



**Minutes of
Parishioners Meeting
and
Annual Parochial Church Meeting
held on Monday 12th October 2020.**

The meeting began with Mass at 6pm. Approximately 25 members of the congregation were in attendance. Father Kevin Morris was in the Chair.

The Statutory Notice convening the meetings had been displayed in the church porch as required and was taken as read.

A. Parishioners Meeting: Meeting to Elect Churchwardens

Nominations for the office of Churchwarden for 2020/21 had been received on behalf of **Dinah Garrett** and **Helen Wareham**. Both were duly elected to serve for the forthcoming year.

Father Kevin thanked Dinah and Helen for all their hard work as Wardens over the past year.

B. Annual Parochial Church Meeting

Apologies: Apologies were received from Jane Trigle, John Little and Tony Simkin.

2. The **Minutes** of the Annual Parochial Church Meeting held on Sunday 28 April 2019 were agreed as a true record of the meeting.
3. **Matters Arising:** There were no matters arising.
4. **Overview of 2019.** Father Kevin outlined the actions which the SMAAA had taken in response to the pandemic. Public worship was suspended in late March and Fr Kevin and Fr Fabrizio moved quickly to set up live streaming of services. The technology was rudimentary but good quality streaming was achieved and music was soon added to

Sunday worship with the help of the Morris family. The importance of the streaming for the congregations of SMAAA and St Peters and also for a much wider audience, including international participants, was soon apparent. Many parishioners contacted Fr Kevin to say how much the streamed services meant to them and to express their appreciation.

The streamed services were augmented by weekly podcasts, consisting of a blend of music, prayer, scripture reading and a homily. The Easter podcast was particularly moving in its evocation of the atmosphere of the dawn vigil and Father Thomas and Jonathan Dods were thanked for their work in creating these inspiring compilations.

The priests were unable to carry out their normal pastoral work but members of the PCC were organised into phoning members of the congregation, to offer help if needed and to provide contact with the Church. A very high proportion of the congregation was contacted in this way and the PCC reported that they had had a number of very moving conversations and numerous expressions of thanks and appreciation that the Church had reached out in this way.

The Standing Committee worked to ensure SMAAA received sufficient income to cover immediate outgoings. Some staff were furloughed and arrangements were made for the office staff to continue the administrative work of the parish from home. The PCC met by Zoom.

The Bedford Park Festival and the Chiswick Book Festival went on line, thus ensuring the continuance of these outreach events, albeit in a different format.

Public worship resumed in early June. Appropriate covid security was put in place to ensure the safety of the congregation and compliance with government regulations. Mass was celebrated twice on Sundays to avoid overcrowding at services and this has continued. Live streaming continues for Mass on Sundays and is likely to be in place for the foreseeable future.

Father Thomas was ordained by the Bishop of London on 20th September at SMAAA and celebrated his first mass the following day. The congregation was strictly limited but both events were live streamed.

The lockdown showed that new office IT and improved wifi and media equipment were needed urgently. The PCC approved a fundraising campaign to which the congregation responded generously, thus enabling the project to move ahead rapidly. It is hoped the work will be completed by the end of October.

The Church task groups have been re-instated, the Children's Church has restarted and choral music has been resumed at some services.

Father Kevin expressed his thanks to all the clergy who supported him through this very difficult and demanding period. He also expressed appreciation to the staff, the Standing Committee and task group leaders who had worked to ensure SMAAA continued to serve the congregation.

5. Election of Deanery Synod Representatives.

Nominations had been received for:

Helen Wareham, Dinah Garrett, Mary Pears, Alyson Mitchell and Alison Baker. All were duly elected.

6. Appointment of Sidespersons

New Church rules mean that this is now a matter for the PCC.

7. Report on the Electoral Roll

Vicky Brooke, Electoral Roll Officer, submitted a report in which she noted that the electoral roll was revised in 2019 and stood at 270 in that year. Since that time there have been five new joiners and 4 members have died. Therefore the number on the roll at the time of the 2020 APCM is 271, of whom 115 live within the Parish and 147 outside the Parish. More effort needs to be made to encourage the congregation to ensure they are on the roll and, if not, to sign up. Fr. Kevin thanked Vicky for her work.

