

St Thomas' Church, in the Parish of Woolton Hill

**MINUTES OF THE ANNUAL MEETING OF PARISHIONERS HELD AT 7.30 P.M. ON
WEDNESDAY, 3RD APRIL 2024**

Peter Charles welcomed everyone to the meeting and opened with the Benefice Prayer.

Peter thanked Chris Vane and Bridget Wheeler for their hard work as Church Wardens over the previous year. Bridget Wheeler is stepping down as Church Warden from today, as she will be moving from the Parish.

Chris Vane has agreed to stand again and has been proposed by Peter Charles and seconded by Fiona Ashworth for this role.

Richard Willis has also volunteered for the role of Church Warden, proposed by Fiona Ashworth and seconded by Peter Charles.

Those present at the meeting fully supported their appointment as Church Wardens to St Thomas' Church.

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING (which followed)

Present: Christine Vane (CV) Chair, Fiona Ashworth (FA) Minutes, Bridget Wheeler (BW), Peter Charles (PC), Terry Hadden (TH), Rachael Charles, Carol Currey, Richard Willis (RW), Audrey Willis, Rosemary Cahill, Nick Harcourt, Madeleine Jenkins, Angie Maxwell, Ann Fleming, Stella Shea (Netty), Ingrid Rankin, Cedric Cottrell, Alan Johnson, Ian and Jayne Roch, Moyra Harkness, Bertha Bates.

Apologies: Graham and Margaret Falconer, Nicole Bentham, Brian and Margaret Burgham, Mary Harcourt, Paul Ashworth, Steve Waite, Jim and Valerie Burfield, Jim Hannington, Pat Woodage

1.	Minutes of APCM 2024 The Minutes of last year's APCM held on 26 April 2024 were unanimously accepted and signed as a true record.
2.	Electoral Roll report Jane Roch reported that there are currently 74 names on the electoral role, 20 non-resident. Since last year's electoral roll, two people have moved away and 5 people have joined. Their names have been displayed in the church for the previous 14 days.
3.	Deanery Synod: election of 2 representatives for 2024/2026 Valerie Burfield and Peter Charles were elected as Deanery Synod Representatives at the last APCM. Valerie Burfield has agreed to continue as our representative for the next year. Peter Charles would like to step down for this role. Stella (Netty) Shea has been proposed and seconded to be the second Deanery Synod Representative and was unanimously supported to take up this role.

4.	<p>PCC Election: Election of 8 members 2024/25</p> <p>Chris Vane thanked everyone who has served on the PCC over the previous year.</p> <p>This year 8 members of the congregation have been proposed and seconded to be on the PCC, they are:</p> <p>Peter Charles, Steve Waite, Fiona Ashworth, Ian Roch, Luke Graham, Mary Harcourt, Angie Maxwell and Alan Johnson.</p> <p>All those present at the meeting supported their appointment to the PCC.</p> <p>Fiona Ashworth will continue as Secretary to the PCC.</p> <p>As a Parish we are entitled to 9 ordinary members on the PCC; therefore if someone should come forward during the year who would like to serve on the PCC, there is an additional space and an extra person could be co-opted on at a later date if needs be.</p>
5.	<p>Sides People 2024/25</p> <p>Nick Harcourt gave a '<i>great thank you</i>' to Margaret Burgham who has previously organised the Rotas for Sides People, Intercessors and Chalice Persons. Margaret has now decided to stand down from this role and Nick has kindly taken over this responsibility. Nick thanked all those who have served in these roles over the previous year.</p> <p>Looking ahead, the following people are proposed to act in the role of Sides People: Paul and Fiona Ashworth, Peter and Rachael Charles, Margaret Falconer, Nikki Fisher, Moyra Harkness, Nick and Mary Harcourt, Steve Harris, Madeleine Jenkins, Jayne Roch, Netty Shea, Chris Vane, Pat Woodage.</p> <p>This was fully supported by those present at the meeting.</p> <p>Nick thanked everyone who contributes as Sides People, Intercessors and Chalice. Chris Vane thanked Nick for taking over the Rotas.</p>
6.	<p>Financial Statements and Annual Report 2023</p> <p>Terry Hadden (TH) has prepared the accounts and had them audited for this year and a written report was circulated prior to the meeting.</p> <p>These accounts showed an annual income close to £66,000 and expenditure around £62,000 which on paper looks good. However, the income was inflated by a transition of £10,000 from the Building Society Account, which is actually for Restricted Expenditure and therefore this amount will need to repaid asap and as a result the income and expenditure forecast for 2024 is a little worrying.</p> <p>TH also explained that the expectation for last year was for St Thomas' to pay a CMF of around £36,000, but in fact only £32,000 was paid. The CMF quota for this financial year has been reduced to around £32,000.</p> <p>For 2024, TH predicts an income of around £57,000 and expenditure close to £74,000, indicating that there could be a shortfall between income and expenditure. This presents a challenge for fundraising over the next year.</p>

