



## ANNUAL PARISH AND ANNUAL PAROCHIAL CHURCH MEETING 2021

TO BE HELD ON TUESDAY, 27 APRIL 2021 AT 8PM VIA ZOOM

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## ANNUAL PARISH MEETING 2021

TO BE HELD ON TUESDAY, 27 APRIL 2021 AT 8PM VIA ZOOM

### AGENDA

1. Opening Prayer
2. Welcome and introduction
3. Election of churchwardens

## ANNUAL PAROCHIAL CHURCH MEETING 2021

TO BE HELD ON TUESDAY, 27 APRIL 2021 FOLLOWING DIRECTLY AFTER THE ANNUAL  
PARISH MEETING VIA ZOOM

### AGENDA

1. Welcome and apologies of absence
2. Minutes of the previous meeting – for **APPROVAL**
3. Matters arising from the minutes of the previous meeting
4. Reports to the APCM – for **NOTING**
  - (a) Electoral Roll report
  - (b) Rector's report on the proceedings of the PCC for the year ended 31 December 2020
  - (c) Annual Fabric report
  - (d) Report on the proceedings of the Deanery Synod
  - (e) Safeguarding report: Compliance with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016
5. Financial Statements for the year ending 31 December 2020 – for **NOTING**
6. Election of a lay representative to the Deanery Synod
7. Election of PCC representatives
8. Appointment of Auditors
9. Questions

## MINUTES OF THE ANNUAL PARISH MEETING AND THE ANNUAL PAROCHIAL CHURCH MEETING (APCM) OF ST JAMES GERRARDS CROSS AND FULMER HELD ON TUESDAY, 20 OCTOBER 2020 AT 8PM IN THE SAINT JAMES CENTRE, GERRARDS CROSS

**PRESENT:** Chairman: Matt Beeby

Vice Chairman: Andrew Bell

8 attendees present in person

97 attendees via Zoom (which could include more than one church family member per Zoom screen)

3 members sent their apologies

### **OPENING**

The Rector opened the meeting with a reading from Ephesians 2:14-18 and prayer.

### **WELCOME AND INTRODUCTION**

The Rector welcomed everyone to the Annual Parish meeting to be followed by the Annual Parochial Church meeting (APCM).

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## **ANNUAL PARISH MEETING**

### **1. Election of churchwardens**

The Rector reminded the meeting that, in addition to members registered on the church Electoral Roll, any resident of the parish whose name is on the register of local government electors is entitled to vote at the election of the churchwardens.

The Rector further reminded the meeting that Churchwardens are always elected to serve for one year at a time.

The Rector informed the meeting that Andrew Bell, Wendy Shingleton and Francesca Hall-Drinkwater had agreed to stand for election as churchwardens for another year.

The Rector thanked the churchwardens for their loyalty, gospel-minded, servant-hearted, sacrificial hard work during a year that has seen a lot of change and then a pandemic. The Rector further explained the role of the churchwardens and Leadership Team and requested that the church family pray for them in the execution of their task and leadership.

The Rector shared with the meeting the nominations for churchwardens, duly proposed and seconded and received before the meeting as follows:

<b>Andrew Bell</b>	Proposed by: Andrew Shingleton	Seconded by: Stephen Lilley
<b>Wendy Shingleton</b>	Proposed by: Andrew Bell	Seconded by: David Turner
<b>Francesca Hall-Drinkwater</b>	Proposed by: Edward Guinness	Seconded by: Wendy Blinco

As no further nominations were received and in terms of Rule M9 (3) of the Church Representation Rules the Rector **DECLARED** that Andrew Bell, Wendy Shingleton and Francesca Hall-Drinkwater were elected as churchwardens until the 2021 Annual Parish meeting.

The Rector closed the Annual Parish meeting.

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## ANNUAL PAROCHIAL CHURCH MEETING (APCM)

The Rector reminded the meeting that only those who are on the Electoral Roll of the Two Saint James are permitted to vote at the APCM.