8. Fabric Report

Dinah Garrett presented the Fabric Report which covered the period between April 2019 and September 2020. Major works on the north and east side of the church, planned for 2020, could not be carried out because of the pandemic. The Quinquennial inspection was carried out in November 2019 and was, on the whole, favourable. The architects were happy that the building is stable and the roof structures secure. There may be some minor seepage in areas which can only be accessed with specialist equipment. The report concluded that the building has

benefited from capital spending in the last three years and a programme of regular maintenance and improvement.

Light and sound are one of the biggest on-going costs: lightbulbs are gradually being converted to LED but replacements are expensive. New microphones were bought in March. Routine inspections for fire and electrical safety and the lift are carried out at an annual cost of £2100. Small internal repairs are done by the caretaker. Since July the pews have been constantly wiped down with antibacterial spray and will eventually need repainting.

A defibrillator was bought for the church in March.

Quick Road: the house had to be redecorated, recarpeted and deep cleaned before the arrival of Fr Thomas and his family. There is still work to be done, including maintenance to the fence and garden. The overall cost of the works will be in the region of £13k.

There was a question from the congregation concerning the LED lighting in the church. Although it is more energy efficient it seems to produce more glare which may be unpleasant when all the bulbs have been changed. In reply, it was explained that the lights are dimmable should glare become a problem.

9. Annual Report and Accounts.

The Treasurer, Alyson Mitchell, presented the accounts. She thanked Michael Pownall who had continued to oversee the planned giving, and Jamilla Amra who has provided expert guidance in compiling the accounts and has helped to formalise the way we work with St Peters. She also thanked Tony Simkin for his work on recovering Gift Aid and Allan Donner and John Little for their work with the Accounting and Pay groups.

A detailed report on the work of the Charities Group, compiled by John Clark, was available at the meeting.

Overall, the SMAAA financial position remained healthy through the 2019 financial year. Income from lettings fell but the costs associated with the Hall also dropped. Planned Giving income increased slightly. Both the Bedford Park Festival and the Chiswick Book Festival generated increased surpluses, which were divided between the

charities and SMAAA. The Church was able to increase its contribution to the Common Fund for the financial year.

There were no questions on the Annual Report or the Accounts.

10. Reappointment of the Independent Examiner

Although it had been planned to appoint new auditors at this APCM the need to work within the constraints of covid regulations meant that this has been postponed. It was proposed and unanimously agreed that PK Auditors LLP be re-appointed as St Michael's Independent Examiner for the coming year.

Fr. Kevin thanked Alyson Mitchell for her work as Treasurer during this difficult period.

11. St Peters

Fr Kevin reported on behalf of Fr Fabrizio that the ministry to the Italian community has been further developed during the year. New families are joining the congregation. St Peters is very dependent on hall lettings for its income. As the lettings have stopped due to the pandemic the Church is not able to contribute to the Common Fund at the moment. There is an urgent need to raise funds for the Church. Fr Fabrizio had asked Fr Kevin to express his thanks to SMAAA for the support they had provided during the year.

12. Any other business

The churchwardens, on behalf of the congregation, paid tribute to the work of Fr Kevin and expressed their gratitude for the leadership he provided, and continues to provide, during the pandemic. Despite the deprivation of not being able to come together to worship, the live streaming of services, the podcasts and the letters to the parishioners have given reassurance and inspiration to the congregation and to the wider community. Fr Kevin, together with Fr Fabrizio, Fr Thomas, Jonathan Dods and the entire Morris family, and later with Fr Graham and Mother Maggie, have supported the congregation, linked us together and simply been there for us all. A well-deserved tribute to Fr Kevin had been sent by some of the congregation to the Bishops of London and Kensington; the wardens wished to echo that and record the thanks of us all.

The meeting closed with the Grace at 7 pm.

