

St James Church, Styvechale

Vestry Meeting and Annual Parochial Church Meeting

Monday 25 April 2016

Vestry Meeting

The Vestry Meeting commenced at 19:30 hours with Rev Josh Maynard opening the meeting in Prayer

1. Minutes of Last Vestry Meeting:

Andrew Gillham proposed that the minutes of the last Vestry Meeting held on 26 April 2014 be accepted as a true and accurate record once the following amendment is made:

A final sentence should be added to paragraph 1 of point 7 as follows:

7. Knoll Drive Hall Refurbishment: John Scouller reported that a building group has been set up to look at the refurbishment work of the hall and is chaired by Chris Hollings. This work is a continuation of the work started three years ago when the office was refurbished. Builders have looked at the hall, and the roof is in a bad condition, needing replacement. We have received a grant for £50K to replace the asbestos roof. **This amount was amended the following day to £74,705.**

This was seconded by Derek Peck. There was a general aye with none against and no abstentions.

2. Appointment of Tellers:

Sylvia Swingler & ?? were willing to continue.

3. Election of two Churchwardens:

It was reported that Richard Howard was stepping down. Josh thanked Richard for all his support and the service he has given the Church.

Jonathan Butler is to stand for one further year, this was proposed by Richard Howard and seconded by Gill Makin. There was a general aye with none against and no abstentions.

There was one nomination for the vacant position, Gill Makin. Richard Howard proposed and this was seconded by Jonathan Butler. There was a general aye with none against and no abstentions.

## Annual Parochial Church Meeting

4. Apologies for Absence: were received from Ivor Wood, Chris Gardner, Joanne and Andrew Porter, Barbara Carr, Brian and Dorothy Mallet, Anita Draper, Ray and Tina Watkins, Christine Binks, Ian Peck, Helen Fox
5. Minutes of the Last Parochial Church Council: Derek Peck proposed that the minutes of the last Annual Parochial Church Meeting held on 26 April 2015 be accepted as being a true and accurate record. This was seconded by Geoff Carr. There was a general aye with none against and no abstentions.
6. Josh Maynard welcomed Claire Bradshaw as the newly appointed Church Co-ordinator
7. Annual Report and Financial Statement: presented by Anthony Nugent

### Expenditure

It was reported that unrestricted funds (i.e. Money that can be spent on anything) in 2015 were £107,000 and at the end of this financial year were £95,000. The agreed minimum was £75K which means that the Church is still £20,000 about that limit. The main reason for the unrestricted fund being reduced on the previous year is due to the hall development.

The improvements to the hall included:

- A new pitched tiled roof
- Replacement of the flat roof in the office & better insulation
- New double glazed windows
- New air conditioning
- New lighting
- Re-decoration of the hall
- A new oven
- Audio-visual system was future proofed

The work cost £108,000 of which the church received £86,000 in grants as follows:

- £75,000 from WREN
- £5,500 from RANK Foundation
- £500 from Coventry Churches Municipal
- £5,000 from 29<sup>th</sup> May Charity

The shortfall was found from a designated fund of £6,000 together with £2,000 raised by third party funding and £14,000 unrestricted funds.

Anthony Nugent thanked Chris Hollings and the Fabric Team for getting all the required quotes and dealing with the contractors. In addition, he also thanked John Scouller for his exception work in getting all the grants.

It was reported that the restricted funds (i.e. Money that is restricted to a specific purpose) were £11,500 in restricted funds which is up by £4,000 on the previous year. The restricted fund is split between the upkeep of the church year and future development of the church.

Through various fund raising activities during the celebrations of St. James 200<sup>th</sup> Birthday the Church raised just under £5,000 for future development. This is in a restricted fund to be used solely for future developments.

It was reported that the Church donated £21,000 to various charities including £10,000 raised from Gift Day. Gift Day supported Coventry City Mission and Open Doors (each receiving £5,000)

Overall expenditure increased from the previous year however this was due to the hall refurbishment and the cost of fund raising events and staging events.

