

**Leatherhead Parish Church  
Charity Number 1132607**

**Minutes of Meeting of Parishioners and Annual Parochial Church Meeting  
21<sup>st</sup> May 2023**

Present:       Revd Will Perry       Rector (Chairman)  
                  Revd Tom Hill       Associate Minister  
                  Anne Thomson       Churchwarden  
                  35 Parishioners

**Meeting of Parishioners**

1. The Rector opened the Meeting in prayer
2. (a) Motion under Rule 32 of Churchwardens Measure 2001:  
The Rector explained that under Rule 32 churchwardens could not serve for longer than six years, but that the Annual Meeting could pass a resolution that this should not apply in the parish. Anne had now completed six years as churchwarden, but there were no suitably qualified candidates at present and he had therefore invited Anne to stand for election for one further year subject to the resolution being passed.  
He therefore put the resolution to the Meeting.  
Proposed by Roger Lynch  
Seconded by Richard Price  
Agreed by the Meeting unanimously  
  
(b) Election of Churchwarden  
Anne Thomson had agreed to stand for election for one further year and the necessary nomination form had been submitted -  
Proposed by Linda Hauxwell  
Seconded by Roger Lynch  
Elected unopposed with acclamation.

**Annual Parochial Church Meeting**

3. Apologies had been received from Doug Waters, Chris Penson, Navin & Beverly Mehta, Peter & Sheila Ford, and Charles Wheeler.
4. The Minutes of the Annual Parochial Church Meeting held on 22<sup>nd</sup> May 2022 were approved – proposed: Frank Haslam       seconded: Roger Lynch
5. (a) Report on the Electoral Roll:  
Frank Haslam said that at the APCM in 2022 the number of names on the Electoral Roll had been reported as 104. The number listed when the Roll closed for new entries prior to the APCM 2023 was 116. The Roll would re-open for new entries immediately after the close of this meeting.  
  
(b) Report on Proceedings of the Parochial Church Council  
Anne Thomson drew attention to the report contained in the Trustees' Annual Report which had been made available for inspection. There were no questions

Di Gale gave a brief update on Safeguarding issues and encouraged people to undertake relevant training. She thanked Angela Rive who had volunteered to assist in checking of DBS applications.

(c) Financial Statements for the year ended 31<sup>st</sup> December 2022

Charles Wheeler, the Treasurer, who was unable to be present, had recorded a video explaining the accounts.

Charles explained the difference between the various classes of funds:  
Designated – including start-up funding from the Church Revitalisation Trust  
Restricted – including the Poplar Road Fund and New Future/Making History which could be used only for the specified purpose  
Unrestricted – for day-to-day income and expenditure

He showed a bar-chart which showed income and expenditure by category for the last few years together with a projected budget for 2023. It showed that while income was increasing, this was balanced by a rise in expenditure due to the recruitment of new paid staff.

The meeting was then opened to questions, including

- Whether the parish had caught up on arrears of Parish Share. The Rector explained that the majority of Parish Share was to cover ministry costs. We were now paying Parish Share in full and the Diocese was proposing to wipe off most of the arrears.
- The state of the Poplar Road Fund and the money taken from the Fund as a loan to Making History. This had been criticised by the independent examiners and was to be repaid during 2023.
- The bank details on the front of the Report were incorrect as the Leatherhead branch of Barclays had and the account was now with the Epsom branch.

The adoption of the Accounts was proposed by Jill Goodchild and seconded by Chris Stagg.

The meeting agreed that Brewers should be re-appointed as independent examiners – proposed by Alan Fleming, seconded by Carolien Andrew.

(c) Report on Fabric, Furnishing, Goods and Ornaments of the Parish Church and Churchyard and All Saints Church and Churchyard

Anne drew attention to the report included in the Annual Report

There was one question – whether a decision had been made about the provision of toilets in Church. This was still under review.

(d) Report on proceedings of Leatherhead Deanery Synod

Tom Hill provided a brief account of meetings of Deanery Synod since his arrival in the Parish

(e) Rector's comments

Will Perry looked back with gratitude to the courage of the PCC in taking on the whole of the revitalisation project and all the changes entailed, and looked forward to the exciting events planned for next year.

6. **Elections**

(a) Representatives of Laity to Leatherhead Deanery Synod (3 vacancies)

The Rector thanked the retiring representatives, Sheila Cole and Sue Roberts, for all their work over the past years.

He had received one nomination:

Anne Thomson – proposed by Linda Hauxwell, seconded by Mike Lewis

Anne was duly declared elected. The remaining 2 vacancies would be elected by the PCC.

(b) Representatives of Laity to the Parochial Church Council

Three valid nominations had been received in respect of

Linda Hauxwell

Veronica Kay

Doug Walters

They were declared elected to serve a term of three years

(c) Appointment of Assistant Churchwarden and Safeguarding Officer

The Rector thanked Sheila Sutherland for her service as Assistant Churchwarden for many years. He was grateful that she was continuing as Sacristan.

Richard Price was appointed as Assistant Churchwarden – proposed by Janine Stagg, seconded by Carolien Andrew

Di Gale was re-appointed as Safeguarding Office – proposed by Claire Price, seconded by Martin West

7. Linda Hauxwell thanked members of the Welcome Teams for all they were doing to make people feel welcome at Church and to support the churchwardens in the maintenance of order and decency in the Church and churchyard.
8. The meeting concluded with The Grace