

St. Augustine's Church Halifax

Annual Meeting of Parishioners & Annual Parochial Church Meeting



Sunday 14th April 2019

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St. Augustine's Church Halifax Annual Meeting of Parishioners & Annual Parochial Church Meeting

Sunday 14th April 2019

A G E N D A

Annual Meeting of Parishioners

1. Apologies for absence
2. Minutes of previous meeting
 - a. Matters Arising
3. Election of Churchwardens

Annual Parochial Church Meeting

1. Apologies for absence
2. Minutes of previous meeting
 - a. Matters Arising
3. Reports
 - a. Electoral Roll
 - b. PCC Review of the year
 - c. Churchwardens' Fabric Report
 - d. Deanery Synod Proceedings
 - e. Churches Together
 - f. Accounts and Financial Statements
4. Appointment of Independent Examiner
5. Elections
 - a. Deanery Synod Representatives
 - b. Lay members of PCC
6. School Report
7. Transformational Plan
8. Vicar's remarks
9. Any other business

St. Augustine's Church Halifax Minutes of Annual Vestry Meeting held on Sunday 22nd April 2018

1. Apologies for Absence

Apologies for absence were received from Rev John Hellewell, John Fleming, Ann Mansfield and Margaret Francis.

In the absence of the Vicar, the meeting was chaired by Rev Linda Maslen (Curate).

2. Minutes of Previous Meeting

The minutes of the meeting held on 23rd April 2017 were included on page 4 of the report booklet.

Proposed: Karen Hellewell

Seconded: Denise Keenan

That: "The minutes of the Annual Vestry Meeting held on 23rd April 2017 be accepted as a true record."

Decision: Carried

3. Election of Churchwardens

Nominations were received prior to the meeting for:

- Denise Keenan
- Sue Degnan

As there were two nominations for two vacancies, a ballot was unnecessary and Revd. Linda Maslen declared Denise Keenan and Sue Degnan duly elected to serve as Churchwardens in the parish of St. Augustine, Halifax for the year 2018 – 2019.

St. Augustine's Church Halifax

Minutes of Annual Parochial Church Meeting

held on Sunday 22nd April 2018

1. Apologies for Absence

Apologies for absence were received from Rev John Hellewell, John Fleming, Ann Mansfield and Margaret Francis.

In the absence of the Vicar (due to sabbatical), the meeting was chaired by Rev Linda Maslen (Curate).

2. Minutes of Previous Meeting

The minutes of the meeting held on 23rd April 2017 were included on pages 5 to 8 of the report booklet.

Proposed: Jenny Lynn

Seconded: Karen Hellewell

That: "The minutes of the Annual Parochial Church Meeting held on 23rd April 2017 be accepted as a true record."

Decision: Carried

No matters arising from the minutes were identified.

3. Reports

All the reports are contained in the booklet circulated immediately prior to the meeting.

a) Electoral Roll

Jon Hirst, Electoral Roll Officer, reported that there are 25 people on the Electoral Roll. This is an overall decrease of 3 compared to last year.

The meeting was reminded that the electoral roll is wholly renewed every six years; the last time this happened was 2013, so next year (2019) everyone who wants to remain on, or join, the roll will need to complete a form.

It was agreed that, although the roll is to be wholly renewed next year, there is potential benefit in signing people up in the meantime

in that it will enable individuals to complete the 6-month qualification period to stand for PCC at the next APCM if they so wish. Forms will be made available over the next few weeks for this purpose.

It was confirmed that the criteria for joining the roll are to be aged 16 or over, to be baptised and to have attended St. Augustine's for at least six months.

b) PCC Review of the Year

A summary of the business conducted by the PCC in 2017 was included on pages 11 and 12 of the booklet.

No comments were made, nor questions raised.

Thanks were expressed to Bob Berridge, Treasurer, for all his hard work.

c) Churchwardens' Fabric Report

The Churchwardens' Fabric Report was included on pages 12 and 13 of the booklet.

