

## Parish of All Saints Headley

### Minutes of the Annual Parochial Church Meeting (APCM)

Meeting held on 12 April 2026 at 12pm

Church Centre, High Street, Headley GU35 8PP

**PCC members present** Anneliese Wadham (AW) Hester Whittle (HW)  
Bob Wilson (BW) - Treasurer Jane Bowen Perkins (JBP)  
Caroline Young (CY) Keith Fairbrass (KF)  
Charlotte Pragnell (CPr) Mike Sutcliffe (MS)  
Chris Millard (CM) Olwen Parton (OP)  
Christine Leonard (CL) Rev Helen Kempster (HK)  
Edwin Catt (EC) Rev Yann Dubreuil (YD) – Chair  
Frazer White (FW) - Secretary

**PCC member apologies** Cheryl Pennington (CPe) Margaret Locke (ML) –  
Safeguarding Officer

**Others Present** See Appendix

**Apologies** Carolyn Elton Matthew Smith  
Ian Jenkins (IJ) - FoASH Simon Parton  
Jill Howard-Duff Tina Wareham (TW)

#### No. Description

#### 1. Annual Parochial Church Meeting (APCM)

##### 1.1. Minutes of the Previous APCM

The APCM followed the Annual Parishioners' Meeting and was opened with prayer by the Chair.

Apologies were noted as per those recorded at the Annual Parishioners' Meeting, with no additional apologies received.

The minutes of the previous APCM were received and approved without amendment.

**Proposed:** KF

**Seconded:** Francis Morgan

There were no objections. The minutes were therefore adopted.

**No. Description**

**1.2. Matters Arising**

There were no matters arising, as no formal resolutions had been passed at the previous APCM.

**2. Reports**

The following reports were received:

**2.1. Rector's Report**

The Rector presented his report and reflected on the life of the parish over the past year.

He spoke of the privilege of serving at All Saints' Church and noted the strength of the church community, highlighting the significant contribution made by many individuals and groups, much of which takes place behind the scenes. Thanks were recorded to all who serve faithfully in a wide variety of ministries.

It was reported that the congregation has experienced gentle but encouraging growth, with increased attendance noted at Easter services across all worshipping communities. This was welcomed as particularly positive in the context of wider patterns of decline seen in many churches.

The Rector recorded specific thanks to:

- Matthew Smith, Organist, for his reliability, musical leadership, and flexibility.
- The choir, whose numbers and contribution continue to grow.
- Leslie-Jane ("LJ") and Reuben for leading worship at the monthly Simple Praise service.
- Ian Jenkins for leading Lent and Advent study groups.
- Nick and Floss Mitchell for hosting and leading the Alpha Course, with thanks also extended to the Social Committee for catering and hospitality.
- Alison Sutcliffe, following her appointment as Anna Chaplain, for her developing pastoral role alongside Helen Kempster, who continues to lead much of the parish's pastoral ministry.
- Those involved in children's ministry, particularly Messy Church, which saw renewed attendance and engagement.
- Volunteers supporting community organisations and outreach activities, acknowledging these as important expressions of ministry beyond the church walls.

The Rector expressed particular appreciation to Tina Wareham, Administrator, for her outstanding and dedicated work throughout the year, including the

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preparation and management of extensive parish documentation and her commitment well beyond contracted hours.

Thanks were also recorded to the PCC, the Churchwardens, and all volunteers who support worship, events, fabric, finance, and pastoral care.

Looking ahead, the Rector shared a vision for increased engagement across the whole parish and encouraged members of the congregation to share ideas and initiatives, noting that growth would come through collective prayer, imagination, and service.

The report was received with thanks to all those involved.

**2.2. PCC Annual Report**

The PCC Annual Report (forming the preface to the financial statements) was received.

**2.3. Safeguarding Statement**

It was formally noted that the PCC complies with Church of England safeguarding policies and diocesan requirements.

Progress with the Parish Safeguarding Dashboard was acknowledged (now in the 90% completion range).

ML was recognised for her significant work in this area.

**2.4. Treasurer's Report and Financial Statements**

The Treasurer presented the accounts for the year, which had been prepared in accordance with Charity Commission requirements.

The following key figures were highlighted:

*Income*

Total income: £158,897

Planned giving and regular donations remained stable, with approximately 74% received by standing order.

Gift Aid tax recovery: approximately £16,000.

Rental income from Church House: £18,096 gross.

Additional income was received from magazine sales and advertising, church centre lettings, parochial fees, and investments.

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A legacy of £5,000 from the late Shirley Kilkenny was received and, together with additional support from FoASH, enabled the purchase of new pew cushions throughout the church.

The Diocesan Parish Share totalled £95,047, representing approximately 62% of total expenditure, and reflecting an increase of 4.7% on the previous year.

