

**FINAL MINUTES OF THE ST MARTIN'S APCM MEETING**  
**MONDAY 27<sup>TH</sup> APRIL 2026**  
*7.40PM in the Main Hall*

Chaired by Fr Robert Chapman (FR)

Present: Church Wardens; Jacqueline Alderton (JA); Peter Golby (PG )

(tbc no) Parishioners

Apologies: Mary Coulthurst; David Saltmarsh; Malcolm & Deborah Roberts; Melissa Bach; Dee Davies; Linda Gibson; Tim Rollin; Anne Hilary D'Souza and Adrian Nicholes

	Agenda Items	Action Points
1.	<p><b><u>Review/Approval of Minutes of Tuesday 29<sup>th</sup> April 2025</u></b></p> <p>Minutes of 29<sup>th</sup> April 2025 approved  Proposed by Christopher White, Seconded Judith Kaplan.  FR signed copies.</p>	
2.	<p><b><u>Matters arising</u></b></p> <p>Alan questioned about contributions to the Myosotis Trust and it was confirmed by Danny Dartnail that they were reduced then discontinued during the year.</p>	
3.	<p><b><u>AOB.</u></b></p> <ul style="list-style-type: none"> <li>• Winter Walk</li> <li>• Confirmation arrangements</li> <li>• Ordination of Priests Mass</li> <li>• Fr Joe's ordination.</li> <li>• Mervyn Hogg asked if the recent young adults Complane was a one off or a regular event and Fr Robert said it was one -off</li> <li>• Thank you to Alan and Gill for all the colour coded paperwork.</li> </ul>	
4.	<p><b><u>Annual Report on the proceedings of the PCC and the activities of the parish and the Financial statements for the year ending 31<sup>st</sup> December 2025</u></b></p> <p>Danny thanked all the treasury team for their hard work this year.</p> <p>Highlights of the report are</p> <ul style="list-style-type: none"> <li>• Healthy surplus of £50k for the year but noting that this includes £42k of chancel roof fundraising so true surplus is £8k</li> <li>• Revenue is down £20k but this was expected due to reduced rental income from curates house in 2025 and no filming income.</li> <li>• Regular donations have increased by £10k due to the full year impact of the stewardship campaign.</li> <li>• Costs increased by £15k due to increase in Common Fund contribution by £5k to £62.5k, £6k to fund Rowland as our intern, which was money well spent and repairs on Wyteleaf Close to prepare for Fr Joe to move in .</li> <li>• Balance sheet is good with £377k of total net assets with £200k of this being held in cash or equivalents.</li> </ul>	

- Fund analysis rationalisation undertaken. In 2023 there were over 30 different funds (some being 100 years old ). Now in 2026 we have 11 funds with clarity on how they should be spent.
- Chancel roof cost estimated to be £124k. £30k grant secured, £50k raised from parishioners. Windsor Walk will be a good fundraiser. We now have reserves to cover the balance. Costs may come in higher. We will continue to look at grants and other fundraising activity
- We contributed £62.5k to the Common Fund in 2025. Aiming to get back to £100k. PCC are reviewing this regularly.
- The outlook for 2026 is the commencement of the Chancel roof work but the bulk of the work will take place in 2027. Revenue expected to remain flat with costs potentially falling but will depend on macro economic factors.

Q and A

Janet Tippetts asked about the possibility of installing solar panels to save costs. Pete Golby said the PCC would look into applying for grants for this.

Mervyn Hogg asked when the next Quinquennial inspection will take place and do we need any other work to be done? Pete Golby said it is 2028 and there is stonework to be repaired but it has been judged to not be dangerous or urgent.

Alison Rollin asked about the new legislation on abolishing the VAT refund scheme which may mean we cannot recover it. Danny said he believed that there may be a replacement scheme proposed.

Ken Wild, Chair of the Finance Committee thanked Danny for his exemplary work over the year.