No comments were made, nor questions raised.

d) Deanery Synod Proceedings

A report of the proceedings of the Deanery Synod in 2017 was included on pages 13 and 14 of the booklet.

In order to provide information and improve awareness, there was a brief discussion on the structure of Synods within the Church, i.e. Deanery, Diocesan and General.

e) Churches Together

The Central Churches Together grouping did not meet during 2017. However, St. Augustine's members took part in a number of West Halifax Churches Together events.

It was agreed that there is considerable benefit in working more closely with the Churches around us; it was suggested that the PCC should discuss ways in which this could be achieved, including the potential re-launching of the Central Churches Together group.

g) Accounts and Financial Statements

The accounts and financial statements, including the reports from the External Examiner and the Treasurer, were included on pages 15 to 20 of the booklet.

The Treasurer pointed out that for the past 10 years we have been spending more than we have been bringing in; giving must continue to be a subject for prayer!

It was suggested that the PCC should consider establishing a fund-raising group.

4. Appointment of Independent Examiner

Proposed: Shelagh Hirst

Seconded: Sue Degnan

That: “Debbie Pinder be re-appointed as the independent examiner for the 2018 accounts.”

Decision: Carried

5. Elections

a) Deanery Synod Representatives

An election was held last year with Shelagh Hirst being elected for a 3-year term; consequently, there is no election this year.

b) Lay Members of PCC

The Church Representation Rules specify the election of 6 lay members for our size of electoral roll. This year there are 3 vacancies as a result of completion of term of office.

Four nominations were received prior to the meeting – Mark Andrews, Bob Berridge, Karen Hellewell and Jon Hirst. Having confirmed that the PCC has the power to co-opt two further members, Karen Hellewell withdrew her nomination, so Rev Linda Maslen declared Mark Andrews, Bob Berridge and Jon Hirst duly elected for a term of 3 years.

6. School Report

A report from the Chair of Governors, Ann Mansfield, was included on pages 21 and 22 of the booklet.

Shelagh Hirst reminded the meeting that the PCC nominates a number of representatives to the Governing Body and, as numbers

in general are somewhat depleted at present, asked for prayer that new Governors may come forward.

7. Vicar's Remarks

The Vicar's remarks were included on pages 23 and 24 of the booklet. No comments were made, nor questions raised.

Rev Linda Maslen asked Karen Hellewell to pass on to the Vicar our thanks for all he does and the massive contribution he makes to St. Augustine's.

8. Any Other Business

With no further business being raised, the Chair closed the meeting.

St. Augustine's Church, Hanson Lane, Halifax

Annual Report & Financial Statements of the Parochial Church Council for the year ended 31st December 2018

INCUMBENT Revd. John Hellewell
BANK Santander
INDEPENDENT EXAMINATION Debbie Pinder
15 Moor End
Halifax HX2 0TX

1. Introduction

St. Augustine's Church has the responsibility of promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

St. Augustine's Church is part of a united benefice with Christ Church Mount Pellon, with separate PCCs being maintained for the two churches.

2. PCC Membership

The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission. Members of the PCC are either *ex officio* or elected by the annual parochial church meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

INCUMBENT Revd. John Hellewell
CURATE Revd. Linda Maslen

CHURCHWARDENS Denise Keenan
Sue Degnan

DEANERY SYNOD REPS Shelagh Hirst

ELECTED MEMBERS Mark Andrews (from APCM)
Bob Berridge
Karen Hellewell (until APCM)
Jon Hirst
Alex Khalili
Ann Mansfield
Mitra Nikoo

CO-OPTED MEMBERS Karen Hellewell (from 08/05/2018)
Saeed Sabat-ghadam (from 08/05/2018)

During 2018 the following members served as officers of the PCC:

VICE-CHAIR Denise Keenan
TREASURER Bob Berridge
SECRETARY Jon Hirst

At present the PCC operates one committee, the Standing Committee, which is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee consists of the Treasurer, the Secretary, the Churchwardens, the Vice-chair and the Clergy.

