

**Long Bennington - APCM Meeting  
8 May 2022**

**AGENDA**

**Meeting of Parishioners (Vestry Meeting)**

1. Prayer
2. Minutes of Meeting from 21<sup>st</sup> April 2021
3. Election of Churchwardens
4. Prayer for new Churchwardens

**Annual General Meeting**

1. Apologies for absence
2. Minutes of Meeting from 21<sup>st</sup> April 2021
3. Matters Arising
4. Reports -
  - Electoral Roll
  - Churchwardens including Fabric
  - Treasurer
  - Parish News
  - Governor's report
  - Deanery Synod
  - Safeguarding Report
  - Minister's Report:
5. Elections:
  - Election of PCC Members
  - Ex-officio (Chair), Churchwardens, Deanery Synod Rep
6. Appointment of Independent Examiner
7. Safeguarding review of Policy
8. Parishioners' Questions
9. 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 Held 25<sup>th</sup> April 2021**

**Present:** Jane Taylor, Jeanne Day, Phil Owen, Hilda Owen, Shirley Dalton, Beryl Holmes, David Andrews

Jill Froggatt, Helen Durham, Walter Hughes, Sylvia Andrews, Jane Cowley, Maureen Prothero, Joy Jordan, Tony Tucker

**Apologies:** Jeanne Lambert, Susan Anderson.

### **St Swithun's Vestry Meeting held 25th April 2021**

Minutes of last year's Vestry meeting were proposed and accepted as a true and accurate record. Thanks were expressed to Jill Froggatt for her service as churchwarden up to October 2020. There were new nominations for churchwardens: Sylvia Andrews and Helen Durham. All were in favour.

### **APCM**

Minutes of last year's meeting had been made available and Tony asked if they were a true and accurate record. All agreed. There were no matters arising.

The reports below had been made available some time before the meeting.

#### **Electoral Roll**

The roll this year stands at 52 from 41 households. We lost one person who died and there were no new applicants.

#### **Church Warden's Report/St Swithun's Fabric Report 2019**

Sylvia added her thanks for all the support she has had since taking over from Jill as churchwarden.

#### **Treasurer's Report (year-ending 31 December 2019)**

Jane added her thanks for the contributions of everyone who regularly gives and to the organisers of the fundraisers. For the first time, we did not manage to pay all of our Parish Share due to Covid restrictions.

Beryl wanted to express thanks to Jane for the work she does as Treasurer. Jane also wanted to express thanks to Steve Peck for auditing the accounts once again.

#### **Parish Magazine Report**

There were no further comments to the report.

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

The representative for the governor's report was not present to add anything to the report. Tony commented that three of our churches need school governors and asked volunteers to speak to him.

#### **Deanery Synod Report**

Tony commented that St Swithun's is the first church to have a vacancy for the priest in charge role as the new merged groups come together. How we organise ourselves and work together will largely be up to each parish.

#### **Group Safeguarding Report**

Helen Durham has become the new Safeguarding officer, taking over from Irene Adams. Thanks were expressed to Irene for her years in this role.

#### **Vicar's report for APCM 2019**

Tony expressed thanks to Harriet for her work over the eight years she has been Priest in Charge. St Swithun's will benefit for many years to come for the work that was done while she was here. Best wishes were expressed to her and her family for the future.

### **PCC Meeting**

#### **Elections**

**Deanery Synod** Hilda Owen to re-stand. Shirley Dalton to stand down and Susan Anderson was nominated to replace her. All agreed.

**Safeguarding Officer** Helen Durham

#### **PCC**

Tony Tucker (Temp. Chair)

Lay Chair

Phil Owen and David Andrews to share.

Treasurer

Jane Cowley

Secretary & Electoral Roll Officer Jill Froggatt

Deanery Synod

Hilda Owen and Susan Anderson

Church wardens

Sylvia Andrews and Helen Durham

Joy Jordan

(Jeanne Day stood down).

#### **Appointment of Independent Examiner**

Jane said she would ask Steve Peck if he was willing to continue.

#### **Any Other Business**

Beryl Holmes asked about the future of the newly merged parishes. Tony explained that the diocese want each church to be declared as one of 5 categories; categories 1 to3 would encompass cathedrals and larger churches in cities and towns and also community 'centre' churches which have sound finances and the facilities/resources for regular services. Category 4 would become 'festival churches' and category 5 would be churches without the finances, resources or facilities to support themselves and could potentially close.

Beryl thanked the local people who are taking responsibility during interregnum, but requested that the larger congregation are kept better informed about what is happening.

#### **Next Year's APCM Date**

Tony said that Davina would offer dates, so that she can coordinate with the other APCM meetings.