#### Income

It was reported that the income from Giving Standing Orders and loose plate collections increased by £3,000.

Two legacies were gratefully received totalling £5,500 from John Wilkins and Margaret Grant Smith Estates)

Overall unrestricted income received had decreased by £7,000 but the majority of this was down to reduced letting income.

Detailed figures can be found in the Annual Report and Financial Statements Booklet.

Antony Nugent thanked the Finance Team and David Stafford who is the independent financial advisor.

Jason Butler proposed that David Stafford should continue as the external independent advisor and these were seconded by Peter Adkins. There was a general aye with none against and no abstentions.

Josh Maynard thanked Antony Nugent for his hard work as Treasurer

#### 8. Elections:

Report on electoral roll – 4 had been taken off and 13 added

- a. PCC: Seven people were standing down from the PCC. Claire Bradshaw was stepping down from the PCC as Josh Maynard was pleased to announce that she had been appointed as the Church Administrator. Josh Maynard particularly wanted to thank Pete Adkins, Ali Baxter, Sylvia Swingler and Ivor Wood for their contribution to the PCC.

There were four vacancies and four nominations. - Caroline Gillham, Martin Hansford, Catherine Goulding-Huckle and Caroline Peck.

- b. Deanery Synod – Sheila Butler was elected to stand. Sheila is already a member of the PCC.
- c. Election of Sides People as follows:

<b>8am</b>	<b>10am</b>	<b>5pm</b>	<b>Grange</b>
Chrissie Ayres	Roger Graham	Claire Cooke	Barbara Carr
Lesley Cross	Julia Graham	Joyce Russell	Geoff Carr
Doreen Evans	David White	Peter Turton	Pauline Carson
Mary Haywood			Eric Dowdall
Chris Hollings			Anne Dowdall
Ellie Hollings			Dorothy Mallett
Jim Jenkins			Derek Peck
John Martin			Marion Scott
Val Martin			Chris Spooner
Janet Prichard			Anthony Weaver
Anne Tyzack			
Bill Warren			
Nita Newman			

- d. Roger & Julia Graham asked for more more sides people and are relaunching the Welcome Team at the 10 am service. The congregation were asked to contact Roger or Julia Graham or contact the Church Office if they were interested in either becoming a Sides Person or joining the Welcome Team.

Clare Darby proposed the above elections and these were seconded by Nick Bradshaw. There was a general aye with none against and no abstentions.

9. Chairman’s Report:

Josh Maynard thanked everyone for being part of St. James. He gave an outline of the process the church is about to go through ‘Moving Forward’.

Josh outlined the Core Values:

- Foundation as a Community
- People of Word of God
- People of the Spirit Wanting to Encounter God

These are based on the 8 qualities that the Church values:

- Leadership which is empowering
- Ministry which is gift based
- Spirituality which is passionate
- Structures which are effective
- Worship which is inspiring
- Small Groups
- Evangelism which is needs-orientated
- Relationships which are characterised by Love

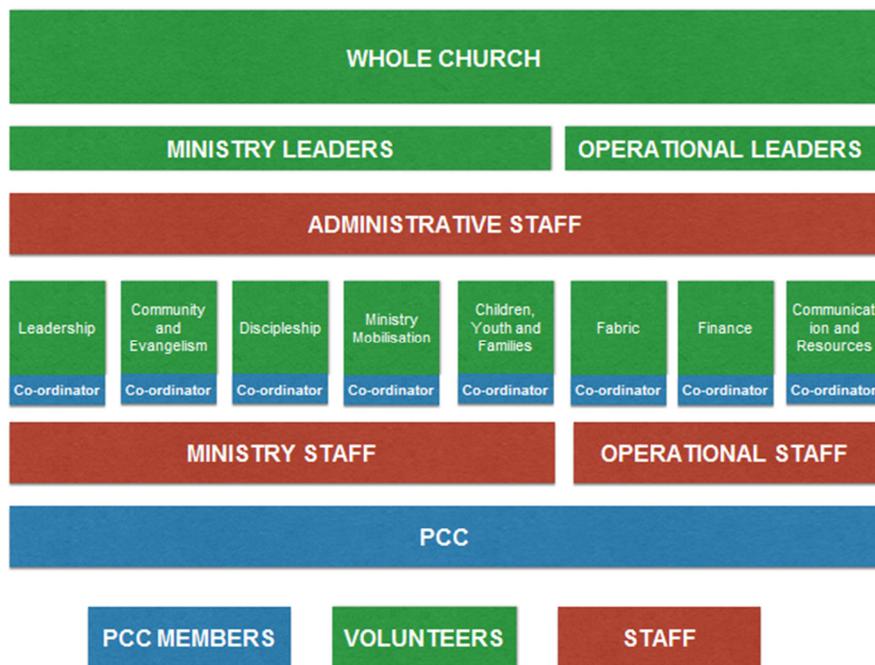
The Core Purpose is defined as follows and leads into the Churches mission statement which is 'To Make Committed Followers of Jesus'

