**St Mary’s Church, High Bickington**

**Minutes of the Annual Meeting of the Parishioners (Vestry Meeting)**

**Tuesday 11th April 2023 at 7.00pm in the church hall.**

1. Rev Tracey opened the meeting with a prayer.

2. Present were: Rev Tracey Doyle (Chair), Derek Birch, Ken Shelvey, Roger Keen, Noelle Clemens, Neil Hudson, Michael Doyle and Ruth Shuff.

 Apologies were received from: David Halpin, Julia Halpin, Sue Bridge and Melanie Doyle.

3. The minute of the previous meeting (3rd April 2022) were proposed as correct by Roger Keen and seconded by Ken Shelvey. Passed unanimously.

4. Derek Birch stated that he was willing to serve as Churchwarden for a further year on the understanding that he will not be involved with any funds being spent on improvements or re-ordering. He stated that he will not however object to any decision made by the PCC. He will still be involved with the maintenance of the building. There being only one candidate for the office of Churchwarden Derek Birch was proposed by Noelle Clemens and seconded by Roger Keen. The proposal was passed unanimously.

**Minutes of the Annual Parochial Church Meeting (APCM)**

**11th April 2023 at 7.00pm**

1. Attendance and apologies as above.

2. The minutes of the previous meeting (3rd April 2022). Proposed by Neil Hudson, seconded by Graham Bridge that the minutes be passed as correct. Unanimous.

3. There were no matters arising.

4. Reports

a. Electoral Roll. It was reported that there has been an increase of 3 to the roll since the writing of the annual report. Current number is 34.

b. PCC activities. There were no questions arising from the annual report.

c. The Churchwarden confirmed compliance with the section 5 of the Safeguarding and Clergy Discipline measure 2016. A new copy of the Bishops Safeguarding Policy will be signed and posted in the church.

d. Finance. The Treasurer explained the financial statement. There were no questions to the Treasurer arising from the financial statement for the year ending 31st December 2022. Roger Keen thanked the Treasurer for all his hard work.

e. Fabric. The churchwarden informed the meeting that the overdue quinquennial inspection has now been carried out and he is waiting for the report to arrive. It is likely that there will be a fairly long list of work needed including replacement of, at least part of the wooden floor, active worm in some pews, repairs to some windows and frames as well as the necessary work on the tower.

Noelle Clemens asked how long the lime mortar used in the tower ten years ago should last. The churchwarden stated that this has been raised with the builders and they were adamant that the work is no longer covered by guarantee. Neil Hudson asked why we were using lime mortar. It is because we have a grade 1 listed building, and we have no choice about materials used.

f. Mission Council Report. Rev Tracey spoke on the organisation of the Joint Council. There were no comments on the Rectors report contained as an annex to the Annual Report.

g. Deanery Synod. Rev Tracey spoke about the speakers at Synod over the year. Derek Birch, Deanery Synod Rep and Synod Lay Chair invited everyone to synod meeting as they were open meetings. There were no questions regarding the report.

5. Elections. Election results attached at Annex A

b. Independent Examiner. Proposed by Kenneth Shelvey, seconded by Roger Keen, Mr Ian Cornwell was unanimously re-appointed as Independent Examiner.

6. 2023 Plans. Rev Tracey spoke on the following: Tracey will be taking a break from 22nd July to 3rd September 2023. David Halpin and Derek Birch will be covering most of the services during this period, but others may wish to help out! After school club is getting more and more busy. If anyone feels that they could help with this once per month from 3.15 to 4.45 please speak to Tracey. On Monday 8th May we plan to join in with the Coronation “Big Help Out” by tidying up the churchyard including the compost area, all help appreciated. Rev Tracey is thinking of doing a “Blue Christmas” service this year. She explained that the service is for those people who have lost a loved one in the run up to a Christmas and therefore find Christmas a difficult time. We are holding an art exhibition on 16th and 17th September with all proceeds going to the church. Volunteers will be needed closer to the time for refreshments and manning the exhibition. We will run Harvest in the same format as 2022 as it worked so well. There will be a parish quiet day at a date to be decided. Tracey will explore having outside speakers from charities etc at some services. It is hoped to run Alpha. Christingle this year will be done jointly with the whole school in the church, hopefully including parents.

7. Budget. The treasurer presented and explained the proposed budget for 2023. The budget is included in the annual report. The first priority will be payment of the common fund.

**Parochial Church Council Meeting**

**11th April 2023 Following the APCM**

1. Attendance: Present Rev Tracey Doyle, Derek Birch, Kenneth Shelvey, Graham Bridge, Noelle Clemens, Neil Hudson, Roger Keen and Ruth Shuff.

Apologies David Halpin

2. Appointment of Lay Vice Chair. Proposed by Rev Tracey, seconded by Noelle Clemens that Derek Birch be appointed as Lay Vice Chair. Carried unanimously.

3. Secretary. Proposed by Noelle Clemens and seconded by Graham Bridge the Derek Birch be elected Secretary. Passed unanimously.

4. Treasurer. Proposed by Roger Keen and seconded by Noelle Clemens that Ken Shelvey be elected Treasurer. Passed unanimously. Ken gave notice that having done 5years in the post he will be stepping down at the next APCM.

5. Proposed by Neil Hudson and seconded by Graham Bridge that Derek Birch and Roger Keen be re-elected to the role of Deanery Synod Reps. Passed unanimously.

6. a. Safeguarding. It was unanimously agreed to re-adopt the Bishops’ Safeguarding Policy.

 b. All current PCC members have completed the necessary DBS checks.

c. All current PCC members declared that their circumstances relating to “Fit and Proper Persons” were unchanged. Ruth Shuff being newly elected will complete a “fit and proper persons” form.

d. All PCC members committed to completing all necessary training appropriate to their role.

7. Any Other Business. Nil.

8. The meeting closed by saying The Grace together.

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**RESULTS OF ELECTIONS**

Parish of **St Mary’s, High Bickington**

Deanery of **Torrington**

At the Annual Meeting of Parishioners and Annual Parochial Church Meeting of the above parish held on 11th April 2023

The following was elected as **Churchwarden:**

Name: **Derek Birch** Name: **Vacancy**

The following were elected as **Parish Representatives to the Two Rivers Mission Community Joint Council:**

Name: **Derek Birch** Name: **Kenneth Shelvey**

The following were elected as **Lay Members of the Torrington Deanery Synod:**

Name: **Derek Birch** Name: **Roger Keen**

The following were elected as **Lay members of the Parochial Church Council:**

Name: **Noelle Clemens (until 2025)**

Name: **Neil Hudson (until 2026)**

Name: **Ruth Shuff (until 2026)**

Name: **Graham Bridge (until 2024)**

Name: **Kenneth Shelvey (until 2024)**

Name: **Vacancy**

Elected as Treasurer **Kenneth Shelvey**

Elected as Secretary **Derek Birch**