

**St Helen's Church, Ashby de la Zouch. In The Flagstaff Family of Churches**

Loving God, Loving Others, Loving the World.

**Annual meeting of Parishioners and  
Annual Parochial Church meeting for the year 2022**

**Held in St Helen's Community Heritage Centre on 18th April 2023 7.00pm**

**Present:** Steph Whiten (Lay Chair), Judith Lewis (Acting Chair), Caroline Essex, Chris Lewis, Shân Dyer, Elizabeth Smith, Pauline Wells, Adrienne Sedgman, Eileen Coombs, Jenny Hedges, Margaret Worrall, Eileen Mary Barradell, Mary Handford, Sue Brown, Andrew Chapman, Maureen Clark, Richard Vann, Peter Rose, Cornelia Wright, Helen Smith, Caroline Millward, Robert Millward, Peter Longhurst, Anne Heaton, Emily Darlington, Malcolm Salter and Lyn Price

**Annual Meeting of Parishioners**

1. Steph Whiten welcomed everyone and opened the meeting with prayer.
2. Eileen Coombs was appointed Secretary to both meetings.
3. Apologies for absence were received from: John Dennis, Rev. Margaret Jacques, Alan Jacques, Sally Longhurst, Andy Smith, Jill Chapman, Margaret Lawrence, Greg Wells, Liz Smith, Hugh Milward, Simon Starkey and Liz Moreton

**4. Election of Churchwardens.**

Two nominations had been received:

Judith Lewis      proposed by Caroline Essex, seconded by Andy Smith

Anne Heaton      proposed by Judith Lewis, seconded by Chris Lewis

There being no other nominees, Judith and Anne were duly elected. Warmest thanks were extended to Judith and Shân for their past year's work and to Judith for her willingness to serve for another year.

**Annual Parochial Church meeting**

**1. Minutes of the 2022 APCM.**

As there were no matters arising, the minutes were approved and signed as a true record.

**2. Report on the Electoral Roll.**

Eileen Coombs reported that the number on the Electoral Roll in 2021 stood at 133. Nine names had been removed and one name added during the year. The Electoral Roll now stands at 125 with 56 Residents of the Parish and 69 Non-Residents.

**3. St. Helen's Annual Report.**

- a) A vote of thanks to Caroline Essex for all her hard work in liaising with Beeston-Clarke to compile the Annual Report.
- b) Peter Rose asked on behalf of Michael, the Tower Captain, drawing attention to the state of the pinnacles of the Tower which has significant wear which may need re-

pointing. He also referred to the state of the loofs which may be unsafe. Helen Smith replied that priority will be given to those two items within the Tower Project.

- c) Peter Longhurst queried the charitable status of St. Helen's Church. Anne Heaton responded that St. Helen's Church is a charity but does not need to go through the Charity Commission. We became a charity in our own right because our annual turnover has exceeded £100,000 p.a. Andy Smith will be able to provide more details. A vote of thanks to Julian Boardman-Weston for his hard work making St. Helen's Church a charity.

#### **4. Independently Examined Accounts for 2022**

- a) Judith Lewis explained we did not have a Treasurer for the last two years and we are grateful to Andy Smith for overseeing this aspect of our Church. He had divided the Treasurer's job into various components so that it is much more manageable. Also, we have outsourced our regular bookkeeping and day to day management of the accounts to Beeston-Clarke with Andy Smith as the point of contact.
- b) Cornelia Wright continued to be our Parish Giving Officer; a team of Cash Stewards are responsible for regular banking.
- c) The Standing Committee have set a budget and a strategy for the PCC and we hope that it should be better next year.
- d) Richard Vann can still act as Independent Auditor of the Church as there is no conflict of interest.
- e) Thanks to Richard Vann, we are trialling a card reader machine to encourage visitors and members of congregation to donate via this method especially as the energy costs had gone through the roof, making inroads into our reserves, so we do need more donations.
- f) The Accounts had been approved by the PCC as well as the Independent Examiner. A vote of thanks was extended to Richard Vann.

#### **5. Appointment of Independent Examiner for 2023.**

Richard Vann, having indicated his willingness to continue in this role, was proposed by Judith Lewis, seconded by Steph Whiten and all were in favour.

#### **6. Election of Representatives to Deanery Synod.**

Eileen Coombs, proposed by Andrew Chapman, seconded by Judith Lewis, is duly elected as Representative to Deanery Synod.

#### **7. Election of Representatives for PCC.**

In theory, one-third of members come up for election annually, so we have a rolling membership but it does not always work. Because of our Electoral Roll Membership, we are entitled to have 10 members on PCC.

A vote of thanks was extended to Alison Cross, Caroline Essex, John Dennis, Peter Rose and Jill Chapman for their contribution to PCC and also to Jenny Hedges, Julian Boardman-Weston and Sue Brown who stood down last year.

The following nominations were received and candidates duly elected:

Shân Dyer                      proposed by Lyn Price, seconded by Peter Longhurst

Emily Darlington      proposed by Caroline Essex, seconded by Andrew Chapman  
Chris Lewis            proposed by Liz Smith, seconded by Joan Wileman

**8. Appointment of Deputy Wardens**

Eileen Coombs – special responsibility for the church interior, hospitality and welcome  
Martin Vaughan – special responsibility for general maintenance of the exterior of the church

Neil Adams – special responsibility for general maintenance of the exterior of the church

Don Crombie – special responsibility for the boiler and heating

Lyn Price – general cover for services and warden representation

The above had indicated their willingness to continue in the role for another year.

Grateful thanks were expressed to all our Deputy Wardens for all they do.

**9. Lay Chair's Report**

Steph Whiten thanked EVERYONE who worked so hard during the Interregnum.

**10. Any Other Business**

Judith Lewis, in answer to Peter Longhurst's enquiry, informed the meeting that the Venerable Sue Field, previously Archdeacon in the Diocese of Coventry, is our new Incumbent, as Team Rector of the Flagstaff Family of Churches. The Service of Induction will be held on Wednesday, 10<sup>th</sup> May 2023 at 7:30pm at St. Helen's Church. Judith Lewis spoke to the Archdeacon who confirmed it is a very good appointment; Sue has been made aware of services planned and any forthcoming events, e.g. Spring Fayre.

**11. Steph Whiten closed the meeting with prayer at 7:45pm.**

Signed as a true record