



Minutes of the **Annual General Meeting** (incorporating the Annual Meeting of Parishioners and Annual Parochial Church Meeting of the Church of the Holy Saviour) held in Holy Saviour on Sunday 27th April, 2025, chaired by Rev'd Tony Palmer, Vicar.

1. **Welcome and Introduction:** The Rev'd Tony Palmer welcomed everyone to the meeting, a celebration of all that has been achieved during the last year.
2. **Opening prayer:** Tony opened the meeting with a prayer.
3. **Appointment of Minutes Clerk for both meetings:** Sandra Gaffney PCC Secretary was appointed Minutes Clerk.
4. **Number present: 75 Apologies for absence: 13**

Apologies for absence:

Jacob Ainsle	Amanda Binns	Jan Brenton	Claire Moore
James Moore	Lizzie Moore	Olivia Moore	Howard Palmer
Keith Perry	Suzie Palmer	Marion Perry	Esther Viney
Amanda Wood			

5. **Minutes of the Annual General Meeting held on Sunday 14th April 2024:**
The minutes had been circulated prior to the meeting and as there were no comments, they were **approved** and **signed** by the chairman.
6. **Matters arising:** None

THE ANNUAL MEETING OF PARISHIONERS:

1 **Election of Churchwardens**

There were two nominations for the two vacancies as follows:

Nominee	Proposed by	Seconded by
Adrian Jacobs	James Baillie	Rebecca Baillie
Brian Gaffney	Jo Ayres-Proctor	Alison Large

It was therefore **proposed** that Adrian and Brian be appointed as Churchwardens for the coming year. **All Agreed**

Tony thanked Adrian and Brian for serving as Church Wardens for the past year, as he felt wonderfully supported by them. He also thanked Becky Baillie and Roger Moran as Assistant Church Wardens. Assistant Church Wardens are not official Diocesan positions but are called upon to assist in Holy Saviour when necessary.

This completes the annual meeting of the Parishioners.

ANNUAL PAROCHIAL CHURCH MEETING:

1. Elections and Appointments of Trustees (Church Councilors)

a) Election of 5 Trustees (Church Councilors): for 3-year term.

There have been four nominees for the five vacancies.

Nominee	Nominated by	Seconded by
Brian Ayres	Kim Baillie	Bryony Sawers
Fiona Hutchings	Brian Gaffney	Gareth Wood
James Moore	Claire Moore	Rebecca Baillie
Roger Moran	James Baillie	Brian Gaffney

It was declared these 4 nominees duly elected as Trustees for a 3 year term.

The terms for all the Trustees are as follows: -

3 years	2 years	1 year
Brian Ayres	Susan Bell	Joanne Ayres-Proctor
Fiona Hutchings	Alison Large	Rebecca Baillie
James Moore	Claire Moore	Justine Boston
Roger Moran	Vacancy	Kevin Sawers
Vacancy	Vacancy	Vacancy

Deanery Synod Representatives:

Deanery Synod Reps are elected every 3 years and are dependent on the size of the Electoral Roll. We are entitled to 3 reps.

Stephen Spencer and Brian Gaffney continue this 3rd year of the three-year term with one vacancy.

c) Appointment of Independent Examiner:

It was agreed that we request **Knight Goodhead** to be appointed as the Independent Examiner for 2024.

We are extremely grateful for the amount of work, experience and expertise that this company shares with us as our Independent Examiner.

Proposed that Knight Goodhead continue in this role:

All agreed

d) Appointment of Welcome Team:

The **Welcome Team**, as follows, was appointed for another year.

Sunday 9.30

Brian Ayres: Jo Ayres-Proctor: Sue Bell: Justine Boston: Adele Brand: Kay Davies: Norman Davies: Penny Gasho: Kirsten Groves: Janine Harvey: Roger Moran: Claire Moore: James Moore: Ruth Palmer: Bryony Sawers: Sue Ward:

Sunday 11.00

Amanda Binns: Bea Fay: Brian Osman: Pam Osman: Ali Rose: Peter Seal: Sue Seal:

Wednesday 10.00

Brian Gaffney: Sandra Gaffney: Roger Moran: Janet Parfitt: Peter Seal: Sue Seal: Julia Sheldrick: Ian Wilkinson: Sue Wilkinson.