	<p>TH invited questions for the accounts for 2023, but none were forthcoming.</p> <p>TH is standing down as Treasurer from today and it is proposed that Steve Waite will take over this role.</p> <p>Chris Vane thanked Terry for his support as Treasurer and gave TH a small gift token in recognition of our appreciation.</p>
7.	<p>Churchwardens' Comments</p> <p>CV referred to the Annual Report for 2023, which was circulated prior to this evening's meeting and said it is encouraging to see all that is going on in the Church, which in many ways is due to the hard work, commitment and leadership of our previous Rector, Christine Dale.</p> <p>Rosemary Cahill said that in addition to what was written in the Report, over the past year, Communion Services have taken place in both care homes in the village and BRF Bible notes had been circulated to most of St Thomas' congregation.</p> <p>CV thanked BW for all her support as fellow Church Warden over the past 8 years and gave her a card and gift token again in recognition of our appreciation of her hard work and support.</p> <p>BW then gave the following Church Wardens report for 2023:</p> <p>The obvious person who is missing today is Christine Dale and I think we are all feeling her absence and I reiterate Chris' comments that we are truly grateful for all that she did for St Thomas' and the whole Benefice over the last 20 year.</p> <p>Now, of course, we must look forward and, although, things could be a little easier, we must be positive! The One PCC is moving forward at a glacial pace, but I am convinced that it will be formed in the not too distant future. This will, in my opinion, be a great attraction to anyone applying for the role of Rector as it will greatly reduce the amount of time wasted on meetings thereby giving space for pastoral and outreach work.</p> <p>As you will have heard, Chris and Suzie Hancock are leaving at the end of May. This will add an additional burden to the Church Wardens. However, all the Church Wardens in the Benefice, along with the amazing Suki, are on the case and communicate regularly and, to date, all very much seem to <i>be 'singing from the same hymn sheet'</i>! I have absolutely no doubt that the PCCs and the whole church community will rally round and support each other through this interregnum period. Plus, the Bishop and Rural Dean, have assured us of their help.</p> <p>For the last 8 years I have stood here and thanked my fellow Church Warden for all her hard work but 2023 needs particular recognition of her dedication to duty. Chris has spent an incredible amount of time on church matters, including the Church Hall, and I thank her from the bottom of my heart for all that she has done whilst continuing to maintain a sense of humour!</p> <p>When Rupert and I decided we needed to downsize and move from the village, my thoughts instantly turned to the fact that I will miss St Thomas' and also, that I will be leaving Chris in the lurch. However, after a few sleepless nights, my prayers have been answered and I am absolutely delighted to be handing over my reins to Richard Willis. Welcome, Richard, and many thanks for stepping up. It has been a</p>

	<p>privilege for me to have served as Church Warden at St Thomas' and, on the whole, I have enjoyed every minute! I will really miss you all.</p> <p>Nick Harcourt then gave a '<i>big thank you</i>' to BW for all her inspired contributions and leadership during her time as Church Warden. He also thanked CV for all her hard work to aid the administration of the church, which is recognised by all the Church community. He then gave a very warm welcome to Richard as a new Church Warden.</p> <p>CV then acknowledged that the previous few weeks have been '<i>difficult</i>' as the Church Wardens were aware of Rev Chris Hancock's decision to step down from the role of Ass Priest, but they had been unable to share this with the rest of the congregation, until his resignation was finalised. It was easier now to be able to share this information.</p> <p>CV encouraged everyone to remain optimistic, the final date for applications for post of Rector is 5th April. If there are appropriate candidates, it is planned to hold interviews on 23/24 April. Therefore, the very earliest that a new Rector could take up the post would be August or September.</p> <p>There is a meeting next week with all the Church Wardens in the Benefice and the Bishop of Basingstoke, to discuss how services in all five churches can be supported during the next few months. The Church Wardens are aware that the Diocese are unlikely to be able to cover all of the services and we may need to look at altering the pattern of services.</p> <p>CV asked for any further comments or questions. Madeleine Jenkins said that a person who has not already been thanked but who does so much behind the scenes is Bertha Bates and asked that this be recognised</p> <p>CV acknowledged that Bertha provides a huge amount of support with administration behind the scenes and thanked Bertha. CV added that Sue Hopkinson will soon be leaving her role as Church Administrator and her responsibilities will be handed over to our new Administrator, Ellie Aston-Noon.</p> <p>CV added that we have a Benefice Office at WHCH from end of week and Ellie will work from her.</p> <p>Nick Harcourt expressed concern about the amount of pressure that Suki Coe, our Lay Minister, may feel under once Rev Chris Hancock leaves. CV said that all Church Wardens were mindful of this and we need to be realistic in our expectations of Suki.</p>
8.	<p>Date of next PCC and Standing Committee meetings</p> <p>The date of the next PCC Meeting will be on Tuesday, 11 June 2024 at 7..30 p.m. at WHCH.</p> <p>Prior to this, the next Standing Committee will be on Wednesday, 22 May 2024 at 3 p.m. – venue to be confirmed.</p>

Woolton Hill Parochial Church Council

Registered Charity Number 1173894

Annual Report and Financial statements

Year Ended

31st December 2023

Woolton Hill Parochial Church Council

Annual report and financial statements for year ended 31 December 2023

Registered Charity
Number 1173894

Vice Chair of the PCC

Mr Peter Charles
10 Fairacre
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Bankers

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Independent Examiner

Judy Anderson FCCA
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Woolton Hill Parochial Church Council

Independent Examiner's Report to the Parochial Church Council of St Thomas Woolton Hill

This report on the financial statements of the PCC for the year ended 31st December 2023, Charity no 1173894 which are set out on pages 2 to 7, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and Section 145(5)(b) of the Charities Act 2011 ("the Act").

Respective responsibilities of the Church Council and Examiner

As the members of the PCC, you are responsible for the preparation of accounts, you consider that the audit requirements of the Regulation and Section 144(2) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission and to be found in the Church guidance 2006 edition. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you, as Trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiners Statement

In connection with my examination, no matter has come to my attention:-

1. which gives me reasonable cause to believe that, in any material respect, the requirements :
 - (a) to keep accounting records in accordance with Section 130 of the Act; and
 - (b) to prepare financial statements which accord with the accounting records and comply with the requirement of the Act and the Regulationshave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Judy Anderson FCCA
5 Canal Walk
Hungerford
Berkshire
RG17 0EQ

Date: 03 April 2023

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Date: 03 April 2023