



Annual Vestry Meeting – Sunday 21st April 2024

Minutes

Minutes of the Annual Vestry Meeting of St John the Evangelist Church, Park Rd, Bromley, Kent held on Sunday, 21st April 2024 at 11.25 am

There were 45 members and residents present: Revd Andrew McClellan (Chairman), Celia Charlwood, Ken Baigent, Moira Morgan, Peter Morgan, Anthony Westall, Margaret Westall, Kim Hitch, Beryl Hitch, Ray Sims, Caroline Thomas, Sue Helm, Tina Hill, Lesley Pyle, Lynn Lea, Jenny Turner, Elizabeth Hitching, Roger Hitching, Alistair Mackenzie, Jude Mackenzie, Duncan Cameron, Nathan Killington, Muriel King, Tomi Odukamaiya, Amanda Kirk, Simon Kirk, Grace Marler-Hausen, Laura Mason, Marianne Trail, Vernon Hughes, Trish Hughes, Doris Sweet, Chaminda Marasinghe, Chandima Wanniarachchi, Emma Kerr, Keith Buckley, Paul Turner, Andrew Dixon, Alison Dixon, Steve Burnett, Mary Burnett, Celia Tucker, Elizabeth Bostock, Jess McClellan, Edward Mason

1. Welcome and Opening Prayers

Rev McClellan opened the meeting by welcoming everyone. We are gathered to hear reports and elect officers for the coming year. He then led the meeting in prayer.

2. Minutes of the Annual Vestry Meeting held on Sunday, 30th April 2023

These Minutes were available immediately following the meeting last year and have been available on the church website and by post if requested in the weeks prior to this meeting. There were no questions or amendments. Ed Mason proposed acceptance of the Minutes and was seconded by Jude Mackenzie. All were in favour. These were signed by Rev McClellan as a true record.

3. Election of Church wardens

Rev McClellan expressed his thanks to Ed Mason and Liz Bostock for their work over the last year and their continuing support.

- Elizabeth Bostock proposed by Nathan Killington, seconded by Marianne Trail
- Edward Mason proposed by Duncan Cameron seconded by Catherine Huertas

There being no other nominations these candidates were approved unanimously and declared duly elected. AMcC welcomed them as churchwardens for the coming year. The meeting expressed its thanks in a round of applause.

The meeting closed at 11.30 am.



Annual Parochial Church Meeting – Sunday 21st April 2024

Minutes

Minutes of the Annual Parochial Church Meeting of St John the Evangelist Church, Park Rd, Bromley, Kent held on Sunday, 21st April 2024 at 11.30 am in the Church.

There were 45 members and residents present: Revd Andrew McClellan (Chairman), Celia Charlwood, Ken Baigent, Moira Morgan, Peter Morgan, Anthony Westall, Margaret Westall, Kim Hitch, Beryl Hitch, Ray Sims, Caroline Thomas, Sue Helm, Tina Hill, Lesley Pyle, Lynn Lea, Jenny Turner, Elizabeth Hitching, Roger Hitching, Alistair Mackenzie, Jude Mackenzie, Duncan Cameron, Nathan Killington, Muriel King, Tomi Odukamaiya, Amanda Kirk, Simon Kirk, Grace Marler-Hausen, Laura Mason, Marianne Trail, Vernon Hughes, Trish Hughes, Doris Sweet, Chaminda Marasinghe, Chandima Wanniarachchi, Emma Kerr, Keith Buckley, Paul Turner, Andrew Dixon, Alison Dixon, Steve Burnett, Mary Burnett, Celia Tucker, Elizabeth Bostock, Jess McClellan, Edward Mason

1. **Apologies for Absence**

There were 5 apologies: Fiona Bentley, Tony Bentley, Andrew and Jacqui Glanville, Linda Nash

2. **Minutes of the Annual Parochial Meeting held on Sunday, 30th April 2023**

These Minutes were available immediately following the meeting last year and have been available on the church website and by post if requested in the weeks prior to this meeting. There being no amendments required to the Minutes these were proposed for acceptance by Liz Bostock and seconded by Alistair Mackenzie and agreed to by the meeting. Signed by Rev McClellan as a true record.

3. **Electoral Roll Report**

Mrs Tucker reported that since the last update of the Electoral Roll in April last year one member has moved away and we have had 18 new members join us. So our total on the Electoral Roll this year is 131. The next full revision of the electoral roll will take place next year. Mrs Tucker emphasised the importance of participating in the church community and outlined some of the opportunities available

The Vicar expressed thanks to Mrs Tucker for her hard work in keeping these records.

4. **Presentation of the Annual Accounts**

Copies of the accounts had been available prior to the meeting via the church website, with hard copies available on request prior to this meeting. These are attached to and form part of these Minutes.

LP presented her report on the 2023 Annual report and Accounts. She thanked her co-treasurer Laura Mason and Simon Kirk who had again undertaken the examination of the accounts at no cost to St John's.

LP commented that 2023 income reflected the continued generous support of church members, increased hall lettings and increased interest on reserve funds.

LP used 2 slides to highlight the overall income and expenditure figures in the report and the financial position at the end of 2023. There was a healthy surplus on unrestricted income and expenditure although there were no significant costs on projects in 2023. Also, we had not withdrawn from our Repair Fund. There was a significant increase in restricted income due to a £60,000 grant received from the Trinity URC Bromley Trust.

St John's held total funds £212,371 at the end of 2023. LP explained the split of these funds between three different headings, what each part can be used for and where the funds were invested.

