

**Minutes of Annual Meeting of Parishioners (AMP) and Annual Parochial Church Meeting (APCM)**  
**St Michael & All Angels Winwick**  
**Thursday 5<sup>th</sup> March 2020**

Present: Revd Graham Collingridge (GC), Jane Collingridge (JC); Pauline O'Connor (POC) Sarah Cripps SC)

**Annual Meeting of Parishioners (AMP)**

1. The meeting started at 11am.
2. Prayers.
3. Apologies: Sue Tringham, Madge Armitage, June Thomas
4. Election of Church Warden.  
SC proposed by POC, seconded by JC. Sarah Cripps duly re-elected.

**Annual Parochial Church Meeting**

5. Minutes of last APCM approved and signed by GC and dated 5<sup>th</sup> March 2020.
6. Matters arising: None
7. Reports:-
  - (a) Electoral Roll – remains the same with  
4 resident (MA, POC, SC & JT) and  
JC and ST as non-resident
  - (b) Annual Report – GC provided a Report which is attached to these Minutes.  
Report approved.
  - (c) Financial Statements prepared by ST.
    - i. £5,000 set aside for the path from the Servedy monies.
    - ii. The following queries were raised:-
      1. Bell Fund Fee of £20
      2. Builder Fee of £668.75 (Approval postponed)
      3. Grass Cutting
      4. Clock Payment which should be within the Parish Meeting
  - (d) The Draft Accounts were noted to date.  
Ben Healey to check the toilet  
Damage to the Alarm  
Kitchen and Servedy been signed off.  
SC completed Inventory and Terrier  
Keys to the Toilet are in the safe.

**Ecclesiastical Insurance Report**

Requirements numbered One need to be acted on.

Some Electricity works required to be done and the work to be done by Croxford's.

Advisory

Photographs should be taken of valuables in the church – SC TO DO.

Asbestos – not applicable.

Health and Safety Management – GC to print off Assessments and go round the building with SC and tick them off.

Fire Risk

The Safe to be left as it is – satisfactory – contains 1 chalice, 1 silver plate, 1 plain plate

Valuable plate is at Peterborough.

£6000 not warranted on a new safe – Agreed by all.

Locking church at night – agreed church should be left open.

Path

£5000 set aside.

PoC to ask Dave Harratt.

Agreed that we want mesh with gravel – SC to speak to Nick Roberts who has done this before.

SC and PoC to communicate.

Lightning Conductor – Adrian to be asked.

Quinquennial Inspection is 8.30 am 8<sup>th</sup> April 2020.

- (e) Deanery Synod: Noted by all to be read at leisure.  
No nominations for Deanery Synod.
- (f) Election of Parochial Representatives  
Sue Tringham elected – only nomination – 2020 – 23.

- 8. Fabric  
Signs – John (contact of SC's)  
For Church Gate/Fencing  
Welcome to St Michael & All Angels  
Sheep graze in the Churchyard  
Please keep the gate closed.  
(In slate grey and white) – approved by all.
- 9. Vicar's Report  
GC thanked everyone. said we are a small church and we should try and invite people in?  
We don't want to wait for a crisis and then have to ask for help. Report attached.  
GC was thanked by all.
- 10. GC to go through the whole bundle with SC – in July – after his sabbatical.  
GC's return date Monday 29<sup>th</sup> June.
- 11. March 18<sup>th</sup> is GC's last service before his sabbatical.  
Judith Leach to lead Easter Day. Richard Southey to cover the services in May and June.
- 12. Hygiene at Holy Communion with the Coronavirus.
  - a. Hand Gel locked in the vestry
  - b. Judith Leach will check emails
  - c. Ring Richard Howard to make a decision re the Easter Service.
- 13. Harvest Supper as usual on September 20<sup>th</sup> 2020.

Meeting was adjourned – when we get the accounts they will be approved at the evening service on 19<sup>th</sup> April 2020.

Meeting will be concluded by approving audited accounts.

Meeting closed with Grace

12.15.

## **Minutes of Annual Parochial Church Meeting (APCM)**

### **COMPLETION OF ADJOURNED MEETING**

**Wednesday 27<sup>th</sup> January 2021 at 11.20 (via Zoom)**

Present: Revd Graham Collingridge (GC) , Sue Tringham (ST), Pauline O'Connor (POC), Jane Collingridge (JC), Sarah Cripps (SC)

1. The meeting started with a Welcome from GC.
2. Apologies from June Thomas (JT) and Madge Armitage (MA).
3. This Annual Meeting was to receive the approved audited Accounts presented by ST and audited by David Roberts. These were approved by all present.  
Proposed by ST.  
Seconded by SC.
4. GC asked if those present were happy for David Roberts to audit the accounts. ST said that it worked for her and this was approved. SC said she would contact Sally Bradbury who has audited them previously and say she would not be required for this year.
5. Matters arising
  - a. SC said that Paul White had repaired the leak in the toilet
  - b. ST said that E-Bound had sent 3 invoices. SC said these were for a service, repair to an alarm after a lot of windy weather and a lot of jackdaws setting the alarm off.
  - c. SC said that Paul White had completed the new path with mesh and gravel and it had been completed for less than the £5000 put in reserve for this.
  - d. ST said that Paul White had wanted to be paid by bank transfer but that he had been paid by cheque.
6. SC raised the subject of the Fete this year. It was felt unlikely that this would be possible due to Covid restrictions and that some thought was needed as to how to raise money to maintain the church. The financial situation as of 27<sup>th</sup> January 2021 is that there is £10,000 in the bank. It was agreed that Winwick could pay the Parish Share for 2021, but ST said it may be doubtful for 2022. Around £3,000 (minimum) is needed per annum to maintain the church and ST advised that 2021 would be financially viable but possibly not 2022.  
SC raised the subject of fund raising and POC suggested asking for donations from the village as it will not be possible to hold a Fete. GC said it would be ideal if people used Gift Aid to donate to the church and GC will produce something to put out to everyone.
7. GC said that they had had a lovely wedding on October 17th for his daughter Bex in the church (plus their dog Doris!).
8. Next Annual Meeting – Wednesday May 26<sup>th</sup> at 11am (via Zoom). ST to send SC unaudited accounts to go out with these Draft Minutes.
9. JC kindly showed us some photographs of the new path and some of their family wedding which were much appreciated by all!
10. The meeting was concluded with the Grace, said by GC. 11.45am