

St Peter's & St Mark's, Maidenhead

Registered Charity No. 1128896

Agenda for the Annual Parochial Meetings

Monday 10th May 2021 at 7.30pm Online meeting, through Zoom.

(For log-in details, please email office@stpetersmaidenhead.org.uk or call 01628 784053)

Annual Meeting of Parishioners

1. Apologies for absence
2. Approval of 2020 Annual Meeting of Parishioners Minutes.
3. Election of Church Wardens – *Franzi Cheeseman and Ian Knight are proposed*

Annual Parochial Church Meeting (APCM)

1. Apologies for absence
2. Approval of 2020 APCM Minutes.
3. Matters Arising
4. Declaration of Any Other Business
5. Elections to the PCC
6. Appointment of Independent Examiners of 2021 accounts
7. Reports on Fabric, Goods & Ornaments; Safeguarding; the PCC; and Deanery Synod
- *See Accompanying Report*
8. Electoral Roll Report (Adrian Young)
9. Finance Review for 2020 (Alan Berry)
10. Any Other Business (as raised at agenda item 4)

**ANNUAL PAROCHIAL MEETINGS
ACCOMPANYING REPORT
10th May 2021**

Elections to the PCC

To meet the requirement that one third of the PCC retire and are re-elected each year, we have 4 people standing for election to the PCC for the three-year term 2021-2024. These are:

Lucy Bellinger

Howard Goldsmith

Alan Jell

Jeremy Stevens

PCC Review of the Year

The PCC met 7 times in 2020. Over the year the PCC discussed many topics, significant among them:

January 2020 - The annual report and accounts for 2019 were discussed and submitted for Independent Examination. The 'reserves' policy was reviewed and agreed. Grants to mission partners for the 2019 mission tithe, based upon recommendations from the Mission Action Group, were approved. To help cope with an increasing workload, additional hours for the Finance Manager were agreed. The proposed youth weekend away was agreed.

March 2020 - This was the first meeting during Covid19 lockdown and was moved online via Skype and telephone with just a few hours' notice. A new Safeguarding Officer, Lucy Bellinger, was appointed and the previous Safeguarding Officer, Lesley Haldane, was thanked for taking us forward such a long way in good practice over several years. A revised Safeguarding Policy was discussed and approved. Coronavirus continuity plans for our churches during lockdown in the light of Government and Diocese advice were discussed. An initial discussion of the possibility of applying for diocesan development funding took place. The audited accounts were approved for submission to the APCM, while revised authorisation, purchasing and legacy policies were approved. Pay rises for church staff, in line with CPI were approved.

April 2020 Extraordinary Meeting - Held via Zoom, this meeting discussed in more detail and then agreed to the development of the possible application to the diocese for funding.

May 2020 - Held via Zoom, this meeting discussed many aspects of the Covid19 lockdown on our churches, including risk management, safeguarding, the online worship services being delivered, and services available to our younger generation. Progress on the diocesan application process was also discussed.

July 2020 - Held via Zoom, this meeting reviewed church activities during Covid19 lockdown. The meeting also agreed to waive any increases in fees for our services and room hire for the coming year and approved a delay in the restarting of in-person church services until after 5th September.

September 2020 - Held via Zoom, the possibility of live streaming Sunday services from St Peter's was discussed. Further discussions regarding the development application took place. Wendy Frampton and Fran Sharp were thanked for their work on the PCC, as they would be standing down at the delayed APCM.

November 2020 - Held via Zoom, this meeting elected the officers for this PCC and approved the updated Health and Safety Policy and improvement plans, the draft budget for 2021, the Parish Share that we pay to the diocese and revised Parish Fees for weddings, funerals etc. The development application was reviewed.

Deanery Review of the Year

The Deanery Synod provides the PCC with an important link between the parish and the wider structures of the church. As at 31 Dec 2020 seven members of the PCC were also members of the Deanery Synod. David Short, Joanna Ellington, Carol Cooper, Alan Berry, Abi Griffiths Price, Anna Holloway and Richard Thorogood. In 2020, there were 2 meetings. In addition to acting as a conduit for General Synod, the Deanery Synod covered presentations on subjects such as the Church of England initiative Everyday Faith, and a vision for Berkshire churches post-Covid.

