



HEXHAM ABBEY
HERITAGE • WORSHIP • COMMUNITY

ST ANDREW'S, HEXHAM MEETING OF THE PARISHIONERS

- Vestry Meeting -

Sunday 25th October 2020, 11am, Hexham Abbey and on Zoom

AGENDA

1. Appointment of Clerk to the Vestry
2. Apologies for absence
3. Minutes of last meeting on 28th April 2019
4. Election of Churchwardens

ST ANDREW'S, HEXHAM ANNUAL PAROCHIAL CHURCH MEETING

Sunday 25th October 2020, 11.10am, Hexham Abbey and on Zoom

AGENDA

1. Apologies for absence
2. Minutes of last meeting on 28th April 2019
3. Matters arising from these minutes
4. Treasurers Report and presentation of Accounts and
Annual Report for approval
6. Appointment of Auditor 2020-2021
7. Church Electoral Roll Report
8. Elections to Deanery Synod
9. Elections to PCC
10. Safeguarding Report
12. Rector's Report
14. Any other business – items to be with the Rector at least
48hrs notice before the meeting

God may be calling YOU!

Please pray about these meetings. We are looking for one new churchwarden to replace Simon Cardwell who is not standing for re-election this year. Helen Milner, Jane Pickett, Rachael Haywood-Smith and Richard Snow are willing to stand again this year.

This year we have elections to the Deanery Synod. This is an important role because the Deanery plays a key role in developing strategy and deciding on clergy deployment as well as encouraging growth and mission. It is so important that Hexham Abbey is a key player in this forum. Deanery Synod members are also members of the PCC and Trustees.

There will be an election for 5 new PCC members. We have three full vacancies for the years 2020 – 2023 and two casual vacancies for the years 2020 – 2022. If you feel God is calling you to serve in this way please don't hold back. The work of the PCC is really important for discerning God's calling and direction for our parish. If you have never been on a PCC before and would like to find out more about it please speak to one of the current members.

Anyone who wishes to stand as a Churchwarden, Deanery Synod representative or member of the PCC must fill in a nomination form with a proposer and a seconder. Churchwarden nomination forms must be submitted 48 hours before the meeting. It would be good to have nomination forms for Deanery Synod and the PCC in advance of the meeting although this is not strictly necessary. Nominations forms should be emailed to admin@hexhamabbey.org.uk, handed to the Rector or posted to the Parish Office. Nominees, proposers and seconders must be on the Abbey Electoral Roll.

In the event of there being more nominations than places available a vote will be held.



HEXHAM ABBEY
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Nomination form for PCC membership 2020 - 2023

I am content for my name to be put forward for election to the position of member of the PCC and Trustee in the parish of St Andrew, Hexham for the years 2020 - 2023.

Signed

Date

Proposed by:

Name*

Seconded by:

Name*

*Due to Covid restrictions it will not be necessary for the proposer or seconder to sign this nomination form. Nominees, proposers and seconders must be on the Abbey Electoral Roll.



HEXHAM ABBEY
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Nomination form for Deanery Synod membership 2020 - 2023

I _____ am content for my name to be put forward for election to represent the Parish of St Andrew, Hexham as a member of the Deanery Synod^ for the years 2020 - 2023.

Signed

Date

Proposed by:

Name*

Seconded by:

Name*

^Deanery Synod representatives are also members of the PCC and Trustees.

*Due to Covid restrictions it will not be necessary for the proposer or seconder to sign this nomination form. Nominees, proposers and seconders must be on the Abbey Electoral Roll.



HEXHAM ABBEY
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Nomination form for Churchwarden 2020 - 2021

I _____ am content for my name to be put forward for election to the position of Churchwarden in the parish of St Andrew, Hexham for the year 2020 - 2021.

Signed

Date

Proposed by:

Name*

Seconded by:

Name*

*Due to Covid restrictions it will not be necessary for the proposer or seconder to sign this nomination form.