## **APCM 2022 - REPORTS**

**Electoral Role – Attached Separately**

## **Churchwarden's/Fabric Report**

2021 has proved to be an eventful year, with Covid still playing a major role in our arrangements. At the beginning of the year Harriet was taking services from church, but we were not attending in person. We finally were able to meet in church but socially distanced and wearing masks. We continued with Morning Prayer online each weekday morning. Harriet had her final service at Easter and we then continued with services led by Tony, our Rural Dean, initially two per month at St Swithun's and two per month at Claypole. All these services were streamed on facebook. In September we decided to have two services per month of Morning Worship at St Swithun's and two Zoom services per month of Holy Communion, led by Tony. The PCC decided to no longer stream services on facebook from Long Bennington at this time.

At Christmas we had a Service of Nine Lessons and Carols with 9 readers and the organ – back to some kind of normality although Omicrom had now become a threat to health, so we were distancing and mask wearing again. The Ven. Dr. Justine Allen, Archdeacon of Boston, led Christmas Eve Communion.

We had very well attended Flower Festival and Harvest Festival, a Concert by the Military Wives Choir on the Saturday before Remembrance Sunday and the service of Remembrance was held together with the members of the Methodist Church at the Memorial Garden. The school choir sang at the Harvest Festival and they held their own Harvest Festival in church the following week. A very successful Harvest Supper was held during October. We enjoyed a concert by the Newstead Abbey Choir in December.

We continued to open the church on every Monday to Friday from 10am to 4 p.m. during April to September. Our thanks to all the volunteers who gave up their time to ensure this happened.

Throughout the year we have been making efforts to be involved in the new way of working regarding levels of clergy support and payment using the Covenant Pastor system which is being introduced. We have, of course, been a parish in vacancy during the year since April.

We had two churchwardens sworn in at Westborough in May 2021. Helen Durham decided to leave the position in November. We thank her for her help during this difficult year.

Many thanks to all the PCC members, and members of the congregation, for their support and help during 2021. Without the help of this mainly unseen army of volunteers we would not be in such a good position as we are. Please know that you are appreciated. From cleaning to verging at funerals; weddings and baptisms; setting up the altar for Communion services; setting out chairs for school services, making tea after services; arranging flowers and reading and taking intercessions, we are grateful for these and all the other things you do to keep St Swithun's serving the community of Long Bennington.

Sylvia Andrews

## **Fabric Report**

The Quinquennial Inspection of the church was completed in April 2021 and all major repair items that were needed have been undertaken and completed.

Two major leaks in the roof on the north side of the nave have been repaired.

Moss on the church path has been removed and the path cleaned.

Monitoring of the movement if the north wall of the church has been carried out and no excess movement was detected.

Bell ropes have been replaced.

Annual maintenance of the church drains in the churchyard (a condition of the HLF contract) has been undertaken.

Electrical PAT testing and fire extinguisher testing has been completed.

Tower lighting conductor test completed.

Tower rope handrail repaired.

Tower drainage pit cleared.

Church windows cleaned.

Floor boards in Bell chamber repaired.

Light fitting in Bell tower replaced.

Lych gate opening has been corrected.

Headstones have been surveyed and 36 need attention.

One dangerous tree in the churchyard has been removed and further work to remove over hanging branches on the old vicarage has been completed.

Work continues on cutting the grass in the churchyard and ensuring the church gullies remain clear.

Thanks to David Briggs who is clearing the north side of the churchyard.

Parking cones have been purchased to assist with parking for funerals etc.

We also had a formal Deep Clean done after the first Covid Wave/Lock Down last summer.

Plans are in-place to improve the Access Ramp at the main entrance of the church.

### **Treasurers Report**

I am pleased to present the Receipts and Payments Account for St Swithun's Church, which has been independently examined as required by the church Accounting Regulations 1997. (See separate document).

The accounts are presented in the format familiar to the PCC and provide a summary of the total Assets and Liabilities at the end of 2021. These are:

#### **Cash funds:**

- Long Bennington PCC current account (£2066.52), Deposit Funds – Vicar & Churchwardens' Trust, Chancel Trust (£1293.63) and Heritage Lottery Fund current account (£38.68).

#### **Investment Assets:**

- Investment fund shares at end 2021 - market value (£78,364.52)

The following points should be noted in considering the above figures:

#### **Receipts:**

- **Voluntary income for the PCC Account** slightly higher the previous year due to increased cash collections and donations, as well as gift aid claimed. We are grateful for £1000 which was received from the Parish Council and for the Co-op contribution of over £700 towards the clock maintenance.

**Fund raising** was considerable higher than 2020. Thanks are due to all those involved in organising, contributing, and participating in the Flower Festival, Harvest Supper, Remembrance Day lunch, Concerts – Military Wives and Newstead Abbey Choir, Christmas Tree Lighting Refreshments and hat sales, Beetle Drive, Tea 'n Chat sessions and Santa's Sleigh.