+ Church Wardens:

Tony thanked them for their continued support, making people feel at ease and welcome as they join for worship and should anyone wish to join the team speak to him or Jo.

2. **Reports:**

a) **Report on Electoral Roll:**

Jo Ayres-Proctor, the Electoral Roll Officer, reported the following: -

This year, the Church of England stipulated that we had to create a brand new electoral roll. I wrote to everyone who was on last year's roll and still attended Holy Saviour, if they could, by email, letter in the post, and through the weekly newsletter.

On the new roll there are 155 regular church attenders who have completed a new application form. Of these, 74 are living within the parish boundary, and the remaining 81 live outside the boundary. Although the formal revision period has ended, if you, or anyone you know who is 16 and baptized and regularly attending Holy Saviour, would like to join, please speak to me afterwards.

I would like to publicly thank Brian Osman for his help this year. He came 'out of retirement' to get me started on this revision, and he has been a constant source of support throughout the process. Thank you Brian.

Jo asked if there were any questions.

Is there an increase or decrease in membership?

There is in fact, a decrease from 201 last year. This may be due to some people moving and some elderly people no longer attending church.

As there were no other questions, Tony thanked Jo for her hard work compiling this new roll, and Brian for his help and support for Jo.

b) **Annual Report and Financial Statements of the PCC for 2024:**

i) **The Annual Report for the year ending 31st December, 2024.**

The Annual Report had been distributed before the meeting.

Tony asked if there were any questions regarding the report: - There were none.

*It was **Proposed**, therefore, that the **Annual Report** be **Approved**: **All agreed***

(ii) **The Financial Statements for the year ending 31st December, 2024.**

The Financial Statements have been available for two weeks before the meeting.

Tony asked if there were any questions regarding the statements: - There were none.

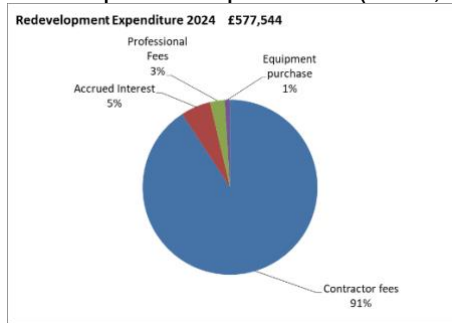
*It was **Proposed**, therefore, that the **Financial Statements** be **Approved**: **All agreed***

Fiona Hutchings, our Treasurer, gave the following presentation of the Financial Accounts:-

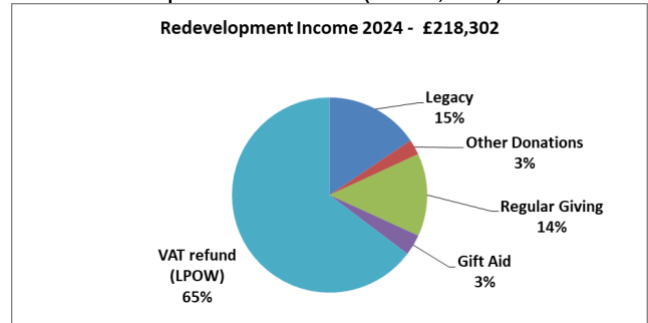
As stated in the financial reports prepared by our accountants, we have a deficit of £403,829 for the financial year ending in 2024. This shortfall is mainly attributed to the expenses associated with our church redevelopment project. While we have not yet settled all anticipated costs, we expect to finalize these payments within this coming year. Subsequently, we will only have the diocese loan remaining, which is still a considerable sum.