### 1. Apologies for Absence

Apologies were received from: Edward Guinness and Jon and Katie Eastwood.

### 2. Minutes of the previous Annual Parochial Church Meeting

The minutes of the Annual Parish and Annual Parochial Church meetings held on 30 April 2019, proposed by Lawrence Tebboth and seconded by Francesca Hall-Drinkwater, were approved by a majority of the members (5 abstentions) and signed by the Rector as a true reflection of the meetings.

### 3. Matters Arising

	Question at 2019 APCM	Response at 2019 APCM	Update at 2020 APCM
John Wertheim	"Would it be possible to create an Audit Committee to assist in the analysis of the financial position on a quarterly basis?"	This matter was referred to the Leadership Team for discussion.	Analysis by the Treasurer and oversight by the Leadership Team and PCC is regarded as sufficient oversight of the financial position.

	Question at 2019 APCM	Response at 2019 APCM	Update at 2020 APCM
Jon Wilcocks	“Why has the external signage at Gerrards Cross and Fulmer not been updated?”	The updating of the signage would be addressed in due course.	The updating of the signage had been delayed whilst the Operations Team has been re-established. However, the updating of the signage would be dealt with as soon as possible.
Elizabeth Bounds	“May we have an update on improving the LOOP system in the centre to assist members with hearing loss?”	This matter would be investigated and dealt with going forward.	This matter had been completed during the last quarter of 2019.

#### 4. Rector’s Report

The meeting noted the content of the Rector’s Report and the verbal update by the Rector.

#### 5. Reports to the APCM

##### a. Electoral Roll report

The meeting noted the Electoral Roll Report and the numbers on the Electoral Roll as follows:

Total 593 (494 Gerrards Cross section; 99 Fulmer section).

##### b. Report on the proceedings of the PCC for the year ended 31 December 2019

The meeting noted the content of the Report on the proceeding of the PCC for the year ending 31 December 2019.

##### c. Annual Fabric report

The meeting noted the content of the Annual Fabric report for the year ending 31 December 2019.

##### d. Report on the proceedings of the Deanery Synod

The meeting noted the content of the Report on the proceeding of the Deanery Synod for the year ending 31 December 2019.

**e. Safeguarding report: Compliance with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016**

The meeting noted the content of the Safeguarding report and noted, in particular, that the PCC complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishop's guidance on safeguarding children and vulnerable adults).

The meeting further noted that the PCC, Leadership and Staff Teams take their Safeguarding duty seriously and thanked Ann Green for her diligence and work with the team.

**f. Question on the status of the Love Africa project**

The meeting noted that £41k remained in the Love Africa project and the steering group is in the process of identifying the correct area to spend these residual funds.

Once the final payment has been made, the project will end.

**6. Annual Financial Statements for the year ended 31 December 2019 and the Financial Report**

David Steel, the Treasurer, gave an overview of the financial statements for the financial year ending 31 December 2019.

The Treasurer thanked:

- God for his amazing provision;
- the church members for their support; and
- Richard Lawrence and Hazel Robinson for their support and dedication.

The Rector and the meeting thanked David Steel for his dedication in stewarding our finances and freeing the staff team up to focus on ministry.

The Treasurer addressed the following questions raised by the members of the church family:

Question	Response
How are legacies treated? Are they ring fenced for special projects?	The treatment of the legacy will depend on the stipulations in the will. If the legacy does not stipulate how it should be used it will be treated as a general legacy and the PCC will decide how to utilize the legacy.
I was wondering what the 'Governance Costs' are. – Up by £10,000 since last year.	The governance cost include audit fees and in 2019 an additional £10K for legal fees in relation to a potential legacy.

