



Minutes of the Annual Church Family Meeting held – Sunday 19th May 2024

The meeting was chaired by Paul Langham. He began the meeting in prayer.

The church family were advised that there would be opportunities during the meeting to raise questions, Finance related questions will be addressed by the Finance Team and general questions will be addressed by Paul Langham.

Apologies received: Nick Bell, Barbara Bell, Esther Brown, John Butler, Chris Davis, Nelly Davis, David Daniels, Helen Daniels, Mei Yen Furey, Charles Kinsey, Sue Poole, Lynn Sayer, Martin Sayer, Jan Tyrrell, Andrew Wilkinson, Willma Wilkinson

Annual Meeting of Parishioners

1. Appointment of a secretary to the Annual Meeting of Parishioners.

Tavi Price was elected to serve as Secretary to the meeting.

2. Electoral roll

Since the last APCM, 19 names have been added to the Roll and 44 names removed. The revised roll therefore stands at 303.

3. Minutes of the last meeting – 21st May 2023

These were displayed on the church website www.ccweb.org.uk/agm and circulated via email in advance of the meeting. No amendments or matters arising have been raised.

The minutes were approved by the meeting.

4. Election of Churchwardens.

Di Noon (nominated by Emelye Chanot and Owen Kirkham) and Mark Orris (nominated by David Walker and Valerie Groves) have agreed to stand again and are therefore elected for a further year.



Minutes of the Annual Parochial Church Family Meeting – Sunday 19th May 2024

The APCM followed on immediately after the Annual Meeting of Parishioners and was chaired by Paul Langham.

In accordance with the Christ Church's customs some of the routine business of the meeting was conducted prior to the meeting, including the following:

- **Appointment of a secretary to the APCM.**

Tavi Price was elected to serve as Secretary to the meeting.

- **Appointment of Independent Examiner/Auditor**

Burton Sweet has been reappointed as our 2024 Independent Examiner/Auditor.

1. Minutes of the last meeting – 21st May 2023.

These were displayed on the church website www.ccweb.org.uk/agm and circulated via email in advance of the meeting. No amendments or matters arising have been raised.

The minutes were approved by the meeting.

2. Elections and Appointments.

No-one is standing down this year other than Mike Innes who stepped down midterm.

There were no nominations for election this year.

Current (non-Clergy) members of the PCC are:

Jon Bowden (elected after the APCM)

John Butler

Barney Collins

Mark Ellis

Mei Yen Furey

Danish Gill

Andrea Jeanneret

Susannah Mason

Philip Miles

Mark Orriss

Tavi Price

Jack Reed

Hannah Rodgers

Chris Shaddick

David Vernon

Kamran Zahid

3. Deanery Synod:

Current members of the Deanery Synod are:

Di Noon

Cluff Noon

There are three vacancies but no nominations were received.

4. Safeguarding Update:

Due to the importance and this being a key part of ensuring the safety of all our church family Paul read out the following statement:

Christ Church is committed to following the safeguarding policies of the Church of England, the safeguarding policy and guidance as issued by the dioceses of Bristol and commits to working within legislation and statutory guidance as related to the safeguarding of children, young people and adults. Our safeguarding policy, guidance notes for volunteers and details of our Parish Safeguarding Officers can be found on our website.

Our Parish Safeguarding Officers are:

- Gaye Senior Smith – Adult safeguarding
- Sam Wright – Adult Safeguarding
- Jon Bowden – Children safeguarding
- Valerie Groves – Children safeguarding - Valerie has stepped down – she was not present but grateful thanks were expressed.

Any concerns please speak to one of the PSO's - details are all on the website

Paul prayed for the team

Please pray for another PSO to replace Valerie

{post meeting note – Sandy Buckland was approved by the PCC on the 15th July 2024 to replace Valerie Groves}

5. Finance Report

Team: David Vernon, Patrick Bolster, Annabel Reed, Susannah Mason, Mark Parsons

Patrick and Annabel

Highlights shared from the Finance Team:

