

PENARTH MINISTRY AREA

MINUTES OF THE ANNUAL VESTRY MEETING held on Monday 31st March 2025 at All Saints Church at 7.30pm

ATTENDANCE

Chairperson: Mel Griffin (MG) Ministry Area Lay Chair. Minutes: Rachel Elder (Administrator)

Clergy present: Rev Mark Jones (MJ) – Ministry Area Leader, Rev Jimmy Young (JY)

There were 51 people present.

1. OPENING PRAYERS were led by Rev Mark Jones

2. APOLOGIES FOR ABSENCE

Andrew Davison, Tom Blenkinsop, Alicia King-Evans, Margaret Casey, Paul Casey, Ann Humphrey, Mary Taster, John Taylor, Jan Cullen, David Cooper, Matthew Salisbury, Kehinde Okesanjo, Ann Packer

3. LAY CHAIR'S INTRODUCTION

Mel Griffin welcomed everyone to the meeting, saying it is a valuable opportunity to reflect on the year just gone, what we have achieved, our financial position, where we are going with our mission and what lies ahead in the coming year. We will also be electing the new officers who will lead us into the year ahead.

4. MINUTES

The minutes of the last Annual Vestry Meeting (AVM) held on 22nd April 2024 had been circulated and have been available on our websites. No points of accuracy were raised. Acceptance of the minutes was proposed by Sylvia Harris and seconded by Jenny Stonhold. They were approved and agreed as a true record of proceedings by those present.

5. MINISTRY AREA LEADER'S REPORT – Rev Mark Jones.

A written report had been circulated before the meeting.

Rev Mark said that there was a generally positive view of the Ministry Area by outsiders which was the result of the efforts of everyone. He gave special thanks to Mel Griffin as Ministry Area Chair and said we greatly benefit from her skill and energy in all she does. This year gives an opportunity to someone to see how the role works with a view to taking over in the future from Mel. He encouraged those who might consider it to come on to the MAC in order to better understand the workings of the Ministry Area.

He thanked the other clergy, Rev Jimmy & Rev Margaret Stark, as well as Hugh Bryant for all they do with the Ministry Area. Thanks were also given to the MA Administrators, Rachel Elder and Alicia King-Evans, for keeping things running and doing so much work in the background.

He said that Neil Pugh would be re-appointed as MA Warden and gave thanks to him and all the MAC members for their work guiding the Ministry Area, plus all the sub-wardens who make so much happen on the ground. Finally, he thanked all those who come and are part of the church community.
There were no questions.

6.

a) Ministry Area Reports

MG said that we are a very busy and active Ministry Area, as shown in the written reports. There were no questions raised, but MG said if anyone did have further questions they could be sent in by email and would receive an answer.

b) Electoral Roll – a further form had been received since the report was published, so the roll stands at 280 as at 31/3/25. Anyone else wishing to sign up would be most welcome and forms are available from the Office.

c) 2024 Accounts – Chris Salisbury (CS)

These had been circulated prior to the meeting.

CS showed two PowerPoint slides, the first showing income and expenditure for 2024, and the balance sheet / reserves position at end of the year. He highlighted

- An operating deficit on General funds of c£40,000
- We are dependent on the support given by designated funds (NFJT and Youth Worker) to keep us in the black.
- There had been an asset revaluation of the Curate's House, ahead of its proposed sale. This meant an increase in valuation of £154,000. The decision to sell the house had been made partly because of a need for the money (which will be invested) and partly because it takes away the risks of being a landlord, especially with the new regulations.
- Running PMA costs c£1,000 per day

The second slide showed the trend analysis 2022 – 2024 and the budget for 2025. In the past three years we have seen:

Income

- Investment income (rent, bank interest) rising, which will hopefully continue in 2025, following sale of curate's house
- Generated income (halls, cinema, fundraising etc) remaining broadly consistent
- Donated income falling from 2023 to 2024 (although 2023 included a Gift Day).