- Triangle 'up' – 'in' – 'out'
  - Up = Worship
  - In = Community
  - Out = Disciples
- The Arms & Legs of Jesus
- We are called to be disciples and make disciples

This sets the framework but we as a church are called to be people of action and the Church therefore has set key initiatives:

- Reaching the Community
- Making Mature Disciples
- Building a Ministry Team
- Assessing the Ministry setting
- Raising and Managing Finances

The plan is to build a structure which supports Church Life and Josh outlined the proposed structure of the Leadership & Ministry Teams in the following diagram.



Team Reports for Discipleship, Ministry Mobilisation, Children, Youth & Families, Communication. Fabric and Community were presented to the meeting by the Team Leaders.

## 10. Team Reports

### (a) Discipleship – presented by Andrew & Caroline Gillham

The Discipleship Team consists of the following members:

- Josh Maynard
- Peter & Julie Mottershead
- Sylvia Swingler
- Tim Latham
- Andrew & Candy Gillham

The purpose of the groups is understanding, unpacking & growing together. The group wants to:

- Understand the Biblical principles of discipleship and the particular revelation of God for St. James in 2016
- Empower people to travel the discipleship journey by creating a culture with pathways and structures that facilitate that journey

The team will look at:

- What it means to be a disciple
- What the characteristics of a mature disciple are
- What the role of the Church is in making disciples
- What the characteristics are of a discipline church
- What the 'internal' culture of St James is

- What the 'external' culture of the midlands is and how this affects St James as a disciplining church

The Short Term Actions for the Group are as follows:

- The 'A Life Worth Living' course which is presently running and explores the principles for life from Paul's letter to the Philippians.
- The relaunch of an reinvigorated Prayer Ministry this term. Prayer ministry will happen during the body of the service rather than at the end. Member of the prayer ministry team will be available during the service.
- There will be Prayer Ministry Training on the evening of 9 May 2016 at 19:30 hours for new or experienced members.

(b) Ministry Mobilisation – presented by Martin Hansford

The Ministry Mobilisation Team consists of the following members:

- Martin Hansford
- Boz Boswell
- Dan Corbould
- Mark Fishpool
- Caroline Peck

The purpose of the group is to enable and facilitate individuals with their God Given Passions and Spiritual and Practical gifts. To help individuals to make a unique contribution in a meaningful 'right' place at the various chapters of their life.

- Ephesians 2 v10: For we are God's workmanship, created in Christ Jesus to do good works, which God prepared in advance for us to do.
- Ephesians 4 v11 'So Christ himself gave the apostles, the prophets, the evangelists, the pastors and teachers, to equip his people for works of service, so that the body of Christ may be built up...'

