

## St Edmund's Vestry Meeting (Meeting of Parishioners)



### Agenda

**Date:** 4th May 2025

**Time:** Part of the 10.30am service start time c.10.50am

**Location:** St Edmund's Main Worship Space

1. Welcome and Opening Prayer
  2. Appointment of Clerk
  3. Approval of the Minutes of the Previous Vestry Meeting
  4. Election of Churchwardens
    - Announcement of nominations
    - Vote (if required)
    - Declaration of result
  5. Close of Meeting
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### Minutes

#### Meeting of Parishioners to Elect Churchwardens

**Date:** 4<sup>th</sup> May 2025

**Chair:** Revd Tom Studman

1. **Opening Prayer:** The meeting opened with prayer led by [Revd Tom].
2. **Attendance:** [List or number of attendees]
  - Victoria Ampomaning
  - Chandralekha Robertson
  - Michelle Nzewi
  - Christine Greenhalgh
  - Roger Greenhalgh
  - Charles Parker
  - Ruby Malik
  - Malik Nelson
  - Noor Gill
  - Rafiq Gill
  - Uivffa Gill
  - Jamila Gill
  - Ziab
  - Gani martins
  - Muti Atrinaele
  - Ganet Pelues
  - Iona Chiotie
  - Addy Labb-onyenobi
  - Catherine Studman
  - Tom Studman
  - Oliver Studman
  - George Studman
  - William Studman
  - Anthony Comeford
  - Kyle Comeford
  - Jace Comeford
  - Delvin Robertson Hyazinth Manuel

- Delphin Robertson Hyazinth Manuel
- Carol Smith
- Joy Ottey
- E Canera
- Lyn Ngaobongwana
- Everlyne Muinuri
- Mytcesackalue
- Matthew Cameroy
- Jacqueline Quayle
- Hermine
- Garfield Edwards

3. **Apologies:**

- Jackie
- Martin Tonks
- Yomi
- Carol
- Grace Community, Many working shifts

4. **Minutes of the Previous Meeting:** The minutes of the Vestry Meeting held on [Date 04/05/25?] were approved and signed.

5. **Matters Arising:** None

6. **Election of Churchwardens:**

- The following nominations were received:
  - [Malik Nelson], proposed by [Ruby Malik], seconded by [Rafiq Gill]
  - [Lyn Ngaobongwana], proposed by [Roger], seconded by [Garfield]
- As the number of nominees did not exceed the number of vacancies (two), the nominees were declared elected.
- [If contested: a vote was held by secret ballot; the results were as follows...]

7. **Any Other Business:** None

8. **Close of Meeting:** The meeting closed with prayer at [11.15].

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## St Edmund's Annual Parochial Church Meeting (APCM)

### Agenda

**Date:** 4<sup>th</sup> May 2025

**Location:** St Edmund's Main Worship Space

**Time:** following Vestry meeting

1. Opening Prayer
  2. Apologies for Absence
  3. Approval of the Minutes of the Previous APCM
  4. Matters Arising
  5. Electoral Roll Report
  6. JPCC Annual Report
  7. Financial Report of Accounts
  8. Churchwardens' Fabric Report
  9. Deanery Synod Report
  10. Safeguarding Report
  11. Elections
    - Parochial Church Council Members
    - Deanery Synod Representatives (if applicable)
  12. Appointment of Independent Examiner / Auditor
  13. Vision for the coming year – Revd Tom
  14. Any Other Business
  15. Closing Prayer
- 

### Minutes

#### St Edmund's Annual Parochial Church Meeting (APCM)

### Agenda

**Date:** 4<sup>th</sup> May 2025

**Location:** St Edmund's Main Worship Space

**Chair:** Revd Tom Studman

1. **Opening Prayer:** The meeting opened with prayer led by [Revd Tom].
2. **Attendance:** [List or number of members present]
  - Victoria Ampomaning
  - Chandralekha Robertson
  - Michelle Nzewi
  - Christine Greenhalgh
  - Roger Greenhalgh
  - Charles Parker
  - Ruby Malik
  - Malik Nelson
  - Noor Gill
  - Rafiq Gill
  - Urffa Gill
  - Jamila Gill
  - Ziab
  - Gani martins
  - Muti Atrinaele
  - Ganet Pelues
  - Iona Chiotie
  - Addy Labb-onyenobi

- Catherine Studman
- Tom Studman
- Oliver Studman
- George Studman
- William Studman
- Anthony Comeford
- Kyle Comeford
- Jace Comeford
- Delvin Robertson Hyazinth Manuel
- Delphin Robertson Hyazinth Manuel
- Carol Smith
- Joy Ottey
- E Canera
- Lyn Ngaobongwana
- Everlyne Muinuri
- Mytcesackalue
- Matthew Cameroy
- Jacqueline Quayle
- Hermine
- Garfield Edwards

3. **Apologies:**

- Jackie
- Martin Tonks
- Yomi
- Carol
- Grace Community, Many working shifts

4. **Minutes of the Previous Meeting:** The minutes of the APCM held on [04/05/25] were approved and signed.

5. **Matters Arising:** [None]

6. **Electoral Roll Report:** Presented by [Lyn]. Total number on the Roll: [86]

7. **PCC Annual Report:** Presented by [Iona & Revd Tom]. [Brief summary]

- Worship and Spiritual life
- Discipleship and Faith Formation
- Pastoral and Community Care
- School and Young People
- Ecumenical and Interfaith Engagement
- Mission and Social Action
- Creation Care and Wellbeing
- Communications and Digital Ministry
- Buildings and governance

8. **Financial Report:** Presented by the Treasurer, [Charles]. Accounts for [2024] were received and adopted.

Thanks for Charles' time and treasury gift.

9. **Churchwardens' Fabric Report:** Delivered by [Revd Tom & Lyn]. [Summary of key points]

Works to be done:

- Exterior
- Windows
- Toilets
- Glazing
- Redecorating
- Plant work
- Roof inspection

- Electrical testing
10. **Deanery Synod Report:** Delivered by [Addy]. [Summary]
- Nick Watson moved on.
  - Celebration of achievements
11. **Safeguarding Report:** Delivered by the Parish Safeguarding Officer, [Garni Tonks]. [Summary]
- Guidance for **Young people** signing up for various roles- PCC, worship group etc.
  - National dashboard
  - **Training**
  - Safeguarding rules posted around church and on website
  - Reading of policy - agreed and renewed in March 2025
12. **Elections:**
- a. **PCC Members:**
- i. [List nominees, proposers, seconders. If an election is required y/n, record results.]
- Charles Parker: proposer- Janet, seconder- Christine y ✓
  - Zaib Mall: y ✓
- b. **Deanery Synod Reps** (if applicable): [Details]
- No Nominations
13. **Appointment of Independent Examiner:** [Peter Boardman] was proposed and appointed. [Roger and addy]
14. **Vision for the coming year – Revd Tom** [Summary]
- Will be sent at a later date
15. **Any Other Business:** [Record any comments or questions] None
16. **Closing Prayer:** Led by [Revd Tom]. The meeting closed at [21.10].