Question	Response
From the 2019 accounts I notice that the planned deficit of approximately £57K was turned into a surplus of approximately £37K whilst at the same time planned Christian Giving and collections went down by around £124K, making a gap of nearly £220,000. How has this gap been bridged?	The gap between the PCC approved budget deficit of £57k planned deficit and the reported surplus of £37k was, primarily down to significant levels of additional “one off” giving during 2019. The second part of the question relates to the 2018 figures including giving to other funds apart from the General Fund. On a “like for like” basis the income of the General Fund increased by £75k between 2018 and 2019.

The Treasurer shared the following regarding the 2020 financial position -

- The initial £146K deficit has been reduced to £10K due to very generous substantial one off contributions by church family members.

## 7. Election of lay members to the Deanery Synod

The Rector reminded the meeting that lay members of the Deanery Synod are normally elected every three years.

The meeting noted Saint James has been allocated 9 seats on the Deanery Synod, however the proposal was to fill only 8 seats to allow Mark Nicholas, Operations Director, to join the Saint James Deanery Synod lay members, at the 2021 APCM.

The following people have agreed to stand, and have been duly proposed and seconded.

<b>Francesca Hall-Drinkwater</b>	Proposed by: Edward Guinness	Seconded by: Wendy Blinco
<b>Stephanie Summerell</b>	Proposed by: Andrew Ditty	Seconded by Sarah Jane Steel
<b>Cobus van der Walt</b>	Proposed by: Rosie Rushworth	Seconded by Jonathan Rushworth
<b>Dave Kidner</b>	Proposed by: Peter Bunn	Seconded by Marjorie Bunn
<b>Lawrence Tebboth</b>	Proposed by: David Turner	Seconded by Anne Turner
<b>Steve Cooper</b>	Proposed by: Sibylle Nunn	Seconded by: Katie Leake
<b>Jonathan Rushworth</b>	Proposed by: Francesca Hall-Drinkwater	Seconded by: Andrew Bell
<b>Ian Mitton</b>	Proposed by: Keith Wilson	Seconded by: Janet Wilson



As no further nominations were received and in terms of Rule 11 (3) of the Church Representation Rules the Rector **DECLARED** that Francesca Hall-Drinkwater, Stephanie Summerell, Cobus van der Walt, Dave Kidner, Lawrence Tebboth, Steve Cooper, Jonathan Rushworth and Ian Mitton were elected as lay members of the Deanery Synod for a period of three years.

The Rector thanked those who have stood down having served for the last 3 years or more: Keith Lucas, James Scorer, Martin Josten and Dave Mackie.

## 8. Election of members to the PCC

The following members of the church family had agreed to stand for election to the PCC to, each duly proposed and seconded:

<b>David Steel</b>	Proposed by: Sarah Steel	Seconded by: David Mulligan
<b>Vic Gill</b>	Proposed by: Stephen Lilley	Seconded by: Diane Lilley
<b>Gary Palmer</b>	Proposed by: Ann Green	Seconded by: John Foy
<b>Gordon Stevenson</b>	Proposed by: Enid Marsh	Seconded by: Janet Cassell

In addition, there is a vacancy for 2 years, as Andrew Nealon has asked to stand down in order to focus on other areas of service. Richard Lawrence has been nominated to be elected as a lay member to the PCC, as follows:

<b>Richard Lawrence</b>	Proposed by: David Steel	Seconded by: Megan Brodie
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As no further nominations were received and in terms of Rule M9 (3) of the Church Representation Rules the Rector **DECLARED** that David Steel, Vic Gill, Gary Palmer, Gordon Stevenson and Richard Lawrence were elected as members of the PCC.

The Rector thanked them for standing and welcomed them onto the PCC.

## 9. Appointment of Auditors

Proposed by David Steel and seconded by Jan Palmer the meeting approved by a majority of the members (1 against and 4 abstentions) that Cansdales Chartered Accountants be re-appointed as auditors to the PCC for a term of office ending at the close of the 2021 APCM.

It was further agreed that possible rotation of auditors would be considered, in keeping with the general governance recommendation that changing of auditors should be considered on a regular basis.