3. Electoral Roll Report

The Electoral Roll has been fully renewed for 2019 in accordance with the Church Representation Rules. Prior to the renewal, the Roll comprised 26 names, 16 of whom completed a new application for enrolment. In addition, 7 people not previously on the Roll also applied resulting in a 2019 Electoral Roll of 23, a reduction of 3. Of the 23 names on the new Roll, 7 live in the Parish and 16 outside.

The usual Sunday attendance was 27 (2017 36).

4. PCC Review of the year

The PCC met on the following dates, with an average attendance of 65% (2017 73%).

- 09/01/2018
- 20/03/2018
- 22/04/2018
- 08/05/2018
- 10/07/2018
- 11/09/2018
- 13/11/2018

The PCC discussed a wide range of matters, both large and small, including the following:

- Finances – We have continued to be indebted to our Treasurer, Bob Berridge for all his hard work on the finances. Every year we give away 10% of our income; the recipients of this giving are decided by the PCC and details can be found in the accounts.
- Sunday services – In addition to the usual regular discussions regarding various aspects of the Sunday services, the PCC discussed and agreed the approach that was taken during the Vicar's 3-month sabbatical. Subsequently, the PCC discussed at some length how to proceed in respect of joint services going forward.
- Vision and Strategy – A vision session was held on 11/02/2018; the PCC discussed the suggestions made at the sessions and agreed a number of actions going forward.
- Co-opted members – Under Church Representation Rules, the PCC is entitled to co-opt up to two further members who have voting rights and serve a term of one year. Karen Hellewell and Saeed Sabet-ghadam were co-opted for the 2018-2019 cycle.
- Diocesan Lay Conference – The Diocese lay conference was held in Harrogate on 9th June, Mark Andrews attended on behalf of St. Augustine's and reported back to the July meeting of the PCC that the event had been interesting. Mark attended 2 breakout sessions – 'Starting something new' and 'Seeing God at work'. There was a big emphasis on the new lay training website with everyone being encouraged to explore what it offers at <https://learning.leeds.anglican.org>.

- GDPR – Sue Degnan attending Diocesan GDPR (General Data Protection Regulation) training on behalf of the PCC and gave a brief precis to the July meeting. In summary, we need to conduct a data audit to establish what data we hold, what we do with it and how it is kept secure. We also need a privacy notice (there is a draft on the Diocesan website) on our website and available in hard-copy. If we wish to use data for a purpose other than that for which it was originally obtained, then we need to get the individual(s) concerned to complete a consent form. A joint working party is to be formed with Christ Church PCC to complete these tasks.
- St. Augustine's House and Grounds – Various matters relating to the maintenance of the house and grounds were discussed and appropriate plans of action formulated. A significant item was the agreement to substantially prune the bushes and trees on the banking between the paved area and the green metal fence, resulting in much better visibility and a very much tidier appearance.
- Joint working – There have been a number of discussions around the potential for joint working between St. Augustine's and Christ Church. Early developments include the music at joint services and the planning for the forthcoming Benefice Away Day. It is envisaged the joint approach will spread over time to involve more aspects of church life and work.

5. Churchwardens' Fabric Report

a) Services

There has been considerable disruption to services during the year 2018-19. The year commenced with the Vicar away on sabbatical April through June. During this time joint services were held at a neutral venue in the town centre with Christ Church, Pellon – the other church for which the Vicar is responsible. The school hall in which St Augustine's usually meets was deemed too small to accommodate both congregations and the building at Christ Church was undergoing major restoration work.

Overall, the experience of united worship was greatly appreciated and led to discussions, upon the Vicar's return of continuing joint services. Various options were trialled during

the summer and autumn. The neutral venue, The Gathering Place, used during the sabbatical is outside either parish, so a new venue was needed. Christ Church has a church building, St. Augustine's does not, so there was an obvious choice. However, much concern was rightly expressed about keeping a Christian presence in St. Augustine's parish.

Since January 2019 the churches have been meeting separately, except for a joint service, held at Christ Church on the first Sunday of every month, which seems to be a popular and workable balance.