Actions for the Team will be:

- Delivering twice a year the 'gifting discovery' course
- Coming alongside individuals in an on-going 'counselling service' through the discernment process so that no one person feels isolated or alone in their journey
- Understanding the gaps and needs in Church as well as in known ministries across the City (eg, refuges, Kids Club, Street Pastors)
- Supporting and enabling wider training for church members (eg Leadership)
- Helping address short-term needs (eg. Children & Youth)
- To have a strategic viewpoint where individuals are in God's agenda

(c) Children, Youth & Families – presented by Claire Bradshaw

The core Team consists of the following members:

- Catherine Goulding-Huckle

- Ali Maynard
- Sylvia Swingler
- Sharon Fishpool
- Jenny
- Claire Bradshaw

The key areas for the team are to:

- Continue to review COGS, RE:Vive and Messy Church
- Review what other areas can be support – build relationships
- Make committed followers of Jesus
- Expand Team so the actions can be achieved
- Support children, youth and families in their decision to follow Jesus

Actions for the Team will be:

- Link with Ministry Mobilisation
- Support young people in their interest in confirmation
- Support City Wide Youth Events (Pentecost, end of term YFC)
- Children Youth & Families vision needs to be reviewed in light of the new church vision
- Look at young people's gifts & passions and co-ordinate better with other groups – draw young people into serving (eg worship, PA, coffee, welcome)
- Team building & training
- Worship within COGS, RE-Vive with young people leading worship

(d) Communication – presented by Josh Maynard

This was identified by PCC as a key area which needed developing going forward.

The key areas highlighted were:

- Welcome (key to integrating people into church and an area which Roger and Julia Graham are heading up)
- Church App – a major job which Claire Bradshaw has been tasked with when she starts her role as Church Co-ordinator. The Church App will be a way of keeping in contact with other teams & members of the congregation.
- Signage on the site will be updated so people feel welcomed. £1000 has been dedicated to the Church by the Bishop as a 200<sup>th</sup> Birthday present

The Leadership team is aware that communication can be an issue at St James and are working at improving this.

(e) Fabric – presented by Chris Hollings

The Fabric Team consists of the following members:

- Josh Maynard
- Richard Howard

- John Scouller
- Christ Hollings

Chris Hollings thanked the following for their continued support:

- PCC
- Josh Maynard
- Ben Goulding-Huckle
- John Newborn

The key areas identified were as follows:

- Improvements to the Vestry
- Assessing overall needs for the future and how to provide these
- To use skills we already have within Church

(f) Community – presented by Josh Maynard

The key areas identified were as follows:

- Survey community – so Church aware of what is happening in the local community
- Become effective in the large elderly population of the parish
- Young adults in the parish – Jonny has been very effective already in the area welcoming and integrating young people especially from the local universities
- Establish better links with families from the parish

Clare Darby proposed giving the above structure the blessing of the congregation and this were seconded by Peter Adkins. There was a general aye with none against and no abstentions.

## 11. Any Other Business

(a) Margaret Warren requested that the Minutes of the PCC and Finance Meeting be published.

Josh Maynard confirmed that communication of feedback needed to be more effective and he hoped that the new structure would support this. Feedback would include feedback from the teams who would report to the PCC. A synopsis would then be published for the congregation via the website

(b) Dione ?? asked for Josh Maynard's role to be explained as he was on all committees and she was concerned that he would be over-stretched

Josh Maynard expanded on his role – he would be:

- A connection point between sub-group coordinators
- A key role as a vision keeper

- Support for the teams
- Connection with the PCC to empower the congregation

(c) Nick Bradshaw asked if the Ministry Mobilisation team had to be the first point of call if someone felt that God was talking to them and pushing them in a particular direction for ministries outside church (ie. Night Shelter).

Josh Maynard suggested that if there were areas of interest anyone wanted to work through then they could discuss with Martin Hansford or a member of the Ministry Mobilisation team and maybe attend the training course on discernment.

(d) Pete Watkins wanted to honour and support and encourage the leaders of the church in prayer. He offered his thanks to Carol Newborn for her work during the interregnum and continued work within the church leadership and her pastoral work within the parish.

In addition, he offered his thanks to Josh and Ali Maynard for their hard work in their first year here at St. James. He believed Josh to be a man of prayer and vision and courage and integrity.

12. Derek Peck lead in prayer for the Sub-group leaders and closed with meeting with prayer.