## 10. Reducing the number of elected representatives of the laity on the PCC

Presented by Andrew Bell and responding to questions raised during the presentation the APCM noted the following:

- The rationale for reducing the number of laity members on the PCC is to enhance the effectiveness of the PCC;
- Deanery Synod members are automatically members of the PCC as per the Church of England legislation;
- The result of the reduction in the number of elected representative of the laity on the PCC will be:

9 Laity representative PCC members

9 Deanery Synod members

18 elected PCC members in total

- the request that the Fulmer representation on the PCC be increase in future.

Proposed by Andrew Bell and seconded by Stephen Lilley the APCM resolved by a majority (24% of votes against and 20% abstentions in voting), according to the Church Representation Rules M15(9), that the number of representatives of the laity elected to the PCC shall be nine; three to be elected each year and to take effect at the 2021 APCM.

## 11. Any Other Business / Questions

The meeting noted the following questions and answers:

Question	Response
Replacement of the Connect magazine - That initiative seems to have dwindled. (Jon Wilcocks)	At present the focus for communications is on the development of a new website, followed by new signage and the re-launch of social media channels. However, all other channels and possibilities remain as options for development and the re-launch of a magazine has not been ruled out. With the demands of the pandemic and finite resources, resources need to be managed accordingly by the Operations Team.
I know it was doubly booked, but I thought it was a lost opportunity that our New Centre could not have been used to hold the elections this time. ( I recall the local school stepped in). We need to be generous in our dealings	Wherever possible, the Centre will be made available for community support and supporting the CoE school.

Question	Response
with our community and to be seen as a real benefit by helping as much as we can. (Jon Wilcocks)	
Furthermore, I do not see too much evidence of Saint James participating in joint church initiatives with other churches in our community. We regularly used to hear visiting speakers from other churches, which enhanced your 'Family' vision. (Jon Wilcocks)	We will remain open to join initiatives with other churches wherever that had the potential to advance the gospel and is aligned with our vision as a church here at Saint James.
Does our vision for the coming year include the need to play our part in caring for Creation? Does our vision include caring for Community outside our Church community .e.g. support for local food banks? (Tricia Fiddian)	Yes. In following Jesus all of us should, as Christians, want to think intentionally about how we live in this world and our patterns of consumption. To be disciples includes a commitment to being a good steward of our natural and God-given resources.
How to promote the gospel in politics. (John Wertheim)	In growing disciples, we want to be sending Christians into politics (and other spheres) to influence policy and practice wherever possible.
How are we filling the needs caused by the effects of Covid. (Robin Summerell)	A Relief Fund will be launched by the PCC and Leadership Team to support church family members in need. Many church members are extending support and care to those in need.
Thank you to the Pastoral Team, how can we support the Pastoral Team. (Jane Josten)	Jeremy Ellis and Daf Meirion-Jones will review our pastoral care provision to identify how and where to provide pastoral care.
Are we reaching out beyond the church family into the community at large. (Jonathan Rushworth)	Addressing the needs in the community at large is the responsibility of each church family member and will sometimes be via individuals and sometimes collectively (e.g. shopping vouchers).
Will Saint James be providing support for the psychological needs from the Covid pandemic? (Abbey Trott)	Saint James will aim to support the psychological by: <ul style="list-style-type: none"> <li>• equipping believers to help others / one another;</li> </ul>

Question	Response
	<ul style="list-style-type: none"> <li>• training and developing the church family with more professional skill to render psychological support (future project);</li> <li>• looking into longer-term partnership to support psychological needs.</li> </ul>
Various questions via the chat function regarding the future trajectory of the Church of England and upholding the authority of the scriptures. (Hatun Tash)	Saint James is committed to upholding the authority of the scriptures and demonstrating gospel courage in holding to sound doctrine. As per Jude 3-4, this means that we may have to contend publicly for the truth of the gospel and the authority of the Bible, but we will always seek to do so with grace and love.