- **Charitable & Ancillary Trading** includes church fees, such as for funerals, weddings, for which the PCC received a similar amount to 2020.
- **Receipts which were designated for further payments** included £3000 transferred from church trust funds to cover insurance costs and money received from the other Saxonwell churches to pay for clergy/administrator costs.

### **Payments:**

- **In 2021, a Parish Share amount** of £11,000 was paid.
- **Upkeep of church and services** was lower than 2020, mainly due to greater churchyard expenses (to tidy and remove trees etc.) and building works, including church roof repairs paid for in 2020.
- **Grants** given to charities and other organisations were twice the amount given in 2020 with Year 6 Bibles given to LB School leavers, money raised for the British Legion, Grantham Poverty Concern and Grantham Foodbank, Women's World Day of Prayer and the Santa's sleigh shares of collected money for the Rotary Club and Preschool.
- **Payments (from designated income received)** includes payments for vergers, organists and services; money paid on behalf of churches to pay their share of clergy/administrator expenses (subsequently received from them) and a wedding fee reimbursement due to the pandemic.

Alongside the Long Bennington PCC current account, the trust funds (share investments and the Vicar and Churchwardens' Trust plus Chancel Trust – into both of which share dividends go) and the HLF accounts, have also been summarised and audited.

Once again, on behalf of the PCC, I would like to sincerely thank Mr Stephen Peck, Accountant, for freely giving of his valuable time and effort in auditing and verifying our Year-2021 accounts. I should also like to record our thanks also to all those who have contributed and helped in any way towards our finances.

Jane Cowley

Please see separate Report

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INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE LONG BENNINGTON PAROCHIAL  
CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2021

I report to the members on my examination of the accounts of the Long Bennington Parochial  
Church Council (LBPCC) for the year ended 31 December 2021.

RESPONSIBILITIES AND BASIS OF REPORT

As the members of LBPCC you are responsible for the preparation of the accounts in accordance  
with the requirements of the Charities Act 2011 ("the Act") and the Church Accounting Regulations  
1997. LBPCC has elected both to prepare accounts on the receipts and payments basis and to subject  
its accounts to independent examination rather than audit. The independent examination included  
the "St Swithins Church Trust Statements" incorporating the Chancel Trust and the Vicar &  
Churchwarden's Trust Funds.

I report in respect of my examination of the LBPCC accounts carried out under section 145 of the  
2011 Act and in carrying out my examination I have followed all the applicable Directions given by  
the Charity Commission under section 145(5)(b) of the Act.

INDEPENDENT EXAMINER'S STATEMENT

I have completed the examination. I confirm that no material matters have come to my attention in  
connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of LBPCC as required by section 130 of the Act;  
or
2. The accounts do not accord with these records.

I have no concerns and have come across no other matters in connection with the examination to  
which attention should be drawn in order to enable a proper understanding of the accounts to be  
reached.

*SC Peck*

STEPHEN PECK FCA

*21 MARCH 2022*

## Saxonwell Parish News APCM Report 2022

Please refer to the accounts for our financial position. Getting enough advertising to cover printing, editor and publication costs is a continuing battle each year. Many advertisers are choosing to use social media and other digital forms of advertising. The amount of income from donations continues to dwindle from individuals; although we do now annually receive a £500 donation from LB parish council and the other 3 parish councils sometimes contribute smaller amounts if asked.

Joy Jordan continues to find us new advertisers to replace the ones we lose, so thanks to her for the work she does here and for being the main distribution point for the magazines.

Thanks to all our volunteer distributors, who turn out in all weathers to deliver the magazines as close to the beginning of the month as possible.

Thanks to Tony Tucker and Davina Tyler for their work on the publication and printing side, they give a considerable amount of time each month to ensure that the magazine gets out to the four villages.

Jill Froggatt  
SGPN Treasurer

### SAXONWELL GROUP PARISH NEWS STATEMENT OF ACCOUNTS FOR 2021

#### **INCOME**

OPENING BALANCE	£7,470.45
MAGAZINE ADVERTS FOR 2020	£6169.75
DONATIONS	£830.00
<b>TOTAL</b>	<b>£14,470.20</b>

#### **EXPENDITURE**

PRINTER/EDITOR/PUBLICATION SERVICES (not including March '21 paid in '22)	£6239.00
Dec '20 PRINTING (paid in Feb '21)	£605.00
<b>TOTAL</b>	<b>£6,844.00</b>

