**St Peter’s Church, Roborough**

**Minutes of Annual Meeting of Parishioners to be held at the St Peter’s Church on**

**April 20th at 7.00pm**

1. Opening prayers
2. Present

Madeleine Challacombe, Michael Folland & Jacque Ward

1. Apologies for absence

Verlie Hookway, Liz Bowden, Sophia May, Paul Baggott, Louise Snell, Tracey Stevens, Luke Stevens

1. Minutes of the previous Annual Meeting of Parishioners were read, approved and signed
2. Election of Churchwardens – Madeleine was reappointed with our thanks for all that she has done in the last year.

**Minutes of Annual Parochial Church Meeting to be held immediately after the Annual Meeting of Parishioners**

1. Present and apologies for absence

As above

1. Minutes of the last Annual Parochial Church Meeting read, approved and signed.
2. Matters arising not on the agenda - nil
3. The Reports (all contained within the annual report):
4. A report on the Electoral Roll (electoral roll officer) – Jacque would continue in post
5. A report on the proceedings of the PCC and activities of the parish (churchwarden) – contained in annual report
6. *Including statement to confirm compliance with duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016)*
7. Financial statements of the PCC for the year ending 31st December 2022 (treasurer) – we agreed to adopt and approve the accounts for year ending 2022
8. The annual fabric report (churchwarden) – contained in annual report
9. Mission Council report (rector) – contained in annual report
10. A report on the proceedings of the deanery synod (deanery synod rep) – contained in annual report
11. The elections and appointments
12. Election of Members to the PCC (up to six members; 2 for 3 years, 2 for 2 years and 2 for 1 year to begin a three-year rolling cycle so that 2 members are elected every year from now on) – Jacque Ward, Verlie Hookway & Michael Folland
13. Appointment of an independent examiner, it was agreed that Jane Ashton would continue in this post
14. Plans for 2023 (focal minister) –

New initiative for Try Praying about to begin

Pet Service end of April

Rogation Service – May 14th at Sherwood Farm

We would be hosting a special service for the Coronation of King Charles III for the parish to attend

Fund raising to take place when possible

Rebuilding, again, of the pillar at the bottom of the steps roadside - asap

Wedding in June

November – Remembrance Service

Soup & Puds lunch to recommence in November

Afternoon tea monthly to continue throughout the year

Christmas programme of special services

Pastoral visiting/care and home communion available when requested

1. Budget for 2023 (treasurer) – contained in the annual report
2. Any other business - nil
3. Closing prayer

**Minutes of PCC meeting to be held immediately after the Annual meeting of Parishioners**

1. Present and apologies for absence

As above

1. Appointment of a lay vice chair – Madeleine Challacombe
2. Appointment of 2 representatives to the Mission Community Council – Madeleine Challacombe & Jacque Ward
3. Appointment of a PCC secretary – Jacque Ward
4. Appointment of a PCC treasurer – Verlie Hookway
5. Safeguarding:
6. Agreed the adoption of the House of Bishops’ safeguarding policy
7. All PCC members to sign:

A Fit and Proper Person form or confirm that no change of circumstances has taken place

A safeguarding confidential declaration form and application form (including two referees) in preparation for a DBS check if not already completed

1. All PCC members to commit, where necessary, to completing basic and foundation safeguarding training prior to the next PCC meeting.

Signed:

Date: