
   3. Secretary
   4. Electoral Roll Officer
   5. Safeguarding officer (local independent person)
3. Signing of “Fit and Proper” declaration by all PCC members (including CW’s, Deanery synod reps etc)

**APCM Meeting 2024**

**Minutes of APCM Meeting Held 2023**

**2023 APCM MINUTES FROM THE MEETING HELD JOINTLY WITH SEDGEBROOK AT ST LAWRENCE CHURCH, SEDGEBROOK ON WEDNESDAY 26th APRIL 2023**

**Present:** Chris Dicken (ex-officio) Bob McKinlay Mary McKinlay Marian Hubbard Chris Baron   
Fr James Titley (Ex-officio Chair)

**Apologies:** Jil Storer Jackie Fisher Stella Langdon Davies (ex-officio)

**Meeting of Parishioners (Vestry Meeting)**

1. Prayer
2. Minutes of the meeting from 2022 had been circulated and were agreed to be a true record. Proposed by Chris Baron and seconded by Chris Dicken.
3. Election of Churchwardens - Chris Dicken was the only nomination and it was agreed unanimously for him to continue as Church Warden. Proposed by Chris Baron and seconded by Bob McKinlay.
4. Prayer for new Churchwardens  
   We all hold Chris in our prayers

**Annual General Meeting – all reports referred to in these minutes have been previously circulated to all members in the APCM packs. A copy of this pack is filed with these minutes.**

**1. Apologies:** Jackie Fisher Jil Storer Stella Langdon Davies

**2. MINUTES** of the meeting from 2022 had been circulated and were agreed to be a true record. Proposed by Chris Dicken and seconded by Chris Baron.

**3. MATTERS ARISING** - There were no matters arising

**4. REPORTS** had been previously distributed  
**Electoral Roll** – Current total 23   
**Churchwarden’s Report**– received unanimously

**Treasurer’s Report** – received unanimously.

**Governor’s Report** – received unanimously.

**Deanery Synod** report – received unanimously.

**Safeguarding Report** – received unanimously.

**Minister’s report** – received unanimously. Fr James thanked all present for their hard work and dedication.

**5. ELECTIONS  
Election of PCC members –** ex-officio members **–** Rev Stella Langdon Davies, Chris Dicken non-voting member John Manterfield  
  
**PCC members elected:** Mary McKinlay Bob McKinlay Jil Storer Marian Hubbard Chris Baron and Jackie Fisher. All as the previous year. Proposed by Marian Hubbard and seconded by Chris Baron.

Vice-Chair PCC – Chris Dicken. Proposed by Chris Baron and seconded by Jil Storer.

Marin Hubbard re-elected to continue as Deanery Synod rep. Proposed by Mary McKinlay and seconded by Chris Dicken.

**6. Appointment of Auditor** –Ann Fleming is happy to continue in the roll.

**7. Safeguarding** – Review of Policy – The policy was reviewed and agreed unanimously.

**8. Parishioners Questions** – A question was asked as to the future possibility of the appointment of a Priest to the Benefice when Fr James leaves in June. No decision has yet been made but is very much dependent on the Benefices ability to raise the required sum of £55000.

**9. Date of next APCM** – To be decided.

**PCC meeting following the APCM.**

1. Apologies for absence – **:** Jil Storer Jackie Fisher Stella Langdon Davies (ex-officio)
2. Election of PCC Officers

Lay Vice- Chair – Chris Dicken

Treasurer – Bob McKinlay  
Secretary – Mary McKinlay  
Electoral Roll Officer – position vacant  
Safeguarding Officer – Marian Hubbard

1. Signing of “Fit and Proper” declaration by all PCC members – this is scheduled to take place at our next PCC meeting on Monday 15th May 2023.
2. Dates of PCC meetings for the coming year will be agreed as necessary.
3. **AOB**No further business was discussed

**The next PCC meeting will be on Monday 15th May at 7.00 pm at Chris and Margaret’s House**

**Electoral Roll**

**Not available**

**Church Warden’s Report/St Swithun’s Fabric Report**

The last 12 Months has been very much a year of 2 halves. For the first 6  months James was still with us and his contribution was very much appreciated. Following his departure we were left to our own devices, but everyone rallied round and i think it is fair to say that we have coped very well. Church attendances have been maintained and the church was full for the services over the Christmas period. The main achievement this year is the new path leading up to the church porch. Despite a slow start due to the exceptionally wet weather in March the path was almost completed in time for Easter, nearly but not quite. The lights along the path have been very much improved. We look forward to participating in the forthcoming village events this year and appreciate the help given towards this end. To finish on a positive note the organ has just been serviced much to Mary the organists delight.

**Treasurer’s Report (year-ending 31 December 2023)**

**Attached Separately**

**Parish Magazine Report**

**Attached separately**

**Foundation Governor Report to Foston/Long Bennington**

**No report this year**

**Deanery Synod Report**

There have been no Deanery Synod meetings in the 2023/2024 APCM year; indeed, there has been no Rural Dean in post since the end of September 2023.

However, in the summer of 2023 a Steering Group was formed, with representation from all 9 Loveden West parishes, to oversee the recruitment process for clergy to replace Father James, who left the post in June 2023. The position was advertised in early January 2024, but no applications to fill the post were received; the position will now be advertised again, for a period of 4 weeks, commencing on 29 March 2024, with the aim of having an incumbent in-post by late-summer.

P S Owen,

St Swithun’s representative on the Loveden West Steering Group.

23 February 2024.

**Safeguarding Report**

Safeguarding continues to be an item on every PCC agenda throughout the year.

The name and contact details of the Safeguarding Officer are displayed on the church door, on the notice board outside the church gate and also listed in the Saxonwell News. The poster also displays details of the Diocesan Safeguarding team.

We have had no reported safeguarding issues that I am aware of over the last year.

Members of the PCC have been updating their safeguarding training and the majority have completed the Basic and Foundation training. Two or three of us have completed the Leadership Course. I have also completed the Raising Awareness of Domestic Abuse Course, and it is hoped that other members of the PCC will undertake this course over the next year.

Our DBS certificates remain valid until July 2025.

I will distribute the document ‘Promoting a Safer Church for the PCCs approval at our next meeting and this will be adopted and signed at the APCM in April. This will then be displayed alongside the purple poster in church.

The PCC have been reminded with the correct route to follow if there is a Safeguarding issue and receive a small aide memoire produced by the Diocesan Safeguarding Team with details of safeguarding reminders and useful contacts.

Marian Hubbard - Safeguarding Officer

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