

Draft Minutes of St Michael le Belfrey Annual Meeting held on Monday 24 April 2023

109 people were present.

5 people presented their apologies for absence.

The meeting opened with worship and prayer.

1. Matthew announced that as Vicar he would chair the meeting.

2. Approval of minutes of 2022 Annual Meeting

Draft minutes of the meeting held on 25 April 2022 had been available in advance. The minutes were proposed by Karen Dixon, seconded by Daniel Brookes and agreed by the meeting.

3. Vicar's Introduction & Summary of Reports

A video of highlights of the year 2022 was shown. Matthew then outlined how the church had fulfilled its vision and aims during that year, and highlighted several examples of this from the ministry reports that had been published in advance of the meeting. He alluded to the recent news that he was soon to be consecrated as Bishop of Bolton, after 14.5 years as Vicar of St Michael le Belfrey. He described how God had led him to the role, and exhorted parishioners to continue to serve God faithfully after his departure, confident that "the best is yet to come."

4. Election of Churchwardens

Matthew thanked the wardens who had served during the past year: Daniel Brookes, Karen Dixon, Remi Oduyemi and Andrew Oldroyd. As there were four nominations for four Churchwarden vacancies, all four were automatically elected: Daniel Brookes, Karen Dixon, Remi Oduyemi and Andrew Oldroyd. Andy Baker prayed for them.

5. Presentation of the Electoral Roll, Terrier and Inventory, Risk Register

Izzy Pysanczyn (Electoral Roll Officer) explained that the Electoral Roll had been revised in March 2023, and now stood at 488. This was an increase from 472 in 2022. 23 people had joined the roll during the year and 7 had left. 7 were resident in the Parish. The Roll, along with the Terrier & Inventory and the Risk Register, were available for viewing.

6. Elections to the Deanery Synod

Matthew thanked the Deanery Synod lay representatives who had served during the past triennium: Daniel Brookes, James Hayden (since July 2021),

John Lindley, Tony Scott and Martine Somerville. Due to the growth of the Electoral Roll, there were now six vacancies available. As there were six nominations for the six vacancies, all six were automatically elected: Daniel Brookes, James Hayden, Becca Hewitt, John Lindley, Tony Scott and Martine Somerville. Vicky Earll prayed for them.

7. Elections to the PCC

Matthew thanked the elected PCC members who had served during the past year: Lydia Baldwin, Katherine Bridge, Martine Somerville, Paddy Wordsworth; and particularly Ross Kenyon, Joe McKeogh and Liv Portway, whose terms of office had come to an end.

There were therefore three vacancies on the PCC. As there were three nominations for PCC, all three were declared elected: Joe McKeogh, Liv Portway and Dan Tilbrook. Daniel Brookes prayed for them.

Matthew also announced that Barrie Stephenson was stepping down as Parish Safeguarding Officer (PSO) at this Annual Meeting. Barrie was thanked for his seven years' service, and made some parting remarks.

Matthew went on to explain that the PCC planned to appoint Izzy Pysanczyn as interim PSO, with a view to her assuming the role permanently when her Belfrey Doors Coordinator role finished in the summer, due to the church's re-ordering project entering its construction phase. The announcement of Izzy's appointment as PSO was met with warm support.

8. Finance

9.1 Summary

The 2022 annual report and accounts had been presented in advance of the meeting. Melissa Bryan, Finance Manager, presented a summary of these. She particularly highlighted the Statement of Financial Activities section and the Balance Sheet section.

Joe McKeogh (Treasurer Team) outlined what the PCC was doing to steward the church's finances well during particularly difficult economic times, with inflation running at 10%. He appealed particularly to younger members of the congregation to give financially to the church.

Martine Somerville (Treasurer Team) similarly appealed particularly to older members of the congregation to be generous to the church.

Martine then invited questions.

David Fletcher asked if additional funding could be sought from the Diocese - Martine responded that the PCC sought to be generous to the Diocese.

Barrie Stephenson asked for more information about The Mount Church, which had been named in the reports as the beneficiary of a grant from the Belfrey's Northern Church Planting Fund. Andy Baker responded by giving

details of The Mount Church and its work, and Matthew Porter went on to give details of the Northern Church Planting Fund.

Martine thanked Melissa for her work as Finance Manager.

9.2 Proposal of the Accounts

The accounts were proposed by Andrew Oldroyd, seconded by Walter Stockdale, and approved by the meeting.

9.3 Appointment of Auditor

Martine proposed to the meeting that the auditors Fawley Judge & Easton be appointed for the audit of the 2023 accounts. The appointment was seconded by Joe Portway and approved by the meeting.

9. Questions

There had been an opportunity in advance to ask questions on the published reports and six had been received and answered publicly:

Question from Ruth Somerville:

The PCC report mentions appointing new staff roles. Apart from Heidi and Ania were there any others?

Answer from Amber Boydell, Operations Manager:

Three brand-new roles were created and filled in 2022: CAP Debt Centre Manager (funded by the PPF), Impact Fundraiser (funded by Impact), and Assistant Worship Leader (funded centrally in lieu of a Graphic Designer role). G2 created and filled the role of Administrator.

