

CROFT YARPOLE & LUCTON PCC ACPM Minutes

11 May 2025 3.00 pm St. Leonard's Church

Present:

Morwenna Lloyd
David Nightingale
Jane Higgins
Jeanette Kinsey
Miriam Graham

Oliver Elphick
Ruth Elphick
Sue Smith
Tony Kinsey
Carol Clare

John Vaux
Jenny Vaux
Val Ainsworth
Caroline Seaman

Rev Matthew Burns

Apologies: Gordon Ewing Sandy Ewing, Peter Russell Sue Russell

Annual Meeting to elect Church Wardens

Minutes of meeting 2024 were accepted.

Jane Higgins was elected as Church Warden Proposed Sue Smith Seconded Rose Jenkins

There remains one Church Warden vacancy which needs to be filled urgently. This will be first item on next PCC Agenda

Annual Parochial Church Meeting

- 1. Minutes of 2024 ACPM** were accepted as an accurate record.
- 2. Electoral Roll :** This year the total has reduced slightly to 33
- 3. Annual Report of ACPM** presented and accepted. Attached as Appendix A
- 4. Treasurers Report** and presentation of Account presented and accepted and is attached as Appendix B to these minutes.
- 5. Election to the Parochial Church Council.** The following PCC Members were unanimously elected : Val Ainsworth; Sandy Ewing; Richard Fletcher; Miriam Graham; Jane Higgins; David Nightingale; Caroline Seaman; Sue Smith.
It is anticipated that Gordon Ewing will continue as SLM rep to PCC and this to be ratified at first PCC meeting
- 6. Elections to the Deanery Synod :** No nominees and hence none elected
- 7. Appointment of Financial Examiner for 2025** John Langley has agreed to serve another year and was approved unanimously

8. PCC Membership & election of Lay Co -Chair

Revd Matthew Burns remains as co-chair but there is a vacancy for a Lay Co Chair, no nominations were received.

9. **Safeguarding Report.** Val and Jane have completed Level 2 Training and they have run training for members to the PCC. New members will also be trained. Jane has produced a draft safeguarding action plan which she will bring to the next PCC meeting. Val has trained other groups in the Village.

10. Miscellaneous Discussions

Carol Clare raised the following points for consideration by the PCC, all of which were greeted positively and will be discussed in detail at the next PCC meeting.

- I. Greater highlighting of special service e.g. Harvest Festival, Remembrance so that non regular members of the congregation are alerted so that they may take part
- II. Put a notice in St. Michaels at Croft to the effect that the Church is maintained by the people and Parish of Yarpole – not the National Trust – and so donations are exceedingly valued and welcome ...or words to that effect
- III. Consider doing a leaflet drop in Yarpole asking for support and drawing attention to the Parish Giving scheme.

There was then a discussion whereby all agreed that we should resume circulation of the collection plate at services.

ACPM CLOSED 4pm

Appendix A

Parish of CROFT WITH YARPOLE & LUCTON PCC ACPM 11 May 2025

Annual Report 2024-5

1. Aim & Purpose

The Purpose of St Leonards PCC is to further the mission and outreach of Gods Church in our Parish, as both an Inclusive and an Eco Church.

2. Objectives and Activities

These continue to be:

- I. Support the Vicar, Deanery and Diocese in their Mission
- II. Maintain outreach in the Parish through the sharing of our facilities with all members of our community, shop and café.
- III. Provide channels for worship and spiritual communication for our community
- IV. To raise the required funds to stay operational