The disruption to services has led to reduced congregational numbers. The average numbers attending services at the start of the year was approximately 40, by the end of the year it is 25. This may also reflect some usual movement in the asylum seeker/refugee population. It should be noted however that the core English congregation numbers 8, with an average age of approximately 71yrs.

b) Grounds

The Churchwardens, Denise Keenan and Sue Degnan, are very grateful to all those who help to keep the gardens looking so beautiful. We are especially grateful to the volunteer head gardener, Steve Blacksmith along with his team of volunteers at St. Augustine's Centre. Thanks are also due to Paula, the Centre's cleaner for regular litter picking.

The trees have been surveyed and pruned as advised this year. There has been some vandalism to the large gates at the end of the grounds which required repair work. Similarly, the fence behind the metal container was vandalised, which necessitated repair work and led to a major thinning of the shrubs and vegetation along the fence to improve visibility.

c) St Augustine's House

The St. Augustine's Centre Halifax charity continues to use and manage the building on a day to day basis. Especial thanks go to David Potter, the Centre's caretaker for continuing to oversee the general maintenance of the building and fittings.

The tiles on the rear extension roof were replaced during this year.

d) *Chapel*

The Chapel remains a place of calm and stillness in the busy Centre, a useful spot for a quiet conversation and prayer. The décor is still of an acceptable standard.

Morning prayers are said in the Chapel on Monday mornings and sung worship takes place on a Tuesday lunchtime. An International Bible study is held every week on a Tuesday afternoon. In addition, occasional evening services take place on key festivals of the Church year, for example Candlemas and Ash Wednesday. Our thanks are due to our voluntary Church worker Sadegh Dabiri, for his work with our Persian, Farsi speaking members of the congregation.

e) *Inventory of Goods*

The Church silverware remains the same, but there was a clear out of some other Church property stored in the school (for example the old hymn boards) in advance of the storage facilities offered by the school being altered. Church property is now stored mostly in what used to be the cleaners' cupboard on the main corridor.

6. Deanery Synod Proceedings

Halifax Deanery Synod met three times in 2018, with Rev. Kathia Shoesmith, the Area Dean alternating with Mr. John White (lay chair), as the chair. The synod meets in a different church every time and begins with an outline of the parish and its ministry.

This year we heard from St. Paul's King Cross and St. Michael's, Mytholmroyd.

The February meeting was a joint meeting with three deaneries together: Halifax, Brighouse & Elland and Calder Valley. We are going to be having more joint meetings as we move towards being one larger Deanery in practice.

The main item of business was a presentation and questions by the Diocesan Environment Officer, Jemima Parker.

The June meeting was another joint meeting which where the main speaker was the diocesan bishop, Rt. Revd. Nick Baines.

In November we met at Mereside Café, Shibden Park in another joint meeting. The main presentation was from Dr. Mandy Aspland, the Lay Training Officer for the Huddersfield Episcopal Area. This was an interactive session to help us think about how we can better educate everyone in our churches, and to explain what the diocesan is putting on, pointing especially to the new Training Website: <https://learning.leeds.anglican.org>

John Hellewell

7. Churches Together

Central Churches Together has again not met during 2018.

However, we took part in some West Halifax Churches together events, including the Christmas Carol Sing and Easter hymn sing at ASDA, and ecumenical services during Holy Week.

8. Accounts and Financial Statements

External Examiner's Report

I have checked the financial statements for year end 31/12/2018. All receipts and payments are correct as stated on the statements with no discrepancies.

All banking reports reconcile.

I agree with the reports for year end 31/12/2018.