To summarise our income and expenditure, here are some charts:

Redevelopment Expenditure (£557,544)



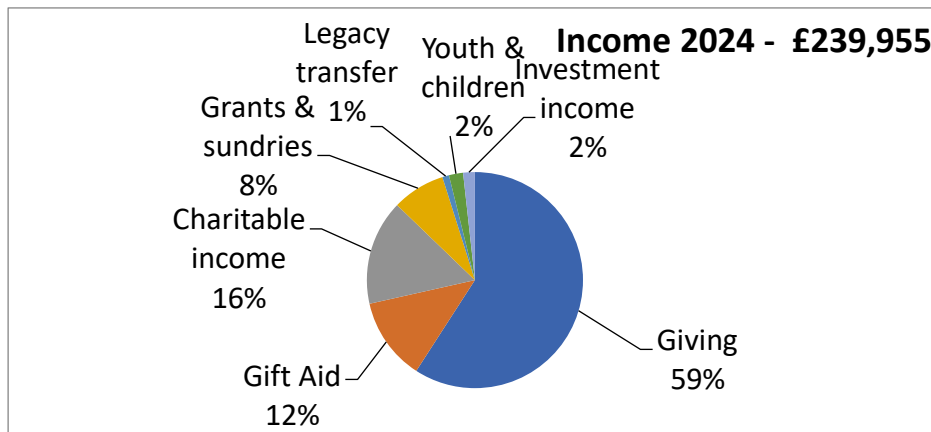
Redevelopment Income (£218,302)



Looking at our 2024 expenditure on redevelopment, the majority of our costs were payments to the contractors, but there was also our payments for professional fees and further purchases of equipment. Additionally, we have accounted for interest accrued on the loan.

This year, we successfully reclaimed over £140,000 in VAT from a grant scheme, which has lowered our overall expenses. In addition, a legacy received in 2024 was designated for redevelopment costs, and we continue to receive donations to support the redevelopment project.

To look in more detail at the general church income and expenses -
 Income £239,955



To begin with, congregational giving, including gift aid, accounts for 71% of our total income.

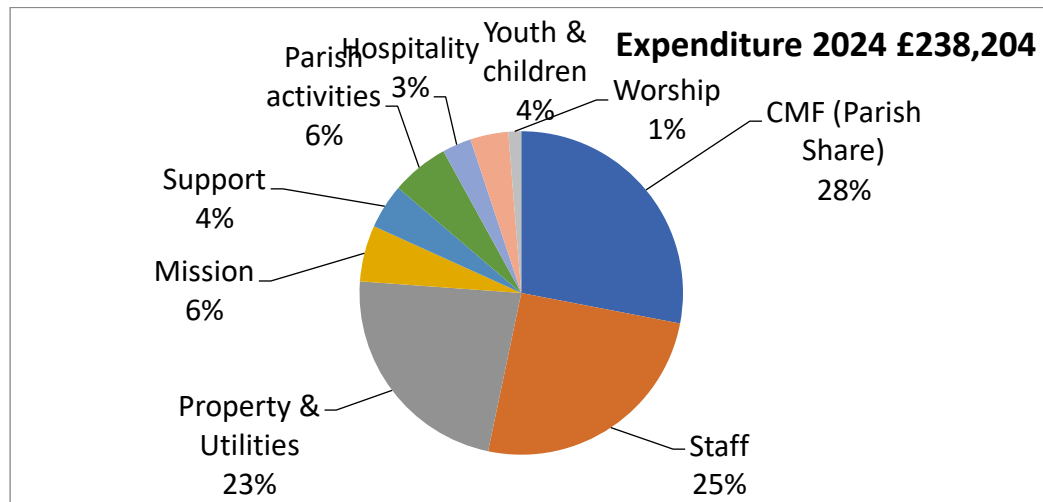
We appreciate your ongoing support for the Church. Your contributions enable us to operate daily and fulfil our mission both within the Church and the wider community.

Approximately one-third of our donors participate in The Parish Giving Scheme, which simplifies the donation process as all administrative tasks are handled at no extra cost. If you are interested in switching to this donation method, please feel free to request more information or visit our website; you can also choose to give anonymously if you prefer.

If you are a taxpayer, you can enhance your donations through gift aid, allowing the Church to receive an additional 25%. If this applies to you, please request a gift aid form or consider donating through the Parish Giving Scheme.