The meeting further noted the verbal update by the Rector regarding:

- **Come together as one** - The encouragement from Ephesians 2 to come together as one in the year ahead, because God has made us one:
  - In our gatherings: That will mean giving up our rights (or our preferences) for the sake of others; and
  - In our approach to God's word: Let us come together as one. Let us continue to open our hearts to God's word and in doing so let us be open to hearing what he has to say to us.
- **Holiness** -
  - That does not mean, however that we all have to agree on everything. We need to agree on the gospel and we would want to sit under God's word as our authority. Which means we would be willing to hear things we may find difficult; and
  - But on secondary issues (on which our salvation does not depend) there is room to disagree. We would want to do that graciously (and with our Bibles open, so that we understand why we disagree). But there is plenty of room for that.
- **Outreach to the community** - let's come together as one.
  - More than ever the people around us need the good news of Jesus. The Saviour who died for us to set us free from sickness and suffering and death. That is a message of hope that our world needs to hear.

## 12. Thanks

The Rector thanked:

1. The churchwardens, Leadership Team, PCC and Staff Team for their work, service and ministry during the past 18 months; and
2. Those who serve in many different ways; oftentimes unseen. In the words of Hebrews 6:10 "God...will not forget your work and the love you have shown him as you have helped his people and continue to help them."

Wendy Shingleton thanked the Rector for his:

- hard work over the last 18 months;
- taking responsibility before God for the family of Saint James (Fulmer and GX) and caring deeply for the church family's spiritual health;
- godliness, his faithfulness to God's word, leadership and teaching; and
- care and compassion for people and willingness make a visit, whatever time of day or night.

Wendy also thanked the staff team, Amy, James, Emma and Edward for their support of the Rector.

Wendy Shingleton closed the meeting in prayer at 10:08 pm.

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**CHAIRMAN**

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**DATE**

## ELECTORAL ROLL REPORT

Following completion of the annual revision, the church Electoral Roll has been amended as follows:-

	<b>Gerrards Cross</b>	<b>Fulmer</b>
Names removed – those who have died	2	2
Names removed – those who have moved away	27	0
New additions	8	0

The number on the Roll now stands at 571; 473 in the Gerrards Cross section and 98 in the Fulmer section.

***Diana Mann (Fulmer)***

***Tara Purcell (Gerrards Cross)***

## RECTOR'S REPORT ON THE PROCEEDINGS OF THE PCC FOR THE YEAR ENDING 31 DECEMBER 2020

### Aims Objectives & Activities

Our Vision is to see every life transformed. Through Jesus. For God's glory. This means a church where, by God's grace, we are reaching, growing and resourcing:

- **Reaching...**our communities with the gospel.
- **Growing...**disciples to maturity.
- **Resourcing...**the kingdom beyond our postcodes (regionally, nationally and globally).

To realise this vision, we are building our ministry around our 5 Biblical purposes, each of which flows out of the gospel message: Jesus is Christ the Lord. These 5 Biblical purposes are set out below, having been launched at our Vision Dinners in September 2019:

- **Magnification:** rejoicing in God with all our hearts and all of our lives.
- **Mission:** living to see God's kingdom grow as more people are saved.
- **Membership:** welcoming people into a family that cares for each other.
- **Maturity:** growing in the likeness of Christ through the gospel and by his Spirit.
- **Ministry:** serving God with the gifts his Spirit has given us.

Each of our 5 Biblical purposes is underpinned by prayer, because *'unless the LORD builds the house, its builders labour in vain.'* (Psalm 127:1). Many have commented on how significant Prayer Central has been during the pandemic, when so much of church life has felt remote and disconnected. Although it has been a virtual gathering for the past 12 months, it has proved to be wonderfully encouraging and a vital forum not only for corporate prayer, but also for communication and encouragement.