- There is no single Treasurer at Christ Church - we manage the finances as a team.
- Today is about explaining how the church family's giving is used – it is not about asking for money
- Full Annual Report and Accounts for 2024 is available on the Church website
- The Big Picture
 - With the exception of gift aid, no other funds are supplied to a parish church from the wider CofE, the Crown or from the Government.
 - Parish Share: All CofE churches give money to their Diocese – this is used for Salaries and housing for paid clergy and for ministry development
 - The Church Commissioners looks after the CofE assets – this generates income to support Cathedrals, special diocesan projects and pensions for retired clergy – again it does not support the Parish Church

- One common issue shared by all churches is that of leavers and joiners – leavers are more likely to move their money more promptly than joiners are to start giving regularly.
- CC Finance Team
 - Stewardship of our buildings, our people and our money are all integrated
 - The Finance Team think through their decisions very carefully
 - Other teams may be also involved. Each team provide the PCC with their advice, but the PCC ultimately make the final decision.
 - The team scrutinize CC finances very carefully
 - We have good accounting systems / record keeping
 - We budget each year and through the year. Costs are looked at line by line with income and expenditure aligned
 - It's easier to foresee expenditure but less easy to know about income
- Where does our money come from?
 - 84% comes from the giving of the church family and gift aid claimed on those gifts
 - The rest comes from investments, rental and other income
- Where does are money go to?
 - Parish share / staff and mission partners
- Paid Staff team
 - Mark Parsons
 - Nick Carter
 - Ruthy Lillington
 - Emelye Chanot
 - Facilities Manager (TBC)
- Our buildings
 - Linden Gate – 4 floors – top floor flat rented, 3rd Floor now vacant
 - Basement and 1st floor CC use.
 - Pre-school – use the Crypt
 - 17 Oakfield Road – 19th Century Trust held by the diocese for CC and was let out to Mama Bears nursery generating c.£46k p.a rent. They left the lease, and the Diocese sold the property at the end of last year. Proceeds are now with the diocese and the interest is given to us quarterly. The sale proceeds may be transferred to the PCC once it has gone through the process / legal team
- Impacts on our General fund
 - Regular giving was in line with the budget – blessed with a one off £30k gift
 - Rental income was up from previous year
 - Reduction in the staff team from 7 to 4 meant 29% lower staff costs
 - 5% staff pay increase was awarded
 - Utility costs increased by 96%
 - Net result was a surplus of £77k at the end of 2023
 - Surplus has gone into the General Fund reserves (good practice to have 3-6 months' worth of expenditure in reserve)
- Looking ahead to 2024
 - Pre-school rent holiday till September – impact is about £6k
 - Hoping to fill facilities manager role c.£20k
 - Staff salary increases

- Mission partners (had a reduction last year)
- c.£75k additional expenditure this year than last

Thank you so much for your giving. If you want any more info on how to give, please view www.ccweb.org.uk/give. Gift aid if you can. Check with HMRC and your tax code.

6. Questions

David Dacombe Noticed that there was a planning application to turn Linden Gate from offices to residential space? Please can you clarify which floors? What will happen to the offices?

Paul responded: Linden Gate is a 4-storey house, and has gone through various stages of use, some for staff accommodation (back in 2010 top 2 floors were residential, Ground floor - offices and back part of basement is another flat and the front room CC has access to). This application is to revert the 3rd floor back into residential. We were allowed to house a Ukrainian family in that 3rd floor. 4th Floor is currently vacant.

We have spoken to a letting agent so we can generate some income – they have advised that we will need to spend £10k to get these top 2 flats in a good state to rent.

The PCC approved the spend of up to £10k.

In Jacobs well there was a flood. When will the next Architecture quinquennial inspection be?

Paul responded: To fill everyone in on what happened - lead was stolen off the roof and rain got in. Quinquennial inspection means every 5 years – the last one was done in 2017, so we are overdue. However, the CofE gave an amnesty due to Covid. A further complication is that our previous architect has retired. We need to appointment a new architect – the first round of interviews where several architects were invited for an informal visit. John Buckland (Heads up our Buildings Team), Mark Parsons and I (PL) showed them around and they are returning on 3rd June for a more formal interview.

Why is the rental income looking lower in the budget this year?

Patrick Bolster responded saying 2-fold – Pre-school have been given a rental holiday and the flats in Linden Gate are awaiting the renovations before we can start receiving rental income again.

Income and costs are in line with the budget expectations for the first 4 months of the year quarter.