TOTAL INCOME	£14,470.20
LESS TOTAL EXPENDITURE	£6,844.00

**CLOSING BALANCE FOR YEAR** **£7,626.20**



**SAXONWELL GROUP PARISH NEWS BALANCE SHEET  
JANUARY 1ST – DECEMBER 31ST 2021**

<b>OPENING BALANCE</b>	<b>£7470.45</b>	
<b>INCOME</b>		
MAGAZINE ADVERTS	£6,169.75	
DONATIONS	£830.00	
		<b>14,470.20</b>
<b>EXPENDITURE</b>		
PRINTING	£6,239.00 (not including March'21 paid in '22)	
Dec '20 printing costs	£605.00 (paid in Feb '21)	
	<b>£ 6,844.00</b>	
BANK BALANCE AS AT 31/12/21	£8796.20	
(LESS 2022 PAYMENTS)	(1170.00)	
<b>CLOSING BALANCE</b>	<b>£7626.20</b>	
		<b>14,470.20</b>

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INDEPENDENT EXAMINER'S REPORT TO SAXONWELL GROUP PARISH NEWS FOR THE YEAR  
ENDED 31 DECEMBER 2021

I have independently examined the accounts of Saxonwell Group Parish News as required by the officers. The officers have elected both to prepare accounts on the receipts and payments basis and to subject the accounts to independent examination.

My duties:

Identify whether or not proper accounting records have been kept

Check that the accounts agree with the accounting records

Look for possible significant errors in the accounts

Report any matters arising from this examination which give me cause for concern

Report:

No significant matters have arisen during the course of my examination whereby I have to give an adverse report.

*S Peck*

Stephen Peck FCA

*22/04/2022*

## **Foundation Governors report Foston/Long Bennington**

This report covers the period January to December 2021 for Long Bennington Church of England Academy, and the Coronavirus global pandemic continues to impact many of the school initiatives and the learning environment.

I began my term as Foundation Governor on 1<sup>st</sup> February 2022. I was able to observe the Governor meeting that took place in November 2021.

A number of changes to the Trustee Body happened during the year: a new Chair of Trustees, a replacement Parent Governor and the appointment of an associate Governor, plus my appointment as Foundation Governor. I am still familiarising myself with the members of the board. The new Chair has extensive experience as a Chair of Trustees.

David Nicholson, Head Teacher is now well established in his role. The strong school leadership has supported the staff through the pandemic and the difficulties this has presented to staff. The impact of the pandemic has been assessed and there are positive highlights as well as the anticipated gaps in learning. Plans are already implemented to help the pupils achieve their personal potential.

Pupil numbers have increased slightly, which is helpful to keep income levels constant. Numbers on roll in September 2021 were 279, comparable with the previous year. Despite this, the budgeting process remains tight, and the Trustees have a strong focus on identifying how the school can be sustained in the current climate of financial squeeze. The joining of a MAT (Multi Academy Trust) continues to be a high priority, some progress has been made with this, but no decisions have yet been made.

Following an initial meeting with David, we have established several ways we can increase school involvement in the churches at Foston and Long Bennington. The school worship is now taking a different format each school day. This includes 'Family Worship', which is child-led in their own classrooms. To enhance this, David would be grateful for the following for each of the classes:

- Small wooden handheld crosses
- Bible story books for age 5 to 11
- Cloths in Liturgical colours, 1metre square. 1 of each colour for each class
- A larger cross for them to have on their table, no more than 25cm.

The school SIAMS inspection is anticipated in the next 12 months; and I will be working closely with David towards this. We would like to look at a stronger link to the two churches by involvement of the church and the school in joint activities.

I hope this report provides an appropriate balance of information for the PCCs - please do contact me if there is anything specific you would like to understand.

*Deborah Starr April 2022 Foundation Governor*

## **Deanery Synod Report**

Due to the constraints on life imposed by Covid there were no Deanery Synod Meetings convened in 2021. However, the Rural Dean kept the PCC abreast of the Diocese' 'Resourcing Sustainable Churches' Project, which seeks to replace the old vicar led Parish system with a new Local Mission Partnerships (LMPs) structure, through e-mails and the circulation of formal documents published by the Diocese. As part of this project the PCC elected to aspire to be a Type 2, Local Mission Church.

Deanery Synod Meetings resumed in February 2022.

H Owen. (10 February 2022).

## **Ministers Report**

### **Safeguarding Report 2021/22**

There were no Safeguarding incidents observed by, or reported to, the PCC during 2021.

Helen Dawkins held the PCC's Safeguarding Officer position from the start of the year until mid-November, when she unexpectedly resigned from the PCC, with little notice. The post then remained vacant for the rest of the year whilst a successor was sort. Eileen Ross, Foston Safeguarding Officer, has indicated that she will fill the posts for both Foston and Long Bennington PCCs from mid-January 2022.

During the early months of 2021 Helen ensured that all members of the PCC were up-to-date on the required level of Safeguarding Training.

Phil Owen.

Joint Chair of Long Bennington PCC,  
For PCC. 21 February 2022.