3. Achievements and Performance

- I. There has been a full programme of services across St. Leonard's in Yarpole and St. Michaels at Croft. This has included Clergy led services on 1st – 3rd Sundays and Community led 4th Sunday services every month plus seasonal services. This year there has been an additional clergy led Celtic worship on the afternoon of 3rd Sundays
- II. St. Leonard's Management continues to run and enhance the fabric and facilities of the Yarpole Church. The PCC works closely with SLM although Church of England formal response to the Licence to Occupy is still awaited embarrassingly!
- III. The PCC has had a full membership of 11 across the whole year and all but one meetings have been quorate. The non quorate meeting in June 2024 was cancelled in advance. We have a number of resignations at this Annual Meeting.
 - Oliver and Ruth are stepping back from Church Warden and PCC member respectively as they await a house move.
 - Morwenna Lloyd is stepping back from PCC membership but will continue her role at Croft
 - Rose Jenkins is stepping back from the role of Secretary and membership of the PCC, as yet no replacement has been found
 - Sue Smith (Treasurer) wishes to resign from this role but has agreed to continue for now to provide some continuity
- IV. Outreach activities have included:
 1. Cafe Church discussion groups on 2nd and 4th Monday evenings in the Cafe
 2. Be Still reflections taking place on the 1st weds of the month which has been well supported and is facilitated in turn by Oliver, Sandy and Rose.
 3. We have continued to liaise with Orleton and Eye Parishes with shared courses and better communication
 4. Carol singing around the village ending up in the Pub
 5. New management plan for Churchyard and Burial ground supported by SLM and Shop.
 6. Adopt-a-Grave scheme is continuing to grow and tend specified graves

4. Financial Review

Total receipts on unrestricted funds were £27172, an increase on 2023 of almost £5000. This in the main was due to reducing the designated share of Croft donations, the cash donations and the contactless machine. This decision to decrease the designated amount was made to help support the increase in the Parish Offer.

- I. Income from Regular Givers was £6941, down on the previous year, and representing 25% of our unrestricted income. Funds from donations through the contactless machines totalled £3444 with 77.3% (£2662) being from Croft and 22.7% (£782) from St Leonard's. Cash donations totalled £3885 with the split similar 25% St Leonards, and 75% Croft. Gift Aid is recoverable on these donations and the total HMRC Gift Aid and Gasds refund amounted to £4591, including Gift Aid recoverable on Regular Givers donations.
- II. Unrestricted spending amounted to £20562, with the main outlay being Parish Offer and Team Ministry expenses amounting to £9732.
- III. The net result for the year on unrestricted funds was a plus of £6610. Restricted income amounted to £8224 with £1876 being designated. Restricted expenditure was £5942.
- IV. Held in the current account are restricted and designated funds for Croft totalling £4132., and further restricted funds totalling £8975., leaving £15809 for general expenses.
- V. We will look to transfer further funds into the deposit account while interest rates offer better returns.
- VI. The deposit account now holds restricted funds of £14,000 and designated funds of £23,000 specifically for Croft and a further £16847 for general expenses.
- VII. The works carried out at Croft in 2022 still have a retention invoice that will be due when the architect signs off the work as complete and all snagging issues are sorted. Funds for this are in the restricted funds in the Deposit account.

5. Plans for 25-26

- I. Three Exhibitions May- June 2025
- II. Development of spiritual posters for display

6. Risk Management

Our 3 main challenges are:

- I. Finding new recruits for the PCC and finding a new Church Warden to work alongside Jane
- II. Continued support and management of Croft Church
- III. Finding new ways of Outreach

7. Structure Governance and Management

The Parochial Church Council is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. We are exempted by order from registering with the Charity Commission. The appointment of members is conducted in accordance with the Church Representation Rules.

Other points of note are:

- I. We have had 5 PCC meetings this year.
- II. Revd Matthew Burns continues as our Chair whilst also being responsible across multiple Parishes. We have had no Lay Co-Chair again this year and chairmanship of the PCC meetings has been shared.
- III. We have 2 Church Wardens Oliver Elphick and Jane Higgins and they have both served as our representatives to the Deanery Synod
- IV. Our accounts are inspected.

- V. The physical management of the Building is now the responsibility of St. Leonards Management.

8. Administrative Information

Croft with Yarpole and Lucton PCC, St Leonard's Church, Green Lane Yarpole HR6 0BB

PCC Members for whole year:

Oliver Elphick	Church Warden
Jane Higgins	Church Warden
Sue Smith	Treasurer
Rose Jenkins	Secretary
David Nightingale	Burial Ground
Morwenna Lloyd	Electoral Roll
Gordon Ewing	SLM rep
Richard Fletcher	Joint Council Rep
Sandra Ewing	
Ruth Elphick	

There are 33 members on the electoral roll at 31. March 2025

Appendix B

Treasurer's Report - Year ending December 2024 – APCM – May 2025

A copy of the 2024 accounts is available at the back of the church.