It is now something of a cliché to say that we live in 'strange and uncertain times,' but it is a fitting description for the past twelve months. It has been a truly extraordinary year and we have been learning more of what it is to trust God – through both a pandemic and also a period of change.

With the gospel at the centre of everything we do, our mission, as a church, is clear: we are to take the good news of Jesus to people who need to be saved. Over the course of the past year, we have witnessed sickness and suffering on what, for many, is an unprecedented scale. With fear and anxiety on our doorstep, we have been reminded once again of our frailty and mortality – which only serves to underline the importance of our mission.

We have also been able to see God at work in many different ways, as the gospel has been proclaimed here at Saint James. There are signs of spiritual growth right across our church family, as people have responded to the teaching of God's word and the work of the Holy Spirit in their lives.

In a year of considerable change, we have seen God's provision for us again and again, as we have turned to him in prayer. Transition and recruitment were a key theme in 2020 as we continued the process of re-fashioning the team around our 5 Biblical purposes and our vision to see every life transformed. On the Ministry Team, we said farewell to Neil & Tanya Wilson, Guy Mansell, Debbie Hines and James Leach – all of whom have moved on to exciting new ministries elsewhere. We also said goodbye to Nici Johnson, Jayne Wood and Debbie Leach from the Operations Team – and again, it is encouraging to know that all are in good heart, having moved on to new things. Again, we are thankful to God for their contribution to the work of Saint James.

With this transition, it is no surprise that some within the church family have felt unsettled. However, 1 Corinthians 1:10-12 reminds us that we follow Christ, above and beyond individuals or personalities and so we continue to press on in his service. God has been wonderfully gracious in his provision of new team members and over the past year we have welcomed the following new faces to the team:

- Anna Barrett: Children's Pastor
- Jeremy Ellis: Pastor | Ministry
- Paul Enns: Pastor | Magnification
- James Forward: Pastor | Mission
- Daf Meirion-Jones: Pastor | Membership
- Ross Mungavin: Youth Pastor
- Mark Nicholas: Operations Director
- Tara Purcell: Ministry Co-Ordinator

It takes time to build relationships and this is especially challenging in the midst of a pandemic, but it is encouraging to see how these new team members have made a positive start in their ministries. We also have reasons to be thankful as we think of newcomers whom we have welcomed in to our church family over the past year. We are a work in progress, but there is a growing sense of alignment behind our vision and momentum in our ministries.

All of this has been accomplished in the midst of a pandemic that has brought challenges few of us ever imagined. COVID-19 has brought fear, suffering and uncertainty in to our communities. However, in Jesus Christ we have a message of hope, comfort and life and it has been encouraging to see how we have adapted as a church family, to the demands of the pandemic.

Many of us have grown spiritually, over the past year, as the testing of our faith has developed perseverance (James 1:4). I am especially grateful to the many people (both staff and church members) who have served so faithfully to enable us to adapt to 'digital church.' It has been exciting to see how God has used things like Daily Devotionals, Zoom Coffee and other initiatives to enable us to keep loving one another and growing together in Christ. It really is true that *"the word of God is not chained"* (2 Timothy 2:9) and we have been reminded of this again and again.



At the same time, many of us have had to battle with the challenges of lockdown and we are feeling weary as we persevere through a long winter. That is why our theme for 2020-21 of 'church as a family' (launched in September 2020) is so poignant. We want Saint James to be 'a place to belong' for everyone (inspired by Romans 12:5), so that as the gospel takes root in our hearts, we are, increasingly, a church family in which everyone is cared for and everyone is welcome. Relationships, of course, are key to that sense of family and so I hope that we will continue to look out for others in the church family – particularly those who are new or less-connected – to welcome them in.

We will report fully on progress across our 5 Biblical purposes; our different congregations and in our Youth & Children's work, at the end of the academic year. Prayer Central in July will be given over to prayer & thanksgiving as we look back on 2020-21 and celebrate what God has been doing amongst us.