Debbie Pinder
External Examiner
15 Moor End
Halifax
HX2 0TX

Financial Statement for the Year Ending 31 December 2018

	2018	2017
Unrestricted General Fund for the Year Ending 31 December 2018		
Receipts		
<i>Voluntary Receipts</i>		
<i>Regular Giving</i>		
Planned giving	3240.00	3560.00
Collections at services	1125.02	1295.98
All other giving/voluntary receipts	0.00	105.90
Gift Aid recovered	350.75	405.32
<i>Other voluntary receipts</i>		
Donations	20.00	290.00
Sales of coffee after Church	31.60	41.12
<i>Receipts from Church activities</i>		
Funerals, Weddings, etc	54.00	0.00
St. Augustine's House	5408.04	5408.04
<small>(Leased to St. Augustine's Centre)</small>		
<i>Receipts from investments</i>		
Deposit account interest – see Reserve Fund (£201.09 paid into the reserve fund during 2018)		
Total Receipts	10259.41	11106.36
Payments		
<i>Church activities</i>		
Mission & relief agencies	(4) 1026.00	1111.00
Common fund	7145.00	6495.00
Church running expenses	232.48	465.84
Cost of services	2138.71	2885.37
Clergy expenses	(3) 321.75	541.16
Printing, post & stationery	0.00	0.00
Coffee after Church	0.00	0.00
St. Augustine's House	2790.09	1430.04
Total Payments	13654.03	12928.41
Excess receipts over payments	-3394.62	-1822.05
Bank current & deposit accounts at 01/01	148.94	1970.99
Balance 31/12/2018	-3245.68	
Internal transfer from 63 Hanson Lane Sale Fund	3245.68	
Bank current & deposit accounts at 31/12	0.00	148.94

Summary of Accounts for Year Ending 31 December 2018

	Receipts £	Payments £	Excess Receipts over Payments £	Amount in Bank 31/12/2017 £	Amount in Bank 31/12/2018 £	Amount Internally Transferred from 63 Hanson Lane Sale Fund £	Amount in Bank 31/12/2018 after Internal Trfs from 63 Hanson Lane Sale Fund £
Unrestricted General Fund Comprising:							
St. Augustine's Church	4851.37	10863.94	-6012.57				
St. Augustine's House	5408.04	2790.09	2617.95				
	10259.41	13654.03	-3394.62	148.94	-3245.68	3245.68	0.00
Unrestricted Contingencies Fund	201.09	0.00	201.09	2389.53	2590.62	-4495.68	2590.62
Unrestricted 63 Hanson Lane Sale Fund	0.00	0.00	0.00	49199.29	49199.29		44703.61
Restricted St. Augustine's House Repairs & Maintenance Fund	0.00	1250.00	-1250.00	0.00	-1250.00	1250.00	0.00
Restricted New Mara / Kiabakari Fund	300.00	400.73	-100.73	533.75	433.02		433.02
Miscellaneous Items	93.60	93.60	0.00	0.00	0.00		0.00
TOTAL ALL FUNDS	10854.10	15398.36	-4544.26	52271.51	47727.25		47727.25
Bank Accounts:							
Santander Current Account				1530.86	19186.60		19186.60
Church of England Deposit Account				50740.65	28540.65		28540.65
				52271.51	47727.25		47727.25

Statement of Assets and Liabilities 31 December 2018

	2018 £	2017 £
Cash Funds		
Santander Current Account	19186.60	1530.86
Church of England Deposit Account	28540.65	50740.65
	47727.25	52271.51
Investment Assets	0.00	0.00
Assets retained for Church's use (unrestricted funds)	47294.23	51737.76
Liabilities	0.00	0.00
Creditor	0.00	0.00

Notes:

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the R&P basis.
2. Moveable church furnishing and equipment held by the Churchwardens on special trust for the PCC, and which require a facility for disposal, are recognised but not valued in the Statement of Assets and Liabilities.
3. A total of £321.75 of clergy expenses were paid to the Curate. No other payments were made to PCC members.
4. £1026.00 (10% of the PCC's General Fund receipts) was donated to St. Augustine's Centre.

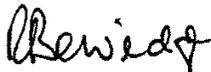
Treasurer's Report for Year Ending 31 December 2018

The General Fund comprises St, Augustine's Church plus St. Augustine's House. The fund incurred a deficit, expenditure over receipts, of £3,394.62 during the year. During the previous year the deficit was £1,822.05 giving an increase of £1,572.57 for year 2018 above that of year 2017.