Question from Ruth Somerville:

When will the facilities manager be replaced?

Answer from Amber Boydell, Operations Manager:

The revised job description for this role is currently with our HR subgroup with the particular expertise of Daniel Brookes being called upon. We hope to employ someone in the near future as the role is obviously essential for our day to day functioning with intern housing, church upkeep and helping alongside the Impact project and De Grey Rooms decant.

Question from Ruth Somerville:

I note that there are several sub groups reporting to the PCC. I'm wondering what the procedure is for other areas of church life to report to the PCC? eg Youth, Children and Families, Students, 18-30s, music, technical, leadership and evangelism. As the PCC has responsibility for the way the donated finances are spent, it is important that they are aware of what all departments across the church are doing with the money entrusted to them. It would also be encouraging for the staff members with responsibility for these areas to know that they have the explicit support of the PCC.

Answer from Matthew Porter, Vicar & PCC Chair:

The team leaders of these ministries are line-managed by Vicar's Leadership Team (VLT) members, and have a rhythm of reporting to the VLT. They produce occasional reports to the PCC, often when a PCC decision is required on a particular matter. In a church like ours

with many ministries and groups, if they were to report regularly to the full PCC, the PCC would need to meet at least monthly, if not bi-weekly, to pick up the amount of information, which could also result in micro-management. Clearly this is not practicable or sensible, so trust in the work of the VLT is imperative. However the question raises the important issue of whether PCC reporting from such ministries/groups could be improved, and on reflection, I think it could, through a more regular Vicar's/VLT Report. I will leave this suggestion to my successor. Thank you for the question. Matthew

Question from John Lindley:

We hardly ever use the Apostles' Creed at St Michael's and certainly never the other two creeds which have featured in the Church of England liturgy. Are we ashamed of them? There is a good summary of the creed written by Graham Kendrick ("I believe in God the Father"). Can we not sing it? Apart from the general usefulness of knowing it, it might prepare younger worshippers somewhat in the event that they find themselves in a church where the Creed is regularly said or sung.

Answer from Matthew Porter, Vicar:

We agree that the creeds are an important part of our worship here at The Belfrey, and are in no way ashamed of them. We have strong songs with aspects of the Apostles creed that are regularly sung across the services and thank you for your suggestion of the Graham Kendrick song. We will make sure to encourage service leaders to think more about using creeds as part of our services as we fully agree that they are a great summary of our faith. It's also fantastic that our reredos displays the words clearly at the front of church, keeping them present in the minds of our worshipping community.

Question from John Lindley:

Now that the pandemic is receding, is it time to resume a regular presence in the front office of the Parish Centre and to work out how we may continue this in the move to the De Grey Rooms?

Answer from Amber Boydell, Operations Manager:

The office does regularly have a staff presence in and around the front desk, and we have some volunteers who serve but there aren't always meaningful tasks for them to undertake. During the week our experience is that there isn't a regular need for someone at the door. At the De Grey rooms we will ensure there is a process in place to ensure a personal welcome to the space, although our usual experience is that other than parcel deliveries it's rare for a person to come to the office without a meeting already scheduled.

Question from Richard Horton:

What will be the process and timescale around finding a new vicar? Who will be the main people involved? Do we believe they have the right skills or is there some education around recruitment that would be advisable?

Answer from Amber Boydell, Operations Manager and Karen Dixon, Churchwarden:

The new incumbent will be appointed by the Bishop of Selby, who will make his selection in consultation with a team that will include two Parish representatives, drawn from our PCC. The Wardens are currently being guided through the beginning of the process by the

Archdeacon; and the VLT will speak into this with their knowledge of the vision and day-to-day life of the church. The earliest that recruitment can begin is late June, once Matthew has finished in the role.

Matthew asked those who had asked questions if they were content with the responses given. Ruth had sent her apologies for the meeting, but John and Richard confirmed that they were content. Matthew then invited supplementary questions.

Question from Walter Stockdale:

The ministry reports booklet includes a photo of a baptism of an asylum seeker - how might that play out in her family in her home country if it becomes public knowledge? I fear for the families of asylum seekers in home countries. Did the baptismal candidate know that the photo would be included?

Answer from Vicky Earll:

I was wondering about this as well. When we were preparing the candidate for baptism, we asked her if live-streaming the baptism would affect her safety, or that of her family. I sought advice from St George's Church in Leeds, who have a policy about baptising asylum seekers.

Thom Holmes added that this issue had not been raised during the process of drafting and checking the ministry reports booklet.

The meeting broke for refreshments, and an opportunity was provided to ask further questions of ministry leaders over the tea and coffee. Matthew prayed for the meeting at this point.

10. The formal meeting was closed, but Matthew handed over to Andy Baker, Associate Minister and Gillian Shepherd, Impact Project Manager, who presented an update on the Impact Project. Questions were invited by a panel of Impact Project Board members.

The meeting closed in prayer.