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING

Sunday 28th April 2019

Present: Dagmar Winter (Chair), Esther Russell (Secretary) and 64 Parishioners

- Dagmar Winter chaired the meeting and welcomed the 64 parishioners
- 19.01 Apologies
- | | | |
|-----------------|-----------------|------------------------|
| David Ratcliff | Toni Bush | Gordon Rowell |
| Lynne Ratcliff | Larry Bush | Patricia Elliot-Newman |
| Martin Hughes | Chris Ackermann | Raymond Dance |
| Jill Hughes | Sue Ackermann | Hugh Bingham |
| Chris Gilding | Fiona Fannon | Wendy Nott |
| Wendy Gilding | Inger Mosbery | Carol Sanderson |
| Carol Wilson | June Oliver | John Robinson |
| Martin Howell | Sally Dodgson | Vera Rutherford |
| Vivienne Watson | | |
- 19.02 Minutes
- The Minutes of the APCM held on 29th April 2018 had been circulated.
IT WAS AGREED that the minutes be accepted and signed as a true record of the meeting.
Proposed: Chris Wilson
Seconded: Jane Plkett
- 19.03 Matters Arising
- There were no matters arising.
- 19.04 Report on the Financial Affairs of the Parish
- Peter Cockerill, Treasurer gave his report and noted that the financial figures were drawn from audited report and accounts. It was commented that there remains a strong focus on mission and outreach within the PCC and any financial decisions made in 2018 have been based on this mission.
- Thanks given to Ken Newitt and Mark Hatton for assisting Rachael Ogilvie. Special thanks to RO for her continuous and dedicated support.
- Accounts for 2018 are consolidated HATL and PCC Accounts (HA Heritage now ceases to exist). There continues to be a leaking bucket yet we were blessed to receive a substantial and generous legacy in 2018 which helped to support the Abbey funds.
- 2018:**
Income = £1,078,594 and costs = £1,225,662. A shortfall of £147k yet when you take off the depreciation the loss drops to £20k.

Reserve funds have increased over the past 5 years, ONLY due to large six figure legacy and gifts. HATL surplus of £60k was gifted to PCC.

Income in 2018:

Income: £1,078,594, which consists of income from:

Donations and legacies: £453,271

Fundraising events: £10,333

Lettings: £140,791 (£53k in last 12-18 months, figures have tripled)

Refectory: £272,633

Shop: £123,214

Other income: £78,352

Costs in 2018: £1,225,662

HATL staff costs - £231,820

HATL other costs: £243,498

PCC staff costs - £141,046

PCC diocesan share: £138,757

PCC maintenance: £75,995

PCC other costs: £394,546

Owen Mills, General Manager gave his report. Following a couple of tough years in 2016 and 2017, 2018 looked more promising.

The Abbey Gift Shop was the main concern in 2018 with difficulty trading in Hexham and the holding of surplus stock. The Gift Shop stock was reduced and now happy with result.

The Refectory Cafe performed very well and continuing to receive positive and pleasing feedback from customers. Cafe busy by day and an increase in events by night. In terms of seating, the Cafe has reached capacity with not so much opportunity for future growth (other than an extension!). Owen commented that there has been a reduction in staffing costs as a percentage of income.

The strategy of streamlining function room customers worked well in 2018 and people thought of the Abbey first when making a room booking in Hexham. Bookings for summer 2019 looking strong with parties and weddings all the way throughout the summer. Do we want to become even busier? Do we want to raise prices? Open to conversation, yet believe that we should be accessible to all in heart of Hexham community. On track for achieving budget this year which is positive news.

Owen concluded by giving thanks to all support staff and volunteers.

DW gave thanks to Richard Snow for property maintenance work. It was noted that there is approximately £130k in restricted funds to help support the replacement of the boiler and Abbey roof repairs.

There was a question raised from the congregation about how the Abbey shares peoples' giving to the Abbey. It was recommended that any member of the congregation choosing to give directly to a charity of their choice, should directly donate to the charity, where Gift Aid can be applied. The PCC will donate 5% of donations to charitable causes.

Thank you from DW to PC for all of his unseen work.

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| 19.05 | Submission of Audited Accounts and Statements of the PCC's funds and property for approval | Proposed by John Mitchell
Seconded by Richard Snow
All were in favour by a show of hands. | | | | | | |
| 19.06 | Appointment of Auditor | It was proposed that the approval of the appointment of auditors (Dodd & Co) be delegated to the PCC, due to the lengthy process involved. Proposed: Steph Bingham and seconded: Tony May. All were in favour by a show of hands. | | | | | | |
| 19.07 | Presentation of Church Electoral Roll | 178 on current Church Electoral Roll (versus 343 last year). It was noted that the current number is lower than last year yet not unduly concerned at present. DW made a request for people to complete the Electoral Roll Form to enable the Office to have a true and accurate record of Hexham Abbey membership.