2024, quite uneventful in the respect that there were no major repairs to Croft or to St Leonard's. The two churches are both run by the same PCC, but with Croft we have to meet all maintenance and running costs. We have to pay for repairs to the building, electricity, insurance, wafers, candles etc., as well as the ministry side of things that cover the clergy and the Team Council costs. St Leonard's is slightly different in that the SLM look after the fabric of the building with the PCC being responsible for the ministry side of things, services, clergy and Team Council costs, and maintenance of the Burial Ground and Churchyard. The PCC have taken the decision to employ someone to help with maintenance of the churchyard. Our previous contractor will not be carrying on with the maintenance of the burial ground so a new contractor will be responsible for both the burial ground and the churchyard. The churchyard raises certain quandaries and finding a balance between maintaining the churchyard to an acceptable level for visitors and users of the church whilst continuing with the God's Acre ethos, as well as offering a haven for wildlife, is no easy task. Huge thanks to Rose who has worked with all parties and has come up with a workable solution. There will be greater costs involved and financial support from the shop and St Leonard's Management have been received. Huge thanks go to the volunteers who continue to help maintain the churchyard, and the Adopt a Grave team, who maintain specific graves that have no local relatives. Not forgetting the support from the Yarpole Group Parish Council towards the upkeep of the areas as well as the churchyard in Lucton. It's a tall order.

We do make a monthly payment to the SLM to cover our share of electricity, heating and running costs.

We have one bank account, and all funds are received into that account, the funds might be restricted, designated or just there for general expenses. We record Croft Income and Expenditure and Yarpole Income and Expenditure separately, but it is all held in the same account and is used as needed. To be fair, Croft has access to a very large footfall, being situated on the Croft Castle estate, the National Trust visitors are very generous and the income from the donations into the wall box at Croft was £3882 against £972 for St Leonard's and the contactless machine in Croft returned £3549 against £782 at St Leonard's. St Leonard's is better placed to have fundraising events, although we are aware that the SLM also has to keep funds coming in and we are conscious that it is the same pockets that are being reached into. So this brings me neatly to the Regular Donors, without them we would be struggling. The Regular Donors accounted for £6941 or 25% of our unrestricted income. You know who you are, give yourselves a round of applause. Sadly, we lost two of our regular donors last year.

A second round of applause for everyone who supports us in any way, either by dropping your spare coins in our wall box, donating funds following a sale of items or by coming along to our fundraising events. Fundraising does play its part with just short of £800 on the Plant Stall and community events raising just over £500. The Seasonal Recipe book brought in a further £250 in 2024 when all copies had been sold and expenses settled.

Assigned fees, for life events, funerals, weddings and baptisms accounted for just short of £2200. I'm not very good at sales pitches, but for us to be here for you when you need us, we need you to be here for us now. If you think you could become a regular donor, please see me at the end and I

will talk through the options.

Collections were slightly up on 2023, but with a dwindling congregation we really could use some more regular givers.

Gift Aid and Gift Aid Small Donation Scheme (GASDS) brought in just short of £4600, always useful.

Contactless is the way forward, allegedly, although the machine at Croft is well used, the one in Yarpole is not so well used. If you think we could do more to encourage the visitors that use the café and the shop, to make a contribution to the PCC as well, please tell us.

We are still of the opinion that regular donations is the best way forward, a regular donation to the church could be likened to the standing charge on your utilities bill. We all have to pay a standing charge to ensure future security.

The future of the church is not just about finances, important though that is, it is just as important to be offering something for all. The Be Still service continues to be popular, as does the Celtic service held in an afternoon. Our Café Church, so named because we meet in the café, started as a Lent program three years ago and just never stopped. Harvest and Christmas Carols around the Tree are well attended and this year we are looking to have a Christingle service alongside a Crib Festival. Finding a way of delivering what you want alongside what we can do requires us to work together on finding solutions. Please talk to any of the PCC members if there are things you would like to see, things that we can try to offer alongside the services already in place.