

All Saints, Hérault

The English Church at Saint Pargoire

Minutes of the Annual Meeting held at L'Eglise Protestante Unie, St Pargoire, at 11.45 am on Sunday 22 February 2015

The Reverend Roger Smith opened the meeting with prayer.

Members whose names were on the current electoral roll completed the “sign-in” sheet (attached) and the meeting was declared quorate.

The Chairman of the Chaplaincy Council, Revd Roger Smith, was appointed as Chairman to the meeting. The Minutes Secretary to the Council, Delia Smith, was appointed as Minutes Secretary to the meeting.

1	Minutes of last Annual Meeting The minutes of the meeting held on 12 January 2014 were read by the Secretary and, after the addition, under Any Other Business, of “On behalf of the congregation, Roger Armson thanked the Church Council, especially Patricia, for their work in the first year”, they were approved. Proposed Sheila Chesterton; seconded Ros Heley.
2	Appointment of Presiding Officer The meeting approved Francis Bigot as Presiding Officer.
3	Election of two Churchwardens Patricia Bigot and Nigel Summersall had been validly nominated. In the absence of further nominations, the Chairman declared them elected.
4	Election of two Chaplaincy Council members The Chairman explained that, in order that there could be an election of Church Council members each year, for these first years of the chaplaincy, two members had volunteered each year to stand down. Alison Kane and Christine Marshall had stood down and had been validly nominated for re-election to serve a term of three years. In the absence of further nominations, they were declared elected.
5	Composition of the Council The Chairman stated that the Council for 2015, therefore, comprised: Revd Roger Smith and Revd Richard Acworth, clergy, ex officio Patricia Bigot and Nigel Summersall, churchwardens, ex-officio Julie Johnson and Delia Smith, Synod Representatives, ex-officio Ros Heley, Sally John, Alison Kane, Barbara Marsh, Christine Marshall and Jenny Morgan, lay members.
6	Appointment of Auditor John Holmes was willing to continue. The Council and particularly the Secretary and Treasurer were very grateful for his services. It was agreed to renew Mr Holmes' appointment. Proposed Nigel Summersall, seconded Barry Marsh.
7	Electoral Roll The Electoral Roll Officer reported that the number on roll had risen to 67, including two new young members.
8	Priest-in-Charge's Report The Revd Roger Smith read his report and distributed printed copies.
9	Annual Report and Financial Statements of the Chaplaincy Council The report and accounts had been distributed prior to the meeting to all on the chaplaincy mailing list. There were comments and questions as follows.
9.1	Premises and chattels Roger Armson pointed out that the oak cupboard in the kitchen of the Temple belongs to the chaplaincy. This would be added to the inventory.

9.2	Standing Committee Graham Gardner asked for clarification of the composition of the Standing Committee and its role. The Chairman said the committee comprised the clergy, churchwardens and two lay members. It existed to take emergency action if necessary between full council meetings. Sheila Chesterton suggested explaining the Standing Committee and naming the members in the next Annual Report.
9.3	Financial situation Nigel Summersall said that the chaplaincy was doing well financially and the council was budgeting to give 3,500 € to charities in 2015.
9.4	Use of the Temple The question was asked “ Would the cost of using the Temple rise in 2015?” The Secretary answered that costs had risen in 2014, in line with increased use of the Temple. A new agreement stating an annual cost of 600 € was awaited; a further increase was not expected.
9.5	Archdeaconry Quota and likely Chaplaincy contribution in 2015. In answer to a question, the Secretary said the formula which determined the contributions was complicated but the chaplaincy's contribution was likely to stabilise at 360 €.
9.6	Reçus Fiscals The Secretary said that if nothing was heard within three months from the chaplaincy's application to issue tax-effective receipts for donations, ie by mid-April, it should be OK to go ahead. However, he would take independent advice before action. There followed brief discussion and comment on a planned giving scheme and how it could be administered.
9.7	The Report and Accounts were accepted, with thanks to the Secretary and Treasurer and it was resolved to discharge council members from liability in respect of their conduct of chaplaincy affairs in 2014. Proposed Trevor Jones; seconded Sheila Chesterton.
10	Archdeaconry Synod Report This had been included in the Report and Accounts circulated prior to the meeting and was accepted. It was explained that the meeting was held in Brittany as those who organised the synod could not find suitable alternative, more central, accommodation at an acceptable price.
11	Any Other Business
11.1	The Treasurer said she had been asked to publish on the website thank you letters received following donations. After discussion, it was agreed that notes stating that a thank you had been received would be published, rather than scanned copies of the letters. Also, that website links would be put on the chaplaincy website, to enable members to learn more about the charities supported.
11.2	Hymns Mary Pinnell requested use of the traditional words when there was a choice. There was sympathy for this and the request would be borne in mind but would mean separate sheets, rather than use of the hymn books.
11.3	Music Sheila Chesterton suggested that the volume of the recorded music that accompanied hymn singing should be louder. This would be borne in mind but the system had its limitations.
	The meeting closed at 12.30 pm with all saying the grace together.