**MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING**

**VIA ZOOM - 21 MARCH 2021**

**12 NOON ANNUAL PARISH MEETING:**

**OPENING PRAYERS ALREADY LED BY REV GARY IN CHURCH**

**PRESENT:** Rev. Gary Owen, Julia Ward, Jennifer Steele, Sally Carey, Janet Chamings, Christopher Seymour, Annie Hammerton, Steve & Sharon Tavener, Ben & Kathy Luck

**APOLOGIES:** None

**MINUTES OF THE 2020 ANNUAL MEETING:** The minutes of the last annual parish meeting were agreed; their acceptance was proposed by Jen and seconded by Chris – all in agreement

**MATTERS ARISING:** None

**ELECTION OF CHURCHWARDEN:** Jen duly elected as proposed by Sally and seconded by Janet – all in agreement

**12.15PM ANNUAL PAROCHIAL CHURCH MEETING**

**PRESENT:** As above

**APOLOGIES:** As above

**MINUTES OF THE LAST MEETING:** The minutes of the last annual parochial church meeting were agreed; their acceptance was proposed by Chris and seconded by Jen – all in agreement

**MATTERS ARISING:** None

**ANNUAL REPORT:** The Annual Report and Financial Report were agreed with thanks extended to Annie for her time and efforts on finances, Sally for administration support, Jen for contact point/Churchwarden and rest of PCC including new members Steve & Sharon Tavener who have already made an impact. Noted that Lloyds Bank no longer operates from a mobile unit in Torrington 2021 – amend report to read Bideford for next year. Reports on file and records to be sent to Diocesan Secretary/Deanery Treasurer – Sally & Annie to undertake

**ELECTORAL ROLL REPORT/PCC ACTIVITIES REPORT/CHURCH FABRIC REPORT/FINANCIAL STATEMENTS/SAFEGUARDING STATEMENT/MISSION COUNCIL REPORT** on file

**DEANERY SYNOD REPORT:** on file within Appendix – Chris mentioned that Deanery Synod is interactive and not easy to transpose via Zoom – hopes to attend meetings when arranged - Sally to notify the Synod Secretary

**ELECTION OF THE PCC:** David Large was appointed the examiner for 2021 – proposed by Annie and seconded by Janet – all in favour. Sally to write a note of thanks on behalf of PCC.

The PCC include lay elected members:

Jen Steele – ex officio Churchwarden

Chris Seymour – ex officio Deanery Synod Representative

Julia Ward & Janet Chamings – 1 year rolling basis

Steve Tavener & Sally Carey – 2 year rolling basis

Sharon Tavener – 3 year rolling basis

Fit & Proper Persons declarations to be signed by all

Kathy Luck wishes to consider PCC membership – Sally to forward Electoral Roll application followed by further forms for Safer Recruitment Process including DBS check to be undertaken

At a short PCC meeting held after the annual meeting the following officers were elected.

Incumbent acts as Chair

Lay Vice Chair to be Jen

Mission Community Council Representatives to be Jen and a second person depending on availability/topic interest levels/areas of expertise

Annie remains as Treasurer

Sally remains as Secretary/Electoral Roll Officer

Sally to notify Exeter Diocese of various contact details via email address rather than Blue Form

**SAFEGUARDING** – Rev Gary proposed that Diocesan Safeguarding Policy be adopted - all in favour

* Safeguarding Policy has been signed by all and displayed on Church noticeboard
* Safeguarding Handbook displayed on Church noticeboard
* Church contact details displayed on Church noticeboard
* Help/information/contact details for children & vulnerable adults on Church noticeboard
* All have signed Fit & Proper Person forms
* Janet, Chris to refresh C0 training in summer, bellringers to refresh C0 upon return to ringing activities

**MARRIAGE BANNS** – PCC considered a resolution to obtain an updated direction from the Bishop which would allow banns to be read in any church within the Mission Community on the basis of a ‘qualifying connection’ thus allowing alternative churches to be used where there is not a regular weekly service or indeed a Churchwarden/licensed minister available eg. Horwood/Newton Tracey and Huntshaw/Alverdiscott.

All 10 PCCs need to agree for Bishop to grant direction - 8 voted, 8 in favour

**CLOSING PRAYERS – LED BY REV GARY**

**MEETINGS:**

Joint Mission Community Meeting - TBC

Deanery Synod Meeting – 23 June - Gary to email Chris details

**PCC Meeting – TBC upon Grant Award announcement**

Meeting closed at 12.40pm