

St James' with St Clement Vestry Meeting (Meeting of Parishioners)

Minutes



1. **Opening Prayer:** The meeting opened with a prayer led by Rev Tom Studman
2. **Attendance:** 25 Adults, 4 Children

Adults

Rev. Tom Studman, Amit Chawhan, Gwen Njie, Giles Haworth, Gani Martin, Tanya Boothman, Selina Brown, Verna Brown, Rita Ogunyene, Barbara Simpson, Pam Schwarz, Marie Gray, Ravaleta McKay, Roy Walters, Margaret Holmes, Barry Simpson, Sarthak Jadhav, Sourabh Jadhav, Kshitij Chawhan, Charles Parker, Madhuri Chawhan, Jessica Jamal, Sanket Jadhav, Lovely Chavan, Female Visitor

Children

Anushka Chawhan, Immanuel Jamal, Satvik Jadhav, Sarvesh Jadhav

3. **Apologies:** Mangesh Jadhav, Mamta Jadhav, Hylsa Walters, Jeane Wheale
4. **Minutes of the Previous Meeting:** The minutes of the Vestry Meeting held on 12th May 2024 were approved and signed. Meeting correction: An apology was received for Hylsa Walters. Minutes approved, Charles Proposed and seconded by Roy Walters.
5. **Matters Arising:** None
6. **Election of Churchwardens:**
 - Amit was thanked and appreciated for his contribution and work towards the Church Warden
 - The following nominations were received:
 - Barry Simpson, proposed by Margarest Holmes, seconded by Revelita
 - A unanimous vote voted this in.
 - As the number of nominees did not exceed the number of vacancies (two), the nominees were declared elected. Only one warden was nominated and therefore directly elected.
7. **Any Other Business:** Sanket Jadhav appointed as Clerk to take meeting minutes
8. **Close of Meeting:** The meeting closed with prayer at 11:03 am by Rev Tom.

St James' with St Clement Annual Parochial Church Meeting (APCM)

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St James' with St Clement Annual Parochial Church Meeting (APCM)

Agenda

Date: 27th April 2025

Location: St James' Main Worship Space

Chair: Revd Tom Studman

1. **Opening Prayer:** The meeting opened with a prayer led by Rev Tom Studman
2. **Attendance:** 25 Adults, 4 Children

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Children

Anushka Chawhan, Immanuel Jamal, Satvik Jadhav, Sarvesh Jadhav

3. **Apologies:** Mangesh Jadhav, Mamta Jadhav, Hylsa Walters, Jeane Wheale
4. **Minutes of the Previous Meeting:** The minutes of the APCM held on 12th May 2024 were approved and signed. Meeting minutes correction to add apologies from Hylsa Walters. Minutes approved, proposed by Roy Walters, seconded by Giles.
5. **Matters Arising:** None
6. **Electoral Roll Report:** Presented by Amit Chawhan. Total number on the Roll: 38
7. **PCC Annual Report:** Presented by Rev. Tom Studman - The congregation went through the PowerPoint and key highlights of the achievements over the year, supported by images. Question asked about the provision of the church Newsletter for those without digital access. The commitment was re-iterated to ensure that we keep the newsletter short, maximum 2 sides to support with printing for those without digital access.
8. **Financial Report:** Presented by the Treasurer, Charles Parker. Accounts for 2024 were received and adopted. Question regarding the proposal of using a central single system for our accounts. Charles explained our intent to move to that system and is in the to do list! The congregation thanked Charles for his hardwork with the accounts.

Churchwardens' Fabric Report: Delivered by Rev Tom Studman. Tom read through the summary of the fabric report as published with the contribution of Barry Simpson and Amit Chawhan. Tom also read out the summary and recommendations for the church building.
9. **Deanery Synod Report:** Delivered by Rev Tom Studman. Tom thanked Pam for her contributions towards the deanery synod report - the congregation was pointed towards the published summary.
10. **Safeguarding Report:** Delivered by the Parish Safeguarding Officer, Gani Martin. It was highlighted that Safeguarding remains a top priority for us as congregations and PCC. Gani summarised the list of activities done over the last year to ensure our congregations are compliant and adhering to all of the safeguarding requirements. Gani then proceeded to read out the policy word by word to ensure it was communicated to everyone present. A link is also provided for everyone to access. Printed copies of the safeguarding policies are displayed on the notice board and in all of the toilets. The congregation thanked Gani for her fantastic work towards safeguarding over the past year.

11. Elections:

○ PCC Members:

- Barbara Simpson was nominated as she has come to the end of her 3-year term. Proposed by Pam and seconded by Roy
- Anushka Chawhan nominated, proposed by Sourabh Jadhav, and seconded by Jessica Jamal
- Both appointments were unanimously voted by the congregation.
- Mamta Jadhav will not be renewing her PCC membership after the end of her 3-year term. We thank her for her contributions during her term in PCC.

- **Deanery Synod Reps** (if applicable): Rev Tom encouraged the congregation to think about being a representative for Deanery Synod, as we currently do not have anyone else nominated following the relocation of Shifa Ward.

12. **Appointment of Independent Examiner:** Peter Boardman was proposed by Roy Walters, seconded by Barry Simpson, and appointed.

13. Vision for the coming year – Rev Tom

Rev Tom shared with everyone a statement of vision. Seeking God's support and help.

14. **Any Other Business:** Sanket Jadhav appointed as Clerk to take meeting minutes

15. **Closing Prayer:** Led by Rev Tom Studman. The meeting closed at 11:53