Philip Miles – question around expenditure plans - concerns around the funds of Oakfield Road and that they won't be invested but instead be used to fund a substantial building project including moving the offices inside the church. It is also my understanding that Paul will be retiring and therefore standing down as vicar in the next 12 months or so – so would urge caution on the finance team about any significant building work and for these to be more appropriately made in the future once Paul's successor is in post. Question is – do you agree?

Paul responded: We still do not have the Oakfield Road funds at our disposal. Not aware of any indications of any building projects – the PCC hasn't even begun to talk about that. There have been

many conversations over the years about the current office space. Not the best use of the space, dampens rental income for the other flats, no accessible access – so there has been this thought of whether the offices could be housed somewhere within the church building. It would also benefit the church as it would be able to be more open. Huge distance to go before anything would be certain. Interestingly as part of the interview process of appointing a new architect they have been set a question – looking at our current church offices and our church building what are your big picture ideas of where you would house the offices? If there were to be anything in the future, there would have to be a wide consultation involving the church family as well as lots of formal bodies.

Janice – thanks to the Finance Team for their excellent presentation. Just want to clarify the point about plans of putting an office in the gallery. Janice referred to some PCC minutes of there being a discussion about doing this. She imagined that everyone would be horrified at this idea and of having the offices inside the church building at all and that the office in Linden Gate could be updated and a ramp built to provide better access. She went on to say that once the funds are transferred, they would be vulnerable to be spent on what she felt was a vanity project. Why is there a proposal in the minutes to build an office in the church – specifically in the gallery – when you (Paul) said it wasn't discussed.

Paul responded by saying that these are the comments we would expect during a public consultation, but we were far from that. He couldn't specifically comment on the minutes, but other members of the PCC are here and would testify that there are no such plans being discussed and no project afoot of any sort. It has not been brought to the PCC for discussion as a proposal.

Mark Parsons added that there are several subgroups of the PCC – one being the Property Group whose remit from the PCC is to look at the best use of all our church properties and this was one idea they had discussed and raised. They have no authority to make decisions, just advise. If anything has been noted in the minutes about bringing the offices into the church building that will be because this group reported this back to the PCC. However, as Paul says there is no formal plan or proposal at the moment.

Paul then gave further clarification in that a vicar has no power to undertake such a project and that it is only the elected body (the PCC) that does.

Patrick Bolster (Finance Team) also gave some further assurances that as a subgroup with two chartered accountants, trained to be prudent, on the team, they offer guidance, support and a different and perhaps more cautious perspective to the PCC. He has been around for a long time and has witnessed how big decisions are taken carefully and over time with all the voices being heard including cautious voices.

Paul ended by saying that it is good to have lots of ideas and that the best ideas may not have even been thought of yet but not to rule things about before being discussed.

Tom – what are we planning to use the gallery space for – it's a shame it has become a bit of a dumping ground.

Paul responded: Difficult to answer what we want to use the gallery for as there are no plans. We can't use it for large numbers of people as the fire limit is 40 now.

Janet Lee thanked Paul and then prayed for the Finance Team

7. Vicar's Report

Janet Lee read - Ephesians Ch 3 – 1-13

Before Paul gave his talk, he spent some time thanking those who serve our church family and beyond and reminded us how blessed we are to have so many people contributing.

It is impossible to mention everyone so each year we pick out a couple of teams:

Teams that serve the 10:

- Communion, Mei Yen Furey (leader), Andrew Martin, Rachel Brohier, Samson Main, Di Noon
- Welcome team leaders, Mark Orriss, Mei Yen Furey, Zac Purver, Jack & Annabel Reed, Aile Myers

Grass cutting crew: Jon Woodward, Johnny Hendry, David Jeanneret, Zac Purver, Chris Tohill, Alex Mason

People stepping down from roles:

- Valerie Groves – stepping down as Parish Safeguarding Officer
- Mike Innes – heads up Property Team stepped down from PCC
- Rachel Ambler & Sara Wadsworth – stepped down from Deanery Synod following their moves beyond Bristol

The gathering then stood to remember Heather Knott who passed away on Boxing Day 2023

Paul's talk based on the Ephesians reading above can be found on the [Christ church website](#).