LP acknowledged the continued support of the Girdlers Company and thanked them for their donations totalling £3,450 in 2023.

There followed an opportunity for questions from the floor. There were no questions.

AMcC expressed thanks to Lesley Pyle and Laura Mason for all their work in maintaining the accounts for us.

5. Appointment of an Independent Examiner

Simon Kirk has expressed his willingness to undertake this role again for the coming year. He was proposed by Andrew Dixon seconded by Anthony Westall. All were in favour. Rev McClellan thanked Mr Kirk for his service and for continuing in this role.

6. Appointment of a Safeguarding Officer for Children and Vulnerable Adults

Safeguarding is a very important issue in our church life and AMcC expressed his thanks to everyone who undertakes this important work at St John's. Emma Kerr has agreed to continue in this role and was proposed by Alison Dixon and seconded by Peter Morgan. All agreed. Simon Kirk will continue in his supporting role as Deputy Safeguarding Officer.

7. Elections of Parochial Church Councillors

AMcC advised that the St John's PCC consists of himself, the two church wardens, two representatives elected to Deanery Synod (currently Tomi Odukomaiya and Tom Goodenough, elected in 2023 for a three-year term) and 12 other elected members.

AMcC advised that four PCC members (Keith Buckley, Duncan Cameron, Alison Dixon, Emma Kerr) are coming to the end of their term and all have expressed a willingness to stand again. Five other PCC members (Janet Alldread, Fiona Bentley, Heather Lloyd, Linda Nash and Lesley Pyle) have decided to step down during the course of this year. This leaves nine vacancies on the PCC to be filled at this APCM.

The following people are standing for election (or *re-election):

Name	Proposer	Second
*Keith Buckley	Laura Mason	Lesley Pyle
*Duncan Cameron	Vernon Hughes	Glynis Murton
*Alison Dixon	Emma Kerr	Celia Charlwood
Sue Helm	Steve Burnett	Amanda Kirk
*Emma Kerr	Alison Dixon	Elizabeth Bostock
Lynn Lea	Patricia Hughes	Elizabeth Bostock
Jude Mackenzie	Elizabeth Bostock	Mary Burnett
Chandima Wanniarachchi	Julia Low	Tina Hill
Tharun Zacharia	Edward Mason	Nathan Killington

There being no other nominations all 9 were duly elected.

AMcC asked the full PCC to stand and expressed his thanks to them for their continued service.

Moira Morgan proposed PCC en bloc, Muriel King seconded

8. Report on the Fabric of the Church

Ray Sims expressed his huge thanks to the Fabric Committee who regularly undertake fabric work in the church. He also thanked Doris for her garden management and Tony for his lawn care.

Ray outlined the main Fabric work undertaken this year.

Projects Begun or Completed

- Shelving units for container store
- Carbon Monoxide Alarms fitted in Church Rooms
- Car Park line marking renewed
- Purchase of various items of equipment for our Sound and Vision Upgrade. This is ongoing thanks to the expertise of Paul.
- Purchase of two lockable garden wheelie bin storage units which required total of 18 hours to construct! Doris has asked me to thank Duncan and Patrick whom I helped to assemble them.

Regular Essential Maintenance

- Inspection and replacement if required of all fire extinguishers
- Replacement of light bulbs in Church. (quite hazardous !)
- Inspection of lightning protection
- Inspection of all portable electrical items from kettles to heaters.
- Inspection of both main and kitchen boilers.

In addition to all of the above many hours were spent discussing and planning new improvements plus meetings with various companies quoting for potential projects. At any moment in time we have three or more projects in development.

We welcome ideas for any improvements that could be made.

There were no questions. Attendees expressed their thanks to Ray Sims for his continued hard work by a round of applause.

9. Vicar's Report

The Vicar's report is contained in full in the Annual Accounts and AMcC did not intend to read it out to the meeting but he did encourage everyone to read it for themselves.

AMcC highlighted the growth of the electoral roll this year with 18 new members. He also highlighted the increasing numbers of people attending the weekly services and highlighted that fact that our average weekly attendance for 2024 across all of our services is 132, and '100 Sundays' are now the norm.

AMcC expressed his particular thanks to:

- Celia Tucker stepping down after many years service as Electoral Roll Officer. AMcC highlighted that the role is currently vacant.
- Ray Sims for his continued service as Chair of the Fabric Committee and those other church members who help in the maintenance of the church buildings and gardens and those who participate in church cleaning.
- Caroline Thomas for continued service managing church hall bookings. AMcC highlighted the role of the church hall in the local community.
- Lesley Pyle for her continued service as Treasurer as she enters her final year in the role.
- All of those who have retired from the PCC this year for their service of the PCC and their continued service in the church community. AMcC expressed particular thanks to Fiona Bentley for her service to the church over a long period of time.
- Amanda Kirk and the flower team.
- Glynis Murton and the sacristan team.
- Everyone who supports youth and children's activity at St John's. AMcC asked for prayers as we continue to recruit a new Families Officer.
- Alfie Beston and the St John's Band for the fantastic music each week. AMcC expressed particular thanks to Alfie for growing the band.
- The Ministry Review Working Party – Beryl Hitch, Glynis Murton, Matthew Leonard and Moira Morgan.
- Kim Hitch for his continued support of ministry at St John's.

Attendees expressed their thanks to all of these people via a round of applause.

10. Any other Business

None had been advised prior to the meeting.

On behalf of the meeting Kim Hitch expressed his thanks to Andrew and Jess for all of their work at St John's and there was a round of applause.

Meeting concluded at 12:09 pm with the Grace.