



**Minutes of the Annual Meeting of Parishioners
Sunday April 21 , 2013**

Fr Philip Chester welcomed everyone to the meeting.

1 Apologies.

Apologies were received from Jonathan & Elizabeth Aitken, Ray Mingay, Marie Winckler, Eithne Risner, Duncan Kent, David Moss, Susan Lawson, Marion Manning Rosie Willis and Fr. Michael Skinner and recorded.

2 Minutes

The minutes of the meeting held on April 29, 2012, were proposed by Hilary Rowland, seconded by Maria Gayle-Rogers, agreed and signed as a true record.

3 Election of Churchwardens.

Two nominations had been received –
Grace Hoskin, proposed by Alastair Calcutt and seconded by Edward Barlow.
Steve Willis, proposed by Jane Kennedy and seconded by Kate Barlow.
The nominations were accepted and the nominees were elected unanimously.

St Matthew's, Westminster

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Minutes of the Annual Parochial Church Meeting Sunday April 21, 2013

1. Minutes

The minutes of the meeting held on April 29, 2012, were proposed by Lisa Martell, seconded by Tamara Katzenbach, agreed and signed a true record. Fr Peter Hyson's name was added to the list of ex-officio members of the PCC.

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 2012. He expressed his gratitude to all those who had contributed in improving the governance of the church over the last year, in particular Toby York, who had introduced new systems, and the churchwardens, Steve Willis and Alastair Calcutt. Special thanks were made to Lisa Martell, parish administrator and assistant treasurer, who would be leaving in the summer after many years at St Matthew's. A special party would be held on June 21st to thank Lisa for her help. Fr Philip also thanked the pastoral assistants, Rob Coupland and Rebecca Feeney for their support, Andrew Sampson and Maria Gayle-Rogers for their musical contributions, Jane Kennedy, for her support as PCC secretary and all the members of the PCC.

Fr Philip highlighted in his report that the health of a church was not measured by the strength of its finances or the state of its buildings but by its sense of vision and purpose.

4 Presentation of the Financial Statement

Toby York, PCC Treasurer, presented the financial statement. The total income for 2012 was £143,000 which excluded the income from the Conference Centre. Although this was a large amount, the church finances were still in a relatively precarious position. The congregation had been very generous in its time, skills and financial support. The Diocese had also given generous support to the church as a result of the drop in income from the Conference Centre, including a loan of £15,000. There was still a need to increase the income as the church was not paying its full Common Fund contribution and this amount would be raised on a sliding scale from £31,000 in 2013 to £60,000 in the coming years. Congregational giving was not yet covering church running expenses.

The Conference Centre was trading profitably in a large part due to the work of Fr Peter Hyson, but the income received by the church from the Conference Centre did not yet cover the Common Fund payment as it had done when a fee was received from the company which used to manage the Conference Centre. Toby York encouraged the congregation to promote the conference centre to generate more business and reported that Sam Rowland was now the Marketing Executive. It was

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agreed that church tower lettings would be developed in the coming year together with fundraising ideas from Lydia Bauman (Artist in Residence).

The annual report, incorporating the financial statement, was proposed by Alastair Calcutt, seconded by Hilary Rowland and passed unanimously.

Fr Philip thanked the Financial Oversight Group, Lisa Martell and Toby York for their work through the year on monitoring the church financial situation.

5. Churchwardens' reports

Alastair Calcutt, outgoing churchwarden, thanked Lisa Martell, Rob Coupland and Rebecca Feeney (Pastoral assistants), Toby York and Jane Kennedy for all their work which had made his work as churchwarden very easy. He also thanked Fr Philip for his vision over the last year and in his work in developing Anglican Catholic Future. The church fabric was in good order.

6 Deanery Synod report

Jane Kennedy reported that the Deanery Synod had met three times in the last year. A garden party was held in the summer at the Temple Master's Garden. In the autumn, a meeting was held at St James', Piccadilly which included a report on the National Deaneries' Conference and in 2013 the Synod met at St Matthew's for a presentation on 'Capital Vision 2020'.

7 Election of representatives to the PCC – complete

The following people, having been duly nominated and seconded, were elected en bloc to the PCC, proposed by Edward Barlow and seconded by Tamara Katzenbach: Jonathan Aitken, Kate Barlow, Maria Gayle-Rogers, Tamara Katzenbach, Lee Lieske, Susan Lawson, Liz Lyle, Sebastian Lyle, Eithne Risner, Hilary Rowland, Rachel Whittaker, Toby York.

8 Election of representatives for Churches Together in Westminster

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

9 Presentation of the Electoral Roll

Fr Philip Chester presented the electoral roll. There were currently 120 on the electoral roll following the complete revision in 2013. Wendy Cranfield was elected Electoral Roll officer.

10 Report of the Parish Priest

Fr Philip thanked Fr Peter Hanaway warmly for his support in the Ministry team together with Fr Peter Hyson, Fr Michael Skinner, Revd Jackie Cameron, Bishop Graeme Knowles and Tamara Katzenbach, who was licensed as a Reader in 2012, and the wider church. He presented the Mission Action Plan for 2013 and thanked

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the work of the Mission Action Plan working group. The Plan would be printed and given to the congregation.

11 Any other business

- There would be an Open Day for the Conference Centre on Thursday April 25th to which members of the congregation were invited.
- Eithne Risner's sons had produced plans to redevelop the front of the church which would be funded as a discrete project. The plans included wooden seating and a coffee van. The coffee van would be piloted prior to making a firm commitment to the redevelopment. It was noted that the area around the entrance door near the conference centre needed cleaning. There were security issues with regard to using that door as an entrance to the conference centre.

The Annual Meeting concluded with The Grace.

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