

## **Minutes of the Annual Meeting of Parishioners, Annual Parochial Church Meeting & PCC meeting: 18th May 2025**

- 1. Opening prayer.**
- 2. Apologies for absence:** Maggie Fox & Andrew Sindall

### **Annual Meeting of Parishioners:**

- 3. Minutes of previous AMP (2024):** proposed & seconded by RW & WT, & agreed as accurate by all.

- 4. Election of two church wardens** for the coming year:

No one has come forward to take on the named church warden responsibilities, which does carry implications in our Interregnum. There is a strong team with much relevant experience (at least 6 ex-churchwardens on our current PCC), with subcommittees sharing the Fabric and Maintenance, Finance etc. roles. The PCC have met with Rev Tim Edwards, the “new” Dean of Sevenoaks, and Ven Nick Cornell, Diocesan Archdeacon, who are aware of our robust arrangements, reporting and recording, and of our sound financial management.

### **Annual Parochial Church Meeting (APCM):**

- 5. Minutes of previous APCM (2024):** proposed & seconded by ST & MC, & agreed as accurate by all.

- 6. Matters arising:** None.

- 7. To receive the Annual Report of the PCC for 2024:**

The Annual Report has been shared in church and online, with signposting to this document on the church website.

### **Annual Report:**

- **Electoral roll:** There are currently **90 people on the electoral roll** (cf 118 last year). This year, 2025, was the year for renewal (due every 6 years), with Wivine Turner, Electoral Roll Officer, with Simon’s support, having worked very strenuously here. Thanks were proffered to both WT & SB.
- **Online Church presence:** This has continued with an online presence during the interregnum, Simon Bull having set up a new website page and maintaining the “Church near you” page. The PCC invites articles, photos and notices of events (eg Messy Church dates and summaries, Events team and Eco church events etc.) for the website, ongoingly. This is vital not only to welcome community members to join us in a range of activities, but to demonstrate to any potential candidates come Autumn for the post of our new priest, that our congregation is faithful, committed and active, and our PCC teams robust and proactive. Simon is also managing the newsletter, online and for hard copy notices on the reverse of our weekly pew leaflets- please can we ensure notices are sent to him at least a week in advance?

*Minutes of Annual Parochial Church Meeting (APCM): contd.*

- **Photocopier:** the printer/copier is accessible for pew leaflets and notices, having remained in the vicarage (where checks are made weekly by ST, PT and those copying for services and notices).
- **Ministry during the interregnum:** Adie McCall is leading the majority of Sunday morning services and will very kindly continue to support in arrangements for and officiating at weddings, baptisms and funerals. We are currently liaising with a family for the next baptism on 1<sup>st</sup> June.

Rachel has taken on the roll of arranging services, inviting clergy to officiate for our Holy communion services, as well as organising hymns and reading rotas, no mean feat, when PTOs are so thin on the ground. This has largely covered Holy Communion, either morning or evening services, with leadership by Archdeacons, and Bishop Jonathan, but where there are gaps, Kevin must apply for permission for our not providing Holy Communion. Grateful thanks were given to Rachel.

- **Choir Director:** although the post description and need has been widely shared in good time, there has sadly still been no response here. The loss of Philip Le Bas' huge experience and skills have been deeply felt, while Emily and Abbey have so generously kept regular, if less frequent, choir practices going.

The choir has largely continued, attending, robing up and singing to support the congregation's worship. The Communion hymn has been brought back during the interregnum, which is much appreciated.

Any future new incumbent will have their own ideas about the direction of the choir in the future, with the current choir's views having been recorded to help inform here.

- **Finance Report:** *previously circulated*

Our new treasurer, Andrew Sindall, is happy to have queries referred to him, although unable to be present today.

The finance report was accepted by all and thanks given to AS and the finance team for organising the accounts so effectively.

- **8. Appointment of Honorary Independent Financial Examiner:** all elected for Andrew Michaelides to remain in this role, to which he has kindly agreed.

**9. Election of PCC members:**

*Qualifying requirements include an updated DBS check and Safeguarding training after being elected, in addition to signing a "Fit and Proper Person" declaration, ensuring no disqualification from being a charity trustee.*

Re-election: of Wivine Turner & Marshall Kent (both having generously offered to stand again) was proposed and seconded by ST and RW, and unanimously agreed.