Expenditure

- Maintenance costs are rising as expected with the age of the estate. It will likely see a jump in 2025 due to Quinquennial Reports.
- Parish Activities (salaries, office expenditure etc) generally rising in line with inflation.
- Ministry costs (Parish Share / Common Fund) to fall in 2025, by c£35,000. This is because of a change to the basis of the calculation – it is now a 'conversation' with the Diocese on how much we can pay. For 2025 this will be £110,000 (down from £145,000).
- Overall running costs remain at c£1,000 per day.

Max Scott-Cook asked about the rectory opposite St Dochdwy's Church, Llandough. MJ replied that it is owned by the Church in Wales Representative Body and is not an MA asset.

MG thanked Chris for all his work preparing the accounts and his work throughout the year.

7. APPOINTMENT OF INDEPENDENT EXAMINER

CS proposed to appoint Caroline Candy of Naunton Jones Le Masurier Accountants as independent examiner of the MA accounts. Seconded by Robert Court. Agreed by those present.

8. ELECTIONS

a) Ministry Area Wardens. Neil Pugh was reappointed as MA Warden. Dawn Burns is stepping down as the elected Warden and we give her grateful thanks for all she has done. Elizabeth Treasure had been nominated as her replacement and the meeting agreed to her appointment.

b) Sidespeople

It was agreed to elect on block those already appointed as Sidespeople and Welcomers.

c) Ministry Area Council

The ex-officio members are the Clergy, Lay Chair, Reader, Treasurer and MA Wardens (plus secretariat who are non-voting).

There are 8 places for lay members - 4 from each of the legacy parishes of All Saints, Penarth and Penarth & Llandough.

Penarth & Llandough nominations:

St Augustine's – Robert Court, Elyn Hannah

Holy Nativity – Huw Williams

St Dochdwy's – Jan Cullen

All Saints - Ann Humphrey, Tom Crooks, leaving 2 vacancies (anyone else wanting to be on the MAC should speak to MG).

These were appointed on block, no abstentions or objections were noted.

MG thanked those who were standing down from the MAC - Jane McLaughlin, Len Smart & Keith Ingram.

d) Confirmation of Sub-Warden appointments

Janet Akers is retiring from the post at All Saints and she was given thanks for all the hard work she has put in over many years. There will be a team to replace her of John Taylor, Corinne Shields, Patsy Cohen, Megan Morley, Jean Woodman, Linda Seymour & Adrian Ennis.

The other sub-wardens are Tom Blenkinsop (St Augustine's), Kath Williams (Holy Nativity) Jan Cullen (St Dochdwy's) and Matthew Salisbury (St Peter's).

e) Lay Representatives to the Deanery Conference (3 Year appointment)

Nominations – Judith Martin-Jones, Max Scott-Cook. They were unanimously re-appointed. Clergy and MA Lay Chairs are also part of the Deanery Conference.

f) Lay Representatives to the Diocesan Conference (3 Year appointment)

No nominations had been received. If anyone is interested, they should contact MG or the Clergy. It mainly involves attending an evening (zoom) meeting and a full day meeting in September. It is a chance to hear the Diocesan plans and the Bishop's vision for the next year.

9. MA VISION AND STRATEGY UPDATES – MG reported using a series of slides

a) **Background** MG began by reminding everyone of the process to develop and launch the Vision and Strategy programme. She also reminded the meeting about our Mission statement (same as the Diocese) and the five headings of our Vision. These can be found on the website.

Throughout 2024 we had made progress on our two Major Strategic Initiatives, established 4 steering groups to oversee different Vision areas and achieved some progress on strategic initiatives and quick wins.

b) **Major Strategic Initiative 1: Full-time Young People's Ministry Leader**

The estimated cost was £30,000 per year for a 3-year initial term, and we aimed to raise 2 years of funds before starting recruitment, then continue fundraising for year 3 and beyond. In 2024 the full amount for 3 years had been raised through donations, the job description created and advertised but the initial round of recruitment did not result in appointment.

The post will be readvertised imminently with view to a new appointee starting Sept 2025. Once the role is established, we will continue targeted fundraising to cover year 4+.