Additionally, we have seen an increase in income from hall rentals, weddings, and funerals compared to last year, and we aim to continue this positive trend in the future.

Expenditure (£202,028)



28% of our budget is allocated to the diocese as our contribution to the common mission fund, commonly referred to as the parish share.

A significant portion of our expenses also includes staffing, which covers our Cleaner, Administrative support, PA support, Finance Support, and our Children and Youth Minister.

Additionally, we incur property expenses, as utilities are costly and essential, and we must ensure the upkeep of our building.

Furthermore, we make donations to our partner mission organizations and cover other operational costs. More detailed information can be found on pages 16 and 17 of the accountant's report.

Our primary challenge moving forward will be repaying our loan to the diocese, which is currently set for a five-year term, although we are exploring the possibility of an extension.

I hope this provides a clear overview of our income and expenditures; should you need further details or have any questions, please feel free to contact me.

As there had been no questions, Tony explained that we have many financial challenges ahead and that we are in negotiations with the Diocese regarding the repayment of the loan.

He thanked Fiona, who with the help of Jo, for their incredible hard work keeping our finances in good order and keeping PCC well informed.

c) **Bitterne Educational Trust 2023 and Bitterne Ecclesiastical Trust 2023:**

The financial statements for both Trusts had been circulated prior to the meeting.

The Minister and the Churchwardens are the Trustees.

The interest from the **Educational Trust** can be used for the benefit of the school. Tony explained that Bibles were presented to each child leaving school at the end of Year 6. Crosses, and Picture News were purchased and a supplement for Youth Minister costs.

The **Ecclesiastical Trust** interest can be used for the Church's ministry and the repair of Holy Saviour. This year some funds from the trust were used to help with Staffing costs.

Tony asked if there were any questions. There were none.

*It was **Proposed** therefore that the two **Trust Statements** be **Accepted: All agreed***

d) **Property Report:**

Brian and Adrian prepared a Property Report, which had been circulated prior to the meeting in the Church Life Booklet.

Tony thanked all of the Property Team for keeping the buildings in good order and the Grounds Maintenance Team for their work in the graveyard.

e) **Deanery Synod Report:**

Stephen Spencer had prepared a Deanery Report, which had been circulated prior to the meeting in the Church Life Booklet.

Tony thanked Steve and Brian for representing us at Deanery Synod and informing us of initiatives that are happening around the Deanery and keeping us in contact with other parishes in Southampton. There is one vacancy for a representative on Deanery Synod. Any rep would automatically be able to attend PCC meetings.

f) **Safeguarding Report:**

Alison Large, our Safeguarding Officer, presented the following report:-

Safeguarding at Holy Saviour continues to be made a very high priority. The Safeguarding Team (Tony, Becky and myself), along with the Leadership Team and PCC, are committed to promoting a safer church for all, both in our church and the wider community.

DBS checks and safer recruitment procedures are carried out on all volunteers and workers, and I'd like to thank everyone who has taken part in the safer recruitment process. It has been quite a task, and a big thank you to Becky, who has the task of collating it all. We continue to use the online Diocesan Safeguarding tool, which ensures we are keeping up to date with our roles and responsibilities, and the Safeguarding team have an action plan to follow for any unfinished tasks.

Tony thanked Alison and the team for all that they do to keep our church a safe and secure place for all, although he explained that safeguarding is everyone's responsibility, and should anybody have any safeguarding concerns, use the QR Code or speak to Alison, Becky or Tony

3. **Holiday Club:**

Tony reported that the Children and Young People's Leaders had led a fantastic **Holiday Club** over three mornings during Holy Week. This was attended by approximately 80 children who all had a brilliant time. It's theme was 'Inside-Out' and the youngsters explored the emotions that they were experiencing. Anger, fear and joy were some that were discussed.

Members of the Shed Club helped as the youngsters built 'Buggingham Palace' a bug hotel which is now based in the graveyard. There were plenty of 'pies' used for slapstick fun. A video was shown of some of the fun times enjoyed during the club, and some excellent teaching too!!

This was followed by a **Family Fun Morning** on Good Friday, which included breakfast.

