

St Luke's PCC
Minutes of Annual Parochial Church Meeting – 20th October 2020

Agenda Item No	Item
	<p>Prayer The meeting was chaired by Reader, Michael Tonkin and attended by PCC members (Irene Stephens, Judi Braddock, Alison Samwell, Paula Brackenridge, Frankie Pinner, Guinevere Duff, Jonathan Turley, Richard Austen Laure Coughtrie, Jayne Armstrong, Jonathan Armstrong and Liz Tippett) in the Marwood Room and a number of parishioners via Zoom</p>
1	Apologies – Alison Rowley
2	<p>Open with Prayer Followed by short presentation to Jayne to thank her for all her hard work as Church Warden for the last 6 years.</p>
3	<p>Annual Meeting of Parishioners Election of Church Wardens Election of church wardens: Irene as wardens and Frankie and Paula as deputy wardens were unanimously re-elected, (Irene and Frankie for their 4th year and Paula as her 2nd) Judi and Laura have offered to step in as temporary wardens to support Irene this has been approved by the Area Dean. The search for a new warden will continue.</p>
4	<p>Annual Parochial Church Meeting - Minutes of the 2019 APCM The minutes of the 2019 APCM were approved by the meeting.</p>
5	<p>Electoral roll We have 80 parishioners on the electoral roll, down from 88 last year.</p>
7	<p>Annual reports All the reports have been published on the website and sent in the Parish email. Attendees were given the opportunity to ask any questions, none were raised.</p>

8	<p>Financial report</p> <p>Judi thanked everyone for their support in terms of money and effort. She went on to explain some of the detail of the accounts:</p> <ul style="list-style-type: none"> • We have good reserves in the bank. • We have experienced a loss in income over lock down and subsequent return to church, we are now down by about £5,600, we have not needed to use our legacies to support this but have obviously reduced our general fund. • If anyone would like to make a one-off payment or change their form of giving Judi would be happy to talk to them. • The PCC and other attendees thanked Judi for all her hard work on the accounts.
9	<p>Deanery Synod</p> <p>Paula Brackenridge and Johnathan Turley were unanimously re-elected as representatives on Deanery Synod. We could have a third representative, if anyone is interested please contact the Parish office or one of the wardens.</p>
10	<p>Any other business</p> <ul style="list-style-type: none"> • Interregnum Update <ul style="list-style-type: none"> ○ The timeline has slipped/changed, due to recent covid-19 restrictions. ○ The post will be advertised during the first 2 weeks of December. Closing date 17th December 2020 ○ Shortlisting on 28th January. ○ Shortlisted candidates to visit Kew on 7th February. ○ Interview on 28th February ○ The successful candidate will then visit the Bishop to confirm the appointment. Their start date will depend on their individual situation. The absolute earliest that they would be able to start is Easter 2021. ○ The selection committee will comprise of the Archdeacon, Area Dean and the Churchwardens. • Parish Profile <ul style="list-style-type: none"> ○ Laura has led the team creating the parish profile. ○ It is a 20-page document, with contributions from both churches. Starting with a welcome letter from the wardens, explanation of the joint benefice and description of Kew and surrounding area, sections for both churches, a summary of the comments from the congregation and a word cloud of comments from the children in the shape of a dove. ○ We have had input from the following: - <ul style="list-style-type: none"> ▪ Mary Noyes- music ▪ Alison and Lynne – Junior Church ▪ Judi – finances ▪ Richard Austen and Michael Tonkin

- Louise Halliday – help to put it all into the publisher software.
 - Alison Rowley- for sense checking
 - The profile has gone to the diocese, we are hoping they do not want to change anything.
 - Once finalised it will be put on the website. We are hoping it will attract a good number of applicants.
 - This has been a massive exercise and the PCC are extremely grateful to Laura for leading the team to produce such a fantastic document.
 - **Question** from Malcolm Alexander can the congregation see it prior to being finalised? No as shown this has been a massive undertaking and the task was trusted to the team on behalf of the two PCC's. The congregation has had the opportunity to contribute at various stages.
 - This is not an easy process; we need to remember that we do not have to appoint first time and can re-advertise if necessary.
 - No other questions
 - The PCC thanked Laura for all her hard work.
- **Services during Interregnum**
 - We have a regular rota of celebrants covering the Sunday services; Michael Tonkin, Richard Austen, Canon Nick Darby, Rev Elisabeth Morse and Rev Sister Margaret Ann, also Rev Peter King who took one of the Thursday communion services and Rev Canon Jemima Prasadam for the Patronal service. Thank you to Irene and Guinevere for all their work keeping the rota up to date and to Peter for starting the process before he left.
 - The clergy are taking Communion each week, alternating between St Luke's and the Barn with the readers taking morning service at the other church. Richard at the Barn and Michael at St Luke's
 - We are hoping to welcome Bishop Richard for Christmas Eve
 - Judi proposed a vote of thanks to Michael and Richard for all they have done and continue to do during the interregnum. Agreed by all present but we extended our thanks to include Irene and Guinevere.
 - **Digital Communications** (Update from Paula Brackenridge)
 - Lockdown has given us a unique opportunity to review what we are doing digitally. We are currently offering; -
 - Zoom services. (During first lock down)
 - On-line bible study. (During first lockdown)
 - We continue to share the sermon on the website each week. Paula thanked Richard and Michael and others who record and/or supply their sermon.
 - The services are also livestreamed via Facebook.
 - The WiFi has been a challenge, Irene and Jonathan Armstrong are working on it.
 - We now have a worldwide presence with current and past members of the congregation keeping

	<p>in touch, including from Prague.</p> <ul style="list-style-type: none"> ▪ 30-60 views per service. ▪ This does not only support those members of the congregation who are unable to attend services, but also acts as mission to the wider community, people can look from home and see what is going on. ▪ We have used lockdown as an opportunity to increase our digital profile. <ul style="list-style-type: none"> • Junior Church (Update from Alison Samwell) <ul style="list-style-type: none"> ○ Harvest was the first service with junior church, with 14 attendees, it worked well, the children were pleased to be back together in church. ○ Currently aiming for once per month, next junior church is planned for 1st November (restrictions permitting). Each child will be given a copy of the New Testament from the Gideon Society, presented by Chris Yelloly who is looking forward to attending junior church to explain the work of the Gideon Society. • Questions – there were no further questions.
11	<p>Closing</p> <p>Michael closed the meeting with flowers for Irene and Guinevere with thanks from everyone for all they do.</p> <p>He thanked everyone for attending the meeting and closed with the Grace</p>