In the meantime, the PCC, as trustees, and the Leadership Team, have been assessing the impact of COVID-19 on a regular basis and they have sought to mitigate the risks as far as humanly possible. All Diocesan advice regarding the safe operation of church activities has been followed, including suspending all services and other physical meetings. In order to enable us to continue gathering for worship, a number of online events (both live and recorded) have taken place. With regard to stewardship of our finances, a communication has been sent to everyone in the church family regarding how to give online instead of in-person at a physical gathering. In addition to that, all appropriate government assistance has been utilised, when necessary, during the course of the pandemic.

***Matt Beeby***

***Rector and Chairman of the PCC***



## ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

*The Annual Financial Statements for the year ended 31 December 2020 is available from the Church Office and on the St James website*

## ANNUAL FABRIC REPORT (WARDENS' REPORT ON GOODS AND GIFTS)

As churchwardens, we are again enormously grateful to Edwin Clark who continues to manage the maintenance, repair and enhancement of our buildings, with the assistance of the other members of the Buildings and Site Development Committee: Diana Mann, Martin Paine and Stuart Crawford. Their task was complicated further in 2020 due to Covid-19 related restrictions.

Remedial work emanating from the Quinquennial inspections from December 2017 continued. The biggest single item of expenditure was repairs to Gerrards Cross Church Roof which continued from last year, involving repairs to lead on the Main Dome, the Cross and the remaining three towers. Work will continue on the Bell Tower weather vane during 2021. We also carried out repairs and upgrades within our staff houses prior to new members of the team moving in.

Martin Paine continues to take ownership of all our annual maintenance contracts, ensuring that regular service arrangements are in place. This releases time for others on the committee to concentrate on the ever-growing list of maintenance requirements to the fabric of our buildings and church houses that fall outside of contract.

Below are the main tasks carried out this year on the buildings:

### **St James Fulmer**

1. Tower Clock Repair.
2. Repaired Digital Lock and Disabled Latch to Entrance Door.

### **St James Gerrards Cross**

1. Ongoing Major works to the Church Roof.
2. Repairing Plastered Walls in Nave and redecoration of church, Space, kitchen, two offices.
3. Repaired entrance canopy damaged by major water leak, introduced air flows and redecoration.
4. Gutter above East Entrance and water ingress repaired.
5. Fitted New LED Bulbs to all the Bollards in Car Park and Access Road.
6. Investigation into drainage of car park surface water and Remedial Work to Soakaways.
7. Replaced Tap and Toilet Seat in Disabled WC.

### **St James Centre**

1. Investigation into drainage of car park surface water and Remedial Work to Soakaways.
2. Ongoing investigation regarding source of Roof Leak in MMR.

3. Install New Emergency Pack in Disabled WC and New Led Vapour Proof fitting in Plant Room.

### **Staff Housing**

1. 38a Lovel Road  
Deep Clean, Internal Decoration, New Carpets Upstairs, Refurbished Hardwood floor throughout downstairs, three rear fence panels replaced in garden.
2. 18 Grassingham End  
Deep Clean, Internal Decoration, Cleaned Carpets, Replaced several external locks, Repairs to Bathrooms, Repairs to lights.
3. 3 The Uplands  
Deep Clean and treatment for mould in several bedrooms, Internal Decoration, New Boiler, New Gas Hob, New LED Downlighters throughout, Refurbished Both Bathrooms and fittings, New Carpets, Roof Ridge tile repair.
4. 7 Gaviots Close  
Deep Clean, Internal Decoration, Cleaned Carpets, Replaced Vanity Unit in Bathroom, Replaced WC Downstairs after treatment for damp and laying new ceramic floor, New Front Door, Repairs to Roof Tiles and Flashing, New Radiator Valves and rear lobby floor. Replaced Three External Lights.
5. 54 The Uplands  
Internal Decoration.

