**St Michael’s Church Wandsworth Common**

**APCM Meeting Monday 20 March 2023 – 6.00pm at St Michael’s Church.**

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| **Present:** | Revd Tif Ewins (Chair), (TE) | Judith Howard (JH) |
|  | James Cunningham (JC)  | Susie Dunn (SD) |
|  | Tom Holmer (TH)  | James Ewins (JE) |
|  | Christian Mititelu (CM) | Lisa Smellie (LS) |
|  | Ioanna Mititelu (IM) | Ebeneezer Appiagyei (EA) |
|  | Penny Parker (PP) | Fiona Holmer (FH) |
|  | Raj Parker (RP) | Mike Bancole (MB) |
|  | Mark Horley |
|  | Andrew Davies (AD) |
|  |  |  |
| **Apologies:** | Lara Haggar (LH) |  |
|  | Judith Roscoe (JR) |  |
|  | Janet Lindsey (JL) |  |
|  | Alice Bayley (AB) |  |

1. **Welcome and open in prayer (Tif)**

TE opened the meeting in prayer.

1. **Apologies for Absence (Andrew)**

The following had sent apologies in advance:

* Lara Hagger
* Judith Roscoe
* Janet
* Alice Bayley
1. **Approval of the previous APCM minutes (All)**

The minutes from the previous 2022 APCM had been circulated prior to the event (hard copies available at the meeting). The minutes were approved by TH and seconded by EA

1. **Elections for:**
	1. **Churchwardens**

Tom Holmer & Lisa Smellie, the 2 Churchwardens currently in post shall remain.

They had previously been proposed & seconded by the PCC, and all approved.

* 1. **Deanery Synod Representative (DSR)**

Every 6 years the DSR has to stand down and a new rep. is elected. JH was the previous rep and has stood down. There have been no nominations for the rep so the plan is to have a roaming DSR with various people attending meetings to see if they like it and take on the role.

TE gave thanks to JH for her service and noted that will continue to be involved with the church as an expert on the organ and building.

* 1. **PCC members**

2 new PCC members to be elected:

EA – Proposed by TH / Seconded by JC / all approved.

MB – Proposed by JC / Seconded by TH / all approved.

1. **Approval of accounts for 2022 (James Cunningham)**

JC provided an overview of the accounts and highlighted certain areas of interest.

Total income for the year was £192,235

Donations & Legacies (included in above) were £113,852

JC explained the following:

* Restricted funds were give to the church for specific use such as grants etc.
* Charitable Activities are PCC fees for events like weddings & funerals and these fees go to the Diocese.
* Raising Funds are attached to other activities such as cleaning the Hall and Ros’s cost.
* Charitable Activities totalled £176,135 and included £16k on restricted funds, cost of services, gospel choir, building repairs and staff salaries.
* The Diocese & Parish giving increased to £11,000, up by £2,600.
* Charitable giving increased to £20,565
* There were major repairs of £44,575 which were the Upper Hall Windows against the 2021 figure od £24,467. JC commented that 2021 was a catch-up year. It was noted the Church is Victorian and will always require an element of investment, but the church is in good condition.
* Church utility bills have almost doubled and the Diocese has given us £1,400 towards utility bills.
* There is a lot of cash on the balance sheet (£122k) which is a good thing especially as the PCC plan to replace the heating system.
* Anything under £500 isn’t capitalised and run through the P&L.
* Assets (such as the chairs) are depreciated.
* Creditors are up from previous year and this was down to the payment for the windows overflowed from December and was paid in January. JH asked about the £37,887 under Creditors and JC explained this has gone through the P&L.
* As a charity we must have an element of reserves which are 4 months of costs (approx.. £31k).
* Mark asked how the cash was held and does it attract interest. JC confirmed it doesn’t but mentioned he is looking into this and noted that Lloyds do currently offer an interest paying account. JC also noted that reserves need to be easily accessible.
* RP enquired why our debtors are up by £10k. JC confirmed this was just a timing issue. JC also mentioned that parties pay upfront and new hires pay a security deposit.
* FH asked where is the Insurance which falls under Charitable Activities expenditure.