DW made a request for an Electoral Roll Officer to support this work, any interested parties to speak directly with DW. | | | | | | |
| 19.08 | Elections

PCC
3 yr | The following had been nominated to serve as members on the PCC:

<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Nominee</td> <td style="width: 33%;">Proposer</td> <td style="width: 33%;">Seconded</td> </tr> <tr> <td>Malcolm Thompson</td> <td>Rachel Ogilvie</td> <td>Dorothy Simmons</td> </tr> </table> All were in favour by a show of hands. | Nominee | Proposer | Seconded | Malcolm Thompson | Rachel Ogilvie | Dorothy Simmons |
| Nominee | Proposer | Seconded | | | | | | |
| Malcolm Thompson | Rachel Ogilvie | Dorothy Simmons | | | | | | |
| 19.09 | Appointment of Sidespeople | Rachael Haywood Smith confirmed that there were 23 members in current team. Thanks were given to Norma Harris and Sue Snow and a warm welcome to Chris Wilson and Dawn Sutton. It was noted that RHS was particularly grateful to receive the help of others. | | | | | | |

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|-------|-----------------------------|--|
| 19.10 | Safeguarding | Fiona Finnon sent her apologies |
| 19.11 | Health and Safety | Fiona Finnon sent her apologies |
| 19.12 | Slideshow
Review of 2018 | DW provided a commentary to accompany a PowerPoint presentation highlighting some of the many events at the Abbey during 2018. |

HAH officially wound up in 2018 and as a result the PCC and HATL now experience a closer working relationship as one organisation. Hexham Abbey Heritage Development is in need of strong board team and DW asked for interested parties to liaise with DW directly.

Abbey Events in 2018 included:

Army Dinner, January Short Talks, fundraising concerts, Holy Week, Easter Day preparations, marriages, wedding receptions, confirmations, plant stalls, Messy Church, Christian Aid week, Culture Awards, Rogation Walk, Etheldreda Table, seventy years of NHS event, Hexham Marathon, Hexham Holiday Club, Roman Festival, visit from Prince Charles, Hexham Abbey Festival, Pilgrimage, Light Up Abbey for SANDS (stillborn and neonatal death), Skeletons in the Abbey, Remembrance tide, Christmas Fair, Christingle Service, Christmas lights and hot chocolate in Abbey.

Thanks given to many people who support the work of the Abbey including Altar Servers, Prayer Team, Sheila Dance, Flower Team, Retired Clergy, Verger Team.

Claire Robson was licensed and joined Abbey as Associate Priest at end of 2018. Kirsty Wills joined the team and Sally McRobie and Emily Hagon left the team in 2018.

Thank you to all staff and volunteers. Large round of applause and thank you to Michael Haynes for work and commitment to music.

Mission Action Plan:

- Convene welcomers
- Improve after Church coffee experience
- User friendly Order of Service
- Inclusive film events
- Forum exchange
- Messy Church
- Leaflets about faith in Abbey
- Recruit and retain Choristers
- Enquirers course
- Special speakers

More opportunities await to relight candles of faith in 2019. A Gala Dinner planned for November 2019, the recruitment of Fundraising Manager (thanks to Mercers for their financial support of this role). Need to look to contactless device for giving within the Abbey.

We do this together, we continue to count on continued support in all areas to live up to mission that we are called to do. What can you give your time and talents for?

Thanks given back to Dagmar from the parishioners.

- 19.13 Looking Ahead Richard Thornton, Property Committee. The masonry work completed recently was completed to an exceptionally high standard. The Nave North Aisle was completed to time and budget. We now look to replace the boiler in 2019. Plans were drawn up and then a survey found asbestos. Specialist contractors Rhodar have been in the Abbey to ensure air quality was monitored and all asbestos removed. Thankful for one more winter from old boiler. Four tenders are out presently and hope to complete the work over the summer.

DW thanked RT for his work.

- 19.16 Any Other Business Chris Britton raised a question about the removal date of the Accro-Prop from under the Geta Stone in the Crypt. When is it going? Richard Thornton confirmed the following a visit from a structural engineer last Friday, it was confirmed that the prop could be removed after the area had been re-pointed. It was suggested that an email be sent from Kirsty Wills to Stewards and Guides to inform them of next steps.

Dagmar concluded the meeting by noting that we have a great deal to be grateful for and a lot of opportunities ahead of us to work together.

Composition of PCC (2018-2019)

Clergy [2]	Churchwardens [4]	Deanery Synod Representatives [5] (2017 - 2020)	Elected Members [10]
Canon Dr Dagmar Winter <i>(Rector)</i>	Jane Pikett <i>(elected Vestry April 2019)</i> Richard Snow <i>(re- elected Vestry 2019)</i>	Hedley Everett David Ratcliff Carol Wilson Wendy Nott June Olliver	Lindsay Findlay-King (2017) Peter Cockerill – Hon. Treasurer(2017) Vivienne Watson (2016) William Tyson (2017) Michelle Mackie (2017) Jill Hughes (2018) Tony May (2018) Lynne Thomson (2018) Malcolm Thompson (2019)
Rev. Claire Robson <i>(Hon Associate Priest)</i>	Rachael Haywood Smith <i>(re-elected Vestry April 2019)</i> Simon Caudwell <i>(re-elected Vestry April 2019)</i>		