5.	<p><b><u>Independent Examiner appointment.</u></b></p> <p>Michael Labisi is thanked for doing a great job this year and nominated as Independent Examiner for the coming year.          Danny Dartnaill proposed and Ken Wild and Miranda Reading seconded. Michael Labisi appointed.</p>	
6.	<p><b><u>Deanery Synod Report</u></b></p> <p>Thank you to Father Joe for compiling it.          Fr Robert thanked Synod reps for their work over the year.</p> <p>We can potentially elect 5 reps based on our electoral roll numbers. Members have come to the end of their term.          We have 2 people willing to stand, Christopher White and Diane Bell.          Proposed by Jacqueline Alderton and seconded by Danny Dartnaill.</p> <p>Fr Robert asked if there was anyone else interested in standing but there were none.          Mervyn Hogg sits on the Diocesan Synod.          Fr Robert said they were welcoming meetings with a theme. They are open to all to attend.</p>	
7.	<p><b><u>Electoral Roll Report</u></b></p> <p>Following a complete revision of the Roll in 2025 there are now 308 names . 33 new people. 5 have passed away. One third of the roll are not resident in the parish, which shows that our welcoming approach is making the church attractive to a wider community.</p>	

	Fr Robert thanked Jo Wild for all her hard work.	
8.	<p><b><u>Report on the Fabric, Goods and Ornaments of the Church.</u></b></p> <p>Pete Golby thanked everyone involved in keeping the Church running. Thanks to Ian Keys for all his hard work on HS2, Fr Robert, Fr Joe and Jacqueline Alderton.</p> <p>Report proposed by Pete Golby and seconded by Janet Tippetts, Judith Kaplan</p>	
9.	<p><b><u>Churchwarden's Report.</u></b></p> <p>Peter and Jacqueline expressed deep thanks to everyone involved in keeping the Church running. Thanks to the hard working Social Committee, Fr Robert, Fr Joe, PCC Secretary, Danny Dartnail, Sue Hammond and Judith Kaplan in Safeguarding.</p>	
10.	<p><b><u>Vicars report</u></b></p> <p>Fr Robert thanked everyone for the wide variety of things that happen in the church and touch people's lives. He felt blessed that we are able to do this and be the welcoming church that Jo Wild mentioned.</p> <p>He thanked everyone for supporting himself and his family and said it is a wonderful place to be a priest. Thanks to Fr Joe who has made a huge difference to the parish by building and doing new things.</p>	
11.	<p><b><u>Election of PCC members.</u></b></p> <p>We are allowed 15 Lay reps plus 1/5 co-opted = 3. Total 18.  Last year we planned to review the service terms of the members.  Some have come to the end of their terms and we have new people volunteering.  There are some essential roles on the PCC that need continuance, Treasurer, PCC Secretary and Children's Advocate. As these terms have finished then the Church Representation Rules allow for them to be co-opted.</p> <p>Currently the PCC is elected every year for up to 3 years then a fallow year before volunteering to serve again. Fr Robert proposed to dispense of the fallow year and just do an annual election with no fixed terms. Members are welcome to stand down at any point. It will come into effect from next year if we agree to dispense with the 3 year cycle.  This year we are co-opting the 3 people who are impacted, Danny, Catherine and Sue.  Vote to adopt flexibility and do a policy review every 6 years.</p> <p>Seconded by Mervyn Hogg. Nobody voted against and no abstentions.  Proposal approved.</p> <p>This year's election, we have 11 nominees. Any others ? None, so all 11 appointed without the need for a vote.  Nominees have useful gifts and skills to serve the parish and the PCC. Ian Keys asked for them to introduce themselves, so each one did. Diane May was absent due to death in her family. Our prayers are with them all.  Fr Robert said he is thrilled to have a good calibre team.</p>	

12.	<p><b><u>AOB</u></b></p> <p>Windsor Sponsored Walk with 22 participants. Fr Joe setting up the JustGiving page with link going live shortly. Walkers to wear sponsored T Shirts as part of our Communications effort- see Fr Robert.</p> <p>June 4<sup>th</sup> Corpus Christi and Confirmations. Helpers needed.</p> <p>June 20<sup>th</sup> Hosting ordination of priests by Bishop Lusa. There will be 7 plus Fr Joe. Helpers needed. Numbers Limited but there will be space for our parishioners if some do not mind standing.</p> <p>June 22<sup>nd</sup> Fr Joe's first Mass. Please pray for him as he prepares. Everyone invited to the Mass.</p> <p>Fr Robert thanked everyone for attending tonight and for their continued support and prayers.</p> <p>Meeting finished with a prayer at 8.40pm.</p>	

The new Parochial Church Council will meet on Sunday 3th May 2026 at 10.45am in the Hall to appoint a Secretary, a Treasurer, a Vice- Chairperson, an Electoral Roll Officer and members of the Standing Committee.

Apologies from Deborah Nicholes, Judith Kaplan, Mervyn Hogg , Priscilla Anketell and Fr Joe.

Catherine to collect data on new members to register them as Trustees with the Charity Commission.