Jenny Stonhold commented that it needs prayer to find the right person for the job, especially as there is a shortage of such people.

c) **Major Strategic Initiative 2: Reordering of St Augustine's Church**

We will use the remaining Earl of Plymouth funds (restricted to St Augustine's) to enhance facilities. We will seek grant funding to supplement existing sums.

Proposed scope of the work:

- Enhanced toilet facilities and self-contained kitchen facilities
- Improved disabled access
- Reordering back of church to create more gathering space
- Improved general access via main doors
- Improved heating & lighting
- However reordering the choir vestry may now have to wait until a later stage.

So far, a reordering group had been formed, architects selected and a legacy of £20,000 received to add to Earl of Plymouth funds.

Next steps would be to formalise the appointment of architects and get costed proposals. Robert Court spoke about having a conversation and presenting the proposals to Diocesan Advisory Committee (DAC) to decide what it will be possible and permitted to do.

Debra Watkin-Young said that better disabled access should be high priority. Robert said the architects are looking at this. He thanked the Friends of St Augustine's for recently paying for the survey of the church which the architects needed to begin drawing up plans.

Max Scott-Cook said that it should be regarded as a Ministry Area project, not just St Augustine's. The whole Ministry Area should be supportive of it as it will benefit everyone.

d) Communications Steering Group

Work had been ongoing with a basic MA website, a single MA calendar, merging of social media accounts and beginning to update church displays. Work in the coming year should include development of a new website, development of a communications strategy & protocols and consistent displays in all buildings. Max Scott-Cook said that not everyone uses the internet and social media, so the magazine was an excellent resource for many people.

David Barnes asked if there could be recordings of the services available to those who can't always get to church. MG said they would note this suggestion.

e) Outreach Steering Group

To date we have launched the new monthly service at St Dochdwy's (Sunday@4), we are registering with Inclusive Church (although registrations are now on pause), All Saints & St Augustine's are both open at regular times, and we have continued encouraging people to join Faith Groups. We now want to complete the 1-year trial of Sunday@4 and decide a way forward. We need to define a strategy for faith-based courses and pilot one new course, plus arrange for remaining churches to be open at regular times and conduct an accessibility audit of all buildings.

Sue Jenkins asked if it could be made known who is on the Steering Groups so people could approach them with ideas or concerns. MG said it will be made known.

f) Resource Management Steering Group

In the past year we had completed the STEP survey, planned a legacy giving campaign and arranged a portable toilet for St Dochdwy's. For the coming year we need role descriptions for volunteers and succession planning for key roles. We want to install toilet & storage facilities for St Peter's - we have the finances for this but need the right scheme. We also need to develop a co-ordinated building hire strategy and overall income generation strategy.

Sylvia Harris said, regarding legacies, that it's better to make a bequest for general funds rather than specific purposes. MJ agreed saying it's better to have the funds available for whatever is needed.

g) Environment/Social Justice Steering Group

We have now established a pastoral visiting team which is important for those who cannot attend church. We contributed to Cytûn leaflet listing opportunities to avoid isolation, and we registered with Dementia Friends.

Priorities for the coming year include supporting/enabling the pastoral visiting team, establishing an Anna Chaplaincy partnership (a ministry to older people), adding links to the Cytûn leaflet to the MA website and taking steps to become Dementia Friendly Churches.

We have also achieved Eco Church Bronze certificate for All Saints and will look to extend Eco Church certification. Plus we have identified a MA rep for the Cytûn social justice committee so we can support Cytûn initiatives in this area.

h) How to get involved

MG encouraged anyone to come forward to get involved in any of our groups or strategies. People can offer time to be part of a project or take on a role in the Ministry Area. We can give financially, review regular giving and donate to the targeted fundraising for our two Major Strategic Initiatives. Vital support can also be given through prayer and through encouragement and moral support.

10. ANY OTHER BUSINESS- none

MG thanked everyone for coming and RE for taking the minutes.

The meeting closed at 8.40pm with prayers and the Grace.