



## Minutes of the Annual Parochial Church Meetings

Sunday 23<sup>rd</sup> March 2025 at 12.00

### Parishioners' Annual Meeting

**Present:** Caroline Adams, Anita Atherton, Tim Bayton, Annamaria Blackwell, Pat Cockman, Maureen Cockram, Stuart Cook, Susan Coombs, Grace Davie, Dee Elson, Gay Froud, John Grummett, Liz Holland, Anne Killingback, Pauline Krombas, Stuart Macwilliam, Brenda Manley, Will Marjoram, Andy Martindill, Rachel Martindill, Jill Mather, Joanna Mimmack, Joyce Mitchell, Barbara Morris, Layton Morris, Charlotte Payne, Mike Payne, Marilyn Pegg, Sue Pinn, Fr Henry Pryse, Pat Read, Joan Ridgway, Nigel Ridgway, David Robertson, Jill Robertson, Tom Salmon, Pam Scotting, Chérie Snell, Patricia Snell, Louise Spencer, Rose Swift, Linda Thompson, Fr Brian Tubbs, Ann Walsh, Judith Wedgwood, Lorna Wickers, Jane Williams, Nigel Williams.

**1. Fr Henry opened the meeting with prayer.**

Fr Henry welcomed everyone to the meeting and thanked the PCC secretary for her work during the year.

**2. Apologies for absence** were received from: Sandra Dickinson, Fr Tony Dickinson, Wendy Gill, Shirley Godek, Amy Hurlock, Nicola Morris, Sue Parks, Carole Parsons, Gary Patch, John Snell, Wendy Steer, Jim Weeks.

**3. Minutes of the last meeting** (17<sup>th</sup> March 2024) were approved as a correct record (proposed by Nigel Williams, seconded by Stuart Macwilliam).

**4. Matters arising** – None.

**5. Election of two churchwardens** (to serve for one year).

- Rachel Martindill (proposed by Pat Snell, seconded by Nigel Williams)
- Sue Pinn (proposed by Judith Wedgwood, seconded by Pat Cockman)

As there were no other nominations, Fr Henry declared them elected churchwardens for one year. He thanked Andrew Mimmack for his work in the past year, and thanked Rachel and Sue for being willing to stand this year.

**6. Any other business** – None.

**The meeting closed at 12.06.**

# Annual Parochial Meeting

**Present:** see list from Parishioners' Annual Meeting.

**1. Apologies for Absence:** see list from Parishioners' Annual Meeting.

**2. Minutes of the Last Meeting** (17<sup>th</sup> March 2024) were approved as a correct record (proposed by Joan Ridgway, seconded by Patricia Snell).

**3. Matters Arising**

**4. Report of the Electoral Roll (see Appendix 1 for full report and explanation)**

- i. Liz Holland, Electoral Roll Officer, read out her report to the meeting (a legal requirement for the APCM).
- ii. She reported that there are names on the 132 newly compiled roll (158 names having been on the previous roll). There are 22 new names on this roll. The roll will be reopened after this meeting to allow for more names to be added in the next 6 years.
- iii. Fr Henry thanked Liz for her conscientious work on the roll throughout the year.

**5. Churchwardens' Report (see Appendix 2 for full report)**

- i. Rachel Martindill read the printed report to the meeting.
- ii. Fr Henry thanked both church wardens (Andrew Mimmack and Rachel) for all their work. He assured Andrew and Joanna Mimmack of our prayers during his illness.

**6. Report of Deanery Synod Proceedings (see Appendix 3 for full report)**

- i. Mike Payne and Joan Ridgway read the printed report to the meeting, summarising the two Deanery Synod meetings held this year. (Check Joan's notes)
- ii. Fr Henry thanked Mike, Joan and Marilyn Pegg and commented that the meetings this year had been interactive – and “quite fun!”

**7. Annual Statutory Report and Presentation of the Accounts for 2024 (see Appendix 4 for full report)**

- i. The annual statutory report was received and will be published on the church website and submitted to the Charity Commission – a legal requirement. Several people contribute to the report, which is a celebration of all that happens at St James', and which Nigel also sends to the Bishop and Archdeacon.
- ii. Nigel went on to present a commentary on the Financial Statements.
- iii. He spoke of the small surplus made last year which contributes to our current balance of £21385, up from last year.
- iv. His summary – see financial review on page 4.
- v. He concluded by thanking his team - Rachel, Anita, Tim, Michelle and David – for all their work.
- vi. Fr Henry thanked Nigel Ridgway and his team for his work on the report.
- vii. The report was approved unanimously (proposed Nigel Ridgway, seconded Tim Bayton).

**8. Rector's Report**

- i. Fr Henry used the occasion to record his formal thanks to the many people who support him in his work as well as to report on developments.

**The church community:** he echoed the thanks in the Churchwardens' report and underlined again the range of activities outlined in the Annual Report compiled by Nigel Ridgway.

He spoke of the need to hold Andrew Mimmack and his family in our prayers during this time. He thanked the churchwardens for the weekly meetings, and all members of the Standing Committee and PCC for their service. He thanked Joan Ridgway for chairing PCC and Jill Mather for drawing up agendas.

**Outreach:** he reported conversations he had had with personnel from the new housing development and thanked Joan Ridgway for her contacts with other churches in Exeter who had reached out to new estates in their parishes and Gary Patch for his work on the draft Mission Action Plan.

