



St Matthew's Westminster

Minutes of the Annual Meeting of Parishioners Sunday April 27, 2014

Fr Philip Chester welcomed 31 members of the congregation to the meeting.

1 Apologies.

Apologies were received from Jonathan & Elizabeth Aitken, Susan Lawson, Rachel Whittaker, Alastair Calcutt and Katie Hasler.

2 Minutes

The minutes of the meeting held on April 21, 2013, were proposed by Maria Gayle-Rogers, seconded by Lee Lieske and agreed and signed as a true record.

3 Election of Churchwardens.

Two nominations had been received for churchwardens:
Grace Hoskin, proposed by Jane Kennedy and seconded by Hilary Rowland.
Hilary Rowland, proposed by Toby York and seconded by Grace Hoskin.
The nominations were accepted and the nominees were elected unanimously.

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St Matthew's, Westminster

Minutes of the Annual Parochial Church Meeting Sunday April 27, 2014

1. Minutes

The minutes of the meeting held on April 21, 2013, were proposed by Lee Lieske, seconded by Edward Barlow, agreed and signed a true record.

2. Matters arising

There were no matters arising.

3. Presentation of the Annual Report of the PCC

Fr Philip Chester presented the report of the PCC for 2013. He stressed the importance of commitment which had been the theme of the recent Lent course together with the importance of prayer in our parish life and perceived a sense of awe in our midst.

Fr Philip thanked everyone who had made the 'seven day a week' church so remarkable, including the support of churchwardens Steve Willis and Grace Hoskin and Toby York, through whose work as Treasurer, had placed the church in a very confident position. Fr Philip also thanked Hilary Rowland for agreeing to stand as churchwarden for the coming year. St Matthew's had a truly positive and committed atmosphere.

4. Presentation of the Financial Statement

Toby York, PCC Treasurer, presented the financial statement which was very good in respect of the key performance indicators based on targets which had been put in place a few years' ago. The Conference Centre net surplus was 100% up on the baseline of £14,000 in 2012. Toby reminded the congregation that the church was still not paying its full Common Fund and the difference still needed to be found as it would increase over the coming five years. The statement of financial activities was presented in the standard format for the Charity Commissioners and so was divided into three sections covering the unrestricted funds, restricted funds and endowments of which only the interest could be spent,

The Statement of Financial Activities reflected an improvement in church funds. Furthermore in the past year, the church had been left a legacy in the form of Marguerite Grestorex's flat. Lorraine Miller had chosen not to take her life interest in the legacy. Lorraine would continue to have oversight of the funds through a trust which

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would be formed. The flat had recently been sold and this would be reflected in the net cash movement in the 2014 financial statement. The balance sheet (Net movement of funds) was in a much stronger position by the end of the financial year.

In response to a question, Toby explained that there was no longer an accumulated liability regarding the shortfall of payment of the Common Fund. This policy had changed seven years' ago. The church building, Clergy House and church fabric were counted as 'inalienable' property and could not be sold. Income from the Clergy House guests was growing however, and currently stood at £50-60,000 per year. The church had received a one-off grant from the Westminster Spiritual Aid Fund a few years' ago. Further grants needed to be explored to assist with the funding of the two pastoral assistant posts which cost £25-30,000 per year. The church was grateful for financial support for these posts from Westminster Abbey. The report was proposed by Grace Hoskin, seconded by Hilary Rowland and received.

5. Churchwarden's report

Grace Hoskin reported on her first year as churchwarden. She had been very involved in the recruitment and appointment of the new church administrator. There had been no major building work apart from clearing of the gutters and the church plate was intact. Grace planned to do some work on the altar linen and vestments in the coming year. A new quinquennial inspector (architect) had been appointed and he was willing to organise a survey of the tower as a crack had been found.

Grace thanked her fellow churchwarden, Steve Willis, for his contribution to the life of St Matthew's together with Fr Philip Chester, Fr Peter Hanaway, the two pastoral assistants, Raymond Baudon, and Ross Meikle and Toby York (Treasurer).

6. Conference Centre report

Toby York reported that the Conference Centre had generated more money so far in 2014 than ever before. He had a huge debt of gratitude to Enver Sengul who managed the conference centre on a daily basis. The conference centre represented a new network through which to engage with the local community. The church and conference centre would be having an open day on Monday 19th May between 3-7pm. The conference centre had become a limited liability company following the termination of the previous conference centre contract and so VAT was recoverable.

7. Deanery Synod report

Fr Philip reported on the work of the Deanery in his capacity as Area Dean. There were 25 parishes in the Westminster (St Margaret) Deanery. The clergy worked collaboratively in the Deanery. The Deanery Synod helped to strengthen fellowship across the Deanery and there was a party every year in the garden of the Master of the Temple Church. An Archdeaconry conference had been held for the first time in a neighbouring deanery.

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8. Election of representatives to the PCC

The following people, having been duly nominated and seconded, were elected unanimously to the PCC as follows: Jonathan Aitken, Suzanna Corbette, Maria Gayle-Rogers, Tamara Katzenbach, Simon Lello, Lee Lieske, Susan Lowson, Liz Lyle, Eithne Risner, Rachel Whittaker, Steve Willis, Toby York.

9. Election of representatives to the Deanery Synod

Alastair Calcutt, proposed by Grace Hoskin, seconded by Maria Gayle-Rogers and Jane Kennedy, proposed by Grace Hoskin and seconded by Maria Gayle-Rogers were elected unanimously to the Deanery Synod.

10. Election of representatives for Churches Together in Westminster

Tamara Katzenbach and Jane Kennedy were elected unanimously as representatives to Churches Together in Westminster.

11. Presentation of the Electoral Roll

Wendy Cranfield, Electoral Roll Officer, presented the electoral roll. There were currently 128 on the electoral roll following the recent revision.

12. Report of the Parish Priest

Fr Philip reported that he wanted to draw up a list of items that were needed by the church so that people knew what they could give the church if they so wished in memory of someone or a special event, thus encouraging sacramental giving.

Fr Philip sensed a great momentum with the church moving forwards. The state of the church buildings needed to be addressed however, with painting required in the Lady Chapel, the St Nicholas Chapel and the bare walls on the south side of the narthex. The church forecourt would also be landscaped.

With the appointment of the Revd Graham Buckle as Vicar of St Stephen's, Rochester Row, Fr Philip was working more collaboratively with this neighbouring parish. The pastoral assistant scheme would be expanded in the coming year with four pastoral assistants working across the two parishes. Fr Philip thanked the current pastoral assistants for all their help and thorough preparation for services.

13 Any other business

13.1 Just Festival Westminster Raymond Baudon explained that a festival would be held at St Matthew's from 14-22 June 2014 with a variety of interesting events. He needed volunteers and support for the events from the congregation.

13.2 Appointment of Independent Examiner Jo Abdul-Rahim ACA was proposed as Independent Examiner for 2014-15 by Grace Hoskin and seconded by Liz Lyle.

The Annual Meeting concluded with The Grace.

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