

**Minutes of the Vestry Meeting and
Annual Parochial Church Meeting of the
Parish of St. Paul Swanley and St. Peter Hextable
2nd April 2023.**

Meeting led by Rev. Johnny Douglas – Vicar

Vestry Meeting

Opened at 12.07pm

Apologies from: Bert and Eileen Lee, Perdita McRoberts, Chris and Jenny Waddington, Mike and Dianne Connold, Emmanuel Itoje.

Minutes from the 2022 Vestry Meeting were accepted as a true record. Proposed by Karen Ledger, seconded by Steve Webster. Accepted unanimously.

No matters arising were recorded.

Churchwardens: John Wigginton and Susan Haward were unanimously voted in as churchwardens for a further year. Anne Philpott prayed for them giving thanks for past service and wisdom for the year ahead.

Vestry meeting closed at 12.12pm

APCM

Agenda items:

1. Minutes of the 2022 meeting were accepted as true record. Proposed by Pauline Pearson, seconded by Kevin Swift. Unanimously agreed.
2. No matters arising were recorded.
3. PCC – Karen Ledger and Martin Andrews are stepping down from PCC. A note of thanks for their wisdom and service over the past term is recorded.
Nominations for PCC – Stewart Matthews – Nominated by Kevin Swift, Seconded by David Pearson. Steven Webster – Nominated by Angela Chapman, Seconded by Martin Andrews. Robert Boswell was also re-elected to serve a second term. Unanimously accepted by those present.
4. Deanery representatives: David Pearson was re-elected as Deanery Rep. Nominated by Sue Haward, seconded by Paul Wiggins. Unanimously accepted.
5. The annual report of the PCC was circulated prior to the meeting by email and on the website, with paper copies also available. See Appx 1.
6. The Electoral Roll stands at 185, which is +2 from last year. 11 have joined the roll and 9 have moved away. We have a roughly 50/50 split of resident and non-resident in the parish.
7. Finance. See Appx 2. We are in a strong financial position with reserves of £154K. The loans taken out at the beginning of 2022 to finance the café were reduced to £217K at the end of 2022 and further to £106K this year, meaning that we can reduce our 5 and 7 year loans to 2 and 4 year loans. This is an enormous achievement. Long overdue work on the back hall will

reduce our reserves to £60K. It is good practice to hold reserves equivalent to 3 months' expenditure and we currently run at approx. £18K per month, so this is well within guidelines.

We increased our payment to the Diocese slightly this year to cover Johnny's stipend. We currently give approx. £50K to the Diocese annually.

Our costs have increased with Bea joining us in August 2022.

Please check your Gift Aid threshold as we receive Gift Aid back from the Government each year.

Thanks go on record to Chris and his family for the service he gives us in organising the accounts.

8. Churchwardens' report. See Appx.1

9. Vicar's report. See Appx 3.

Anne England wanted a record made of the outstanding job Bea does with the children and youth, and what a joy it is to hear them enjoying their teaching on a Sunday morning.

10. Appointment of Independent Examiner: No change was recommended.

11. AOB:

- Louise Knight raised the issue of wristbands and registers that were previously used for admission of children as a safeguarding measure. Debbie Sams (Safeguarding Officer) explained that these didn't work because of 'late comers' and that registers are now taken within the groups, allowing latecomers to be added more efficiently. The Safeguarding Team meet every six weeks to discuss best practice. We currently need posters for the PCC, Pastoral Care and Safeguarding Teams. These will be completed as soon as possible.
- Doro Wigginton asked whether there were plans to create a Building and Fabric Committee. Johnny confirmed that this was being created.
- Stanley Mukassa wanted it put on record what a brilliant job Rachel and the Café team are doing. The cafe has transformed the village and local area.
- Paul Wiggins wanted thanks put on record to Johnny for his tireless sacrifice, energy and dedication to his parish.

Johnny prayed over those present and the meeting closed at 12.46pm.