£201.09 of interest earned by the deposit account was paid into the Contingencies Fund (previously known as the Reserve Fund).

During the year £22,000.00 was transferred from the deposit account to the current account.

A total of £1,250 was spent on a feasibility study into ways to improve access and fire escape options of St. Augustine's House. The PCC authorised an internal transfer of the cost of this study from the 63 Hanson Lane Sale Fund to the St. Augustine's House Repairs and Refurbishment Fund.



The accounts for the year ending 31/12/2018 were unanimously accepted by the PCC on 14/04/2019.

School Report

We are a slightly smaller school than this time last year, partly due to falling numbers of primary school aged children in the area, and more places being available locally. The majority of pupils continue to be Pakistani heritage children, but there is an increasing range of children from a variety of backgrounds, speaking more and more languages.

The school continues to strive to provide the best education for our children, with governors and staff working extremely hard in difficult circumstances to enable our young people to flourish as we know they can.

One of the strengths of St. Augustine's in recent years has been its sports. So it was with sadness that the sports coach left in the summer, and because of the financial situation the school finds itself in, was not able to be replaced. This has left a big hole, felt particularly by the children who benefited from such excellent sports provision.

Our head was also ill for over a term last year but is now back and giving a strong lead as we move forward. This was supported by a very experienced and dedicated governing board, very ably lead by Ann Mansfield, who helped steer the school through some very difficult times. At the very end of 2018 Ann stepped down from her role. It cannot be underestimated just how much Ann has given to the school over many years, and she will be missed by all. She did her job with great professionalism, with dedication, and with a great love for the children and the whole school, and she can be rightly proud of all that she achieved in her time as a governor there. Thank you Ann!

In the early part of 2019 the Local Authority decided that the governing board should be replaced by an Interim Executive Board (IEB). This is a short-term measure, designed to deliver quick improvements. It is too early yet to see how this will impact the school, but we wish them well.

The small nature of the school means there is a real family atmosphere there, and what happens to one affects everyone. Do continue to pray for our school, for everyone associated with it, and particularly for the young people, that they may find there everything they need to flourish as God intended them to.

John Hellewell, IEB member

Vicar's Remarks

2018 was an unusual year in so many ways, both challenging and exciting!

In particular, my sabbatical and the arrangements during those three months proved an important time for many. There was much that was positive that came out of that time, not least the experience of worshipping with our brothers and sisters from Christ Church on a regular basis. This has led to the development of worshipping together on the first Sundays every month at Christ Church in 2019, and at first sight, this seems to be going well.

The discussions around this began an important conversation and some serious soul-searching which is far from over yet. In particular, what does it mean to represent Jesus in our area, and what should this look like on Sunday and during the week? There is a conviction from everyone that there should be a worshipping presence in the area regularly, but the jury is still out on what this should look like. Do keep praying and seeking God's will for this!

We had 10 people confirmed in 2018 and are looking forward to the next group of people being baptised and confirmed in their turn. It is a continual joy that we should not underestimate to see people coming to a living faith!

It is also good to celebrate when people get their status, and we continue to support those who struggle to do so, sometimes over many years. The strength and support of the folk at St. Augustine's plays a big part in helping people on this journey, and although it is a sadness for us as a church when people move away from the area to begin their new settled journey in this country, it is also a privilege to have played some part in helping them on that journey. Thank you to them for all that they have given us as well whilst they are with us!

Tuesdays continue to thrive, with both Tuesday worship and the bible study being well attended.

Looking forward, we will no doubt continue to explore the links with Christ Church, and also how we can disciple everyone, helping all of us

to grow in Christ together. If you have suggestions of how we can help this happen more, then do let us know!

Can I say a big 'Thank you' to everyone involved at St. Augustine's! The wardens have done an excellent job (as always), and the music proved by Jon is always helpful in leading us into God's presence. The many people who have helped us to better understand God's Word is a blessing to us, as is the presence of everyone at St. Augustine's. Thank you so much for being you, and for being willing to follow where Jesus leads us!

Yours in Christ

John