*Expenditure*

Church running costs included staff salaries, office expenses, magazine production, church centre running costs, and the quinquennial inspection. A significant refund for over-estimated energy billing was received following a change of supplier, and a new three-year fixed-rate energy contract has been secured at improved rates.

*Overall Financial Position*

Net operating surplus: £4,968 (including the legacy).

Investment gains: £9,416.

A revaluation of the property at Windmill Drive increased its value by £70,000 to £450,000.

Total assets at year end: approximately £624,000.

The Treasurer advised that the PCC has approved a deficit budget of £14,500 for the current year, reflecting continued increases in Parish Share, now set at £99,370 (an increase of 4.5%).

Thanks were recorded to:

BW, Treasurer, for his meticulous and sustained work.

Keith Henderson for administering Gift Aid claims.

Colin Brash for weekly banking.

Anthony Williams for examining the accounts.

The Treasurer encouraged continued generosity in parish giving and invited questions, of which there were none.

The report and financial statements were received with thanks.

2.5. Churchwardens' Report

The Churchwardens reported positively on the life, condition, and direction of the Church over the past year. They highlighted the wide-ranging responsibilities of the churchwarden role, which covers oversight of the Church buildings, worship, safeguarding, governance, and support of ministry.

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A key focus was the fabric and condition of the Church buildings. The quinquennial inspection brought encouraging news, confirming that the Church is in good overall condition. This has significant financial benefits, as no major remedial work was required, and reflects the consistent care and maintenance undertaken throughout the year.

The Churchwardens emphasised the strength of the Church community. A notable example was a well-attended working party that cleared the church grounds, followed by a shared barbeque. This event not only improved the Church environment but also strengthened relationships within the congregation and demonstrated the value of working together as a community.

They also reflected on their annual commissioning (“charge”) service, describing it as a reminder that the role of churchwarden is a calling to serve God and the parish. This commissioning provides both accountability and spiritual encouragement for the responsibilities they undertake on behalf of the Church.

The report gave thanks for developments in ministry and pastoral care, including the growth of chaplaincy roles and the strengthening of lay ministry. The Churchwardens noted with gratitude the confirmations held during the year and the Bishop’s evident affection for the parish, seeing these as signs of encouragement and spiritual growth.

They also remembered parish members who had died during the year, acknowledging both their contribution to Church life and the way their legacies continue to support the Church, including practical benefits such as new pew cushions.

Finally, the Churchwardens expressed gratitude to all who contribute to the Church’s life - volunteers, PCC members, the Treasurer, Safeguarding Officer, cleaners, maintenance teams, and those serving quietly behind the scenes. They stressed that the health of the Church depends on teamwork and faithful service, much of which goes unseen but is deeply valued.

### **2.6. Fabric Report**

It was reported that:

- Church buildings are in good condition
- Quinquennial inspection was satisfactory
- Compliance matters are up to date

**No. Description**

The report was received with thanks, particularly to those overseeing fabric and maintenance.

2.7. Deanery Synod Report

A brief report was given by CM on recent Deanery Synod activity, with encouragement for wider attendance and participation.

2.8. Electoral Roll Report

It was reported that the electoral roll had increased by one net member over the year. The report was received.

3. **Other reports**

The following reports were noted and accepted as read.

3.1. Messy Church

3.2. Anna Chaplaincy

3.3. Social Cttee

3.4. FoASH

4. **Elections**

4.1. Deanery Synod Representatives

CM confirmed his willingness to continue.

Ruth Page was elected to Deanery Synod.

**Proposed:** Floss Mitchell

**Seconded:** Allison Sutcliffe

Ruth was proposed, seconded and elected to Deanery Synod unopposed.

4.2. Election of Parochial Church Council (PCC) Members

It was noted that HW has stepped down from the PCC after many years of service. There were sincere thanks and a round of applause for HW's longstanding service since the 1960's.

There being a vacancy, Jitke Church was elected to the PCC.

**Proposed:** Allison Sutcliffe

**Seconded:** Ruth Page

**No. Description**

**5. Appointments**

**5.1. Appointment of Independent Examiner / Auditor**

It was unanimously agreed that Anthony Williams be reappointed as Independent Examiner.

**Proposed:** EC

**Seconded:** Linda Withey

**6. Any Other Business**

It was noted that ML will step down as Safeguarding Officer while remaining on the PCC. Volunteers were invited to consider taking on the role.

A query regarding the organ was raised by Anthony Williams following a recent article in the Telegraph regarding maintenance costs and noting there was no separate line for it in the accounts; it was confirmed by BW that the organ is well maintained with routine tuning and considered to be in good condition.

**7. Closing Prayer**

There being no further business the meeting closed with prayer.

Signed .....  
Rector Rev. Yann Dubreuil

Date .....

Signed .....  
PCC Secretary Frazer White

Date .....