Safeguarding Review of 2020

The church has applied the required safer recruitment guidelines when new volunteers who will work with children, young people and vulnerable adults have been appointed. New leaders and helpers working with children, young people and vulnerable adults or involved in administration and governance of the church continue to be checked with the Disclosure and Barring Service; long-standing group leaders and helpers have been re-checked when required.

The training of volunteers in the new diocese safeguarding training modules that are appropriate to their roles has continued and is generally on track. There are around a dozen voluntary roles where mandatory safeguarding training is not up to date but the actioning of this is in motion.

The parish safeguarding policy was ratified by the PCC during the year.

The PCC Sub-committee 'Off-site activity approval group' (OSAG) continues to review all off-site activity planning documents and risk assessments involving vulnerable persons. The OSAG approve the majority of these activities on the PCC's behalf, although higher risk activities are still taken to the full PCC for final approval.

Lucy Bellinger, a member of both the PCC and OSAG, was appointed the Parish Safeguarding Officer (PSO) at the March 2020 PCC meeting. Lucy replaced the former PSO, Lesley Haldane, who has overseen the development of the Parish's safeguarding processes and systems with great professionalism. We are also thankful for the work of Lesley in this vitally important area, and for her help in ensuring a smooth transition throughout the year.

Report on the Fabric, Goods and Ornaments (for 2020)

St Peter's Church and Church Centre.

Significant Repairs – As identified in the Quinquennial report

The Building Action group continued to develop plans working with the Diocese and specialist contractors to effect repairs to the penultimate window of the church's north aisle which is unstable having been impacted by historical settlement of the church's north wall. This work has now received full Diocese Faculty approval and following excellent work by Howard Goldsmith we have successfully secured a National Churches Trust grant that will cover around half the cost of repairs, we expect this repair to proceed in 2021.

Other repairs

Following a tile from the North roof of the church's nave falling into a neighbour's garden metal "snow guards" have been fitted to the church roof - these will help to prevent tiles that become dislodged by high winds and wear and tear from falling to the ground. The church roof is nearing the end of its serviceable life and we expect maintenance needs to increase in the coming years. As these costs become more significant, replacement of the roof may be necessary. We are not sure when this will be, but the situation will be kept under review and the next Quinquennial inspection will provide a natural time to review the status of the roof.

Covid Response

Many thanks to Sandy Young who has led the adaptation of the church and church centre to make them COVID secure, and also to Mike Weatherley and Alan Berry who have installed facilities including two remotely actuated cameras that will allow us to move to hybrid streamed AND in-person services in St Peters during 2021. A number of kind donations have allowed these facilities to be installed without impacting church finances.

Maintenance and Small Improvements

A major burst in the hot water circulation pipework that heats the church was expertly repaired by Duncan Hopkins assisted by Tony May and Sandy Young, thanks to them. The Wardens would also like to thank Alan Berry for his continued help with maintenance and repairs; Brian Belcher for his routine checks; and Howard Goldsmith for his work chairing the Building Action Group, the team that oversees work to the church fabric.

St Mark's Church

This building is owned and maintained by the NHS, which has the benefit of removing a number of responsibilities from the PCC, and the disadvantage of having to accept NHS timescales when we would like to see work progressed.

St Mark's was incorporated into the scope of the PCC's Health and Safety Policy in Sept 2019. In preparation for this Wendy Frampton and Ian Knight undertook a gap assessment to examine where St Mark's stands in terms of health and safety management. As a result of this we have been in contact with the Hospital authorities to explore and clarify a number of issues associated with safety and building maintenance. Covid has prevented progress being made in this area and the Wardens and Vicar expect to return to this topic as soon as the pressures on the NHS from the pandemic allow.

The FULL Approved and Examined Annual Report and Accounts 2020 are available on the church website by clicking on the members area and choosing 'Annual Parochial Church Meeting' from the drop down menu. Also available here are the minutes from the 2020 Annual Parochial Meetings.