

## **Minutes of the Annual Parochial Church Meeting of the Church of St Luke, Victoria Docks held during the Morning Service on Sunday 16<sup>th</sup> May 2021 starting at 10:30am**

The Revd. Amy held our Annual Parochial Church Meeting as part of our morning outdoor service to comply with recent government guidelines relating to church gatherings during the COVID-19 pandemic. Numerous reports were shared reflecting over 2020.

### **1. Minutes of APCM held on Sunday 11<sup>th</sup> October 2020**

Revd. Amy circulated the minutes of the last APCM online; Geofery proposed the minutes and Carole seconded them. The church accepted this as an accurate record.

### **2. Sunday School Report – Gill Holt**

Since April 2020, monthly Sunday school resources were delivered to 31 children. Each pack was themed to sermons and included crafts, prayers and worksheets. Children also recorded prayers and these were played during Lenten Sunday services. Twice in the year, cards were sent to each child with encouraging words and prayers and during Holy week, some of the Sunday school team recorded short videos for the children. Gill thanked all the children for their enthusiasm, their parents for sending in pictures, the Sunday school team (Chris, Sarah, Carole, Gifty, Craig, Esther, Stella and Geraldine) for their ideas and encouragement and Amy for her support. Amy thanked Gill for creating the packs, ensuring the resources were ordered and for delivering the packs to the Sunday School members throughout the year with Nathan and David, regardless of the weather. We are grateful to Gill for all she has given St Luke's.

### **3. Foodbank Report – Gill Holt**

The Canning Town Foodbank at River Church provides resources for individuals and families in need. It has been a privilege to help and build friendships with the people who use the foodbank. The delivery of council led provisions have been sparse but the generosity of St Luke's and the public has been amazing. Everything donated is used and if you want to help in person or donate, please contact Gill or Amy for details.

### **4. Youth Work – Esther Sotubo**

Youth group attended online sessions over Zoom to discuss Bible studies and current issues that are impacting their lives. Although the occurrences of online meetings have varied throughout the year, we are engaged in Newham Youth for Christ online events: Access Online, Big Questions and the Alpha Course. During Easter, 23 Back-to-School and Easter packages were delivered to the youth containing, treats, games and school supplies. As the pandemic eases, a more structured programme will return and a new mentoring programme will begin for students in Year 10 - 13. Thanks to David, Fiona, Geraldine, Amy and Carole who made it possible to run youth group online. Amy thanked Esther for her time coordinating youth work and we are grateful for all the work she has done over the year.

### **5. PCC Report – Geraldine Abbey**

Carole Davison shared this report on Geraldine's behalf. St Luke's PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and liaising with the school. Following the incumbent vacancy in 2019, the Revd. Amy Stott was appointed as Curate in Charge from February 2020.

Since March 15th 2020, the church has not gathered in the building in accordance with COVID-19 government guidelines. Regulations changed to encourage church PCCs to complete good legal work and update members and representatives with church matters during the pandemic. The Standing Committee was formed and met in April to discuss urgent business for the church using Zoom video conferencing. Throughout 2020, there were 4 PCC meetings all held over Zoom with an average attendance of 87%.

The PCC continued to manage church business including: The creation and support of the Foodbank, agreeing charitable donations, church expenses and discretionary funding

for church members in need. St Luke's also received funding to support growth and community within the parish. Due to the pandemic, the Bishop postponed the date by which the APCM has to be held in 2020 and also extended the terms of office for Churchwardens and Deanery Synod Representatives. With the Churchwarden's agreement, the 2019 APCM was held during an outdoor service on October 11th 2020.

The role of the PCC is to discuss issues and make decisions affecting the life of the church. 18 people served on the PCC across different roles and they can be found listed in the APCM Annual Report. The associate minister, Revd. Emeka Ejinkonye, stepped down on 31st January 2020 and Chris Hall resigned on 11th October 2020, during the last APCM, we thank them both for all their service. The method of appointment of PCC members is set out in the Church Representation Rules. Please speak to Amy, if you feel called to support the church more. Amy thanked Geraldine for her work as secretary and thanked the PCC for their support, work, prayers and counsel.

## **6. Safeguarding Report – Carole Davison**

It's the responsibility of the PCC to ensure that risk is minimised and that the vulnerable are protected and supported. During 2020, Carole facilitated DBS checks for PCC members and volunteers and worked with the diocesan safeguarding team to minimise risks. The diocesan online safeguarding training was also made readily available to the children's and youth worker volunteers and PCC members. All activities undertaken by youths and children in the church have been risk assessed. It's our responsibility to safeguard one another. Any concerns or worries, please do not hesitate to contact Carole or Amy and it will be dealt with promptly and sensitively.