***Andrew Bell, Francesca Hall-Drinkwater, Wendy Shingleton  
Churchwardens***

## REPORT ON THE PROCEEDINGS OF THE DEANERY SYNOD

The function of the Amersham Deanery Synod and Team is to equip enable support and facilitate growth and renewal in the local church throughout the Amersham Deanery.

Formally the Area Deans are responsible for a number of items including:-

- Support to parishes in financial, pastoral and advisory capacities
- Setting the Parish Share within the Deanery contribution to the Diocese.
- Participating in the Clergy appointments in the Deanery
- Holding Parish Inspections with Churchwardens (Included two St James in 2019)
- Holding Deanery Synod meetings.

Synod has met three times in 2020. Presentations and Minutes of Meeting are posted on the Deanery Webpage <https://www.amershamdeanery.org.uk/>

Following emergence of the global C-19 pandemic, the planned March Synod was cancelled. Subsequent meetings of Synod have all been online via the medium of Zoom.

The June meeting included a discussion in groups around: “Church Next – Emerging from lockdown. What is church going to look like in the coming months and years?”

September’s Synod included the Annual General Meeting of the Amersham Deanery Trust, following which the video “Before you Go Back” by Nick Cuthbert of Lead Academy was shown. Synod broke into small groups to discuss.

At the November Synod, the Deanery Treasurer presented the figures for Parish Share allocation. In line with Oxford Diocese, there is no increase in budget for 2021. The Synod then proceeded in small groups with discussions on the Webinars from Oxford Diocese “Living Well through the next 6 months”. The Webinar subjects were; ‘Rebuilding ministry with children’, and ‘Working with adults coming to faith’.

2021 will see considerable changes in the Deanery with the retirements and moving on of a large number of clergy including Co-Area Dean Rev’d Tim Harper. There may be further restraints placed by the Diocese on the ability to fill vacancies and make provision for Curates.

***Lawrence Tebboth***  
***Amersham Deanery Lay Chair***

## SAFEGUARDING REPORT: COMPLIANCE WITH THE DUTY UNDER SECTION 5 OF THE SAFEGUARDING AND CLERGY DISCIPLINE MEASURE 2016

The PCC continues to take very seriously the requirement to safeguard children, young persons and potentially vulnerable adults who attend any activity organised by the church.

This is actioned by obtaining clear Disclosure and Barring Service (DBS) checks and providing role appropriate level of Safeguarding training for church family who either lead or volunteer to assist with activities. Our church Safeguarding Policy is reviewed and updated annually and clearly accessible on the front page of the St James website, along with information on how any concerns can be raised and responded to. There is also a clearly outlined Church of England Safer Recruitment process for leaders of such activities.

Throughout 2020 we have continued to respond to any arising safeguarding concerns swiftly, compassionately and appropriately, keeping confidential records where required.

We started off the year with 'in house' Foundation Safeguarding training for many of our growth group leaders and managed just one session of three planned in the Centre for Diocese led Leadership training, before the first Covid lockdown became our new normal for 2020 and most activities ceased almost overnight. Of almost equal importance has been the unprecedented change in clergy staff, administrative staff and team leaders over the past year.

With lockdown came the opportunity for reflection on our overall Safeguarding status and over time it became apparent that with many new members on the staff team, limited continuity and unfamiliarity with the requirements of the Safer Recruitment process, our procedures were not as robust as they should be. Records were also not updated, giving a very unclear picture on compliance. It has been very difficult for new staff to get to know the church family and to become acquainted with their teams. Given the circumstances, inevitably, the transition was always going to be difficult and for some things to fall through the cracks. With these shortcomings in mind, I produced a Safeguarding Review in November for the Leadership Team to highlight procedures and processes for new staff to take their lead from. This will assist greatly with the level of compliance and 'housekeeping' required.

I think it fair to say that there are gaps in our training records and some documents have not been completed as yet, but the PCC has, under an extraordinary combination of circumstances this year, still complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016, having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

**Ann Green**  
**Parish Safeguarding Officer**