We currently have 2 PCC vacancies, following Ed Jenne's term having come to an end. No one has yet come forward to fill these roles, but we have an offer for 2026 onwards, when that volunteer has capacity, encouragingly.

**10. Resolution that Licensed Lay ministers and Readers are ex-officio PCC**

**members:** this resolution was proposed and seconded by PT and BB, and unanimously passed, with Kevin Bright, Reader, continuing as an ex-officio PCC member.

**11. Any other matters of parochial or general church business:**

- Interregnum: brief summary by KB: at our March' 25 meeting with Ven Nick Cornell, Archdeacon, and Rev Tim Edwards, Area Dean (bishop's representatives, our having requested a meeting to better understand likely new incumbent arrangements and timescale), we were assured that we would hear within 3 months of diocesan plans for the appointment of a new incumbent. These matters are within the bishop's gift. The notice of a provisional 3 years' vacancy is displayed in hard copy in our porch.

In the meantime, we have a subcommittee working upon our Parish Profile, which is currently in draft form, for publication in the early Autumn/ as indicated by advice awaited by the diocese. All church operations continue to be carried out effectively by the PCC, for this temporary period.

- Safeguarding: Marshall Kent, Safeguarding Officer, summarised the updated Safeguarding policies and measures, and reiterated the apology from Rochester diocese for the tragic events of abuse within the CoE, explaining the opportunity offered for victims to come forward to the diocese for specialist support. These are signposted online. MK explained that St P&P, Seal, is following the diocesan policy on safeguarding as displayed in hard copy and on our website, working well towards all facets of our dashboard, while emphasising the paramount concern and care for the safety and totally inclusive welcome, for all.

**12. Suggested dates of next APCM and PCC meetings:**

**PCC 2025-2026: Provisional dates (mostly Thursday at 8pm):**

**Sunday 18<sup>th</sup> May '25 (today), Thurs 10<sup>th</sup> July, Weds 3<sup>rd</sup> Sept, Thurs 6<sup>th</sup> Nov '25.**

Dates still to be arranged: Jan '26, March '26, May '26.

**APCM 2026: Sunday 17th May '26 (Easter Sunday is 5<sup>th</sup> April '26)**

## **PCC meeting following the APCM: 18<sup>th</sup> May '25:**

**Present:** Kevin Bright (KB), Paul Thompson (PT), Sally Thompson (ST), Cathy Hughes (CH), Anne Sommer (AS), Marion Gilchrist (MG), Alison Bull (AS), Simon Bull (SB), Rachel Wigley (RW), Martin Clews (MC), Wivine Turner (WT), Marshall Kent (MK) & Babs Bartholomew (BB).

1. **Apologies for absence:** Andrew Sindall, Mark Turner
2. **Minutes of last meeting (1<sup>st</sup> May '25):** *previously circulated:* accepted.
3. **Matters arising:** none.
4. **Appointment of Officers:**
  - **Vice Chair:** Paul Thompson: it was initially agreed that the chairing of PCC meetings during the interregnum would be shared, taking the role in turns; in reality, Paul Thompson has kindly chaired for us, and agreed to act as Vice Chair today. Thanks were proffered to PT, who was elected unanimously.
  - **Electoral roll officer:** Wivine Turner has agreed to remain in role, for which warm thanks were given. WT was re-elected unanimously.
  - **Standing Committee :** 5 members were elected last year, to continue during the interregnum: Alison Bull, Marion Gilchrist, Kevin Bright, Paul Thompson and Babs Bartholomew. All agreed to continue in role and were thanked.
  - **Safeguarding Officer:** Marshall Kent has agreed to remain in role, for which thanks were given. MK was re-elected unanimously.
  - **Treasurer:** Andrew Sindall came into post this early Springtime, with the welcome support of Wivine Turner and Alison Bull in the Finance Team, and was thanked.
  - **Secretary:** Babs Bartholomew agreed to continue in this role (co-opted member) and was thanked.
5. **Adoption of CoE Safeguarding Policy:** this was proposed and seconded by ST and RW, passed unanimously, and was adopted:

**The following resolution: The Parish of St Peter and St Paul, Seal, is committed to implementing the House of Bishops' safeguarding policies and good practice guidance, was passed by the PCC on 18th May 2025.**

**Close of meetings:** 12 noon.