The PCC had previously approved the accounts and now recommend to the APCM that they receive them. All approved.

1. **Approval of 2023 Budget (James Cunningham)**

JC explained that we have ‘Actuals’ for 2022 and a ‘Budget’ for 2023. JC also explained the following:

* Budget built up by revenue and cost. The result is a deficits of £20,437 but this includes depreciation of £16,428. JC advised this is all fine.
* Revenue has been based on the assumption of 2 parties per month and regular giving based on the December (2022) giving x 12 (months).
* There is nothing in the budget for grants and fund raising campaigns.
* Estimates for collections are conservative.
* It is assumed there is no increase in rental rates and the Nightingale Nursery rent is fixed under their lease for 5 years when the rent will be reviewed.
* Costs are built up by individual lines.
* It was noted that the cost of the cleaner goes up in April (we only use companies that pay the London living wage)
* Income is down to £137,360. The reality is the community use the church, Regenerate Rise leave at the end of the month and its assumed there are no new regular hires.

JC explained some of the fees:

* Audit fees are for the cost of the examiner.
* There is a small increase in Repairs and Maintenance
* Charitable giving is down (based on a % of income)
* Church utility bills are up as didn’t have full impact of the price rises.
* Diocese & Parish share has increased.
* There is nothing in for major repairs & redecorations this year.
* Mission Evangelism, Cecilia and Kids Skills have also all increased.
* Salaries have all gone up.
* All the above adds up to £157,814.
* There is a deficit of £20,454 (or £4k excluding depreciation).

There were a few questions as follows:

* Mark acknowledged the budget was prudent but asked what is the process for carrying out various activities during the year. JC confirmed he reports to the Standing Committee and PCC every 2 months on the cash position.
* RP noted last year there was a grant of £14,735 and asked if we aren’t applying for any this year. JC responded that we applied for grant with the exception of energy, but most comes from Wandsworth Community, most for the windows.
* We have a grant approval for an electronic noticeboard which will cover half the cost.
* JH asked what other capital depreciation is there. JC stated items such as the projector, audio equipment etc.
* SD asked if we should budget for replacing the kitchen equipment when Regenerate Rise (RR) leave. TE mentioned that RR are taking the contents with them and we are waiting to see Wandsworth Council will give cash so we can be operational when they leave. This will influence the application that Ros makes. It could cost c.£20k.
* JH commented that we originally equipped the kitchen, but TE confirmed that we signed over the contents to RR.
* With regards to the Ecomiser project it has been assumed that we done recover the VAT, but can apply given we are a church. If we don’t get any VAT back the total cost will be £76,560 including removal of existing, decoration, installation). Once finished we should have c.£40k We can dip into our reserves as long as there is a plan to replenish them.
* CM enquired about the flag pole that was brought down in the wind. TE not a huge fan of flag poles so there is nothing in the budget. If anyone wants to bring it to the PCC, it can be a PCC decision.
* FH asked if we would be replacing kitchen equipment with new or second hand kit. TE mentioned that it has all been priced at a commercial shop on line.

TE asked that the Budget be approved

SD proposed / LS seconded / All approved.

1. **Appointment of Examiner for 2023 Accounts (James Cunningham)**

JC stated that we need to appoint an examiner for 2023 accounts. Recently we have used JCS based in Sutton. JC recommends that we appoint them again. LS asked if they solely work for churches. JC responded ‘no’ but they do examine many churches.

JC proposed JCS, PP seconded, all in favour.

TE gave thanks to JC for all is efforts in running the church finances.

1. **AOB**

N/A

1. **Close in prayer**

JE closed the meeting in prayer.

1. **PCC remain to schedule dates of PCC and Standing Committee meetings in 2023-2024**
2. **Grace and supper provided by the PCC**