**Diocesan links:** he spoke of his meetings with Bishop Mike and reminded the APCM that he will be presiding at the St James' Day service on 25<sup>th</sup> July.

Bishop Mike intends to keep the current diocesan priorities (Growing in Prayer, Making New Disciples and Serving the People of Devon with Joy) but will also be developing his own vision for the diocese to be supported by extra funding from the Church Commissioners.

**Ministry matters:** Joan Ridgway's relicensing as LLM will take place in the Cathedral on 27<sup>th</sup> July. The new PCC will be asked to approve this at their first meeting.

Fr Henry reported that after prayer and deliberation, Charlotte Payne had decided to train for the ordained ministry locally with SWMTC, which means that Charlotte and Mike will remain in our church community for another two years. Charlotte also thanked Fr H for all his support.

Fr Henry thanked Carole Parsons for serving at the 8.00 services on Sundays and Sue Pinn and Louise Spencer for their technical support with admin matters.

He thanked Sue Parks for helping to organise the **Quiet Day** at Mill House in November and Tim Bayton for organising a series of four **Sunday afternoon concerts in January** – with refreshments!

He also thanked Fr Tony for running this year's **Lent course** on the poems of George Herbert.

He noted the success of the 100<sup>th</sup> Messy Church gathering of past and present families and volunteers.

He also thanked those who have been working to brighten up the inside of the church – particularly Andy Martindill.

- ii. He ended his report by reading out the names of those in the church family who have died since the last APCM.

Ann Cousins, Dame Margaret Wheeler, Pam Neale, Dougie Saunders, June Venmore, Beryl Hooper, Charles Barker, Grace Thorne, Bill Vennart, Pam Miller.

May they Rest in Peace.

## **9. Safeguarding Report (see Appendix 6 for full report)**

- i. Caroline Adams provided a reminder of her written report on safeguarding at St James' – a legal requirement at the APCM.
- ii. As health and safety officer, she took the opportunity to remind the meeting of
- iii. Fr Henry thanked Caroline for taking on the important responsibility during the year, mentioning also the good relationships with the diocesan safeguarding team.

## **10. Election of Two PCC Members to Serve for Three Years**

- i. Two nominations had been received:
  - Caroline Adams (proposed by Rachel Martindill, seconded by Jill Mather)
  - Susan Coombs (proposed by Tim Bayton, seconded by Pam Wright)

As there were no other nominations, Fr Henry declared them elected for three years.

### **11. Approval of Assistant Wardens and Sidespeople**

Patricia Snell, Nigel Ridgway, Nigel Williams (Assistant Wardens) and Anita Atherton, Pat Cockman, Ann Fairbairn, Ann Fitzroy Gay Froud, Wendy Metson, Joanna Mimmack, Rebecca Rowe, Pam Scotting, Cherie Snell, Louise Spencer, Jane William (Sidespeople).

### **12. Appointment of Examiner of Church Accounts**

- i. Nigel Ridgway was very pleased to propose the “excellent” David Robertson. The meeting duly appointed David Robertson, proposed by Nigel Ridgway, seconded by Anita Atherton, approved unanimously.

### **13. PCC Dates for 2025 – 2026**

Proposed dates: 20<sup>th</sup> May 2025, 8<sup>th</sup> July 2025, 23<sup>rd</sup> September 2025, 25<sup>th</sup> November 2025, 10<sup>th</sup> February 2026.

### **14. Any Other Business**

- i. Barbara Morris mentioned that she and some other church members seemed to have dropped off the mailing list. Sue Pinn had tried to resolve this issue without full success. Grace Davie asked how many people are on the mailing list – 250 on the list, going out in blocks of 30. NR offered to look into the matter with the office team.
- ii. Grace Davie asked that her thanks be recorded for the very many people who contribute to the life of St James'. She finds it “deeply impressive”.

### **15. Date of Next Meeting: 22<sup>nd</sup> March 2026.**

**The meeting closed at 13.06 with a blessing on the food, the Grace, and thanks to the Social Committee for the refreshments and Stuart Cook for the sound system.**

Jill Mather  
Secretary to the PCC

### **Appendix I**

#### **Report on the Electoral Roll: APCM March 2025**

The Electoral Roll is the church's register of electors and is the list of those qualified to attend and vote at the Annual Parochial Meeting in elections for the Parochial Church Council and for the parish's representatives on the Deanery Synod.

Each parish has to compile a new Electoral Roll every 6 years; this was last done in 2019 so we have had to compile a completely new Roll this year. All previous names were removed and a completely new list started in January 2025.

In accordance with Diocesan rules, the new Roll was closed on 2<sup>nd</sup> March and has since then been available in the church. After this meeting, we will be able to re-open the list for new names.

At the 2024 Annual Meeting there were 158 names on the Roll. This is the total of all names added over the previous 6 years: some of these no longer attend; several did not return after the Covid pandemic. During the past year, 8 of those people have died and 9 have moved away.

This year we have a completely new Roll with 132 people having completed an application form.

There are 22 names on the new Roll that were not on the 2024 one.

A few of our current congregation did not complete forms in time for this year's APCM.

This will be reported to the first meeting of the new PCC; they will receive updates on the numbers throughout the year.

E H Holland  
Electoral Roll Officer  
March 2025

**Other appendices referred to in the minutes are available from the secretary on request – [secretary@stjamesexeter.org](mailto:secretary@stjamesexeter.org)**