Amy thanked Carole for her tireless work, dedication to this tricky but important role and helping us keep our church safe as we all play our part. Thanks to Carole for ensuring safeguarding is done correctly, carefully and compassionately.

## **7. Active Church Report – Carole Davison**

Active Church is a multigenerational worship together using different activities, and will hopefully resume as the pandemic eases.

## **8. Treasurer's Report - Susan Cox**

The accounts for the year ending 31<sup>st</sup> December 2020 form part of the [Annual Report on the church website](#). The accounts have been reviewed, examined and signed by our Independent Examiner, Mr Charlesworth, and approved by the PCC. The accounts for 2020 show total receipts from collections and online giving of £24,652, together with fees of £352, interest of £502 and Gift Aid tax reclaims of £14,763 relating to the period from 6 April 2018 to 5 April 2020. Income from collections increased by just over £2,000 compared with 2019. Total income shows an increase of over £16,500 compared with 2019, where approximately £3,000 arose from one-off donations, unlikely to reoccur.

Notwithstanding these one-off donations, the income from collections is at a similar level to the calendar year 2019 despite all the difficulties caused by the church being unable to hold in person services for the majority of 2020. This was helped by some church members moving to making online donations in addition to a number of the congregation continuing to return the weekly giving envelopes to the vicarage.

£27,309 was spent to provide for Christian ministry during 2020 and the near £6,000 decrease compared to 2019 is primarily our contributions to the School for our use of the premises. The net result for the year is a surplus of receipts over payments of £13,305 and balances in for unrestricted funds totalling £33,855. It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately six months unrestricted payments, to cover emergency situations that may arise from time to time. It is also our policy to invest our funds balances with the CBF Church of England Deposit Fund which is managed by CCLA Investment Management Ltd.

The Chelmsford Diocesan Board of Finance Trust Funds included within the restricted funds are administered by the Diocese. The Diocese holds these endowment funds as Custodian Trustee on behalf of the Parish and the capital values for 2019 and 2020 are included within the accounts. The Parish has access to the income from these endowment funds but not to the capital.

Carole proposed and Gill seconded Mr Charlesworth's reappointment as our Independent Examiner for the 2021 accounts. The Gift Aid tax reclaims made a substantial difference to 2020's income and if you are considering making donations to the church and are a tax payer, please complete a gift aid declaration on the church website or ask Amy to send you a copy.

Amy thanked Susan for all she does for the church and her tireless, faithfulness and commitment to work as treasurer of St Luke's. Many churches have been struggling financially because a lack of indoor services meant nobody was tithing. IT has been a great blessing that this was not St Luke's story. Amy thanked everyone for their online giving as well as ensuring the envelopes are delivered to the Vicarage.

#### **9. Evangelism Report – Geofery Addy**

Since lockdown, the school deliveries gave the team an opportunity to meet different families and new faces and they was able to have short chats, share a quick message of God with them and encourage them to join the church online. Geofery thanked Amy, Esther, Rudy and Sharon. Amy shared that she has also been encouraged by church members who have shared the services online thus inviting more people to join in. The Electoral Roll is testament to the increase in numbers. Amy thanked Geofery for encouraging that evangelism is something we are all called to do.

#### **10. Annual Vestry Meeting/Churchwarden's Reports**

Manford (Manny) Koya has decided to stand down as churchwarden, there is one candidate for the vacancy, Yomi Jegede. The church accepted Yomi as the new churchwarden alongside Liz Farrell. Manny thanked Amy and Liz for their partnership and guidance. Amy expressed thanked Liz for her many years of service and support to the church and thanked Manny for all his service and support to St Luke's. Manny will continue on as a member of the preaching team.

#### **11. Electoral Roll Report – Revd Amy Stott**

Following the recent revision of the Electoral Roll we now have 81 people on the Electoral Roll, 41 living outside the parish and 40 living within.

#### **12. Appointment of PCC Councillors**

Revd Amy advised that the following church members had agreed to serve on the PCC for the following year and their roles would be confirmed at the next PCC meeting:

Revd Amy Stott (Electoral Roll), and Carole Davison (Safeguarding Officer) are ex-officio members of the PCC, together with the Churchwardens, Liz Farrell and Yomi Jegede, and the Deanery Synod Representatives - Gill Holt and Geofery Addy (Parish Evangelist).

In addition, the following had agreed to act as PCC councillors:

Susan Cox	- Treasurer
Marvis Cudjoe	- Webmaster
Joe Farrell	- Sidesman
Geraldine Abbey	- PCC Secretary

Stella Jones  
Ann-Marie Kargbo  
Theresa Lartey  
Aderenle Oloafe  
Esther Sotubo  
Martins Lawal.

The meeting portion of the service closed at 12:00 p.m.