Tony thanked everyone including the volunteers for giving of their time and the members of the Shed Club who shared their expertise, for a really great week.

4. **Worship Report:**

James Baillie, our Worship Co-Ordinator, reported the following:

It's great to be able to share a bit about what's been going on with worship over the past year here at Holy Saviour.

First off, I just want to say a massive thank you to all our singers and musicians. Over 30 people regularly give up their time to be part of leading us in worship, and it's such a blessing to have so many people involved. Whether you're here most weeks or pop in to help every now and then — thank you. We couldn't do it without you.

Looking back over the year, it really feels like we've grown in our musical worship. In both the 9.30 am and 11 am services, we've noticed a deepening sensitivity to the Holy Spirit — a greater openness to His leading as we worship together. It has been encouraging to see moments where we have lingered a little longer, adjusted what we planned, or simply paused to listen. Those moments have been really special.

Another encouragement has been our Worship Nights on the first Sunday of each month. It's been brilliant to see more and more people coming along, and these evenings have become a real space for pressing in, worshipping without time pressures, and simply being with God. They've definitely been a highlight for me.

Earlier this year, we gathered the whole worship team for a morning together — a chance to stop and think about why we do what we do. We spent some time exploring what worship is, what it means to lead others into worship, and also looked honestly at our strengths and areas where we can keep growing. One of the things we identified is that we do need some more people getting involved. We've had a few new faces join the team recently, which is fantastic — but especially for musicians, there's still room for more. So if you play, or you know someone who does, or if you're even just wondering if it might be for you — please come and have a chat!

Looking ahead, it's going to be a busy year for me personally, so there might be a few small changes to how things work at the 9.30 am service. But one thing I'm really keen to focus on is investing more time into our young people — helping them grow in their gifts and giving them opportunities to lead and be involved. I'm really excited about what that could look like.

Overall, I just want to say again — thank you. It's an incredible privilege to worship together as a church family, and I'm so grateful to be part of it.

Tony thanked James for his incredible skills and the time and expertise that he shares with us each week.

5. **Vicar's report:**

Tony reported that he and Ruth once again count it as such a privilege to be a part of what God is doing here in Bitterne & beyond... and he hopes that everyone can see through what has been shared and written that God is definitely on the move!

We are a people filled with hope, and we want to encourage people to get on board to become a:

Welcoming
Worshipping
Loving
Serving
Giving church.
As we work to:
Be with Jesus
Become like Jesus and to
Do what Jesus does.

There are so many people who give of their time, their talents and their finances day in day out to make everything that happens and that will happen, happen. A big **'Thank You'** to you all. We are grateful to every single person.

Those who help with worship, welcoming, cleaning, washing up, and preparing lunches.

A special thank you to Peter Seal, who counts attendance at services, sets up for services, keeps records of the people buried in the graveyard, and helps with queries from families looking for relatives who have been buried.

Thank you

To Jo for making people feel welcome.

To Becky for helping to sort out my life!

To Sadoc and family, who are now going, thank you.

To Ani for joining the team and will be priested in the summer and taking her first communion service.

To Church Wardens, Adrian and Brian, and all that God is doing through them.

And special thanks to Ruth for the incredible support she gives, her wisdom, guidance, courage, determination, and for her work leading the Children and Youth team.

Brian then thanked Tony and Ruth for all that they do for us.

For their gift of welcoming to all.

For their encouragement.

For setting up new activities and engaging us to transform and carry on.

For leading our prayer life.

To enable us all throughout the year to continue the missional activities and the teaching programmes, spreading the Gospel to Bitterne and Beyond.

A special mention to you both for the last six weeks leading up to Easter, re-energising the young people's activities for the future while progressing our worship through Lent and celebrating our belief that Jesus is risen.

THANK YOU.

Tony then highlighted that we are advertising for part-time jobs, and anyone interested should speak to him or Ruth.

There had been no questions or comments submitted in advance.

Tony asked that we all be encouraged by all of the great things that are happening here and hopeful for what God will do in the future, and we joined in prayer to close the meeting.